



**CITY OF ARLINGTON  
ANIMAL SERVICES CENTER  
ADVISORY BOARD**

**Board Members:**

- Chris Jenkins, Place 1
- Esteban Blanco, Place 2
- Linda Yarbrough, Place 3
- Teresa Grant-Prescott, Place 4,
- Rita Martin, Place 5
- Tracie Baker, Place 6 Chair
- Regina Sobieski, Place 7
- Linda Faroukhtakin, Place 8
- Chris Huff, Place 9

**DATE: April 29, 2016  
TIME: 1:00 P.M.**

Animal Services Center  
Community Room  
1000 S.E. Green Oaks Blvd.

# Minutes

Minutes: Cheri Colbert  
Staff: Mike Bass, Henry Pena, Ray Rentschler  
Guest: Don Feare

**I. CALL TO ORDER: 1:02 p.m.**

A. Approval of minutes: Regina Sobieski– 1st & Linda Faroukhtakin – 2nd

Agenda Items	Notes
AAS Board Feedback on Animal Essay Contest – C. Colbert	<ul style="list-style-type: none"> <li>• The 2016 Animal Essay Contest received 1,049 essays and was a success. Thanks to all ASC Board members who did a great job with judging the essays. Staff will continue to provide community education by attending career fairs and community events.</li> </ul>
Update on AAS HVAC System – T. Baker	<ul style="list-style-type: none"> <li>• ASCAB concerned that HVAC system is negatively affecting the shelter animals and staff. Linda Yarbrough requested to be more informed of the issues with HVAC system. Would like the City to not start from scratch with contractors who’s not experienced with the shelter environment. Linda Yarbrough also invited staff to visit the SPCA and look at its guidelines standards. Red flags: It is taking too long to correct the problem and that the correct contractors did not adhere to shelter guideline standards.</li> </ul>

	<p>Esteban Blanco will draft a letter to the City Manager to address the HVAC problem and would like all board members to reach out to their city council member. ASCAB is making a plea to the City to fix the problem.</p>
<p>Proposed Change to Animal Ordinance Discussion – T. Baker</p>	<ul style="list-style-type: none"> <li>• Each ASC board member received an email on making changes to the animal ordinance. The basic elements have already been addressed. Mike Bass explained that the biggest complaint is on barking dog nuisance and suggested to go back to the committee, review and agree to changes in an informal staff report. Delegating investigations to staff based on workload will give us another tool. Once we educate and advise the citizens of the steps that they are on will usually fix the problem. Attorney Don Feare spoke about the failure to put the public on notice to involve what is a violation is an issue and that we need to include legal language when there's an issue to present, such as an owner should be defined as any person with control and in custody of the dog. Tracie Baker, Advisory Board Chair spoke about how it is not uncommon for neighbors to call in on each other just out of dislike for one another. Henry Pena completes inspections quarterly</li> </ul>
<p>City License Update – C. Huff</p>	<ul style="list-style-type: none"> <li>• We have made changes to the city license program. In the past, there was a 3<sup>rd</sup> party vendor and now ASC staff has taken over the program as of April 1<sup>st</sup>. Citizens can visit their local vet clinics, order online or come to the animal shelter to purchase city licenses. Arlington Tomorrow foundation has created a video explaining city licenses in both English &amp; Spanish.</li> </ul>

II. **FUTURE DISCUSSIONS**

- Updated ASC Board calendar
- Shelter Employee Appreciation – December 9, 2016 @ 11:00 a.m.

III. **ADJOURN** – 2:22 p.m.