

June 25, 2026

Animal Control Board Informational Discussion

In Attendance:

Camile Nelson- Campbell – Asst. City Clerk

Megan Landry – Board Member

Councilor Melvin Edwards – Board Member

Atty Danielle Downing – Law Dept

Heather Cahillane – Director TJO

Officer Keith Fleming - SPD

ACO Mateo - TJO

Katie Mothersele – TJO

Roles and Responsibilities:

- Complaint starts at TJO and gets forwarded to the Asst. City Clerk to place on the next meeting's agenda.
- TJO sends out communications to the parties letting them know date/time and link.
- Hearing is held and the Board makes determinations.
- Communications after the meeting are sent certified mail from the Clerk's office to all parties.

Concerns:

- TJO should not be setting recommendations to further be enforced. They can give input to the Board, and the Board makes final decision.
- The lack of clarity regarding time frames for consequences complicates the process of removing an animal from a household.
- Owners are generally not complaint with Board decisions.

Action Steps:

- Should City Ordinance be amended to mirror the State's?
- Law Department will write a process when the court is involved in ACB matters.
- Standing meetings will be created for the 3rd Thursdays of every month and be canceled accordingly.
- Non compliance meetings can be held on a respective Thursday if needed.
- Recruitment for an additional/alternate Board member.
- Resources list brought to hearings and also distributed by the Clerk's Office.

