



Napa County  
Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 12/3/2024

**File ID #:** 24-2008

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**TO:** Board of Supervisors  
**FROM:** Steven Lederer - Director of Public Works  
**REPORT BY:** Katie Ribardiere - Animal Shelter Manager  
**SUBJECT:** Animal Shelter Closure

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**RECOMMENDATION**

Authorization to close the Animal Shelter on Thursday, December 19, 2024, from 3:30 p.m. to 5:00 p.m. to hold an all-hands meeting and recognition of staff, volunteers and partners of the Napa County Animal Shelter. (No Fiscal Impact; Discretionary)

**BACKGROUND**

The Napa County Animal Shelter and Adoption Center relies on dedicated staff, volunteers and animal welfare partner organizations that contribute to the wellbeing of the animals in our community and in particular the animals that are in the care of the Napa County Animal Shelter. As we have done in past years, authorization to close the Animal Shelter to the public between 3:30 p.m. and 5:00 p.m. on December 19, 2024, will provide an opportunity to hold an all-hands meeting while staff, volunteers, and partners are all together and allow management to recognize staff, volunteers, and partners for their work in providing care, enrichment, educational services, public safety services, rehabilitation services, and other duties that support the community and animals at the Napa County Animal Shelter. Approval of the request would reduce Animal Shelter operating hours to the public for 1 hour and 15 minutes.

**Requested Action:**

Authorization to close the Animal Shelter on Thursday, December 19, 2024, from 3:30 p.m. to 5:00 p.m.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Closure of the Animal Shelter provides an opportunity for an all-hands meeting of Animal Shelter staff, volunteers and partners and allows management to recognize the contribution of these individual to animal welfare in Napa County.
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	The staff, volunteers and partners will not benefit from an all-hands meeting.

**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.