



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Animal Services Advisory and Appeals Board

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Tuesday, March 26, 2019

5:30 PM

821 S. Coppell Rd.

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**Dr. Reid Garfield**

**Jennifer Holmes**

**Adam Metz**

Also present were Animal Services Manager Charlene Lovato and Secretary Nina Williams.

The Animal Services Advisory and Appeals Board of the City of Coppell, Texas, met in the Conference Room at 821 S. Coppell Road on March 26, 2019, at 5:40 p.m.

Regular Session (Open to the Public)

**1. Call To Order**

Animal Services Manager Charlene Lovato called the meeting to order at 5:40 p.m.

**2. Consider approval of the Minutes: September 25, 2018.**

A motion was made by Dr. Reid Garfield, seconded by Jennifer Holmes, that the Minutes from September 25, 2018, be approved. The motion passed by an unanimous vote.

**3. Update Advisory Board of Animal Services activity:**

- A. Feral Hogs
- B. Kennel Technician position
- C. Wildlife Class
- D. Play Yard Turf

**A. Summary of main area damage.** Trappers were contracted and the first three weeks approximately 30 feral hogs were trapped.

**B. Promotional process update of Charlene Lovato promoted to Manager position.** Erika Laque promoted to Animal Control Officer and Fawn Derita accepting the Kennel Technician position from the Senior Center.

**C. Going forward, we will be hosting four educational programs each year including presentations by 911 Wildlife.**

**D. Play Yard renovation has been approved for this fiscal year, including turf, proper drainage and fencing. Installation of new signage and replacement of old kennel truck.**

Charlene informed the board that the Volunteer Program is live. Online application process is pending.

**4. Adjournment**

Adournment was made by Charlene Lovato at 5:54 p.m.

**ATTEST:**

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**Charlene Lovato, Animal Services Manager**

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**Nina Williams, Board Secretary**