

**ANIMAL SERVICES COMMITTEE  
REGULAR MEETING  
City Hall, Community Room – 77 Fair Drive  
July 24, 2024 - 5:30 P.M.**

**VOTING MEMBERS:**

Kalvin Alvarez  
Diana Gardiner  
Cara Stewart  
Sean Healey  
Caley Turner  
Angela Minjares  
Becca Walls

**CITY COUNCIL LIAISONS:**

Mayor John Stephens  
Councilmember Don Harper

**CITY STAFF LIAISONS:**

Jessica Torrejon, Animal Services  
Coordinator  
Doris Cattouse, Animal Control  
Supervisor  
Lt. Stephanie Selinske, Animal Services  
Manager

**AGENDA:**

**CALL TO ORDER:** The Animal Services Committee Meeting was called to order by Animal Services Coordinator, Jessica Torrejon at 5:30pm on July 24, 2024.

**ROLL CALL**

**Present:** Committee Member Becca Walls, Angela Minjares, Sean Healey, and Caley Turner (arrived at 5:32pm)

**Absent:** Committee Member Diana Gardiner, Calvin Alvarez, Cara Stewart

**Staff Present:** Animal Services Coordinator, Jessica Torrejon, Animal Control Supervisor, Doris Cattouse, Animal Services Manager, Lt. Stephanie Selinske

**Liaisons present:** Mayor John Stephens

**PUBLIC COMMENTS**

Ms. Torrejon opened Public Comments.

Public Comments closed, seeing no hands raised.

**COMMITTEE MEMBER AND LIAISON COMMENTS**

Committee Member Sean Healey asked about the steps of the adhoc committee and its purpose. Some discussion ensued on the steps of the adhoc committee.

Lt Selinske informed the committee that the department would need the committee to work on updating any pertinent information and work on the re-writing on ordinance "3-6".

Ms. Walls mentioned how gathering information may be difficult since nobody will come forward to say how they are doing TNR since it is not currently legal.

Ms. Walls informed the committee that the past ordinance was stopped by a past police captain and past Animal Control.

Ms. Walls made a comment about the Barktoberfest.

Ms. Torrejon informed the committee that the adhoc committee could have a quick turnaround if information is reviewed, updated, and provided back to staff for review.

## 1. APPROVAL OF THE MAY 22, 2024, MEETING MINUTES

**Motion/Second:** Committee Member Walls made the motion to approve the May 22, 2024 meeting minutes.

**Ayes:** Committee Member Cara Stewart, Sean Healey, Caley Turner, Angela Minjares, and Becca Walls.

**Nays:** None

**Motion Carries:** 5 / 0

## 2. OLD BUSINESS

### a. Past TNR Staff Report and Draft Ordinance for Committee Reference

Ms. Torrejon informed the committee that the information provided to the committee was intended for them to receive and file. At the beginning of the meeting, an approval of the adhoc committee was still pending. Approval was given during the discussion of old business.

Ms. Walls informed the committee that she and previous committee members had worked on a draft ordinance and report that was intended to be moved forward but was stopped for numerous reasons.

## 3. NEW BUSINESS

### a. Nomination and Election of Chair and Vice Chair

Ms. Torrejon asked the Committee to cast their nomination for Chair and Vice Chair of the Committee.

Hearing no nominations, Ms. Torrejon asked Committee Member Walls and Minjares if they would like to maintain their current titles of Chair and Vice Chair.

Ms. Walls asked Ms. Minjares if she would like to switch positions and they both agreed.

Ms. Torrejon asked if any of the committee members would like to make a motion to approve Committee Member Minjares to be Chair and Committee Member Walls to be Vice Chair.

Motion to approve Angela Minjares as Chair of the Animal Services Committee carried 5/0.

Motion to Approve Becca Walls as Vice Chair of the Animal Services carries 5/0.

### b. Rewriting of 3-6 "Owner" defined Municipal Code Ad Hoc Update

Discussion ensued about the rewriting of the municode, the adhoc committee was tasked with researching any pertinent updates and given the previously written draft ordinance.

### c. Beekeeping Ordinance – Ordinance revision by City Council

Staff provided an update to the committee on the Beekeeping ordinance and its submission for review by City Attorney before being presented to City Council in September.

Committee Member Sean Heley asked if permits would be required.

Lt. Selinske informed the committee that a permit would be required along with some additional requirements.

Public Comments:

Speaker 1 said they want beekeeping to not feel illegal or under the table. Spoke on bees being effective pollinators.

#### **4. STAFF REPORT**

- a. Animal Services Report
  - i. May 2024
  - ii. June 2024

Ms. Torrejon gave an update on the Vaccine/Microchipping pop-up that took place in June.

Ms. Torrejon introduced Animal Control Officer Russell Taylor to the committee.

Chair Minjares asked what “Abandoned at the Shelter” on the Animal Shelter statistics meant.

Ms. Torrejon replied that people have been abandoning their pets outside of the shelter and staff want to keep track of that.

#### **5. ADJOURNMENT:**

Chair Minjares adjourned the meeting at 6:16pm. Next Regular meeting is scheduled for September 25, 2024, at City Hall – Community Room (77 Fair Dr.)