


**CITY OF SAN ANTONIO
OFFICE OF THE CITY MANAGER**

TO: Mayor and City Council

FROM: Erik J. Walsh, City Manager 

COPY: Executive Team

SUBJECT: **STAFF ANNOUNCEMENT**

DATE: July 1, 2024

The purpose of this memorandum is to provide an update on the ongoing recruitment process to fill the Animal Care Services Department Director vacancy. The ideal candidate will strengthen and foster relationships with the animal care community, our partners and stakeholders; champion a healthy and thriving workforce; and support the placement of pets for life with a focus on enforcement.

We have gone through a recent recruitment and interviews with potential candidates. I have chosen to continue to recruit candidates for this critical role for our organization. I appreciate and want to thank the ACS Board and a multitude of stakeholders who were involved in this process. Their engagement will continue as we move forward.

The City remains committed to hiring an Animal Care Services Director that possesses the experience, values and vision to lead the department forward to provide exceptional, compassionate care and education that promotes a safe community for the health and well-being of pets and the people who love them.

Effective July 15, 2024, Michael Shannon, PE, CBO, will be appointed to serve as the Interim Director of the Animal Care Services Department. This interim appointment will help ensure that ACS continues to provide critical resources and services to the community as we continue our recruitment process to hire our next ACS Director. Michael possesses the necessary management and leadership experience to help in this interim period.

Michael has worked with the City of San Antonio for 22 years, most recently as the director of the Development Services Department (DSD) since 2017. He also served as an ACS board member for four years. Michael's current responsibilities include overseeing land development, zoning, permitting, building inspections, code enforcement and graffiti abatement. Michael has a Master of Science in Fire Protection Engineering and a Bachelor of Science in Civil Engineering, both from Worcester Polytechnic Institute in Massachusetts. He is a registered Professional Engineer in Texas, holds multiple International Code Council national certifications including Certified Building Official, and is a Texas state-licensed Code Enforcement Officer.

While Michael is working with ACS, Amin Tohmaz, PE, CBO will serve as Interim Director of the Development Services Department. Amin has served as Deputy Development Services Director since 2019 after serving as Assistant Director since September 2017. Amin has been employed with the City since January 2013 and has over 20 years of experience in the engineering and management fields. Amin has a Bachelor's degree in Electrical Engineering from the University of Damascus and his Master's degree in Electrical Engineering from the University of Texas at San Antonio. He is a registered Professional Engineer in Texas in both Fire Protection and Electrical Engineering and holds multiple International Code Council national certifications.

During this time, Melissa Ramirez will serve as Interim Deputy Director in the Development Services Department. Melissa has served as the Assistant Director in the Development Services Department overseeing the land development division since 2016 after serving as Interim Assistant Director since 2015. Melissa has been employed with the City of San Antonio since 1995 and has more than 25 years of public service and construction experience including serving as a Building Inspector and a Planning Manager prior to her current role. Melissa obtained her Bachelor of Applied Arts and Science degree from The University of Incarnate Word and an associate degree from St. Philip's College in Architectural Drafting.

Logan Sparrow will be appointed as Interim Assistant Director of the Development Services Department. Logan has served the City of San Antonio since 2014 most recently as the Development Services Administrator. Logan previously served the Development Services Department as a Development Services Manager and a Principal Planner. Logan holds a Master of Science in Urban and Regional Planning from the University of Texas at San Antonio and a Bachelor of Arts degree in History from the University of Texas at San Antonio.

If you have any questions, please let me know.