



## Bismarck Animal Advisory Board Minutes

7/13/2023 - Minutes

Call To Order

Commissioner Marquardt called the meeting to order at 10:00 AM.

Advisory Board members present were Myra Kosse, Terry Lincoln, Tait Sundstrom, and Commissioner Steve Marquardt. Others present included Mike Manstrom, Linda Kringstad, Layne Vondale, Amanda Knutson, Lt. Jeff Solemsaas, Missy Hilsendeger, Stephanie Pretzer, Whitnie Olsen, and Jason Tomanek.

Members Barb Plum, Patty Olson, and McKenzie Smith were absent.

### 1. Public Comment

No public comment was received.

### 2. Approval Of Meeting Minutes

Myra Kosse made a motion to approve the minutes of the April 13, 2023, meeting as presented. Terry Lincoln seconded the motion, and it was unanimously approved, with board members in attendance voting in favor of the motion.

### 3. Update From Commissioner Marquardt

Commissioner Marquardt provided an overview of the meeting with the City of Mandan personnel where they discussed improvements to the Animal Impound facility, fees for services, and a willingness between the City of Bismarck and the City of Mandan to work together on these improvements. Commissioner Marquardt informed the board members, the 2024 budget includes a \$16,000 line item intended to repair the roof over the outdoor kennels. Commissioner Marquardt closed by saying that the budget will need to be approved and the budget is contingent on the City of Mandan's contribution to the project as well.

### 4. Communications Plan

Tait Sundstrom provided material for the board to review regarding pet awareness, education, and general information intended to be shared through social media. City Administration staff will develop a series of informational graphics using the materials provided and share the content with the Animal Impound staff. The material can be used on the Animal Impound's social media account.

The committee discussed the potential to record a radio program promoting best practices for pet owners. Jason Tomanek suggested the board consider recording public service announcements (PSA) with Dakota Media Access as a first attainable goal. City Administration staff will develop a series of PSAs for the board to review at the October 12, 2023, meeting.

### 5. Other Business

- The group discussed a social media call for volunteers to encourage community members to share their time with the Animal Impound facility. City staff will collaborate on a project and will share the Animal Impound staff as well.
- Assistant Attorney, Stephanie Pretzer, let the board know that a draft memorandum of understanding is being developed between the City of Bismarck and the Dakota Zoo for a cooperative arrangement where zoo staff will work with Animal Impound staff on best practices for animal care and general maintenance needs at the impound facility.

#### Adjournment

There being no further business to discuss, the meeting adjourned at 10:50 AM.

DRAFT