



DAN JOHNSON
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

MEMORANDUM

TO: Clackamas County Board of County Commissioners (BCC)
FROM: Dan Johnson, Director Department of Transportation and Development
RE: Creating a Dog Services Charitable Fund
DATE: April 9, 2024

REQUEST: County staff are seeking direction from the Board of County Commissioners on whether to create a Dog Services Charitable Fund within the County Budget.

BACKGROUND:

Individuals and public and private organizations routinely make financial and other contributions to the Clackamas Dogs Foundation (CDF), a nonprofit corporation, to exclusively benefit Dog Services and its programs. Every year, the CDF allocates funds to Dog Services to be used for specific purposes, including but not limited to care and medical treatment for shelter animals, adoption outreach programs, improved shelter facilities, and medical and spay and neuter services for pet owners in financial need. The funds that Dog Services receives from the CDF supplement the funds that Dog Services receives from the General Fund, fines, and fees. The annual allocations range between \$15,000 and \$40,000 annually based on the needs of the shelter any given year. The CDF has a total endowment worth approximately \$470,000.

The CDF has a three-person Board of Directors, and County staff assist the CDF Board of Directors by performing most of the administrative burdens of managing a nonprofit corporation. Accordingly, County staff requested that the CDF Board of Directors consider transferring their current endowment to the County for easier and streamlined management and having Dog Services accept future contributions directly from the public, rather than through the CDF. The CDF Board of Directors is amenable to those requests, but only if it is ensured that such contributions and the endowment are not redistributed for purposes other than supporting Dog Services and its programs. The County may accept financial and other contributions directly from the public to support Dog Services and its programs, and these contributions are equally tax deductible as contributions to the CDF. The CDF Board of Directors requested staff ask the Board of County Commissioners if they are amenable to this proposal.

Should the BCC agree, staff would develop a Board order, for future consideration, that would create a Dog Services Charitable Fund (DSCF), which would hold all such contributions in a pass-through program to be used only for and by Dog Services and its programs and to be distributed through the budget-adoption process. Dog Services would allocate contributions from the public similarly to how it currently allocates contributions from the CDF. The Department of Transportation and Development would retain the CDF Board members to make recommendations to the Manager of Dog Services and the Director of the Department of Transportation and Development, or their designees, regarding the use of funds in the DSCF.