

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**RESOLUTION NO. 2015-024**

Adopting Guidelines for Expenditure of Funds Donated to the Animal Services Restricted Accounts.

**The Multnomah County Board of Commissioners Finds:**

- a. A growing number of citizens, public and private corporations and foundations are making generous private financial contributions to the Multnomah County Animal Services Division. The donated funds received are designated by the donors to assist the Division in its mission to provide expanded care and medical treatment for shelter animals, enhance adoption outreach programs, improve the shelter facility, and to supplement funding for medical and spay/neuter services for pet owners in financial need.
- b. On August 31, 2000, the Board of County Commissioners adopted Resolution 00-126 which created two Animal Services Trust Fund accounts as a mechanism for the County to accept contributions from the public to be used exclusively for care and treatment of animals and enhance the division's adoption outreach efforts. The Resolution established procedures for the expenditure of Trust Funds.
- c. In 2009, the Multnomah County Budget and Finance Office directed the Animal Services Division to discontinue the Trust Funds and to establish Restricted Accounts. Restricted Accounts are budgeted in the Division's annual budget. Expenditure authority for the budgeted Restricted Accounts is approved upon adoption of the annual budget by the Board of County Commissioners.
- d. Budget and Finance created four Restricted Accounts for the FY2009 Animal Services Division budget. They are:
  1. Dolly's Fund (Cost Center 903401) for veterinary medical expenses
  2. Adoption Outreach Fund (Cost Center 903402) to increase pet adoptions.
  3. Shelter Dreams Fund (Cost Center 903403) to collect funds for capital improvements to the existing shelter and/or funds for a new shelter.
  4. Spay/Neuter Fund (Cost Center 903404) to supplement spay/neuter surgeries for pet owners in financial need.
- e. The Department of Community Services and the Division have developed a successful strategy to use the Restricted Accounts to fund innovative, life-saving pilot programs. The strategy is designed to improve the quality of health care and treatment of shelter animals, bolster pet adoption numbers, and save more animal lives. This three-step innovation strategy utilizes Restricted Account funds. Step one is to fund a pilot program using Restricted Account funds. Pilot programs yielding evidence – based success move to step two, which is to seek one-time-only General Fund support. Pilot programs that demonstrate sustained, evidence-based success move to step three, which is to seek on-going General Fund support.
- f. The Animal Services Division desires to establish policies on clarifying these Restricted Accounts that are consistent with other County policies.

**The Multnomah County Board of Commissioners Resolves:**

1. The County will maintain and budget the Restricted Accounts in the Animal Services Division.
2. Funds received in the Restricted Accounts shall be expended by the Division in the expressed manner designated by the donor. If the donation request does not fall within the mission of the Division, the donation will be returned to the donor.
3. All income from the sale of items funded from Restricted Accounts shall be deposited back into the appropriate Restricted Account.
4. The Restricted Accounts shall be budgeted in the Animal Services Division budget, and expenditure authorization shall be in the annual adopted budget.
5. Individual expenditures from the Restricted Accounts shall require approval as follows:
  - a. The Animal Services Division Director or designee shall have authorization to approve expenditures from these funds not to exceed \$10,000 per expenditure.
  - b. The Director of the Department of Community Services shall have authorization to approve expenditures from these funds not to exceed \$20,000 per expenditure.
  - c. Expenditures in excess of \$20,000 shall require the approval of the County Chair.
6. All deposits and expenditures within the Restricted Accounts shall be in accordance with County purchasing and procurement policies.
7. Funds donated without a specific fund designation will be distributed equally between Dolly's Fund and the Adoption Outreach Fund.

**ADOPTED this 2nd day of April, 2015.**

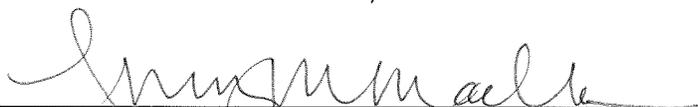


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Deborah Kafoury, Chair

REVIEWED:  
JENNY M. MADKOUR, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
*David N. Blankfeld, Assistant County Attorney*

SUBMITTED BY: Kim Peoples, Director of Community Services.