



**City of Lake Dallas
Animal Services Advisory Board
Regular Meeting**

**This meeting will be conducted via Video Conference
May 27, 2020 at 6:00 pm
Agenda**

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act, and in an effort to protect the health and safety of the public, members of the public will not be admitted to the meeting room to attend the meeting. Members of the public who desire to listen to proceedings of the meeting may dial the following toll-free number and, when prompted, enter the following Meeting ID #, beginning at 5:45 p.m. to join the meeting:

Toll Free Number: 877 853 5257

Meeting ID#: 819 2053 5174

Video Conference: <https://us02web.zoom.us/j/81920535174?pwd=LzRaV3pENmtwZkIHT25jSENUYWZaUT09>

Password: 654898

Any person wishing to provide comments during Item 2 – Citizen Agenda & Public Comment, or on any matter to be considered on this agenda, should email such comments to the City Secretary at cdelcambre@lakedallas.com by 3:00 p.m. on Tuesday, May 27, 2020.

1. Call to Order & Determination of Quorum
2. **Receive Citizen Public Comment** – An opportunity for citizens to address the Animal Services Advisory Board on matters which are not scheduled for consideration by the Board. The Texas Open Meeting Act prohibits deliberation by the Board of any subject which is not on the posted agenda, therefore the Board will not be able to discuss or take any action on items brought up during the citizen presentations. Citizen presentation will be limited to five (5) minutes per person
3. Approve Minutes from the November 20, 2019 meeting.
4. Review Activity Report
5. Discuss status of the air conditioner
6. Grants from DASF
7. Discuss future meeting dates
8. Discuss the Direction of the Shelter for Upcoming year
9. Discuss recent and upcoming events
10. Announcement or request for future agenda items.

11. Adjournment

I certify that the above notice of this meeting posted on the bulletin board at City Hall of the City of Lake Dallas, Texas on or before May 21, 2020 before 5:00 p.m.



Codi Delcambre, City Secretary

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed above or herein.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the is meeting, please contact City Secretary's office at (940) 497-2226 ext. 102 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

State of Texas
County of Denton
City of Lake Dallas

The Animal Shelter Advisory Board of the City of Lake Dallas met for a regular meeting on November 20, 2019 at the Lake Dallas City Hall, 212 Main St., with notice of the meeting posted, as required, by Title 5, Chapter 551.041 of the Texas Government Code.

1. Call to Order

Dan Carolla called the meeting to order at 1:15 p.m.

Present:

Dan Carolla
Mandi Anderson
Kim Gaffey

Staff member: Cindy Uber, Manager of Animal Services was present.

2. Approval of Agendas:

The Board approved the following agendas
August 27, 2019

3. Citizen Agenda & Public Comment:

Dan Carolla opened the Citizen's Agenda
No one spoke
Dan Carolla closed the Citizen's Agenda

4. Discuss Meeting Etiquette

Dan Carolla advised of meeting etiquette which involves staying focused on the agenda topics and not discussing other items not listed. The additional items would have to be added to future agendas to be discussed at later dates. He also discussed function of the Chairperson and duties that he/she is assigned to complete.

5. Receive and Review Activity Report

The Board received and reviewed the quarterly activity report.

6. Discuss Recent and Upcoming Events

Staff member – Cindy Uber, advised of the following events

- Santa Claus – Paws and Claus photos
- TCAP vaccination clinic – Free Rabies

7. Discuss the Direction of the Shelter for the Upcoming Year

Staff member – Cindy Uber discussed additional reporting of how long the dogs and cats have been at the shelter. Example of the report given. Cindy stated she is looking forward to working with the new and existing board members and is looking into building partnerships with other organizations to assist with fundraising.

8. Elect Chairperson

Motion Elect Dan Carolla as Chairperson

Ayes: Mandi Anderson, and Kim Gaffey

Noes: None

Motion Passed 2-0

9. Elect Vice President

Motion Elect Mandi Anderson as Vice President

Ayes: Dan Carolla, and Kim Gaffey

Noes: None

10. Board Input/Questions:

No input or questions

11. Adjourn

Dan Carolla adjourned the meeting at 2:30 p.m.

Dan Carolla, Chairperson

Cindy Uber, Manager of Animal Services

City of Lake Dallas
Designated Funds
as of 4/30/20

Account	Balance
Kids and Cops	\$14,962.13
LEOSE	\$2,237.27
Seizure Fund	\$1,459.62
Court Security	\$49,139.93
Child Safety	\$27,677.86
Court Technology	\$11,113.86
Juvenile Case Management	\$156,041.99
Library	\$9,630.84
Animal Rescue	\$16,842.99
Willow Grove Park	\$72,042.99
Park Improvements	\$1,859.22
Hotel Occupancy Tax	\$61,177.75
Road Maint & Repair Fund	\$315,412.77
General Capital Projects	\$853,953.56

Texpool Investment Accounts

GF Capital Imp-Unrestricted	\$94,112.55
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5/5/2020

City of Lake Dallas
Statement of Revenue and Expenditures
Original Budget
For General Fund (01)
For the Fiscal Period 2020-7 Ending April 30, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Contractual Services Expenditures	0.00	753.31	13,570.00	5,215.78	61.56%
Maintenance Expenditures					
01-14-54400 Facilities Maintenance	0.00	49.78	2,500.00	214.79	91.41%
01-14-54406 IT Maintenance	0.00	1,842.10	17,700.00	9,213.94	47.94%
Total Maintenance Expenditures	0.00	1,891.88	20,200.00	9,428.73	53.32%
Capital Outlay Expenditures					
01-14-55506 Capital Outlay-Buildings/Facilities	0.00	0.00	16,000.00	0.00	100.00%
Total Capital Outlay Expenditures	0.00	0.00	16,000.00	0.00	100.00%
Total Library Expenditures	0.00	13,635.91	237,463.70	113,361.45	52.26%
Animal Services Expenditures					
Personnel & Benefits Expenditures					
01-15-51000 Salaries-Full Time	0.00	6,489.20	85,577.60	50,630.22	41.52%
01-15-51010 Salaries-Part Time	0.00	1,807.52	23,804.35	15,647.73	34.27%
01-15-51101 Overtime	0.00	250.80	5,000.00	3,077.54	38.45%
01-15-51104 Longevity	0.00	0.00	144.00	144.00	0.00%
01-15-51105 FICA/Medicare Tax	0.00	123.32	1,673.04	972.23	41.89%
01-15-51106 Unemployment Tax	0.00	38.35	810.00	575.26	28.98%
01-15-51107 Worker's Compensation	0.00	276.40	7,211.37	3,215.20	55.41%
01-15-51108 Group Health Insurance	0.00	226.70	24,409.08	12,755.82	47.74%
01-15-51109 Retirement/TMRS	0.00	920.49	17,307.29	7,538.59	56.44%
Total Personnel & Benefits Expenditures	0.00	10,132.78	166,936.73	94,556.59	43.36%
Supplies Expenditures					
01-15-52000 Office Supplies	0.00	0.00	200.00	291.87	(45.94%)
01-15-52201 Operating Supplies	0.00	212.56	4,500.00	4,188.29	6.93%
01-15-52202 Postage & Shipping	0.00	0.00	50.00	27.70	44.60%
01-15-52203 Printing	0.00	188.44	750.00	571.41	23.81%
01-15-52204 Uniforms	0.00	240.00	1,200.00	340.00	71.67%
01-15-52205 Advertising	0.00	0.00	200.00	0.00	100.00%
01-15-52206 Travel & Training	0.00	0.00	2,000.00	1,482.44	25.88%

City of Lake Dallas
Statement of Revenue and Expenditures
Original Budget
For General Fund (01)
For the Fiscal Period 2020-7 Ending April 30, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
01-15-52207 Dues & Memberships	0.00	0.00	100.00	0.00	100.00%
01-15-52208 Vehicle Fuel	0.00	35.36	650.00	265.78	59.11%
01-15-52210 Equipment-Field	0.00	0.00	250.00	0.00	100.00%
01-15-52211 Safety Equipment & Supplies	0.00	0.00	100.00	43.46	56.54%
01-15-52212 Flowers/Gifts/Plaques	0.00	0.00	250.00	196.56	21.38%
01-15-52216 Telephone-Mobile	0.00	37.99	456.00	272.99	40.13%
01-15-52216 Land Lease	0.00	0.00	1,300.00	1,312.87	(0.99%)
Total Supplies Expenditures	0.00	714.35	12,006.00	8,993.37	25.09%
Contractual Services Expenditures					
01-15-53301 Utilities	0.00	899.25	10,000.00	9,122.69	8.77%
01-15-53309 Consultants & Professionals	0.00	827.38	6,000.00	6,000.00	0.00%
Total Contractual Services Expenditures	0.00	1,726.63	16,000.00	15,122.69	5.48%
Maintenance Expenditures					
01-15-54400 Facilities Maintenance	0.00	32.94	2,000.00	126.25	93.69%
01-15-54402 Vehicle Maintenance	0.00	0.00	500.00	0.00	100.00%
01-15-54406 Software Maintenance	0.00	285.00	3,800.00	1,329.00	65.03%
Total Maintenance Expenditures	0.00	317.94	6,300.00	1,455.25	76.90%
Capital Outlay Expenditures					
01-15-55504 Capital Outlay-Information Technology	0.00	0.00	1,550.00	1,399.98	9.68%
01-15-55506 Capital Outlay-Buildings/Facilities	0.00	0.00	19,300.00	2,896.16	84.99%
Total Capital Outlay Expenditures	0.00	0.00	20,850.00	4,296.14	79.40%
Total Animal Services Expenditures	0.00	12,891.70	222,092.73	124,424.04	43.98%
Park and Facilities Expenditures					
Personnel & Benefits Expenditures					
01-16-51000 Salaries-Full Time	0.00	2,390.40	31,074.67	25,203.21	18.89%
01-16-51101 Overtime	0.00	257.72	2,500.00	1,085.06	56.60%
01-16-51105 FICA/Medicare Tax	0.00	38.40	450.58	816.02	(81.10%)
01-16-51106 Unemployment Tax	0.00	23.91	162.00	304.44	(87.93%)
01-16-51107 Worker's Compensation	0.00	178.63	1,308.24	1,773.30	(35.55%)

5/5/2020 4:54pm

City of Lake Dallas
Statement of Revenue and Expenditures

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Original Budget
 For Animal Rescue (32)
 For the Fiscal Period 2020-7 Ending April 30, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Revenues					
Undefined Sub-Type Revenues					
32-00-47470 Interest Income - Special Revenue DFS	0.00	5.20 \$	100.00 \$	58.53	41.47%
32-00-48235 Donations Animal Rescue	0.00	1,260.89	21,000.00	20,454.89	2.60%
Total Undefined Sub-Type Revenues	0.00	1,266.09	21,100.00	20,513.42	2.78%
Total Revenues	0.00	1,266.09	21,100.00	20,513.42	2.78%
Total Animal Rescue Revenues	\$ 0.00	\$ 1,266.09	\$ 21,100.00	\$ 20,513.42	2.78%
Expenditures					
Animal Services Expenditures					
Contractual Services Expenditures					
32-15-53342 Animal Rescue Expenses	0.00	65.54 \$	21,000.00 \$	11,250.22	46.43%
Total Contractual Services Expenditures	0.00	65.54	21,000.00	11,250.22	46.43%
Total Animal Services Expenditures	0.00	65.54	21,000.00	11,250.22	46.43%
Total Animal Rescue Expenditures	\$ 0.00	\$ 65.54	\$ 21,000.00	\$ 11,250.22	46.43%
Animal Rescue Excess of Revenues Over Expenditures	\$ 0.00	\$ 1,200.55	\$ 100.00	\$ 9,263.20	(9163.20%)

Monthly Intake	Lake Dallas	Corinth
Canine Impounded	66	26
Feline Impounded	42	17
Quarantine	2	1
Other Impounded	0	0
Total Intake	154	

Monthly Disposition	
Canine Reclaimed by Owner	38
Feline Reclaimed by Owner	6
Canine Adopted	59
Feline Adopted	59
Other Adopted	0
Canine Transferred to Rescue	2
Feline Transferred to Rescue	14
Died in Shelter	1
Euthanized for Temperament, Health	6
Owner Released for Euthanasia	0
Other Reclaimed by Owner	0
Total Disposition	185

Possible Rabies Exposures

Shelter Quarantine	2
Rabies Test	0
Total P.R.E.	2



Monthly Intake	Lake Dallas	Corinth
Canine Impounded	49	18
Feline Impounded	22	15
Quarantine	3	1
Other Impounded	3	0
Total Intake	111	

Monthly Disposition	
Canine Reclaimed by Owner	14
Feline Reclaimed by Owner	1
Canine Adopted	33
Feline Adopted	24
Other Adopted	0
Canine Transferred to Rescue	1
Feline Transferred to Rescue	0
Died in Shelter	5
Euthanized for Temperament, Health	4
Owner Released for Euthanasia	0
Other Reclaimed by Owner	0
Total Disposition	82

Possible Rabies Exposures

Shelter Quarantine	4
Rabies Test	
Total P.R.E.	4

