



**COUNTY OF SAN LUIS OBISPO  
BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Health Agency	(2) MEETING DATE 12/15/2020	(3) CONTACT/PHONE Scott Seyer, ASO, (805) 788-2156	
(4) SUBJECT Request to: 1) approve a resolution designating the Animal Services Manager as an advisor to the Community Animal Welfare Fund; and 2) authorize the Animal Services Manager to receive regular and special reports or communications regarding the Fund's status and to direct the disbursement of available fund balances. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> <li>1. Approve a resolution designating the Animal Services Manager as an advisor to the Community Animal Welfare Fund; and</li> <li>2. Authorize the Animal Services Manager to receive regular and special reports or communications regarding the Fund's status and to direct the disbursement of available fund balances.</li> </ol>			
(6) FUNDING SOURCE(S) Community Animal Welfare Fund	(7) CURRENT YEAR FINANCIAL IMPACT N/A	(8) ANNUAL FINANCIAL IMPACT N/A	(9) BUDGETED? No
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date <u>10-25-2016</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Morgan Torell			
(18) SUPERVISOR DISTRICT(S) All Districts			



## COUNTY OF SAN LUIS OBISPO

TO: Board of Supervisors

FROM: Health Agency / Scott Seyer, ASO, (805) 788-2156

DATE: 12/15/2020

SUBJECT: Request to: 1) approve a resolution designating the Animal Services Manager as an advisor to the Community Animal Welfare Fund; and 2) authorize the Animal Services Manager to receive regular and special reports or communications regarding the Fund's status and to direct the disbursement of available fund balances. All Districts.

### **RECOMMENDATION**

It is recommended that the Board:

1. Approve a resolution designating the Animal Services Manager as an advisor to the Community Animal Welfare Fund; and
2. Authorize the Animal Services Manager to receive regular and special reports or communications regarding the Fund's status and to direct the disbursement of available fund balances.

### **DISCUSSION**

During October 2016, the County of San Luis Obispo established the Community Animal Welfare Fund, which is administered by the Community Foundation (CF) and made possible through a generous bequest from the estate of Greta Kraum. Regular financial reports for the fund are currently submitted to the Chair of the Board of Supervisors for review. Similarly, the authority to request or direct fund disbursements is assigned to the Chair.

While the Board of Supervisors maintains ultimate oversight of the County's interest in the Fund, it is the County's intent that the regular monitoring and management of that interest be conducted through the operations of the Division of Animal Services. Therefore, it is hereby requested that the Board approve the designation of the Animal Services Manager as an advisor to the fund with the authority to receive regular and special reports or communications regarding the Community Animal Welfare Fund's status and to direct the disbursement of available fund balances. Any distributions will be detailed in the Animal Services budget and quarterly reports.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

The proposed change has been approved by Heidi MacPherson of the Community Foundation and Eric Anderson, Animal Services Manager. CF confirmed this resolution meets their requirements for making the adjustment to the account reporting and distribution controls. County Counsel has also reviewed the resolution and approved the change with regard to form and legal effect.

**FINANCIAL CONSIDERATIONS**

Designating the Animal Services Manager as Fund Advisor will not have any financial impacts. This change will assist with Fund oversight and Fund distributions and have no impact on General Fund support. The Community Animal Welfare Fund is estimated to provide up to \$15,000 annually in support of animal welfare programs.

**RESULTS**

The Community Foundation of San Luis Obispo will continue to manage this endowment and invest the fund principle and the interest, minus any administrative fee. Proceeds will be available for distribution to the County as directed and used in the promotion of community wide animal welfare programs.

Additionally, the changes reflected in this resolution will allow the Animal Services Manager to receive reports on the fund status and incorporate this information into the departments quarterly/annual reports. Distributions will be reflected as revenue and be requested with the intent of funding specific programs or activities such as the issuance of spay neuter vouchers. As with any other revenue and expense, these distributions will be detailed in the Animal Services budget and for significant expenditures reviewed and approved by the Board prior to execution. A well-managed Fund will benefit the residents and pets of County of San Luis Obispo and contributes to the wider County vision of a healthy and safe community.

**ATTACHMENTS**

- 1 Community Animal Welfare Fund Resolution