



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** *February 25,*

2025

**DATE:** Thursday, February 20, 2025

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Agency Director, Human Services Agency  
775-785-8600, [rgustafson@washoecounty.gov](mailto:rgustafson@washoecounty.gov)

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to: (1) accept various items donated totaling an estimated market value of [\$500.50]; and (2) accept donations from various donors to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [\$10,577.10] retroactive for the period October 1, 2024 through December 31, 2024; and direct Finance to make the necessary budget amendments. (All Commission Districts.) **FOR POSSIBLE ACTION**

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### **SUMMARY**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$500.50]; and (2) accept donations from various donors to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [\$10,577.10] retroactive for the period October 1, 2024 through December 31, 2024; and direct Finance to make the necessary budget amendments.

**Washoe County Strategic Objective supported by this item:** Vulnerable Populations

### **PREVIOUS ACTION**

On February 11, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$12,627.00]; and (2) accepted donations from various donors to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [\$220.55] retroactive for the period July 1, 2024 through September 30, 2024; and direct Finance to make the necessary budget amendments.

On August 20, 2024, the Board: (1) accept various items donated totaling an estimated market value of [\$15,291.20]; and (2) accept donations from various donors to the Human Services Agency - Senior Services Fund used to support seniors in our community in the amount of [\$156.89] retroactive for the period March 26, 2024 through June 30, 2024.

On April 23, 2024, the Board (1) accepted various items donated totaling an estimated market value of [\$2,064.00]; and (2) accept donations from various donors to the Human Services Agency - Senior Services Fund used to support seniors in our community in the amount of [\$1,042.51] retroactive for the period January 5, 2024 through March 25 2024.

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

On January 23, 2024, the Board (1) accepted various items donated totaling an estimated market value of [\$950.00]; and (2) accepted donations from various donors to the Human Services Agency - Senior Services Fund used to support seniors in our community in the amount of [\$5,722.15] retroactive for the period November 16, 2023 through January 4, 2024.

On December 19, 2023, the Board accepted various items donated totaling an estimated market value of [\$1,660.00]; and (2) accepted donations from various donors to the Human Services Agency - Senior Services Fund used to support seniors in our community in the amount of [\$1,505.00] retroactive for the period August 1, 2023 through November 15, 2023.

On September 19, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$15,541.93]; and (2) accepted a donation from donor to the Human Services Agency - Senior Services Fund used to support seniors in our community in the amount of [\$500.00] retroactive for the period July 1, 2023 through July 31, 2023.

On August 15, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$20,487.00]; and accepted donations to the Human Services Agency - Senior Services Fund to support operations of the Washoe County Senior Centers in the amount of [\$3,320.05] retroactive for the period April 15, 2023 through June 30, 2023.

On May 16, 2023, the Board accepted donations from anonymous donor to the Human Services Agency - Senior Services Fund to support operations of the Washoe County Senior Centers in the amount of [\$529.90] retroactive for the period January 30, 2023 through April 15, 2023.

On February 21, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$5,222.00]; and accepted donations to the Human Services Agency - Senior Services Fund to support operations of the Washoe County Senior Centers in the amount of [\$2,111.71] retroactive for the period October 22, 2022, through January 31, 2023.

## **BACKGROUND**

Human Services Agency (HSA) regularly accepts donations from community members and business to be used to support seniors in our community. Acceptance of such donations requires Board approval.

Washoe County Code 15.140(1)(d) reads: 1. The Board of County Commissioners: (d) has sole authority to receive donations of personal property where the personal property has a value, singly or in the aggregate, of \$5,000.00 or greater from a contributor during a fiscal year.

Washoe County Code 15.140(1)(e) reads: 1. The Board of County Commissioners: (e) Must be notified when an officer or employee of a county department or agency accepts non-federal personal property for the use and benefit of the County where the personal property has a value, singly or in the aggregate, of less than \$5,000 from a contributor during a fiscal year. In such event, the officer or employee must notify the Board of County Commissioners in writing of the acceptance.

Washoe County Code 15.160(3) reads: An officer or employee of a county department or agency shall not accept, amend, or supplement a grant, and except as otherwise provided in section 15.140(1)(e), shall not accept, amend, or supplement a contribution of money or property without approval by the Board of County Commissioners.

The Agency is requesting retroactive approval of the following cash donations that have been received by Senior Services for the time period October 1, 2024 through December 31, 2024:

Ekedahl Family Trust	\$10,000.00
Mattson Family Rev Living	\$500.00
Anonymous Donors	<u>\$77.10</u>
	\$10,577.10

The Agency is also requesting that the Board accept the following items donated to Senior Services to support seniors in our community retroactive for the period October 1, 2024 through December 31, 2024:

Donor Name	Donated Items	Estimated Market Value
Gene S.	Puzzles	\$200.00
Cory G.	Christmas gifts for seniors	\$100.00
Megan P.	Food for seniors	\$40.50
Anonymous	2 sherpa throws	\$60.00
Anonymous	Handmade quilted items: blankets, scarves, hats, bowl cozies, hotpads	unknown
Lisa C.	6 packages of wipes, 1 package of adult diapers	unknown
Linda E.	Handmade scarves	\$100.00
Holland & Hart	2 bags of winter clothing	unknown
	<b>TOTAL</b>	<b>\$500.50</b>

**FISCAL IMPACT**

Should the Board accept these donations, the Human Services Agency Senior Services Fund (225) FY25 adopted budget will need to be increased by \$10,577.10 in the following revenue and expenditure accounts.

Account Number	Description	Amount of Increase/(Decrease)
IO-20046 -484000	General Donation - Revenue	\$ 10,577.10
	<b>Total Revenue</b>	<b>\$ 10,577.10</b>
IO-20046 -710500	General Donation - Other Expense	\$ 10,577.10
	<b>Total Expenditure</b>	<b>\$ 10,577.10</b>

**RECOMMENDATION**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$500.50]; and (2) accept donations from various donors to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [\$10,577.10] retroactive for the period October 1, 2024 through December 31, 2024; and direct Finance to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to: (1) accept various items donated totaling an estimated market value of [\$500.50]; and (2) accept donations from various donors to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [\$10,577.10] retroactive for the period October 1, 2024 through December 31, 2024; and direct Finance to make the necessary budget amendments.”*