



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/25/2014

Agenda Placement: 60

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
ANIMAL SHELTER
REPORT BY: KRISTEN LOOMER, Animal Shelter Manager - 707 253-6179
SUBJECT: Acceptance of a donation from Napa Humane

RECOMMENDATION

Director of Public Works requests authorization to accept and approval for the Chairman to sign a letter of appreciation for a donation of a bathing tub for the Animal Shelter purchased in the amount of \$1,963.53.

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 of a bathing tub purchased for \$1,963.53 by Napa Humane and to send a letter of thanks to Ms. Jane Albert, Executive Director of Napa Humane for their generous contribution.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

Napa Humane has given the Animal Shelter a donation of a stainless steel bathing tub purchased for \$1,963.53 from their Shelter Support Services Program. The request is to accept this donation. The Animal Shelter's previous bathing tub deteriorated and there is not sufficient funds in the Operating Budget to purchase a new tub of desired quality and durability. Without the tub, the Animal Shelter could not properly bathe and groom the animals in its care, which is necessary for the comfort and adoptability of the animals. As per the Recommended Procedure for the Acceptance and Disbursement of Gifts, Bequests, or Devices, this item includes a description of the donation, the source of the donation, the value of the donation and how the donation will be used. Upon receiving approval that the donation can be accepted, the attached thank you letter to Ms. Jane Albert, Executive Director of Napa Humane, expressing the County's appreciation will be signed and sent.

SUPPORTING DOCUMENTS

A . Thank you letter Napa Humane

CEO Recommendation: Approve

Reviewed By: Molly Rattigan