

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, March 9, 2010
City Hall Conference Room
4000 Main Street, Rowlett, Texas

Meeting Minutes

I. Call to order

Chairman, Katherine Rinz called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:11 pm on Tuesday, March 9, 2010. The Roll Call was conducted via sign in sheet. The following members were present: Dr. Lori Trahan, Katherine Rinz, Jeri Fontenot, Lynn Hooper, Joe Tilger, Chief Matt Walling, Lt. Marvin Gibbs and Jeff Ochsner. Absent from the meeting was Tim Pace.

II. Consider approving the Minutes from both the December 10, 2009 and January 12, 2010 meetings of the Animal Shelter Advisory Board.

The Minutes from the December 10, 2009 and January 12, 2010 meetings were passed out and Board members were given time to review the Minutes. The Chairman opened the floor for comments or questions and pointed out a clerical error in the January 12, 2010 Minutes. No other comments were made. Katherine Rinz called for a motion to accept the Minutes as written with the clerical revision to the January 12, 2010 Minutes. The motion was made by Dr. Lori Trahan and was seconded by Jeri Fontenot. The motion was passed with none opposed.

III. Discussion for review of the Joint Meeting with City Council.

Katherine Rinz opened the item for discussion. The item was discussed at length with no action being taken. The Chairman closed the item by moving on to the next item.

IV. Discussion of the current Goals for 2010.

The following Goals were discussed with no direct action being taken on any of the items.

1. Cat containment ordinance.
2. Wildlife issues.
3. Animal Shelter Newsletter.
4. Animal Shelter Website.
5. Size and staffing needs of the Animal Shelter.
6. Scheduling of Adoption Events and Vaccination Clinics.
7. Registration fees and Animal Breeder's Permit.
8. Micro-chipping adopted animals.
9. Discussion of a possible Dog Park.

10. The progress of newly enacted ordinances.
11. Rescue groups.

The Chairman, Katherine Rinz closed the item by opening the next item for discussion.

V. Discussion of the requirements of Petsmart for offsite adoptions.

Ms. Rinz opened the item for the discussion and gave the floor to Jeri Fontenot. Ms. Fontenot gave an overview of the requirements for conducting an adoption event at Petsmart. The discussion focused on rabies inoculation requirements and liability issues. Then the discussions turned to a rescue organization that was conducting adoption events at the Firewheel Mall. Ms. Fontenot finished the item by telling the Board her group "FRAs" wants to continue to be a booster club for the Animal Shelter that focuses on promoting the shelter through special events rather than becoming an animal rescue organization. After further discussion among the members, Katherine Rinz closed the item from discussion.

VI. Update from staff on the progress of new signage for the Animal Shelter.

The Chairman, Katherine Rinz opened the item for discussion. The Chairman recognized Joe Tilger. Mr. Tilger told the board that he had gone out and done a survey of where the current signage was located. He went on to say that there were two signs on Martin Drive @ Industrial Street, one facing north and the other facing south. Additionally, Mr. Tilger said that he had Public Works install a sign at Lakeview Parkway and Martin for east bound traffic. He further said that he was going to be working with TXDOT on putting additional signage on Lakeview Parkway for west bound traffic. Mr. Tilger said that he had also asked that Public Works replace the Animal Shelter sign on Rowlett Road @ Melcer Drive that was taken down during construction of that intersection. Mr. Tilger passed out a handout that had size and cost of street signage from a local sign company. The Board continued to discuss the cost, size, style and lettering of the suggested signage. Chief Matt Walling made the suggestion that the Board should explore this item a little more with the idea of creating a sign that could be posted with the existing Wet Zone signs. After continued discussion on this item, no action was taken and the item was closed by the Chairman.

VII. Topics for future agenda meetings.

Chairman, Katherine Rinz opened the floor for suggestions of topics for future agendas. Jeri Fontenot wanted to discuss further the adding of Micro-chips to the adoption package. Chief Walling said that he would have staff check to see if other surrounding cities were providing Micro-chips and if so, the fee they were charging. The Chief also said that he would have staff find out which Veterinarian Clinics within the city were providing registration application to their clients. Ms. Rinz said that she would like to discuss further the idea of a cat containment ordinance and get an update from the Board members who were able to attend the Parks Board meeting with regards to a dog park. No other suggestions were made and the Chairman closed the item.

VIII. Public Announcements.

None were made.

IX. Adjournment.

The Chairman, Ms. Katherine Rinz called for a Motion to adjourn. The Motion was made by Dr. Lori Trahan and was seconded by Ms. Jeri Fontenot. The meeting was adjourned at 9:17 pm.

Jeri Fontenot
Ms. Jeri Fontenot, Vice Chairman

Jeff Ochser
Jeff Ochser, Assigned City Staff

5/11/10
Date Approved