



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/10/2011

Agenda Placement: 7N

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Environmental Management
ANIMAL SHELTER

REPORT BY: Christine M. Secheli, Assistant Director - 253-4471

SUBJECT: Acceptance of donation to the Napa County Animal Shelter from Pet Food Express and We Care Animal Rescue

RECOMMENDATION

Director of Environmental Management requests authorization to accept and approval for the Chairman to sign letters of appreciation for the following:

1. A donation in the amount of \$1,154.62 from Pet Food Express; and
2. A donation in the amount of \$1,500 from We Care Animal Rescue.

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 two donations, one for \$1,154.62 from Pet Food Express and one for \$1,500 from We Care Animal Rescue and to send a letter of thanks to Mr. Mike Murray, Director of Community Outreach for Pet Food Express, and a letter of thanks to We Care Animal Rescue Board of Directors for their generous contributions.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Pet Food Express has donated \$1,154.62 to the Napa County Animal Shelter. We Care Animal Rescue has donated \$1,500 to the Napa County Animal

	Shelter.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Board of Supervisors could decide not to accept the donations and the money would be returned to Pet Food Express and We Care Animal Rescue.
Is the general fund affected?	No
Future fiscal impact:	At the end of the fiscal year the money will remain in the Animal Shelter operating fund if it is not spent prior to that time.
Consequences if not approved:	The money will be returned to Pet Food Express and the Napa County Animal Shelter will 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

Pet Food Express partners with the Napa County Animal Shelter by providing a coupon for the shelter to be provided to each person who adopts an animal from the shelter. This adoption coupon saves adopters 20% on their first purchase at Pet Food Express and results in \$10.00 coming back to the Animal Shelter for each coupon used. The total amount presented to the Napa Animal Shelter from this program is \$550.00. Pet Food Express also included a "Giving Tree Donation" in the amount of \$604.62 for a total donation in the amount of \$1,154.62.

We Care Animal Rescue partners with the Napa County Animal Shelter and assists us with placement of special needs animals and feral cats. They are part of a coalition of Napa County organizations working on trap-neuter-and return (TNR) efforts for feral cats in Napa County. This donation was given to the Napa County Animal Shelter specifically to help fund these TNR efforts.

This request is to accept these donations. Because the Animal Shelter is operated as a separate fund this money will remain in either the operating fund and/or the Spay Neuter Fund at the end of the fiscal year if it is not spent on other Shelter needs prior to that time.

As per the Recommended Procedure for the Acceptance and Disbursement of Gifts, Bequests or Devices, this item includes a description of the donations, the source of the donations, the value of the donations and how the money will be used. Upon receiving approval that the donation can be accepted, the attached thank you letters to Mr. Mike Murray, Director of Community Outreach and We Care Animal Rescue Board of Directors expressing the County's appreciation will be signed and sent.

SUPPORTING DOCUMENTS

- A . Thank you letter for Pet Food Express
- B . Thank you letter for We Care Animal Rescue

CEO Recommendation: Approve

Reviewed By: Molly Rattigan