

**CITY OF COSTA MESA**  
**MEETING OF THE ANIMAL SERVICES COMMITTEE**  
**May 15, 2019; 5:30 P.M.**

- 1. CALL TO ORDER:** The Animal Services Committee meeting was called to order by Committee Chair Jay Litvak at 5:31 p.m. on May 15, 2019 at City Hall, 77 Fair Drive, Costa Mesa, California.

Roll Call

**Present:** Chair Jay Litvak, Vice Chair Tracy Hughes, Committee members Diana Gardiner, Dana Lavin, Christie McDaniel, Erin Roberts, Becca Walls, and alternate member Angela Minjares

**Absent:** Alternate member Linda Kwoun

**Staff Present:** Yvette Aguilar, Recreation Manager; Tracy Habiger, Recreation Coordinator

- 2. Approval of the April 17, 2019 Meeting Minutes:** Committee member McDaniel moved to approve the minutes. Seconded by Committee member Lavin.

The motion carried by the following roll call vote:

Ayes: Chair Litvak, Committee members Gardiner, Lavin, McDaniel, and Walls

Nays: none

Absent: Vice Chair Hughes, Committee members Roberts (not present during the vote)

Motion Carried: 4-0-2

- 3. PUBLIC COMMENT**

None

Chair Litvak closed Public Comments.

- 4. PRESENTATION**

A. Ms. Tracy Habiger reported the Statistics of Impounded and Adoptable Animals.

General discussion ensued regarding euthanasia cases for animals deemed as a “public threat” by veterinarian Dr. Rizk.

At the conclusion of the presentation, Chair Litvak made a motion to move Agenda Item 6A to Agenda Item 4B. Seconded by Vice Chair Hughes.

The consensus of the committee was to move Agenda Item 6A to Agenda Item 4B.

## B. Reorganization of Chair and Vice Chair

Chair Litvak nominated Committee member Walls for Chair.

No other nominations were made.

**MOTION/SECOND:** Chair Litvak moved to approve Committee member Walls as Chair. Seconded by Committee member Lavin.

The motion carried by the following roll call vote:

Ayes: Chair Litvak, Vice Chair Hughes, Committee members Gardiner, Lavin, McDaniel, Roberts, and Walls

Nays: none

Absent: none

Motion Carried: 7-0

Committee member Lavin nominated Chair Litvak for Vice Chair.

No other nominations were made.

**MOTION/SECOND:** Committee member Lavin moved to approve Committee member Litvak as Vice Chair. Seconded by Chair Walls.

The motion carried by the following roll call vote:

Ayes: Chair Walls, Vice Chair Hughes, Committee members Gardiner, Lavin, Litvak, McDaniel, and Roberts

Nays: none

Absent: none

Motion Carried: 7-0

The committee took a brief two-minute recess to reorganize the new Chair and Vice Chair.

## 5. OLD BUSINESS

### A. Committee Goals Update

Ms. Habiger presented a progress report on the 2019 committee goals, and individually mentioned the completed actions and provided an update on tasks still in progress.

A general discussion ensued regarding the TNR (Trap, Neuter, Release) Program, low-cost veterinary services, and the Coyote Management Plan.

Ms. Habiger circulated a volunteer sign-up sheet for the committee members.

## B. Sub-Committee Reports

### 1. Animal Adoption Promotions

Committee member McDaniel shared the finalized list of potential fundraising partners.

Committee member Lavin inquired about the need for sponsorship.

Committee member McDaniel responded that sponsors could help sponsor events and hold fundraiser nights to benefit Animal Care Services.

Lynnette Brown, Priceless Pet Rescue, suggested raising funds for the animals in the adoption center that require further behavioral training.

### 2. Animal Advocacy

Committee member Gardiner volunteered to join the sub-committee and asked for Committee member Roberts to join as well.

Committee member Roberts inquired about the mission of the Animal Advocacy sub-committee and expressed her interest in joining.

Ms. Habiger asked if other members were interested in joining the sub-committee.

Vice Chair Litvak volunteered to join the sub-committee.

### 3. Animal Volunteerism

Committee member Lavin mentioned the public service announcement video on the effects of fireworks on pets, a YouTube video that demonstrates wrapping an elastic bandage around pets to reduce anxiety, and reaching out to Newport Center and Newport Harbor Animal Hospitals to ask for donated wraps.

Chair Walls spoke about unsuccessfully contacting Hoag Hospital as a resource, volunteering at the Spring Bark Bash the previous Saturday, and her role heading the Love Costa Mesa Priceless Pet Rescue clean-up project on May 18.

Alternate member Minjares offered to reach out to UCI Health about donating elastic bandages.

### 4. Bark Park

Ms. Habiger mentioned that the sub-committee has chosen an outdoor kiosk to place at the Bark Park and staff will be working with the Maintenance Department to install the item.

Ms. Yvette Aguilar stated that staff would arrange a walk-through of the Bark Park to find the best placement for the kiosk.

## **6. NEW BUSINESS**

### **A. Reorganization of Chair and Vice Chair**

The consensus of the committee was to move Agenda Item 6A to Agenda Item 4B.

### **B. Review and Finalization of Fundraising List**

Ms. Habiger presented the proposed condensed list of fundraising uses from the committee's recommended list. These items included medical vouchers, pet licensing, adoption fee assistance, and sponsorship of "hard to place" adoptable animals.

Ms. Aguilar mentioned that there is \$1900 in the account to use and staff will be presenting the finalized list to the Costa Mesa Foundation at their upcoming June meeting for funding approval.

Chair Walls suggested eliminating adoption fee assistance from the list of recommendations.

The consensus of the committee was to eliminate adoption fee assistance from the finalized list of recommendations.

**MOTION/SECOND:** Committee member Lavin moved to approve the amended fundraising list. Seconded by Vice Chair Litvak.

The motion carried by the following roll call vote:

Ayes: Chair Walls, Vice Chair Litvak, Committee members Gardiner, Hughes, Lavin, McDaniel, and Roberts

Nays: none

Absent: none

Motion Carried: 7-0

## **7. COMMITTEE/COUNCIL COMMENTS:**

Vice Chair Litvak welcomed Committee members Gardiner and Roberts.

Alternate Minjares congratulated Chair Walls on her new role.

Committee member Roberts also congratulated Chair Walls.

## **8. STAFF COMMENTS:**

Ms. Habiger mentioned the upcoming Priceless Pet Rescue "Pack Walk" on June 29, the City events sign-up sheet for members to use, Animal Care Services business cards for members to handout at events, and updated program procedures during her upcoming time off.

Ms. Aguilar commented on the new Library and Lions Park opening on May 24, and thanked the committee for their patience and for assisting at the Spring Bark Bash. She also reminded the committee about the moving of the committee meetings from the third to the fourth Wednesday of the month.

## **9. ADJOURNMENT**

The meeting was adjourned by Chair Walls at 6:23 p.m.

**The Next Meeting of the Animal Services Committee  
is on Wednesday, June 26, 2019**