

CITY COUNCIL MINUTES  
JANUARY 31, 2013 JOINT CITY COUNCIL AND ANIMAL SHELTER ADVISORY  
COMMITTEE MEETING AND WORK SESSION

**1. CALL TO ORDER**

Mayor Baldwin called the meeting to order at 6:03 p.m. in the Homer Adams Room of the Murphy Community Center.

**2. CERTIFICATION OF A QUORUM**

The following Councilmembers were present:

Mayor Brett Baldwin  
Mayor Pro Tem John Daugherty  
Deputy Mayor Pro Tem Colleen Halbert (arrived at 6:05 p.m.)  
Councilmember Dennis Richmond (arrived at 6:05 p.m.)  
Councilmember Bernard Grant  
Councilmember Dave Brandon

Councilmembers absent: Councilmember Scott Bradley

The following Animal Shelter Advisory Committee Members were present:

Chairperson Stephanie Pennington  
Tammy Drake, Animal Control Officer  
Dr. Lorraine Chalkley  
Buddy Russell  
Dave Brandon

Committee members absent: Beverly Mueller

**3. PUBLIC COMMENTS:** None

**4. INDIVIDUAL CONSIDERATION**

- A. Consider and take action, if any, on the proposed Animal Shelter Project, including the design process and status report.

The Council held discussions with regard to the three proposed options. Discussions included outdoor play areas, state requirements, the separation of the lab and work room, staffing requirements and the Animal Shelter Advisory Committee's suggestions.

**COUNCIL ACTION:**

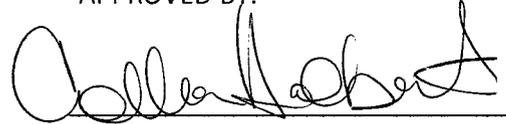
**APPROVE OPTION #2**

Deputy Mayor Pro Tem Halbert moved to have Quorum proceed with Option #2 to include an enclosed chain link, outdoor play area, to include a separate lab space from the work room, use the Animal Shelter Advisory Committee's list for an alternate bid list (*attached as Exhibit "A"*), swap the laundry and cat hold areas for access to the kennels and to include artificial turf and Expansion A, B and C as alternate bids. Mayor Pro Tem Daugherty seconded the motion. For: Baldwin, Daugherty, Halbert, Grant and Richmond. Against: Brandon. The motion carried by a vote of 5 to 1.

5. ADJOURNMENT

With no further business, the meeting was adjourned at 7:08 p.m.

APPROVED BY:



Colleen Halbert, Deputy Mayor Pro Tem

ATTEST:



Kristi Gilbert, City Secretary



EXHIBIT "A"  
ANIMAL SHELTER ADVISORY COMMITTEE'S LIST OF REQUIRED ELEMENTS

**Dog Space Estimates**

Dog runs – 12 runs desired (per Kim)  
20 runs desired (per Dr C)

Dog outdoor exercise area (play yard)

Direct access from dog kennels to outdoor exercise area, without having to exit the building and re-enter the outdoor exercise area

Airflow meet requirements 12/per hours

**Cat Space Estimates**

Cat space – 20 cages; 3'x3' minimum size

Adoptable window feature - might be exterior window to cat area, might be interior only window

Airflow to meet requirements

**Reception Area:**

Night slot for paperwork

Bench for seating for public

**Bonding Room:** Get to know you space for adoption

**Bathroom:** single unisex

**Private Office:**

Files

Computer

Small refrigerator for staff

**Lab/treatment and bathing/work room:** Need two separate spaces

**Lab:**

3 compartment sink

Cabinets/overhead storage for drugs and equipment

Lab/treatment is windowless room; quiet environment a must

Mobile SS lift exam table

Safe for controlled substances

Standard refrigerator for vaccines and tests

Sufficient power outlets at floor and counter height

Microscope

**Bathing/Work room/Food Prep:**

Bathing – SS tub with walk up ramp and stainless surround – (location TBD)

Shelving for towels and shampoo

Cabinets

Sink for hand washing and food prep (double compartment)

Dishwasher for sanitizing bowls and equipment

Deep freeze

**Laundry:**

Separate space not shared with storage

**Storage:**

Storage spaces required: Consider utilizing existing shelter for storage needs

**Facilities**

Non-slip sealed epoxy based flooring

Epoxy flooring material continues up wall for 4ft

Sound panels installed in dog area

Floor drains, every room - except office, admin, checking

Kennel facings stainless

Cat cages stainless

Work tables stainless

Exam table stainless

Countertops in workroom stainless

Hand-sink near isolation area

**Security:**

Controlled access /(badge) for all exterior doors

Controlled access from public lobby area to private areas: kennels, lab, work space, etc.

Doorbell/entry notification to signal entry which should be heard throughout the facility

Install wiring/conduit for cameras or access controlled devices which may be installed in the future

**Lighting:**

Outdoor security

Dimmable/night time lighting for kennels