

**CITY OF ALPINE  
ANIMAL ADVISORY BOARD  
TUESDAY, APRIL 11, 2023 – 6:00 P.M.  
MINUTES**

1. **Call to Order** – Patsy Culver, Chair of the Animal Advisory Board, called the meeting to order at 6:02 P.M. The meeting was held in City Council Chambers located at 803 West Holland Avenue, Alpine, Texas, 79830 and via Zoom video conference.

2. **Determination of quorum and proof of notice of meeting.**

**Board Members Physically Present:**

Councilor Judy Stokes, Board Member  
Patsy Culver, Chair of the Board  
Jennifer Stewart, Animal Services Supervisor  
Dr. Mary Dodson, Veterinarian Board Member  
Pat McCall, Board Member  
Mary Ann Vega, Board Member

**Board Members Not Present:**

James Etchison, Board Member  
Lauren Spear, Board Member

**City Staff Present via Zoom:**

Geoffrey R. Calderon, City Secretary

3. **Public Comments** – (Limited to 3 minutes per person) –

4. **Approval of minutes of previous meetings** –

a) January 10, 2023 Regular Meeting Minutes

*On a motion by Board Member Vega and seconded by Board Member Dodson to approve the meeting minutes with an amendment on item no. 5(c) adding the word boarding in front of permitting process, the Animal Advisory Board unanimously voted to adopt the motion.*

5. **Discussion** –

- a) Discuss 2023 Fiscal Year objectives regarding combining registration and leash compliance with an informational PSA inserted into utility bills. (P. Culver, Chair)
- b) Discuss 2023 Fiscal Year objectives regarding a collection program for utility bill donations for specific items at Alpine Animal Shelter. (P. Culver, Chair)

6. **Action Items.**

- a) Approve a recommendation to the City Council amending Chapter 10 – Animals; establishing a uniform fee structure for all animal services fees; amending permit requirements for kennels, private boarding, boarding as a business, raisers or breeder of dogs, cats, and other animals. (J. Stewart, Animal Services Supervisor)

*On a motion by Board Member Dodson and seconded by Board Member Vega to pass the ordinance recommendation as presented, the Animal Advisory Board unanimously voted to adopt the motion.*

- b) Make a recommendation regarding fee schedule and fee amounts for the Animal Services Department. (J. Stewart, Animal Services Supervisor)

*On a motion by Board Member McCall and seconded by Board Member Vega to approve a recommendation regarding the fee schedule with the changes discussed, the Animal Advisory Board unanimously voted to adopt the motion.*

Minutes: 4-11-23

Approved: 10-10-23

7. **Next Scheduled Meeting** – July 11, 2023, at 6:00 p.m.

*Being no further business, the meeting was adjourned.*

8. **Adjourn. (6:32 P.M.)**



Patsy Culver, Chair of the Animal Advisory Board

#### CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at [www.cityofalpine.com](http://www.cityofalpine.com) pursuant to Section 551.043, Texas Government Code. The said notice was posted at 5:00 P.M. on April 5, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Office of the City Secretary at (432) 837-3301, option 1, or email [city.secretary@cityofalpine.com](mailto:city.secretary@cityofalpine.com) for further information.



Geoffrey R. Calderon, City Secretary

