

Staff Report

ANIMAL SHELTER RELOCATION PROJECT UPDATE

January 14, 2025

BACKGROUND:

The existing animal shelter, located at 325 Billy Sunday Road, was constructed in 1994 and has not been significantly modified since. The existing building is insufficient to continue serving as a shelter facility. With 3,500 square feet of space, the existing building does not provide enough space for the population and variety of animals served, which can lead to crowding and make it difficult to isolate animals for disease control. To alleviate some of the crowding challenges, several years ago a former construction site job trailer was obtained and converted into additional cat housing. The current shelter building also has a variety of challenges with insulation and ventilation, leading to moisture and occupant comfort issues.

In light of these issues, the City has undertaken preliminary studies into a replacement facility over the past several years. A key challenge with a potential replacement shelter project has been how to accomplish a large capital project like the construction of a new shelter along with other Council priorities for capital improvements, all of which would potentially require bond referendum approval. Additionally, the process of obtaining referendum approval (which now may only occur in November each year), then designing and constructing a new shelter would result in a period of several years before a new shelter could be occupied.

2715 DAYTON AVENUE:

In November 2024, it came to City staff's attention that the building at 2715 Dayton Avenue was for sale. This property is the site of the Eagle's Loft Day Care, which ceased operating late in 2024. The property consists of a single-story building containing 10,880 square feet, plus an 1,851 square foot basement, and a 26-stall parking lot on a 5.59-acre site.

Due to the building being constructed as a day care center, it has several unique features that may make it a good prospect for conversion into an animal sheltering facility. These include a reception desk, offices, and conference room space at the front of the building, kitchen, food storage, laundry facilities, and concrete floors throughout the building. There are separated classroom spaces throughout the building that contain individual exterior doors, plumbing fixtures, air handling equipment, and three directly connected fenced-in areas.

In late November, the City acquired a 90-day option to purchase the property for the amount of \$1.1 million. At a special City Council meeting on December 26, the City Council approved the award of a contract to INVISION Architecture LTD, Des Moines, Iowa, for the purpose of evaluating the 2715 Dayton Avenue building and providing preliminary cost estimates and concepts for the conversion of the property into a shelter facility. INVISION had previously performed a study of the Animal Shelter in 2019, so the firm has knowledge of the current facility and challenges. INVISION will partner with Designed Learned, Inc (DLI), nationally well-known animal facility specialists who will provide the necessary guidance for the current animal care standards.

The contract for INVISION calls for the project to be completed in two phases, which due to the short timeframe will need to be worked on concurrently. The first phase is to work with City staff to understand the needs of the shelter and desired spaces and to complete a report recommending the best way to economize those spaces in a new shelter. The second phase will be a schematic design and design development for the remodel of the existing building at 2715 Dayton Avenue.

These two phases will allow City staff to come to City Council in February with the information needed to make a decision on the purchase of the property. In the event that the 2715 Dayton Avenue facility is infeasible, a third phase was included in the contract with INVISION, which would be to develop conceptual costs for a new shelter building to be constructed on City-owned property near the Water Plant. This third phase would require a change order and a revised timeline before approval would be granted.

BUDGET:

Staff estimates that the costs to complete the conversion of 2715 Dayton Avenue into a new shelter facility will total \$4,455,000. These include the costs to acquire the 2715 Dayton Avenue site, investigate and complete a conceptual design, prepare construction drawings and specifications, complete a renovation project, and furnish/equip the new facility.

The City Council included \$100,000 in the Adjusted FY 2024/25 City Budget for the preliminary steps to develop the new shelter. The City Council Priorities Capital Fund is being used as a source of financing for the more immediate expenses that will occur for the project, such as land acquisition, design, and a portion of the construction expenses.

Based on City Council feedback at its December 10, 2024 Budget Guidelines Session, staff is proposing that the remaining funding, totaling a maximum \$1,500,000, should be secured from donations. This represents approximately 1/3 of the total project estimated cost. Staff is working with an interested community member to assist the City in organizing the fundraising efforts for the project.

A more detailed project budget is outlined in the table below:

EXPENSES		FUNDING SOURCES	
Previous Site Investigation	\$ 4,075		
2715 Dayton Purchase Option	5,000		
Land Acquisition	1,100,000		
Conceptual Design	66,360		
<i>Detailed Design/Construction Specs</i>	<i>250,000</i>		
<i>Design Contingency</i>	<i>30,000</i>		
<i>Construction/Renovation</i>	<i>2,500,000</i>		
<i>Contingency (10%)</i>	<i>250,000</i>		
<i>Fixtures/Furnishings/Equipment</i>	<i>250,000</i>		
		FY 2024/25 Adjusted Budget	\$ 100,000
		Council Priorities Capital Fund	2,855,435
		Donations	1,500,000
TOTAL	\$ 4,455,435	TOTAL	\$ 4,455,435

note: italicized expenses are estimated

These anticipated expenses and funding sources have been incorporated into a new project Capital Improvements Plan project, which will be presented to the City Council for consideration in the 2025-2030 Capital Improvements Plan.

STAFF COMMENTS:

Staff anticipates the design consultant to complete the space evaluation work by the end of January, with the conceptual design and cost estimates for the renovation project being furnished in early February. **Once these are completed, City staff will return to the City Council with this information and a recommendation to either: 1) complete the purchase of the 2715 Dayton Avenue property prior to the expiration of the option on February 25, or 2) allow the purchase option to expire and prepare for a project to construct a new shelter facility.**

Assuming the cost estimates for the renovation of the 2715 Dayton Avenue property are acceptable to the City Council and the Council exercises the purchase option, staff would begin the process of retaining architectural services to develop detailed construction drawings, securing the required donations, and developing transition plans from the existing to new facilities.

ATTACHMENT(S):

[Animal Control Shelter Council Presentation Jan 2025.pdf](#)