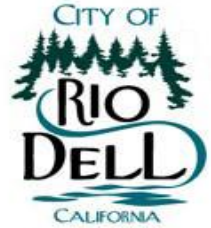

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

DATE: September 15, 2026

SUBJECT: Subject: Animal Kennel Project – Authorization to Proceed with Full Project

RECOMMENDATION

It is recommended that the City Council:

Adopt Resolution No. **1683-2026**, authorizing staff to proceed with completion of the Animal Kennel Project in its entirety and authorizing the Chief of Police and Streets Superintendent to coordinate and execute the various project components necessary for completion.

BACKGROUND

The City Council previously considered the proposed Animal Kennel Project and directed staff to move forward with fundraising efforts with the goal of raising approximately **30% of the overall project cost through donations and grant funding**.

Since that direction, staff has actively sought community donations and outside funding opportunities. To date, the City has received **\$9,315.50 in donations** toward the project. In addition, the City has submitted a grant request to **Coast Central Credit Union in the amount of \$25,000**, which remains pending.

Staff will continue actively pursuing donations, grants, and other outside funding opportunities throughout the construction and completion of the project.

DISCUSSION

The Animal Kennel Project remains an operational need for the Rio Dell Police Department and the City. The facility will provide a secure, sanitary, and local location for temporarily housing animals taken into City custody and will reduce the need for officers to transport animals outside of Rio Dell.

With winter approaching, staff believes the project now needs to move forward in its entirety in order to remain on schedule and avoid construction delays associated with seasonal weather.

Waiting until the original 30% fundraising goal is fully reached could result in the project being delayed through the winter construction season and potentially create additional costs or logistical challenges.

Staff is therefore requesting authorization to proceed with all remaining aspects of the project while continuing to pursue outside funding.

The project consists of several separate components that will require coordination between contractors, vendors, City staff, and utility providers. To allow the project to move efficiently, staff is also requesting that the **Chief of Police and Streets Superintendent Randy Jensen** be authorized to coordinate and execute the various project details necessary to complete the project, consistent with the approved project scope, available funding, and City purchasing requirements.

FISCAL IMPACT

The overall project cost is currently estimated at approximately **\$125,000**, subject to final construction costs and project requirements.

The City has received **\$9,315.50 in donations** to date and has a **\$25,000 grant request pending with Coast Central Credit Union**.

Any additional donations or grant funding received will reduce the amount ultimately funded by the City.

Staff will continue seeking outside funding throughout the project and will make reasonable efforts to minimize City costs while keeping the project moving forward.

CONCLUSION

The Animal Kennel Project has received meaningful community support, and staff continues to pursue additional outside funding. However, with winter approaching,

delaying the project until the fundraising goal is fully reached creates a significant risk of losing the current construction window.

Staff recommends that the City Council authorize the project to proceed in full and authorize the Chief of Police and Streets Superintendent to coordinate and execute the necessary project components so the facility can be completed as efficiently as possible.

ATTACHMENTS

1. Resolution No. 1683-2026
2. Current Project Budget/Cost Estimates