

MINUTES  
ANIMAL ADVISORY BOARD  
CITY OF LIVE OAK  
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS  
8001 SHIN OAK DRIVE  
TUESDAY, DECEMBER 6, 2016 AT 2:00 P.M.

1. CALL TO ORDER

Chief Dan Pue call the Animal Advisory Board to order on December 6, 2016 at 2:00 p.m.

2. ROLL CALL

Chief Dan Pue  
Assistant Chief Gary Hopper  
Torren Phillips, Supervisor Animal Control  
Kevin McGuire, Det. Police Department  
Dr. Richard Kline, DVM, Kitty Hawk Animal Hospital  
Kaci Scholten, Live Oak Humane Society  
Hilda Lafredo, Citizen Volunteer

3. NEW BUSINESS

A. Discussion regarding the progress with the Animal Control building.

Chief Pue discussed the following improvements to the Animal Control Facility:

- New washer/dryer
- New climate control
- New climate control alarm system
- New large dog shower system
- Updated fixed and replaced the air exchange ventilation system.
- Expanded the cat kennels where a storage room existed.
- Purchased new kennels and food storage from surplus
- Professionally steam cleaned floors in public areas.
- Updated uniforms

Upcoming projects:

- Drop down ceiling- October 2016 the engineer was drafting up plans (FY 2016/17)
- Painting of dog kennel area. (FY 2016/17)
- Possibly replace and add windows that open to provide fresh air. (FY 2017/18)

B. Discussion regarding the recruiting volunteers for dog adoptions at PetSmart.

Mr. Phillips explained the need for volunteers to help facilitate the dog adoption rate for the

city. He asked Ms. Scholten, Humane Society to help with volunteer to assist staff with adoptions at Pet Smart at least twice a month. Ms. Scholten indicated that the membership for the Humane Society was working toward additional volunteers within their membership and would get back with Mr. Phillips with possible names.

C. Discussion regarding the process of the City of Converse new Animal Control Facility.

Mr. Phillips noted that the Converse Animal Control Facility was due to open sometime in 2017.

D. Discussion regarding the Yearly report (Number of animals picked up, adopted, in foster care.)

Chief Pue and Mr. Phillips provided a handout with the annual totals of all animals brought into the shelter. These total included the City of Converse animal brought to the shelter. It was noted that the euthanasia rate was low, as many of the animals are returned to their owners, foster or adopted out and euthanasia is done primarily for animals that are critically hurt or ill. A total of all calls for the year: 1/754 and total of animals brought to the facility 1,135

#### 4. ADVISORY REPORT

A. Staff remarks

Det. McGuire indicated that he toured the Universal City Animal Control facility and was impressed with the operation and he noted that their staff is double the Live Oak staff. In addition, Police Officer Caballero was planning another donation event for the animal control facility; the date was unknown.

Mr. Phillips noted volunteerism for animal control had slowed and appreciated any assistance from the Humane Society.

Ms. Scholten spoke about hiring addition personnel for animal control as the city is growing and the need is great. In addition, she added that perhaps a permanent volunteer to answer telephone calls and light tasks might be looked into at the city level. TNR was an issue she wanted to discuss, however, it was not on the agenda. Both Ms. Woodall and Ms. Lafredo spoke about their views on TNR.

Dr. Kline added his thought on Terrazzo flooring for the animal control facility. He added that it was costly, but was excellent for ensuring the smell of animal excrement/urine would not linger in the floors etc.

Chief Pue concurred with the Terrazzo flooring, but at this time it would be considered a back burner issue, as there were other pressing issues that needed to be addressed.

B. Veterinarian remarks

Dr. Kline indicated that he was not a proponent of TNR (Trap and Release of feral cats). He did not believe that Live Oak had a problem with feral cats.

C. Live Oak Humane Society remarks

#### 5. GENERAL ANNOUNCEMENTS

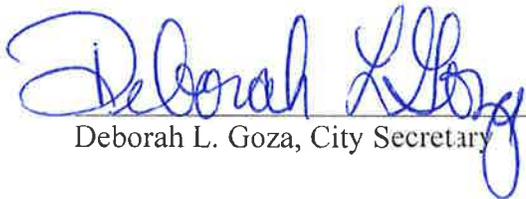
A. Our next Animal Advisory Board Meeting will be Tuesday April 11<sup>th</sup>, 2017 at 2:00 p.m.

6. ADJOURNMENT

Chief Pue made a motion to adjourn and it was seconded by Mr. Phillips. The meeting adjourned at 2:27 p.m.

  
\_\_\_\_\_  
Mendell D. Morgan Jr., Council Liaison for  
Animal Advisory Board

ATTEST:

  
\_\_\_\_\_  
Deborah L. Goza, City Secretary