



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 10/24/2017

Agenda Placement: 6Q

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Tracy Schulze - Auditor-Controller
Auditor - Controller

REPORT BY: Karen Querin, Audit Manager - 707-253-4588

SUBJECT: Acceptance of a cash donation for the 2017 Napa Fire Complex

RECOMMENDATION

Auditor-Controller requests acceptance of a donation in the amount of \$5,000 from Megabyte Systems, Inc. to the Napa County General Fund to assist in covering costs of the 2017 Napa Fire Complex and approval for the Chair to sign a letter of appreciation.

EXECUTIVE SUMMARY

In accordance with Board Resolution No. 05-40 and the Recommended Procedure for the Acceptance and Disbursement of Gifts, Bequests, or Devices for donations in excess of \$1,000, this agenda item has been prepared to accept a donation and to send a letter of appreciation for the generous contribution.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Megabyte Systems, Inc. has donated \$5,000 to Napa County. The donations will be deposited in the Napa County General Fund, Fund 1000, to offset the general reserves being utilized for the 2017 Napa Fire Complex.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This donation will offset a portion of the cost of the 2017 Napa Fire Complex.
Is the general fund affected?	Yes

Future fiscal impact: None

Consequences if not approved: The money will be returned to the donor and Napa County would not benefit from this gift.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Megabyte Systems, Inc. has given a donation of \$5,000 to assist with the cost of the 2017 Napa Fire Complex. Staff requests acceptance of the cash donation and authorization to send the attached letter of appreciation.

SUPPORTING DOCUMENTS

A . Donation Receipt Letter

CEO Recommendation: Approve

Reviewed By: Bret Prebula