



**NOTICE OF REGULAR MEETING AND
SPECIAL WORK SESSION AGENDA
ANIMAL SHELTER ADVISORY COMMITTEE
MUNICIPAL CENTER CITY HALL CONFERENCE ROOM
211 N. HENRY STREET, LANCASTER, TEXAS**



Thursday, January 25, 2018 - 6:00 PM

6:00 P.M. REGULAR MEETING:

CALL TO ORDER

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Boards and Commissions Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Animal Shelter Advisory Committee Regular Meeting held on September 28, 2017.

ADJOURN REGULAR MEETING

6:05 P.M. SPECIAL WORK SESSION:

1. Discuss and receive updates on Lancaster Animal Shelter operations.
2. Discuss and receive update on Low Cost Vet Services Transport events for the months of September to December 2017.
3. Discuss and provide progress update on grant project.

ADJOURNMENT

ACCESSIBILITY STATEMENT: Meetings of the Lancaster Boards and Commissions are held in municipal facilities are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

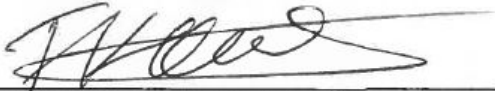
PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY

CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on January 22, 2018 @ 5:45 p.m. and copies thereof were provided to the Animal Shelter Advisory Committee members.



Fabrice Kabona, Board Secretary

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Animal Shelter Advisory Committee

1.

Meeting Date: 01/25/2018

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Fabrice Kabona, Assistant to the City Manager

Agenda Caption:

Consider approval of minutes from the Animal Shelter Advisory Committee Regular Meeting held on September 28, 2017.

Attachments

September 28, 2017 Meeting Minutes

MINUTES

ANIMAL SHELTER ADVISORY COMMITTEE REGULAR MEETING OF SEPTEMBER 28, 2017

The Animal Shelter Advisory Committee of the City of Lancaster, Texas, met in a Regular Session in the conference room of City Hall on September 28, 2017 at 6:30 p.m. with a quorum present to-wit:

Commissioners Present:

Chair Stacey Jaglowski
Jean Eye
Katherine Hail
Ivory Williams
Carrie Moody

City Staff:

Fabrice Kabona

Call to order:

Chair Jaglowski called the meeting to order at 6:30 p.m. on September 28, 2017.

Consent Agenda:

Chair Jaglowski read the consent agenda.

1. Discuss and receive an update on Lancaster Animal Shelter operations.

Staff discussed the details in the reports of both the Lancaster animals and animals from the City of Hutchins. Mrs. Jaglowski asked for additional clarification on the number of redeemed animals and what that meant. Mr. Kabona explained that the term refers to animals picked up at the shelter by their owner.

Staff briefed the board on the status of the roof at the shelter per the board's request at previous meetings. Mr. Kabona stated that staff is aware of the issue is exploring various options to resolve it, such as the possibility of including it in the upcoming capital budget for consideration.

2. Discuss and receive update on the Vet Services

Staff discussed the details in the reports from Texas Coalition and Animal Protection or TCAP as well as Spay Neuter Network. The data reflected on the reports were from March 2017 to August 2017.

3. Discuss upcoming events

Staff briefed the board on the upcoming presentation to council regarding the City-wide mandatory microchip proposal. He discussed the impact such an ordinance, if approved by council, would have in Lancaster and encouraged board members to attend the upcoming council work shop. Board members expressed agreement and support for the effort.

Staff discussed upcoming events which included the "Responsible Pet Ownership Workshop" scheduled for November 30, 2017 at 6:00pm at 1700 Veterans Memorial Pkwy. as well as the Christmas Parade in December. He explained that the Lancaster Animal Shelter's participation in both these events will be focused on promoting the adoption program, educating citizens about basic pet care and how to remain in compliance with animal related Lancaster ordinances, as well as promoting the microchip program. Board members expressed that they will be attending the events for support.

4. Discuss grant opportunities

Staff opened discussion on the grant research project. Commissioner Williams proposed that staff determines the criteria and assigns the project to groups of two or three. Board agreed to work on grant applications with partners and provide progress updates at the next meeting.

MOTION: Commissioner Jaglowski made a motion, and seconded by Commissioner Moody to adjourn the meeting. All were in favor.

The meeting was adjourned at 7:05 p.m.

ATTEST:

APPROVED:

Fabrice Kabona, Board Secretary

Stacey Jaglowski, Chair

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Animal Shelter Advisory Committee

1.

Meeting Date: 01/25/2018

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Fabrice Kabona, Assistant to the City Manager

Agenda Caption:

Discuss and receive updates on Lancaster Animal Shelter operations.

Background:

1. **City-wide microchip ordinance:** On November 13, 2017, Council approved a city-wide mandatory microchipping ordinance requiring all dogs and cats four months and older to get microchipped. The objective of this ordinance is to address the loose dog issue in Lancaster and allow a faster return to owner rate. Along with that, the existing price of \$25 has been reduced to \$15 per animal. Lancaster joins cities such as Dallas, Waco, San Antonio, and Odessa that have passed a similar ordinance. The City has offered a three months grace period to allow pet owners to come into compliance, after which the ordinance will be enforceable with a citation. During the grace period, shelter staff has held two public events focused on informing residents of the new ordinance and providing education regarding microchips. This ordinance goes into effect on February 19, 2018.
2. **Shelter Reports:** Attached are reports from both the Cities of Hutchins and Lancaster reflecting shelter operation data for the months of September to December 2017.
3. **Microchip Report:** A total of 350 microchips were purchased from Home Again last year; 46 individuals signed up for additional service provided by Home Again through the microchip implant. Please find attached the report provided by Home Again.

Attachments

Lancaster Operation Report

Microchip Report 2017

Hutchins Operation Report



City of Lancaster
Animal Shelter

690 E. Main St.* Lancaster, TX 75146 * 972-218-1210
www.lancaster-tx.com



Lancaster Operation Update: Calendar Year-To-Date

Incoming

Date	Traps	Deceased	Callback	ACO pickup	Citizen pickup	Surrendered
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2ND QUARTER FY 2017

Jan-2017	5	13	3	35	29	5
February	2	26	3	29	18	15
March	3	31	5	25	51	18

3RD QUARTER FY 2017

April	1	27	1	26	26	15
May	0	23	4	39	61	13
June	0	16	5	24	47	9

4TH QUARTER FY 2017

July	0	22	3	41	38	19
August	1	22	2	40	49	19
September	0	24	3	13	47	16

1ST QUARTER FY 2018

October	1	15	2	30	39	22
November	0	10	0	22	33	10
December	0	10	1	14	24	3

2ND QUARTER FY 2018

Jan-2018	3	4	1	20	20	3
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Dispositions

Date	Quarantine	Adopted	Redeemed	Transferred	Euthanized
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2ND QUARTER FY 2017

Jan-2017	2	12	6	32	7
February	2	14	13	30	15
March	1	22	12	65	10

3RD QUARTER FY 2017

April	0	13	7	31	7
May	0	14	11	39	37
June	1	16	7	52	9

4TH QUARTER FY 2017

July	1	21	12	70	25
August	1	20	11	70	13
September	3	7	24	40	11

1ST QUARTER FY 2018

October	0	11	6	45	22
November	0	11	12	34	15
December	0	5	6	33	12

2ND QUARTER FY 2018

Jan-2018	1	3	3	16	5
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13th Month Sales Report



Report Period: January 2018
 Account Name: LANCASTER ANIMAL SHELTER (0010235159)
 Address: 211 N HENRY ST LANCASTER Dallas - 75146
 Phone: 972-218-1210

Product Name		Month														Grand Total
		201612	201701	201702	201703	201704	201705	201706	201707	201708	201709	201710	201711	201712	201801	
HA 134KHZ UNIVERSAL WORLDCHIP	Units	50	0	50	0	0	50	0	50	50	0	0	100	0	0	350
	Sales	250	0	250	0	0	250	0	250	250	0	0	500	0	0	1,750
HA UNIVERSAL ENROLLMENT FORM (PAD OF 30)	Units	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2
	Sales	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOME AGAIN ENROLLMENT ENVELOPES FL	Units	0	0	0	0	0	0	0	0	0	0	0	20	0	0	20
	Sales	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOME AGAIN ENROLLMENT RENEWAL	Units	3	4	6	2	2	2	7	5	4	6	1	1	3	0	46
	Sales	59.97	79.96	119.94	39.98	39.98	39.98	139.94	99.95	79.96	119.94	19.99	19.99	59.97	0	919.55
HOMEAGAIN WORLDSCAN READER PLUS	Units	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1
	Sales	0	0	0	0	0	0	0	0	0	0	0	375	0	0	375
Grand Total	Units	53	4	56	2	2	52	7	55	54	6	1	124	3	0	419
	Sales	309.97	79.96	369.94	39.98	39.98	289.98	139.94	349.95	329.96	119.94	19.99	894.99	59.97	0	3,044.55

The currency is printed in USD

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City of Lancaster
Animal Shelter

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www.lancaster-tx.com



Hutchins Operation Update: Calendar Year-To-Date

Incoming

Date	Traps	Deceased	ACO pickup	Citizen pickup	Surrendered
3rd QUARTER FY 2017					
April-2017	0	0	1	0	6
May	0	0	7	0	0
June	0	0	6	1	3

4TH QUARTER FY 2017					
July	0	0	16	1	5
August	0	0	9	0	0
September	0	0	5	0	2

1ST QUARTER FY 2018					
October	0	0	13	1	5
November	0	0	4	2	1
December	0	0	10	2	0

2ND QUARTER FY 2018					
Jan-2018					

Dispositions

Date	Quarantine	Adopted	Redeemed	Transferred	Euthanized
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3RD QUARTER FY 2017

April	0	1	0	1	1
May	0	3	0	3	0
June	0	0	1	1	0

4TH QUARTER FY 2017

July	0	0	1	1	13
August	1	0	0	6	1
September	1	1	1	1	0

1ST QUARTER FY 2018

October	1	1	3	5	2
November	1	1	0	2	0
December	1	1	0	0	5

2ND QUARTER FY 2018

Jan-2018					
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CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Animal Shelter Advisory Committee

2.

Meeting Date: 01/25/2018

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Fabrice Kabona, Assistant to the City Manager

Agenda Caption:

Discuss and receive update on Low Cost Vet Services Transport events for the months of September to December 2017.

Background:

1. **Spay Neuter Network Report:** Spay Neuter Network continues to provide free vet services on the second Friday of each month at 1501 N. Dallas Ave. to Lancaster residents residing within the 75134 zip code area. You might recall that this nonprofit is able to provide these services as a result of a grant which determines locations in which the services can be provided. Following are a summary of their events outcome:
 - September: 43 pets treated.
 - October: 25 pets treated.
 - November: 2 pets treated
 - December: 2 pets treated.
2. **TCAP Report:** Texas Coalition for Animal Protection (TCAP) continues to provide low cost services on a quarterly basis from the Shelter. On November 21, 2017, 42 pets were treated (16-spay/neutered; 26-rabies vaccination). Attached is the report for further details.

Attachments

TCAP Report

First Name	Last Name	Pet Name	Type	Services
Francie	Belcher	Lily	Male Cat	Feral neuter, pain inj. Rabies
Francie	Belcher	Mama	Female Cat	Feral spay, pain inj. Rabies
Francie	Belcher	Kitty	Female Cat	Feral spay, pain inj. Rabies, in heat
Nell	Mazoch	Pale Face	Male Cat	Neuter, Pain Med Combo, E-collar, Rabies, FHCPCh, FELV
Norrette	Ford	Umbra	Male Dog	Neuter, Pain Med Combo
Norrette	Ford	Rio	Male Dog	Neuter, Pain Med Combo
Norrette	Ford	Meeha	Female Dog	Spay, Pain Med Combo
Trackea	Scott	Bella	Female Dog	Spay, Pain Med Combo, E- collar, DAPPv, Bordetella
Elizabeth	Pineda	Whiny	Male Cat	Neuter, Pain Inj, Rabies
Elizabeth	Pineda	Kitty	Female Cat	Spay, Pain Inj, Rabies
Lancaster	Animal Shelter	Ruby	Female Dog	Spay, Pain Med Combo, Rabies
Ruth	Massoth	Bambi	Female Dog	Spay, Pain Med Combo, E- collar
Ruth	Massoth	Lucy	Female Dog	Spay, Pain Med Combo, E- collar
Coco	Garcia	Rocky	Male Dog	Neuter, Pain Med Combo, Nail Trim
Coco	Garcia	C.J.	Male Dog	Neuter, Pain Med Combo, Nail Trim
Kendra	Plumley	Bea	Female Dog	Spay, Pain Med Combo, E- collar, Microchip, Baby

Total Pets	
Spayed/Neutered	16
Rabies Vaccination	26

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Animal Shelter Advisory Committee

3.

Meeting Date: 01/25/2018

Policy Statement: This request supports the City Council 2017-2018 Policy Agenda

Goal(s): Financially Sound Government

Submitted by: Fabrice Kabona, Assistant to the City Manager

Agenda Caption:

Discuss and provide progress update on grant project.

Background:

At the last Shelter Advisory board meeting held on September 28, 2017, the board agreed to work together on grant research projects. Staff provided available grant options and criteria, staff also assigned grant projects to groups of two within the board as discussed at the last meeting. At this meeting, the various groups will provide progress updates on their assigned grant project.