

MEMORANDUM

To: Lisa Agnor, City Manager

From: Jack Redmon, Director of Support Services

Date: January 8, 2016

Subject: Discussion of and consideration of improvements to the existing City of Marshall Animal Shelter

Officials from the State of Texas recently visited the Marshall Animal Shelter for an inspection of the facility, and several areas failed the inspection. These areas include:

- Concrete floor sealer
- Outside kennels
- Indoor kennels
- Paint (exterior and interior)
- Baseboards
- Door frames
- Kennel covers

We have been given time to make repairs to the areas which failed inspection, without penalty, provided that they are completed in a timely fashion. We currently have \$36,000.00 which can be applied toward these repairs, but an additional \$4,000.00 will be needed for completion.

Please be advised that these repairs do not constitute a complete remodel of the facility, but only address those areas required to bring us into State compliance.