Memorandum

MIAMI-DADE COUNTY

Date: March 3, 2009

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Update to Animal Services Trust Fund

Agenda Item No. 9(A)(1)

Recommendation

It is recommended that the Board adopt the attached resolution pertaining to the Animal Services Trust Fund.

Scope

The scope of this item would be countywide in nature (unincorporated Miami-Dade).

Fiscal Impact/Funding Source

The proposed amended resolution would not require any changes to the operational budget.

Tract Record

The use of the trust fund money for the fiscal years 2005-2006, 2006-2007 and 2007-2008 are attached.

Background

Animal Services became an independent department in October of 2005. In October 2006, the Hurricane Trust Fund and Animal Control Trust Fund were consolidated into the ATSF. The ATSF is maintained by the Animal Services Department and constituents may make tax deductible donations to the Trust Fund. Each grant or donation is used in accordance with the terms and conditions of the grant or donation received. However, in the event that there are no specific terms or limitations attached to the grant or donation, the department may purchase supplies, food and provided services related solely to the goals and objectives of the department which include providing services to animals kept at or adopted from the shelter or animals that have been the victims of cruelty, neglect or abuse. Expenditures from the trust fund are currently specific to improving the care of the shelter animals and the department is recommending expanding the use of the fund in an effort to offset the effects of our current economic climate. The amendments include that donations also be used for capital projects related to facilities used by the department for housing animals and for facilitating the adoption of animals in the department's care and for and spay/neuter programs for the public.

Assistant County Manager

MEMORANDUM

(Revised)

TO: Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners

DATE: March 3, 2009

FROM: R. A. Cuevas, Jr. County Attorney

SUBJECT: Agenda Item No. 9(A)(1)

Please note any items checked.

_____ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised

_____ 6 weeks required between first reading and public hearing

_____ 4 weeks notification to municipal officials required prior to public hearing

_____ Decreases revenues or increases expenditures without balancing budget

_____ Budget required

_____ Statement of fiscal impact required

_____ Bid waiver requiring County Mayor's written recommendation

_____ Ordinance creating a new board requires detailed County Manager's report for public hearing

_____ Housekeeping item (no policy decision required)

_____ No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 9(A)(1)
3-3-09

RESOLUTION NO. _____

RESOLUTION AMENDING TERMS AND CONDITIONS FOR DISBURSEMENTS FROM ANIMAL SERVICES TRUST FUND AND SUPERSEDING RESOLUTION NO. R-1385-06

WHEREAS, humane treatment of animals is an important public policy; and

WHEREAS, on December 5, 2006, this Board adopted Resolution No. R-1385-06, which established the Animal Services Trust Fund for the deposit of private sector monetary and in-kind tax deductible contributions as well as public sector contributions in support of the animal services provided by the Miami-Dade County Animal Services Department ("Department"); and

WHEREAS, this Board wishes to specify that monies deposited in the Trust Fund may be used to fund: (i) capital projects related to facilities used by the Department for housing animals and for facilitating the adoption of animals in the Department's care; and (ii) programs to provide low-cost or free spay-neuter services to the pets of Miami-Dade County residents,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. The Animal Services Department (the "Department") shall continue to administer the Animal Services Trust Fund (the "Trust Fund") in accordance with this resolution and the County's investment policies for the sole purpose of receiving private sector monetary and in-kind tax deductible contributions as well as public sector contributions in support of the animal services provided by the Department.

Section 2. The Trust Fund shall be kept and maintained in trust by the Department, and any deposits to the Trust Fund, including interest earned on such deposits, shall be used in accordance with the terms and conditions of each grant or donation, or, if there are no such specific terms or limitations, the Trust Fund shall be used: (i) to purchase supplies, food, and services related solely to the goals and objectives of the Department, which includes providing services to animals kept at or adopted from the Shelter or animals that have been the victims of cruelty or neglect; (ii) to encourage the sterilization of animals in Miami-Dade County, including funding programs to provide free or low-cost spay-neuter services to the pets of Miami-Dade County residents; or (iii) to fund capital projects related to housing facilities and adoption facilities for animals in the Department's care.

Section 3. The County's formal bid and purchasing procedures in Administrative Order 3-38 with respect to small purchase orders are waived for purchases by the Department in accordance with this resolution, provided that each individual purchase does not exceed $10,000 and three quotes on the proposed purchase are obtained if practicable or economically feasible.

Section 4. The Department shall report at least annually to the County Manager, the Budget Department, and the Board of County Commissioners (the "BCC") as to expenditures from the Trust Fund.

Section 5. This resolution supersedes Resolution No. R-1385-06.

The foregoing resolution was offered by Commissioner ,

who moved its adoption. The motion was seconded by Commissioner

and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman
Jose "Pepe" Diaz, Vice-Chairman

Bruno A. Barreiro	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of March, 2009. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By:_____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Dennis A. Kerbel

ATTACHMENT A

Memorandum

MIAMI-DADE COUNTY

Date: September 19, 2008

To: Honorable Chairman Bruno A. Barreiro
And Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Animal Services Trust Fund Update

On December 5, 2006, the Animal Services Trust Fund (ASTF) was established. The ASTF is maintained by the Animal Services Department and constituents may make tax deductible donations to the Trust Fund. Each grant or donation is used in accordance with the terms and conditions of the grant or donation received. However, in the event that there are no specific terms or limitations attached to the grant or donation, the Department may purchase supplies, food and provided services related solely to the goals and objectives of the Department which include providing services to animals kept at or adopted from the Shelter or animals that have been the victims of cruelty, neglect or abuse.

Per the guidelines of the ASTF, the Board of County Commissioners must receive a yearly update regarding expenditures. Below you will find a list of items purchased with trust fund money in Fiscal Year 2006-2007.

FY 06/07 Expenditures

$10,000	South Florida SPCA/animal cruelty
18,444	Adoption kennels and Cat Condos for adoptions
10,064	3 Banks of Cages (contains 4 cages/bank) & Repair Parts for Existing Kennels
6,300	Anesthesia monitors (6)
7,783	Medical care for recently adopted pets (11)
3,600	Animal Control Vehicle Cages (3)
3,155	Shelving for Food Storage Area
2,568	Wall A.C. Units (4)
1,152	Bite sticks (24)
1,005	Toys for shelter pets
880	Pooper scoopers (40)
540	Cat cages (10)
509	Warming discs for surgery patients (6) & Medical Equipment Parts
424	Pet Waste Disposal Signs/Dispenser (2)
276	Sanitizing/Cleaning Products
196	Cat scales (2)
102	Refractometer (1)
75	Woodslamp (1)
45	Feeding Bowls

Total FY 06/07 Expenditures: $67,118

Balance at the beginning of FY 07/08: $172,553

We are in the process of reviewing the expenditures for fiscal year 2007-2008. A report will be forthcoming.

c: Alina T. Hudak, Assistant County Manager
Dennis Kerbel, Assistant County Attorney
Sara Pizano, DVM, Director, Animal Services

ATTACHMENT B

Memorandum

MIAMI-DADE COUNTY

Date: December 26, 2008

To: Honorable Chairman Dennis Moss
and Member, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Animal Services Trust Fund Expenditures for Fiscal Year (FY) 07-08

As required under Resolution 1385-06, establishing the Animal Services Trust Fund and outlining the terms and conditions for disbursements and transfer of funds, the following is a report of the expenditures for FY 07-08.

Commodity/Service	Amount	Description
Shelter Supplies:	$ 12,804.26	educational books; general shelter equipment/supplies
Kennel Supplies/Equip	$ 3,556.24	17 kuranda dog beds and replacement parts for repairs; 240 stainless steel bowls; toys
Kennel Cages	$ 12,149.02	5 banks of cages and replacement parts for repairs
Safety Equip/Supplies	$ 3,849.38	50 animal restraint and capture equipment
Washer & Dryer (2 sets)	$ 2,584.00	2 sets of washers and dryers
Digital Cameras	$ 6,300.00	30 digital cameras for enforcement officers/investigators
Bldg Materials/Maint.	$ 6,605.01	paint, floor repair and drainage kits for adoption areas
Generator & Fans	$ 2,132.68	1 generator and 2 fans
Traps	$ 1,777.70	30 cat traps
Medical Services	$ 4,601.66	outside medical services
SPCA	$ 10,000.00	funding for large animal care as per FSS 528.21
TOTAL	**$ 66,359.95**	

Total Expenditures for FY 07-08 is $66,360. The balance as of October 1, 2008 is $143,294. The Animal Services Department is planning on utilizing approximately $100,000 for the retrofitting of nine (9) Animal replacement vehicles with cages that prevent injuries/medical problems to animals and employees. Please feel free to contact me if you have any further questions.

c: Denis Morales, Chief of Staff, Office of the Mayor
Alina T. Hudak, Assistant County Manager
Sara Pizano, DVM, Director, Animal Services Department
Dennis Kerbel, Assistant County Attorney
Mike Ruiz, Budget Analyst, OSBM