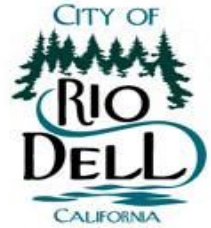

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

DATE: July 21, 2026

SUBJECT: **Discussion and Possible Action Regarding the Police Department Animal Kennel Project**

RECOMMENDATION

It is recommended that the City Council:

1. **Authorize construction of the concrete slab** for the proposed Police Department Animal Kennel Project in order to maintain the project schedule. Due to contractor availability and the limited construction season, delaying this work could postpone completion of the project until after the winter months.
2. **Authorize staff to solicit donations, grants, sponsorships, and other community funding sources** with the goal of securing **30 percent (30%) of the total project cost** for the Animal Kennel Project.
3. **Direct staff to return to the City Council** once donations and outside funding totaling at least **30 percent (30%)** of the total project cost have been secured for consideration of funding the remaining **70 percent (70%)** necessary to complete the project.

BACKGROUND

The Rio Dell Police Department is responsible for providing animal control services to the City of Rio Dell, including the care and temporary housing of stray, injured, dangerous, abandoned, and evidentiary animals. Currently, the department does not have a permanent kennel facility and must rely on temporary housing arrangements that are less efficient, require additional staff time, and limit the department's ability to properly care for animals in its custody.

Recognizing the need for a permanent solution, the City Council established an ad hoc committee to evaluate options for constructing a kennel facility. The committee reviewed several alternatives with varying levels of cost and complexity. After considering the available options, the committee selected the proposal presented in this report as the preferred option for Council consideration.

DISCUSSION

The proposed project consists of the purchase and installation of a six-run prefabricated commercial kennel specifically designed for municipal animal control operations. The completed facility will provide secure, sanitary, climate-controlled housing while improving operational efficiency, officer safety, and animal welfare.

The proposal currently includes:

- Purchase and delivery of a 12-foot by 24-foot six-run prefabricated commercial kennel, complete with electrical package, climate control, floor drains, dog doors, feeding systems, and related features for **\$70,745.70**.
- Construction of a 28-foot by 18-foot reinforced concrete slab for **\$12,890.00**.
- Installation of an automatic electric gate system, walk-through access gate, and associated fencing improvements for **\$9,750.00**.

The currently identified project cost totals approximately **\$93,385.70**.

Additional project components remain to be completed but have not yet been formally quoted. These include:

- Installation of a wastewater holding tank to collect wash water generated during kennel cleaning. The tank is anticipated to require pumping approximately once per month.
- Installation of an electrical transformer or other utility improvements necessary to support the additional electrical demand of the facility.

Staff estimates these remaining improvements will cost approximately **\$10,000 or less**, bringing the anticipated total project cost to approximately **\$103,000**.

Project Timing

Staff recommends proceeding immediately with construction of the concrete slab. Local contractor schedules are rapidly filling, and this work must be completed as soon as possible to maintain the overall construction schedule. Delaying the slab installation could push completion of the project into the rainy season and potentially postpone completion until after winter.

Constructing the slab now allows the City to preserve contractor availability while continuing efforts to secure outside funding for the remainder of the project.

Funding Strategy

Staff recommends pursuing a collaborative funding strategy that leverages community support while minimizing the City's financial commitment.

Under this approach, staff would actively seek donations, sponsorships, grants, and other outside funding sources with the goal of securing approximately **30 percent of the total project cost**. Once that funding goal has been achieved, staff would return to the City Council for authorization to proceed with the remaining project expenditures, with the City funding the remaining **70 percent**.

This approach demonstrates fiscal responsibility while encouraging community participation in a project that will improve public safety, enhance animal care, and provide a long-term municipal asset.

FISCAL IMPACT

Known project costs currently total **\$93,385.70**, with additional infrastructure improvements estimated at **\$10,000 or less**, resulting in an anticipated total project cost of approximately **\$103,000**.

Staff is requesting immediate authorization only for construction of the concrete slab in the amount of **\$12,890.00**. Authorization for the remaining project expenditures would be requested after outside funding totaling at least **30 percent** of the total project cost has been secured.

OPTIONS

The City Council may:

1. Approve staff's recommendation.
 2. Modify the proposed funding strategy.
 3. Request additional information.
 4. Decline to proceed with the project.
 5. Provide other direction to staff.
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ATTACHMENTS

1. Concrete Slab Proposal
2. Commercial Kennel Proposal
3. Electric Gate and Entry System Proposal
4. Photographs of build site and kennel