



Agenda Date: 3/8/2005
Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Lorenzo Ziálcita for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Lorenzo Ziálcita, Principal Management Analyst , 253-4826
SUBJECT: Resolution RE Donations

RECOMMENDATION

County Executive Officer requests adoption of a resolution pertaining to the acceptance or rejection of gifts, bequests or devises, as authorized by Government Code Section 25355.

EXECUTIVE SUMMARY

Government Code Section 25355 allows the Board of Supervisors to adopt a procedure for the acceptance or rejection of gifts, bequests or devises (donations), and to delegate to any County officer or employee such authority. To expedite and enhance the County's administrative process, the County Executive Officer recommends the adoption of a resolution delegating said authority to the Auditor-Controller, to accept or reject donations up to a maximum amount of \$1,000. The Auditor-Controller will develop and disseminate related procedures and guidelines.

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

Government Code 25355 enables the Board to delegate the acceptance or rejection of gifts, bequests or devices (donations) up to a maximum amount of \$10,000 to any County officer without having to report such donation to the Board. The County Executive Officer recommends the delegation to accept or reject said donations in amounts not to exceed \$1,000 per occurrence to the Auditor-Controller. Adoption of the recommended resolution will expedite the acceptance and use of donations without having to request the authority to accept donations under \$1,000 from the Board each and every time. Appropriate procedures to match the resolution and the requirements of the State Controller's "Accounting Standards and Procedures for Counties" manual will be developed by the Auditor-Controller upon adoption by the Board.

The terms of this resolution will be effective as of July 1, 2004. This effective date is retroactive to capture all donations under \$1,000 that have not had prior Board of Supervisor's approval.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zíalcita