



# WASHOE COUNTY

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## STAFF REPORT BOARD MEETING DATE: June 18, 2019

**DATE:** June 12, 2019  
**TO:** Board of County Commissioners  
**FROM:** Amber Howell, Director, Human Services Agency  
785-8600, [ahowell@washoecounty.us](mailto:ahowell@washoecounty.us)  
**THROUGH:** Kate Thomas – Assistant County Manager  
**SUBJECT:** Recommendation to accept an ongoing estate donation to the Human Services Agency-Senior Services Fund to support operations of the Washoe County Senior Centers in the estimated total amount of [\$17,640.00] through December 2039; approve a payment of [\$100.00] from the cash donation from the same estate accepted by the Board on March 11, 2019 as a new-account set-up fee to establish the ongoing payments; and direct the Comptroller to make the necessary budget amendments. (All Commission Districts)

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### **SUMMARY**

The Agency is requesting acceptance of monthly payments over the next 20 years for an estimated cumulative total of \$17,640.00, to be received in as a donation to the Senior Services Fund and approval to pay a \$100.00 one-time account set-up fee as required to establish payments. Donations supplement the Department's grants and contracts that serve Washoe County's growing senior population, and are brought to the Board for acceptance.

**Strategic Objective supported by this item:** Safe, Secure and Healthy Communities

### **PREVIOUS ACTION**

On March 11, 2019 in item 7C1, the Board accepted an initial estate donation from this estate to the Senior Services Fund in the amount of \$14,561.36 as part of a multiple donations request totaling \$15,526.66.

### **BACKGROUND**

Washoe County Senior Services was named as a beneficiary in the will of Evelyn Brey. A cash disbursement of the residuary estate in the amount of \$14,651.36 was brought before the Board for approval March 19, 2019. In addition, the Human Services Agency is now expected to receive additional monthly payments of 5.3% of the principal and interest on a promissory note (approximately \$70.00 per month) to be received by the estate through December 2039. This estimate is based upon the existing promissory note terms, any changes to the current terms

may affect the total amount and timing of the payments received by the Human Services Agency (e.g. early pay-off or refinancing of promissory terms).

A \$100.00 one-time account set-up fee is required by the entity managing the promissory note, *Evergreen Note Serving*, in order to establish the Human Services Agency as a new account in their management system and allow payments to be disbursed.

### **FISCAL IMPACT**

Should the Board accept this ongoing estate donation, the Human Services Agency – Senior Services Fund FY19 adopted budget will need to be amended the amount received each fiscal year in the following revenue and expenditure accounts:

Account

<u>Number</u>	<u>Description</u>
IO-20467 -484000	General Donations Revenue

IO-20467 -710500 General Donations (Other Expense) Expenditures

Since the full donation amount is based on a monthly payment with applicable interest for the life of the promissory note terms, but the promissory note may be paid in full at any time; the Human Services Agency is requesting budget authority in the revenue account beginning FY19 and any amount received and any unused balance will be carried-forward each year.

The Agency also requests that the \$14,651.36 FY19 adopted budget amendment approved during the March 19, 2019 Board of County Commissioners be moved from IO 20046 to the new IO 20467 established to track this specific donation. The Agency will transfer the previously accepted funds to the new IO.

### **RECOMMENDATION**

Recommendation to accept an ongoing estate donation to the Human Services Agency-Senior Services Fund to support operations of the Washoe County Senior Centers in the estimated total amount of [\$17,640.00] through December 2039; approve a payment of [\$100.00] from the cash donation from the same estate accepted by the Board on March 11, 2019 as a new-account set-up fee to establish the ongoing payments; and direct the Comptroller to make the necessary budget amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to accept an ongoing estate donation to the Human Services Agency-Senior Services Fund to support operations of the Washoe County Senior Centers in the estimated total amount of [\$17,640.00] through December 2039; approve a payment of [\$100.00] from the cash donation from the same estate accepted by the Board on March 11, 2019 as a new-account set-up fee to

establish the ongoing payments; and direct the Comptroller to make the necessary budget amendments.”