



Agenda Date: 2/26/2008
Agenda Placement: 7T

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Pamela Kindig - Auditor-Controller
Auditor - Controller
REPORT BY: Karen Querin, Audit Manager - 253-4588
SUBJECT: Reporting of Gifts, Bequests & Devices for the quarter ended December 31, 2007

RECOMMENDATION

Auditor-Controller requests the Board accept, and instruct the Clerk of the Board to file, the quarterly report of gifts, bequests and devices (donations) deposited into the Donation Revenue accounts of Napa County, with the exception of the Library, for the quarter ended December 31, 2007.

EXECUTIVE SUMMARY

Four (4) different budget units received donations during the quarter ended December 31, 2007 for the total value of \$4,391.96.

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

On March 8, 2005, the Board of Supervisors adopted Resolution 05-40 authorizing the Auditor-Controller to accept donations on behalf of the Board of Supervisors that are under \$1,000. The Resolution in March 2005, does not

supersede the Resolution adopted on behalf of the Library on June 1, 1999. On August 1, 2005, the Auditor-Controller's Office established procedures based on Resolution 05-40. The cash donations received were deposited into the Donation Revenue Accounts during the quarter ended December 31, 2007 in the amount of \$4,391.96.

SUPPORTING DOCUMENTS

A . Summary of 2008 2nd Quarter Gifts Reportable to Auditor-Controller

CEO Recommendation: Approve

Reviewed By: Maiko Klieman