



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: June 18, 2019

**DATE:** March 17, 2019

**TO:** Board of County Commissioners

**FROM:** Susan Dees, Fiscal Compliance Officer  
Community Services Department, 328-2044, [sdees@washoecounty.us](mailto:sdees@washoecounty.us)

**THROUGH:** Ben Hutchins, CPA, Director, Finance and Customer Service Division  
Community Services Department, 954-4646, [bhutchins@washoecounty.us](mailto:bhutchins@washoecounty.us)

**SUBJECT:** Recommendation to accept cash [\$9,239.85] and in-kind donations [estimated value \$25,568.00] from various businesses, organizations and individuals for Regional Parks and Open Space programs and facilities; approve a FY19 budget amendment for a higher than anticipated donation received from the Wilbur D. May Foundation for May Museum staff support; and if accepted and approved, direct the Comptroller's Office to make the appropriate budget amendments. (All Commission Districts.)

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### SUMMARY

Donations are frequently made to the Regional Parks and Open Space programs and facilities and formally accepted by the Board of County Commissioners (Board).

Accept a total of \$9,239.85 in cash and in-kind donations [estimated value \$25,568.00] from various businesses, organizations and individuals for Regional Parks and Open Space programs and facilities.

This item also requests FY19 budget amendment to donations revenue and operating expense accounts by \$5,000. The actual donation received on June 19, 2018 from the Wilbur D. May Foundation was \$320,000, of which only \$315,000 was included in the FY19 Adopted Budget.

Washoe County Strategic Objective supported by this item: Stewardship of our Community.

### PREVIOUS ACTION

On June 19, 2018, the Board accepted cash donations (\$320,000) from the Wilbur D. May Foundation: \$220,000 restricted for Fiscal Year 2019 general operating support of the Wilbur D. May Center, excluding all County overhead; \$100,000 restricted to support Fiscal Year 2019 temporary exhibits at the Wilbur D. May Museum.

AGENDA ITEM # \_\_\_\_\_

## **BACKGROUND**

Since Fiscal Year 1984, the Wilbur May Foundation has generously donated sizable amounts of cash to Washoe County to subsidize Wilbur D. May Center operations and maintenance in addition to site and programming improvements.

The contract between the Wilbur May Foundation and Washoe County contains a commitment to grant a total of \$200,000 each year to support operations at the Wilbur D. May Center at Rancho San Rafael Regional Park. Beginning in Fiscal Year 2004, the Foundation began providing an additional \$50,000 annually to bring high quality, educational exhibits to the Wilbur D. May Museum; this was increased to \$100,000 in Fiscal Year 2008. In Fiscal Year 2016, the Foundation made a three year commitment to provide a \$20,000 per year subsidy for a program and staff transition in the Museum. The \$20,000 donation for the Museum staff support continued in Fiscal Year 2019.

The citizens of Washoe County continue to support our parks, open space and natural resources through their generous donations of time, materials, services and cash. Cash [\$9,239.85] and in-kind donations [estimated value \$25,568.00] have been received for park maintenance, improvements, programming, and to assist with the safety and comfort of our citizens.

Cash donations received are dedicated to the Lazy 5 Park summer concert series, Lazy 5 Park The Hive operations, Bowers Mansion operations, Bartley Ranch Park operations, Come in from the cold program at Bartley Ranch, May museum marketing and programming, and for May Arboretum garden memorial bench and brick, maintenance and improvements.

Estimated values of various in-kind donations received include:

- Lazy 5 Regional Park-Summer concert series gift certificate from Red Hawk Golf Course [\$140],
- Garden bench from All Seasons Landscape [\$3,500],
- Sierra Street gate from the May Arboretum Society [\$1,928],
- Burke garden upgrade from the May Arboretum Society [\$20,000].

Thank you and recognition is extended to all the donors for their continued support of natural and cultural resource management and community programming.

Cash and in-kind donations received are as follows:

<b>Donor</b>	<b>Amount</b>	<b>Program</b>
<b><u>Cash Donations:</u></b>		
Various donors	\$ 1,366.75	Bartley Ranch Come In from the Cold program
Various donors	\$ 22.00	Bartley Ranch Park
Various donors	\$ 330.00	Bowers Mansion
Various donors	\$ 70.00	Lazy 5 The Hive donation box
Pak N Post	\$ 250.00	Lazy 5 Concert series sponsorship
Christy Corporation-Kiley Ranch	\$ 250.00	Lazy 5 Concert series sponsorship
Nevada Energy	\$ 500.00	Lazy 5 Concert series sponsorship
Toll Brothers	\$ 2,500.00	Lazy 5 Concert series sponsorship
Pacific Dental	\$ 500.00	Lazy 5 Concert series sponsorship
The Nugget	\$ 500.00	Lazy 5 Concert series sponsorship
Sprouts Natural Grocer	\$ 250.00	Lazy 5 Concert series sponsorship
Laurie Brazier-State Farm	\$ 250.00	Lazy 5 Concert series sponsorship
Raley's	\$ 500.00	Lazy 5 Concert series sponsorship
Papa Murphy's	\$ 500.00	Lazy 5 Concert series sponsorship
<b>Total General Donations</b>	<b>\$ 7,788.75</b>	
Various donors	\$ 56.00	May Museum - program support
Wilbur D. May Foundation	\$ 785.10	May Arboretum - operations and maintenance
Tush Metcalf	\$ 100.00	May Arboretum - operations and maintenance
Sara Becker	\$ 500.00	May Arboretum - memorial bricks
Adam Bishop	\$ 10.00	May Arboretum - memorial brick
<b>Total May Center Donations</b>	<b>\$ 1,451.10</b>	
<b>Total Cash Donations</b>	<b>\$ 9,239.85</b>	

<b>Donor</b>	<b>Estimated Value</b>	<b>Program</b>
<b><u>In-kind Donations:</u></b>		
Red Hawk Golf Course	\$ 140.00	Lazy 5 Regional Park-Summer concert series- gift certificate
All Seasons Landscape	\$ 3,500.00	Garden bench
May Arboretum Society	\$ 1,928.00	Sierra Street gate
May Arboretum Society	\$ 20,000.00	May Arboretum - Burke garden upgrade
<b>Total In-kind Donations</b>	<b>\$ 25,568.00</b>	

### **FISCAL IMPACT**

General cash donations (\$7,788.75) for various Regional Parks and Open Space facilities, programs and events have been deposited to IN20020, Parks Donations.

Wilbur D. May Museum cash donations (\$56.00), Wilbur D. May Arboretum cash donations (\$610.00), and Wilbur D. May Foundation donations (\$785.10) have been deposited to the Other Restricted Fund 270-6.

For FY 19, the fourth quarter subsidy from the "Wilbur D. May Museum Building Fund" included \$5,000 for May Museum support staff. This is \$5,000 higher than what was anticipated when the budget was prepared in FY19.

Should the Board accept these donations, the FY19 adopted budget will need to be amended in the following accounts:

<b><u>Increase Revenue</u></b>		
IN20020-484000	\$ 7,788.75	Regional Parks Donations
C640200-484000	\$ 5,056.00	May Museum Donations
C640300-484000	\$ 785.10	May Arboretum Donations
IN20034-484000	\$ 610.00	May Arboretum Donations
<b>Total</b>	<b>\$ 14,239.85</b>	
<b><u>Increase Expenditures</u></b>		
IN20020-710300	\$ 7,788.75	Operating supplies - Parks Donations
C640200-710500	\$ 5,056.00	Other Expenses - Museum Donations
C640300-710500	\$ 785.10	Other Expenses - Arboretum Donations
IN20034-710500	\$ 610.00	Other Expenses - Arboretum Donations
<b>Total</b>	<b>\$ 14,239.85</b>	

The donations enable Regional Parks and Open Space to offer additional programming, assist in repairing, replacing or maintaining facilities that are not supported by appropriations elsewhere, and to support volunteer efforts within the Park system.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners to accept cash [\$9,239.85] and in-kind donations [estimated value \$25,568.00] from various businesses, organizations and individuals for Regional Parks and Open Space programs and facilities; approve a FY19 budget amendment for a higher than anticipated donation received from the Wilbur D. May Foundation for May Museum staff support; and if accepted and approved, direct the Comptroller’s Office to make the appropriate budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be: “Move to accept cash [\$9,239.85] and in-kind donations [estimated value \$25,568.00] from various businesses, organizations and individuals for Regional Parks and Open Space programs and facilities; approve a FY19 budget amendment for a higher than anticipated donation received from the Wilbur D. May Foundation for May Museum staff support; and if accepted and approved, direct the Comptroller’s Office to make the appropriate budget amendments.”