

City of Rowlett  
Regular Meeting  
Animal Shelter Advisory Board  
Tuesday, September 9, 2014  
City Hall Conference Room  
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

I. Call to order

Chairman, Tim Pace called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:32pm on Tuesday, September 9, 2014. The following members were present: Tim Pace, Monica Carr, Jeri Fontenot, LaQueata Brown, Dr. McKelroy, Dawna Carabajal. City Staff present were: Lt. Marvin Gibbs, Maria Martinez, and Jackie Lozada.

II. Consider approving the minutes from the July 8, 2014 meeting

The Minutes from the July 8, 2014 meeting were passed out and board members were given time to review them. The Chairman opened the floor for comments or questions. Jeri Fontenot made a change to minutes. Motion was made by Dawna Carabajal to accept the minutes as with changes. Seconded by Jeri Fontenot. Motion passed.

Dr. McKelroy joined the meeting at 7:35 pm as a member.  
Amanda Traister joined the meeting at 7:36 pm as a member.

III. Update from Staff on Staff and Board Member Changes

Joe Tilger retired from City of Rowlett and will no longer be on the board. Amanda Traister will step in as new board member.

IV. Update from Staff on Shelter Stats

Maria Martinez presented the shelter stats to the board. Maria reported that euthanasia is still down. Placement rate is 94.4%. Live release rate is 99%.

V. Update from Staff August 16<sup>th</sup> Adoptathon.

Maria Martinez reports a successful adoptathon. August 16<sup>th</sup> was officially empty the shelter day in the Metroplex. Thirteen cats and thirteen dogs were adopted that day. Three were returned and two of the returns have since been adopted. Staff was commended on a job well done.

VI. Update from Staff on Vet Services.

Maria Martinez reported that as of August 5, 2014, Stonebridge Vet Services is the new provider of Vet Services. Maria will see if the Dr. Avery can come to one of the meetings. There have been two shot clinics since we have had the new vet and things seemed to be running smoothly.

VII. Update from staff on Security Cameras for the Shelter.

Maria and Lt. Gibbs reported that the cameras are in place. Six cameras have been placed at the shelter outside and inside of the shelter. Lt Gibbs pulled up the shelter on his laptop and

showed the board the view of the shelter. Lt. Gibbs reported that someone has already been caught putting dead animals in the dumpster. Cameras were completed on 8-18-2014. Two more cameras will be added. One in the front to see the parking lot. And another one in the kennels.

VIII. Discuss Fee Schedule for Shelter Fees.

Maria read off the shelter and registration fees for cities of Richardson and Sachse (See Attachment 1). The board discussed the fees. Dr. McKelroy suggested that on the Adoption Packages page, heart check be changed to heartworm check. She also suggested that worming be changed to deworming. Dr. McKelroy stated that we are right in line with what her office is charging. Dr. McKelroy will provide cost of quarantines in the area. Lt. Gibbs suggested that Special Permits be increased to \$50.00.

IX. Public Announcement

National Night Out – Tuesday, October 7, 2014

Pet Promotion at Council Meetings – 1<sup>st</sup> council meeting of the month (Tuesday)

Partnership with Petsmart taking cats to adopt

Dawna will assist with keeping cats going to Petsmart to adopt

Monica Carr has moved out of Rowlett and will no longer be able to serve on the Board

X. Topics for future meetings

Update from staff on shelter stats

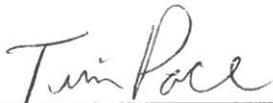
New Business will be added to as a regular topic

Continue discussion of shelter fees

Next meeting will on November 11, 2014

XI. Adjournment

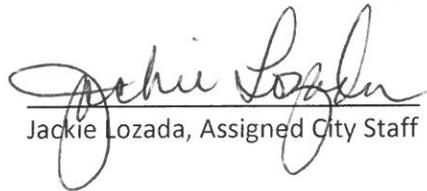
The Chairman called for a Motion to adjourn. The Motion was made by Jeri and seconded by Dr. McKelroy. The motion passed. The meeting was adjourned at 8:47 pm.



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Tim Pace, Chairman

1/13/15

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Date Approved



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Jackie Lozada, Assigned City Staff

# City of Rowlett

## Animal Services

### Yearly Report

10/01/2013 - 09/30/2014

	October	November	December	January	February	March	April	May	June	July	August	September	Total YTD
Service Calls	302	197	198	226	169	189	228	252	243	249	241		2494
Live Pickups	98	82	75	116	82	82	107	110	121	104	92		1069
Animals Euthanized	4	4	1	6	4	6	0	0	1	1	0		27
Animals Redeemed	33	26	28	25	30	26	35	25	18	18	25		289
Humane Adoptions	43	89	42	71	47	53	60	58	88	82	87		720

Placement Rate 94.40%



**Redemption Fees**

First Offense	\$30.00
Second Offense	\$60.00
Third Offense	\$90.00
Daily Shelter Fee	\$10.00
Quarantine Fee	\$150.00

**Animal Registration Fees**

Unsterilized	\$10.00
Sterilized	\$5.00
Late Registration	\$25.00
Seniors 60 and over	FREE
Potbellied Pigs & Ferrets	\$5.00
Replacement Tags	\$3.00
Special Permits	\$20.00 <i>\$50.00</i>

**Humane Traps Deposits (Refundable)**

Small Trap	\$25.00
Large Trap	\$75.00



Animal Shelter

### **Adoption Packages**

Sterilization Adoption Package..... \$75.00

Seniors 60 and Older Discount Sterilization Adoption Package.....\$55.00

#### **(Animals That Require Sterilization)**

Package includes: Sterilization, Rabies Vaccination, Heartworm check for dogs, Leukemia/AIDS check for cats, DHPP combination vaccine for dogs or FERCP vaccine for cats, deworming, collar, leash for dogs or a box type carrier for cats. Adopters of animals that have been determined to be too young for the sterilization procedure or rabies vaccination will be given a date to return and must have the animal vaccinated for rabies and sterilized by a veterinarian designated by the Rowlett Animal Shelter when the animal reaches four months of age or provide proof that it was completed elsewhere.

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Sterilized Adoption Package..... \$25.00

Seniors 60 and Older Discount Sterilized Adoption Package.....\$5.00

#### **(Animals Previously Rendered Sterile)**

Package includes: Sterilization, Rabies Vaccination, Heartworm check for dogs, Leukemia/AIDS check for cats, DHPP combination vaccine for dogs or FERCP vaccine for cats, deworming, collar, leash for dogs or a box type carrier for cats.