



AGENDA
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
WEDNESDAY, JUNE 3, 2026
12:45 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PUBLIC COMMENT This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1). All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

PUBLIC TESTIMONY FOR ACTION ITEMS This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

REPORTS

1. Shelter Updates

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items. Any council member wishing to pull an item may do so.

1. Consider approval of the Animal Advisory Board meeting minutes for October 15, 2025
Miranda Koenig, ACO

ACTION ITEMS

1. Discuss and consider possible action regarding amendments to Chapter 6 (Animal Services) of the Code of Ordinances for the City of Watauga, including revisions related to animal control regulations, definitions, ownership and responsibility, vaccination and medical standards, dangerous/aggressive animals, Animal Services authority & enforcement, shelter, adoption & rescue operations and administrative and legal clarity.

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on May 26, 2026, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/ Linda Proskey
City Secretary



Supervisor updates:

We hired a new ACO, and he is currently being trained and will be done with Probation in June. He has almost 5 years of animal control officer experience.

We participated in the Bring Love Home Challenge in December, and we had 28 animal adoptions (12 dogs and 16 cats)

Our kennel technician, Scott Orwig, went full-time in January, and he has been a HUGE help to us

We have had an increase in shelter volunteers

Our shelter is currently at max capacity on dogs and about 80% on cats. We also have 1 bunny needing a home.



AGENDA MEMORANDUM

DATE: January 28, 2026
TO: Animal Services Advisory Committee Member
FROM: Miranda Koenig, ACO
SUBJECT: Consider approval of the Animal Advisory Board meeting minutes for October 15, 2025

BACKGROUND/INFORMATION:

Meeting minutes from the October 15, 2025 Meeting

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Animal Services 10.15.25 Draft Minutes

REVIEWED BY:

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 1/28/2026

Final Approval - 1/28/2026



**MINUTES
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, OCTOBER 15, 2025
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
12:00 PM**

CALL TO ORDER

Chairperson Lieutenant Dwayne Letart called the meeting to order at 12:09 p.m.

ROLL CALL

VACANT	Place 1
Lieutenant Dwayne Letart	Vice Chairperson, Place 2
Miranda Koenig	Secretary, Place 4
Donald McLeod, DVM	Place 3

And

Linda Proskey	City Secretary
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ANNOUNCEMENTS

There were no announcements

PRESENTATIONS

There were presentations

PUBLIC COMMENT

There were no requests to speak

PUBLIC TESTIMONY FOR ACTION

There were no requests or public testimony

REPORT

1. Supervisor report on shelter activities.

Shelter capacity has improved, decreasing from 12 dogs and 12 cats to a current count of 8 dogs in the shelter. Staffing hours have been updated to Monday through Friday, from 11:00 a.m. to 5:00 p.m., with staff on-site during previous operating hours to provide animal care. We are actively seeking to fill a full-time Animal Control Officer position, which is posted on GovernmentJobs. Our foster program continues to do well, with 9 dogs and 3 cats currently placed in foster homes. The Dog Days Out program will be officially launched once all necessary supplies and materials have been received.

CONSENT AGENDA

1. Consider approval of the October 15, 2025, meeting minutes.

Miranda Koenig motioned to approve the minutes for the April 24, 2024, Animal Services Advisory Meeting. Donald McLeod seconded the motion.

Vote passed 3-0-0-0

Ayes: Koenig, Letart, McCool
Nays: None
Abstain: None
Absent: None

ACTION ITEMS

There were no action items

ITEMS FOR FUTURE AGENDAS

There were no requests for future agendas.

ADJOURNMENT

Vice Chairperson Letart adjourned the meeting at 12:14 p.m.

Approved: this _____ day of _____, 2025

Signed: this _____ day of _____, 2025

APPROVED:

Lieutenant Dwayne Letart
Vice Chairperson

ATTEST:

Miranda Koenig
Secretary

Action items:

- Discuss changes to chapter 6 ordinances (update verbiage and add new ordinances)

1. Updated & Expanded Definitions

- Clarifies and standardizes definitions for key terms such as *animal*, *animal services*, *animal services officer*, *animal shelter*, *adoption agency*, *adopter*, and *animal welfare organization*.
- Adds or refines definitions related to bodily injury, contact information, vaccination status, ownership, and custody to reduce ambiguity during enforcement and hearings.
- Improves clarity to align enforcement language with actual shelter and field operations.

2. Animal Ownership & Responsibility

- Strengthens language defining owner responsibility, including requirements for accurate contact information.
- Clarifies accountability for animals in temporary care, fostering, or rescue placement.
- Updates responsibility standards when animals are involved in incidents or complaints.

3. Vaccination & Medical Standards

- Clarifies what qualifies as being currently vaccinated, particularly for rabies.
- Aligns vaccination language with USDA-licensed vaccines and veterinary standards.
- Supports clearer enforcement when vaccination status is questioned.

4. Dangerous / Aggressive Animal Provisions

- Refines language related to bodily injury, aggressive behavior, and enforcement thresholds.
- Improves clarity for determining when an animal meets criteria for enforcement action.
- Helps ensure consistent application of dangerous dog provisions.

5. Animal Services Authority & Enforcement

- Clarifies the authority of Animal Services Officers to enforce Chapter 6.
- Strengthens consistency between ordinance language and shelter operations.
- Improves internal and external understanding of enforcement roles

6. Shelter, Adoption & Rescue Operations

- Updates language regarding adoption agencies, rescue partners, and shelter operations.
- Better defines how animals move between Animal Services, rescues, fosters, and adopters.
- Supports transparency and accountability in placement decisions.

7. Administrative & Legal Clarity

- Cleans up outdated or unclear wording that could create enforcement challenges.
- Reduces gray areas that may complicate citations, hearings, or appeals.
- Helps ensure ordinances are easier to interpret by staff, courts, and the public.

Overall Goal of Red-Text Changes

- Modernize Chapter 6
- Improve enforceability and consistency
- Align ordinance language with current shelter practices
- Reduce confusion for staff, residents, and animal owners
- Strengthening public safety and animal welfare outcomes

? *Why are these updates necessary?*

These updates modernize Chapter 6 so it reflects how Animal Services actually operates today. Many definitions and processes were outdated or unclear, which created enforcement and legal challenges.

? *Does this create new restrictions for residents?*

No new restrictions—this primarily clarifies existing expectations. It helps residents better understand their responsibilities and helps staff enforce the ordinance consistently.

? *Does this increase enforcement or citations?*

No. It improves consistency, not enforcement volume. Clear language reduces disputes, appeals, and confusion when citations are issued—especially related to rabies and aggressive animals.

? *Why focus so much on definitions?*

Definitions are the foundation of enforcement. When terms like “owner,” “custody,” or “vaccinated” are unclear, cases can be challenged or dismissed. Clear definitions protect the city and ensure fairness.

? *How does this improve public safety?*

It strengthens clarity around dangerous or aggressive animals, rabies compliance, and officer authority—allowing quicker, more consistent responses when safety concerns arise.

? *Does this affect rescues or fosters negatively?*

No. It actually improves transparency by clearly defining roles between the city, rescues, fosters, and adopters. This protects both the animals and partner organizations.

? *Is this aligned with state law?*

Yes. The updates align local ordinances with **Texas rabies law, veterinary standards, and accepted animal welfare practices.**

? What is the overall benefit to the city?

Fewer disputes, clearer expectations, better public safety outcomes, stronger legal footing, and improved animal welfare—without adding unnecessary burden on residents.