

ANIMAL CONTROL
COMMISSION MEETING

MAY 20, 2019

FAIRBANKS NORTH STAR BOROUGH ANIMAL CONTROL COMMISSION MEETING AGENDA
MONA LISA DREXLER ASSEMBLY CHAMBERS AT THE
JUANITA HELMS ADMINISTRATION CENTER
907 TERMINAL STREET, FAIRBANKS, ALASKA

May 20, 2019. 6:00 P.M.

A. ROLL CALL

B. MESSAGES

1. Citizen's Comments – limited to three (3) minutes
 - a. Agenda items not scheduled for public hearing
 - b. Items other than those appearing on the agenda
2. Disclosure & Statement of Conflict of Interest

C. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of consent agenda passes all routine items indicated by asterisk (*) on agenda. Consent agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such request, the item is returned to the general agenda.

D. *MINUTES

1. *Minutes from April 15, 2019

E. UNFINISHED BUSINESS

1. Shelter report
2. Commercial sale of exotic animals
3. Licensing
4. Budget
5. Legislative bills or activity of interest

F. NEW BUSINESS

1. Mayor's memo
 - a. Sled dog housing
 - b. Disposal of commercial animals
 - c. Bites
 - d. Shelter facility

G. EXCUSE FUTURE ABSENCES June 17

H. COMMISSIONER'S COMMENTS/COMMUNICATIONS

I. ADJOURNMENT

MINUTES

APRIL 15, 2019

E. UNFINISHED BUSINESS

1. Shelter Report presented by Sandy Hill

Interview recommendations for the casual position have been sent to HR. Updated on staff attendance and availability. The budget was presented to the Assembly and moved to be approved, final processes should be completed in the middle of May. No big changes to animal population. Upcoming trainings; Officer Ross will attend the Module B of the NACHO (National Animal Control and Humane Officer Training Academy) training in June, and three officers will attend the Alaska Animal Control Association meeting May 9th-10th.

2. Commercial sale of exotic animals

Commissioner Thornton handed out documents with information in regards to regulations of commercial sales of exotic animals, and reported on the information he researched. Discussion ensued among Commissioners. It was decided **Commissioner Thornton**, would draft a letter to Petco on a commercial level in regards to the concerns of exotic animals sales in the FNSB area for review by the Commission at the next meeting.

3. Budget

Sandy Hill reported they presented a flat budget to the Assembly. It was motioned to be accepted at this stage.

4. Legislative bills or activity of interest – None.

F. NEW BUSINESS

1. Licensing

The commission agreed to review and submit the 2016 draft of a licensing ordinance to legal for review.

2. Ft. Wainwright deployment and increasing relinquishment

Commissioner Rosenberg has reached out to Janice Westland with USO on base, and Angela Major, an Assembly member. **Commissioner Rosenberg** reported most of the military personnel that will be deploying are mainly housed in the barracks and would not have pets. **Commissioner Rosenberg** is working to find out who she can work with on base and the number of possible animal relinquishments, and looking to start work on a handout of for people on the base for resources available to them for relocating their pets with them when they move.

G. EXCUSE FUTURE ABSENCES

May 20

H. COMMISSIONER'S COMMENTS/COMMUNICATIONS

Commissioners' Comments

Commissioner Rosenberg, stated the shelter is number for the interior with Pick. Click.Give. with 482 people who pledged, for a total of \$30, 075. Walk for charity is coming up on Friday, May 10th, the shelter is one of the charities, register online at explorefairbanks/charitywalk. Round up at the registered at the food co-op just wrapped up, numbers are not available. Clean up day is Saturday, May 11th at 9:00 a.m. at the Fred Meyer West parking lot, they will be cleaning up their adopted highway. Saturday, June 8th, there will be a pizza, pints, and pups event at Hoodoo Brewery. Since March, the shelter has spent over \$27,000 in veterinary bills. Commissioner Rosenberg is looking for someone to work with an artist who has donated her time to do a paint night for fund raising efforts. Tax draft is done and will be filed mid may. The web site, network for good, and the endowment are doing well. They are in the market for a new space for the garage sale in September, GVC has been sold.

Commissioner Chesney, stated the Yukon Quest board elections are coming up, they are always looking for candidates.

I. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:53 p.m.

UNFINISHED BUSINESS

1 Recommended by the Animal Control Commission By: Mayor Bryce Ward
2 Introduced:
3

4
5 FAIRBANKS NORTH STAR BOROUGH

6
7 ORDINANCE NO. 2019 -

8
9 AN ORDINANCE AMENDING TITLE 22 OF THE FAIRBANKS NORTH STAR
10 BOROUGH CODE ALLOWING FOR LICENSING OF DOGS AND CATS
11

12 WHEREAS, The Fairbanks North Star Borough currently does not have a
13 dog and cat licensing requirement, and
14

15 WHEREAS, The FNSB Animal Control Commission has recommended
16 implementation of a licensing structure for dogs and cats within the borough; and
17

18 WHEREAS, A licensing program increases the chance that a dog or cat will
19 be reunited with its owner in the unfortunate event it is lost. A licensed pet has the owner's
20 contact information on file with Animal Control; and
21

22 WHEREAS, Licensing fees are a source of funds and a method of offsetting
23 the cost of services to the borough residents actually utilizing or benefitting from specific
24 service; and
25

26 WHEREAS, Licensing gives Animal Control an opportunity to verify rabies
27 vaccinations; and
28
29

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be *added* is underlined
Text to be *deleted* is [BRACKETED AND CAPITALIZED]

30 WHEREAS, Licensing will give Animal Control and Emergency Operations
31 statistics of where large numbers of dogs or cats are located for emergency response
32 planning; and

33
34 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
35 North Star Borough:

36
37 Section 1. This ordinance is of a general and permanent nature and shall
38 be codified.

39
40 Section 3. Section 22.04.010 **Definitions** shall be amended by adding the
41 following terms:

42 Multiple animal license – large - means a person or facility, including a lot, dwelling
43 unit, residence or business premise, that owns, houses, possesses, or is the custodian
44 of more than 20 dogs and/or cats.

45 Multiple animal license – small - means a person or facility, including a lot, dwelling
46 unit, residence or business premise, that owns, houses, possesses, or is the custodian
47 of seven or more but no more than 20 dogs and/or cats.

48
49 Section 4. Section 22.06.010.A **Adoption fees and deposits** shall be
50 amended as follows:

51 A. An adoptive owner shall pay to the borough animal shelter an adoption fee as
52 established in accordance with FNSBC 3.50.010 plus the current fee for a rabies
53 vaccination if the animal is not currently vaccinated as provided in this title, plus the
54 current license fee. Adoption fees for animals other than dogs or cats shall also be
55 established in accordance with FNSBC 3.50.010.

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57 Section 5. Section 22.06.020.A **Impound fees** shall be amended as
58 follows:

59 A. Any animal impounded under this chapter may be redeemed as provided in this
60 chapter upon payment by the owner to the borough of the amount specified in FNSBC
61 22.06.030, plus a redemption fee as established in accordance with FNSBC 3.50.010,
62 based on the number of previous impounds for the animal in any given 36-month period,
63 with a maximum fee of \$300.00. In the event that the impounded animal does not have a
64 current rabies vaccination according to FNSBC 22.16.020 the owner shall pay penalty as
65 established in accordance with FNSBC 3.50.010, in addition to the actual cost of the
66 rabies vaccination. In the event that an impounded dog or cat does not have a current
67 license according to FNSBC Chapter 22.08, the owner shall pay a penalty as established
68 in accordance with FNSBC 3.50.010 in addition to the actual licensing fee and be issued
69 a current license and tag for the dog or cat.

70
71 Section 22. A new chapter, Chapter 22.08 **Licenses**, shall be added as
72 follows:

73 **22.08.010 Dog and cat license required**

74 A. No person may own or harbor a dog or cat in the Fairbanks North Star Borough
75 over the age of four months without obtaining a Borough license tag for the dog or cat
76 except a dog or cat brought into the borough for less than 30 days and such dog or cat is
77 licensed in another jurisdiction.

78 B. A dog or cat license is not transferable to another person. Any dog or cat over the
79 age of four months which is transferred, sold, or given away within the borough shall be
80 licensed by the new owner within 15 days of the sale or acquisition.

81 C. The licenses for the following animals shall be at no cost.

- 82 1. Dogs used for municipal, state or federal police work.
83 2. Dogs or cats belonging to a person with a multi-animal license which has
84 paid its annual licensing fee pursuant to FNSBC 22.08.050.

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85 D. All other dogs and cats requiring a license shall be charged a fee as established
86 annually in accordance with FNSBC 3.50.010.

87

88 **22.08.020 Nonresident dog or cat license required**

89 Non-residents who bring a dog or cat into the borough for 90 days or more shall obtain a
90 dog or cat license for each animal within 15 days of the date of arrival or the date the non-
91 resident knew or should have known the non-residents' dog or cat would be in the
92 borough for 90 days or more, whichever is later.

93

94 **22.08.030 Licensing procedure**

95 A. Application for an individual dog or cat license shall be to the animal control
96 division. The application shall include:

- 97 1. The name, mailing and residence address of the owner of the dog or cat.
- 98 2. The type of animal, i.e. dog or cat.
- 99 3. The name, breed, color, age and sex of the dog or cat.
- 100 4. Verification by a veterinarian of a spay or neuter;
- 101 5. Proof that the dog or cat has a current rabies vaccination; and
- 102 6. The required license fee.

103 B. Licenses shall be valid for a term of up to one, two or three years from the date of
104 issuance, the term selected at the option of the pet owner and shall expire in conjunction
105 with the expiration date or anniversary date of the relevant rabies vaccination. Proof of a
106 current rabies vaccination for the entire licensing period selected is required. License
107 fees are not prorated.

108 C. An application to renew a license shall be made in the same manner as an
109 application for a new license. A license may be renewed for the following period within
110 30 days before or after the expiration date. Delinquent renewals shall be charged a \$25
111 penalty. Owners who delinquently apply for a license or a license renewal but have not
112 received a citation will not be issued a citation at the time of application for a license.

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113 D. It is the responsibility of every dog or cat owner to update and provide the borough
114 with current information regarding the items set forth in subsection A above.

115

116 **22.08.040 License tags and receipts**

117 A. Animal control shall issue the dog or cat owner a numbered receipt and a tag
118 stamped with an identifying number for each license issued under this Chapter. A tag
119 need not be issued if the animal has, or has had, a readable microchip implanted.

120 1. Animal control will record the microchip number and associate it with the owner
121 and license record.

122 B. An owner shall display a current borough license tag issued to the dog or cat
123 securely fastened to the dog or cat's collar or harness at all times except:

124 1. While confined on the owner's or custodian's premises within a building; or

125 2. While in competition, a recognized animal activity or form of training
126 requiring that a collar not be worn.

127 3. Notwithstanding subsection D, while at a veterinary office operated by a
128 licensed veterinarian or under current, written, licensed veterinarian instructions not to
129 wear a collar for medical reasons.

130 C. No person shall use a borough dog or cat license tag or receipt for a dog or cat
131 other than the one for which it was issued.

132 D. No person, other than the owner, veterinary care provider or animal control staff,
133 shall remove from any dog or cat any license tag or an animal's collar or harness with an
134 attached license tag.

135 E. No person shall counterfeit, attempt to counterfeit or attempt to use a counterfeit
136 license tag, receipt for payment of a license, or certificate of rabies vaccination.

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138

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139 **22.08.050 Multiple Animal Licensing**

140 A. No person shall own or care for more than seven (7) dogs and/or cats without
141 obtaining a multiple animal license for each physical location where animals are kept.
142 Once a license is issued and paid for pursuant to this section, the owner who applied for
143 the multiple animal license shall be furnished with individual, one year license tags for the
144 dogs or cats listed pursuant to subsection C.7 below. The one year license tag shall
145 expire in conjunction with the expiration date or anniversary date of the relevant rabies
146 vaccination. Tags need not be issued for the animals which have been implanted with
147 microchips. Animal control will record microchip numbers and associate them with the
148 owner in Borough records.

149 B. The following do not require a multiple animal license:

150 1. Veterinary offices operated by a licensed veterinarian for the care and
151 treatment of animals.

152 2. Animal day-care or boarding facilities which temporarily board dogs or cats
153 owned by other persons. If a boarding facility has five or more dogs and cats on site at
154 one time for 30 days or more, it must obtain multiple animal license.

155 C. Application for a multiple animal license shall be to the animal control division. The
156 application shall include:

157 1. The name mailing and physical address of the owner of the;

158 2. The name mailing and physical address of the operator;

159 3. The name and physical address location;

160 4. The maximum number of dogs or cats to be held at the. A shall consist of
161 dogs or cats respectively. A multiple animal license – small shall consist of between 7 –
162 20 dogs and/or cats. A multiple animal license – large shall consist of more than 20 dogs
163 and/or cats.

164 .

165 7. A complete list of the dogs or cats by rabies certificate numbers including
166 the name breed, color, age, sex and reproductive status for each dog or cat over the age

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167 of four months. Rabies certificates for all dogs or cats must be current for the application
168 to be considered complete. Said list shall be maintained by the owner with current
169 information and must be immediately made available upon request by an animal control
170 officer;

171 9. The required license fee pursuant to FNSBC 3.50.010.

172 D. Multiple animal licenses are valid for a period of one year. Individual dog or cat
173 license records are valid for a period of no more than one year, and shall expire in
174 conjunction with the expiration date or anniversary date of the relevant rabies vaccination.

175 F. It is the responsibility of the person with a multiple animal license to update and
176 provide the borough with current license information regarding the items set forth in
177 subsection C.7.

178 H. Renewal applications shall be made at least thirty days prior to the expiration of
179 the current license and may rely upon materials submitted with a prior application
180 provided it portrays the current conditions of the facility or location, except current rabies
181 vaccinations proof of each animal over the age of four months and upon certification that
182 there have been no significant changes in the numbers or types of dogs or cats since the
183 prior application.

184

185 Section 7. FNSB 1.04.050 **Fine Schedule** is amended to add the following:

<u>Code Section</u>	<u>Offense</u>	<u>Penalty/Fine</u>	<u>Mandatory Warning Required</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>1st offense</u>	<u>\$100.00</u>	<u>Yes, 1st offense only</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>

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<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>1st offense</u>	<u>\$100.00</u>	<u>No</u>
<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>1st offense</u>	<u>\$100.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.040(E)</u>	<u>Counterfeiting, attempting to counterfeit or use of counterfeit license tag, receipt or certificate of vaccination</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license.</u> <u>1st offense</u>	<u>\$100.00</u>	<u>Yes, 1st offense only</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>

186

187

188

Section 8. Appendix E, **User Fee Schedule, Emergency Operations, Animal Control Fees** is amended to add the following:

189

Spayed or Neutered Dog or Cat, 1 year license \$15.00

190

Spayed or Neutered Dog or Cat, 2 year license \$28.00

191

Spayed or Neutered Dog or Cat, 3 year license \$40.00

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192	Unspayed or Unneutered Dog or Cat, 1 year license	\$25.00
193	Unspayed or Unneutered Dog or Cat, 2 year license	\$45.00
194	Unspayed or Unneutered Dog or Cat, 3 year license	\$65.00
195	Replacement tag	\$5.00
196	Penalty for delinquent license	\$25.00
197	Multi-animal license (7-20 dogs/cats) 1 year license	\$50.00
198	Multi-animal license (over 20 dogs/cats) 1 year license	\$75.00

199

200 Section 9. Effective Date. This ordinance shall be effective at 5:00 p.m. of

201 the first Borough business day following its adoption.

202

203 PASSED AND APPROVED THIS _____ DAY OF _____, 2019.

204

205

206

207 _____

208

209 Presiding Officer

210

211 ATTEST:

212 APPROVED:

213

214

215 _____

216

217 Borough Municipal Clerk

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ADDENDUM
MATERIALS

RECEIVED MAY 20, 2019

Animal Shelter

4/1/2019 to 4/30/2019

Intakes

	SENIOR DOG	DOG	PUPPY	SENIOR CAT	CAT	RABBIT	OTHER S	TOTAL
At Large	21	63	3	3	4	4	4	102
Owner Surrender	5	22	1	1	3	4	15	51
Return	0	4	1	0	0	0	0	5
Foster	1	1	0	0	0	0	1	3
Qaurantine	2	6	0	0	0	0	0	8
Protective Custody	0	3	0	0	0	0	0	3
Euthanize Request	8	0	0	3	1	0	0	12
Disposal Request	14	1	0	2	0	0	0	17
TOTAL	51	100	5	9	8	8	20	201

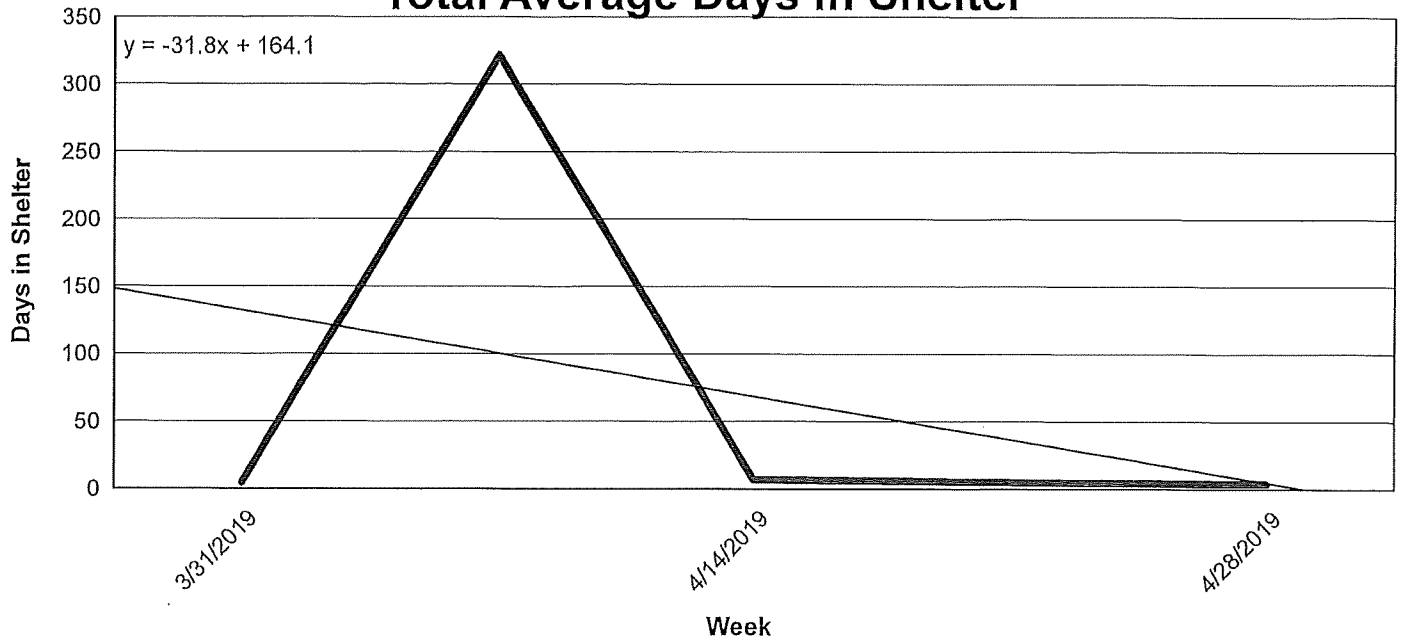
Outcomes

	SENIOR DOG	DOG	PUPPY	SENIOR CAT	CAT	RABBIT	OTHER	TOTAL
ADOPTION	8	36	2	2	10	5	17	80
RTO	15	53	1	1	0	0	0	70
RESCUE	0	5	0	0	0	0	0	5
FOSTER	0	1	0	0	0	0	0	1
EUTH-BEHAV HIST	1	1	0	0	0	0	0	2
EUTH-BEHAV OBSV	2	5	0	0	0	0	0	7
EUTH-MEDICAL	1	0	0	0	0	0	1	2
EUTHR	9	0	0	4	1	0	0	14
DISPOSAL	18	5	0	2	0	0	0	25
TOTAL	54	106	3	9	11	5	18	206

Sterilization Status of Incoming Animals

	DOG	CAT	RABBIT
ALTERED	47%	76%	12%
INTACT	52%	23%	87%

Total Average Days in Shelter



Average Time in Shelter For Animals Outcomed Between 4/1/2019 and 4/30/2019 : 83.93




Fairbanks North Star Borough

Mayor's Office

907 Terminal Street PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

MEMORANDUM

TO: FNSB Animal Control Commission
Ariel Cunningham, Animal Control Manager

FROM: Bryce Ward, Mayor 

DATE: April 11, 2019

SUBJECT: Response to March 19, 2019 Letter and Request

I received a letter from Commission Chair Scott Chesney requesting support for a sled dog temporary housing shelter project. Thank you for bringing this concern to my attention; I'd like to hear more about the need for sled dog care during the winter months and possible solutions. Unfortunately, the quotation attached to Mr. Chesney's March 19th letter is not compliant with Borough procurement rules. The estimated cost would require a competitive bid process, and therefore, I cannot act on the quote. I'd like to start over and here is how I would like the Commission and staff to move forward:

Please work with Animal Control staff and address the sled dog care matter at the next few Commission meetings. I would like to know more about the problem you identified: how many sled dogs are we needing to take care of; how often does this happen; are there alternatives we can consider; and are there other ways (such as policy changes) that could address the problem? Please report back to me your findings and recommendations **not later than July 31, 2019.**

There are a few additional matters that have recently come to my attention that I would like you to consider as a Commission and report back to me your findings and recommendations **not later than September 30, 2019:**

- Cremation and disposal of commercial and/or exotic animals. Is there a problem? If so, to what extent and what policy changes would we need to consider?

- Animal licensing. Is it time to require licensing in the FNSB? Why? If so, what policy considerations should we adopt?

- Animal bites. Is this a problem? Why or why not? If so, what policy changes would we need to adopt and/or is there a marketing or public service announcement strategy we could adopt?

- Animal shelter facility. Replacing the current shelter with a new and improved shelter continues to be a priority for me and it will be another two to three years, at a minimum, before we can move into a new shelter. Are there functional shortcomings in the existing facility that make sense to correct now, or should we wait to resolve with the new facility?

Thank you for your service to our community! I look forward to hearing from you.

cc: David Gibbs, Emergency Operations Director
Jim Williams, Chief of Staff

attachment: Scott Chesney March 19, 2019 Request

/jw