



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/9/2017

Agenda Placement: 6U

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Animal Shelter

**REPORT BY:** Erika Gamez, Animal Shelter Manager - 707-253-6179

**SUBJECT:** Acceptance of a donation to the Animal Shelter

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### **RECOMMENDATION**

Director of Public Works requests acceptance of a donation in the amount of \$2,165 from the Bissell Pet Foundation to the Napa County Animal Shelter 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 in the amount of \$2,165 from Bissell Pet Foundation and to send a letter of appreciation for their generous contribution.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The Bissell Pet Foundation to the Napa County Animal Shelter. The donations will be deposited in the Shelter operating fund: Fund: 5040, Subdivision: 5040000.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The donation will support Animal Shelter operations.
Is the general fund affected?	No

Future fiscal impact: It is anticipated that funding deposited in the Animal Shelter operational fund will be expended prior to the end of the fiscal year.

Consequences if not approved: The money will be returned to the donor and the Animal Shelter 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**

The Bissell Pet Foundation has given a donation of \$2,165 to assist with general operations of the shelter. Staff requests acceptance of this donation and authorization to send the attached letter of appreciation.

### **SUPPORTING DOCUMENTS**

A . Bissell Pet Foundation

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri