

City Council Agenda Item Memo

From: Michael J Drake, Chief of Police

Council Meeting: December 16, 2025

Subject: Resolution 25-103: Brookings Regional Humane Society Contract

Presenter: Michael J Drake, Chief of Police

Summary and Recommended Action:

Staff recommends approval of the proposed Resolution authorizing the City Manager to enter into a renewal agreement between the City of Brookings and the Brookings Regional Humane Society for the care and disposition of impounded animals.

Item Details:

The City of Brookings and the Brookings Regional Humane Society have agreed to the terms stated in the attached 2026 Agreement. The City of Brookings began utilizing this form of agreement with the Humane Society in 2019. The City of Brookings has disbursed the following to the Humane Society:

- 2020 - \$34,606.25
- 2021 - \$28,890.00
- 2022 - \$33,390.00
- 2023 - \$28,810.00
- 2024 – \$45,000.00
- 2025 – \$45,000.00

In 2026, the City has \$50,000 budgeted for this expense. However, taking into inflation the City of Brookings and the Brookings Regional Humane Society have reached an agreement that the City of Brookings will pay the Humane Society a flat rate of \$46,000.00 in monthly installments of \$3,833.33, due by the 15th of each month. The City of Brookings has reserved the remaining \$4,000 to offset costs which may be incurred due to unforeseen events or a case which results in the rescuing of excessive animals. The City of Brookings Police Department, as well as the Brookings Regional Humane Society, recommend approval of this agreement.

The City and the Brookings Regional Humane Society have experienced occasions when domesticated animals other than cats and dogs have required impound and care. Examples include rabbits, birds, hamsters etc.

Legal Consideration:

City Attorney has reviewed and approved the agreement.

Strategic Plan Consideration:

Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.

Financial Consideration:

The funding to the Brookings Regional Humane Society through this agreement has been budgeted up to a maximum of \$46,000 per year.

Supporting Documentation:

Memo

Resolution

2026 Agreement