

City of Newberg
ANIMAL SHELTER SUBCOMMITTEE MINUTES
MAY 16, 2007 (Wednesday)
12:00 P.M. – CITY HALL 2ND FLOOR CONFERENCE ROOM

I. CALL MEETING TO ORDER

Chairperson Palmer called the meeting to order.

II. ROLL CALL

COUNCIL:

Councilor Jeff Palmer, Chairperson
Councilor Mike Boyes, Member
Councilor Bart Rierson, Member
Mayor Bob Andrews (ex-officio)

STAFF:

Terrence D. Mahr, City Attorney
Norma Alley, Deputy City Recorder
Mary Newell, Support Svs/911
Darleen Harding, Animal Control

OTHERS:

Darlyn Adams, Jan Floren, Sharon Smith, Rozann Dey

III. REVIEW & APPROVE MINUTES FOR THE APRIL 5, 2007, MEETING

Minutes were approved by consensus of the Subcommittee.

IV. DISCUSS TIME TABLE & NECESSARY DECISIONS

Chair Palmer reviewed a time table put together as a guideline for the subcommittee to use to accomplish certain tasks (see record for table).

Discussion was held on locations of the animal shelter.

Terry Mahr asked about the timing and process for grants.

Darlyn Adams said Robin Luttrell has been working on getting grants, but it has been difficult without the date to start build.

Terry said he can talk with Jim about having David Beam work with Robin to see what grants possibilities are out there.

Consensus of the subcommittee was met to pursue discussion with Jim to see what staff time can be allocated to working on collecting grants.

V. PROPOSE CITY EMPLOYEE/CITIZEN TASK FORCE

- Explore possible types of City-County partnerships

Chair Palmer suggesting having a task force comprised of two citizen volunteers, one subcommittee member, and one staff member. This task force would go the County and pursue avenues of partnership.

Darlyn Adams said she has already sat down with Bob Holveck, Commissioner George and Ken Summers, but nothing went forward. They are in support of the shelter, but do not have the resources to allocate money.

The task force was created with the members comprised of Councilor Mike Boyes, Darlyn Adams, Sharon Smith, and suggesting to Jim to appoint Darleen Harding as the staff representative.

VI. ENGINEER'S CONSTRUCTION COST

- Based on NASF's proposed design (if applicable or when available)

Terry handed out an engineer's estimate from City Staff (see official record).

Discussion ensued about possible funding sources from the City, placing a general obligation bond on the ballot, and grants.

VII. SCHEDULING AND ORGANIZING TOURS OF ANIMAL SHELTERS

Chair Palmer mentioned he would like to get a group together to go tour some animal shelters and get information about their operations, design, structure, funding, and other government agency involvement.

Darleen Harding suggested touring Clatsop County and Wasco County shelters.

A sign up list was passed around for the members present who were interested to be included in the tours.

VIII. OTHER BUSINESS

Darlyn Adams reviewed an organizational chart she put together.

Discussion was held on staffing the animal shelter. Suggestions were presented to talk with the County and City of McMinnville to see what type of involvement they could have and using a group from the jail to do some clean up or other tasks.

IX. SCHEDULING OF NEXT MEETING

Next meeting was scheduled for June 13, 2007, at Noon in the City Hall.

X. ADJOURNMENT

Meeting adjourned at 1:38 p.m.