



Agenda Date: 6/20/2006  
Agenda Placement: 6Y

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Approval of a resolution to accept donations for the South Napa Shelter

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### **RECOMMENDATION**

Director of Health and Human Services requests adoption of a resolution authorizing the Director of Health and Human Services to accept donations for the South Napa Shelter.

### **EXECUTIVE SUMMARY**

Approval of this resolution will allow the Director of Health and Human Services to accept donations of money and personal property for the South Napa Shelter worth up to and including \$10,000, other than Fixed Assets. Fixed Assets (\$5,000 or more) and donations greater than \$10,000 in value shall only be accepted by Board action.

### **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**

Under Government Code section 25355, a county board of supervisors may accept donations of money and other personal property to or in favor of the county in trust for any public purpose, and may delegate to any county officer

or employee the power to accept such donations on behalf of the county. The Napa County Health and Human Services Agency anticipates routinely receiving donations of money, equipment and materials from individual persons and organizations to furnish and support the new South Napa Shelter for homeless persons.

Approval of this resolution will allow the Director of Health and Human Services to accept donations at the following levels:

1. Donations less than and including \$1,000. The HHS Director is hereby authorized to accept donations of money and personal property up to and including One Thousand Dollars (\$1,000) per donation from individual persons and organizations where such donations are designated by the donor to be used for the South Napa Shelter.
2. Donations over \$1,000 and up to and including \$10,000 other than Fixed Assets. The HHS Director is also hereby authorized to accept donations of money and personal property up to and including \$10,000 per donation, other than Fixed Assets, from individual persons and organizations where such donations are designated by the donor to be used for the South Napa Shelter, as long as the HHS Director submits a quarterly report to the Napa County Board of Supervisors and to the Napa County Auditor regarding the nature and amount of such donation, limitations imposed on the use of the gift by the donor, the name of the donor (unless the donor has requested anonymity), and the nature of any expenditures by the Health and Human Services Agency for the South Napa Shelter made or to be made with the accepted monetary donations.
3. Donations greater than \$10,000 and Fixed Assets greater than \$4,999. All donations of money or personal property to the County for the South Napa Shelter, where the value of the individual gift of money or personal property is greater than \$10,000 or is a Fixed Asset with a value of \$5,000 or more shall be accepted only by action of the Board of Supervisors.

In accounting for or inventorying donations accepted by the HHS Director under the authority delegated by this Resolution, the HHS Director shall follow the appropriate procedures contained in the State Controller's manual entitled "Accounting Standards and Procedures for Counties."

## **SUPPORTING DOCUMENTS**

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita