



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/13/2018

Agenda Placement: 6M

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Tracy Schulze - Auditor-Controller
Auditor - Controller
REPORT BY: Marie Nicholas, Accountant-Auditor II - 253-4977
SUBJECT: Reporting of Donations for the quarter ending September 30, 2018

RECOMMENDATION

Auditor-Controller requests the Board accept and instruct the Clerk of the Board to file the quarterly report of donations received for the quarter ended September 30, 2018 including acceptance of donations totaling \$2,158.50 received by the Auditor-Controller on behalf of the Animal Shelter.

EXECUTIVE SUMMARY

Donations of \$9,798.03 were received for the quarter ended September 30, 2018. The donations include the following:

- | Reportable by Auditor-Controller for the September Quarter - \$2,158.50
- | Received and Reportable by Other Departments for the September Quarter - \$7,639.53

See the attached report for a detailed breakdown of the donations received County-wide.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	See attached report for detail of the affected Budget Units.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: Funds are utilized to offset the costs of operations. See the attached report for the affected operations.

Is the general fund affected? Yes

Future fiscal impact: None.

Consequences if not approved: If the Board does not accept the donations, the funds will be required to be returned to the donors and would not be available to offset the cost of operations.

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

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

1. Resolution 99-56 adopted on behalf of the Library on June 1, 1999 to accept donations from various donors and the Friends of the Valley;
2. Board approval for Probation to accept donations on behalf of the Chamberlain High School Fund on December 2, 2003; and
3. Board Resolution adopted on June 27, 2006 and December 9, 2008 for the Health and Human Services Agency (HHS) to accept donations on behalf of the Homeless Shelter (Resolution 06-120) and the Child Recovery Center (CRC) and Child Welfare Services (CWS) (Resolution 08-171).

On August 1, 2005, the Auditor-Controller's Office established procedures based on Resolution 05-40. The cash donations accepted on behalf of the Board of Supervisors were recorded into a Donation Revenue account with the County Treasury.

A summary of the donations received County-wide for the quarter ended September 30, 2018 is attached.

SUPPORTING DOCUMENTS

A . Donations - September 30, 2018

CEO Recommendation: Approve

Reviewed By: Leigh Sharp