



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *April 23,*

2024

DATE: Thursday, April 18, 2024

TO: Board of County Commissioners

FROM: Ryan Gustafson, Agency Director, Human Services Agency
775-785-8600, rgustafson@washoecounty.gov

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to: (1) accept 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; and direct the Comptroller to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Recommendation to: (1) accept 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; and direct the Comptroller to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

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.

AGENDA ITEM # _____

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 regularly accepts donations from community members and business, to be used to support seniors in our community. As such, acceptance of 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 donation that has been received by Senior Services for the time period January 5, 2024, through March 25, 2024.

Anonymous Donor	\$42.51
Vanguard	\$1,000.00

Staff is requesting that the Board accept the following items donated to Senior Services to support seniors in our community retroactive for the period January 5, 2024, through March 25, 2024.

- Fans received by Human Services Agency donated from an anonymous donor – estimated value \$60.00
- Puzzles received by Human Services Agency donated from an anonymous donor – estimated value \$100.00

- Books and magazines received by Human Services Agency donated from an anonymous donor –estimated value \$30.00
- Clothing received by Human Services Agency donated from an anonymous donor – estimated value \$100.00
- (5) canes received by Human Services Agency donated from an anonymous donor – estimated value \$100.00
- (4 pairs) of women’s shoes received by Human Services Agency donated from an anonymous donor –estimated value \$100.00
- Diapers, pads, walkers and wipes received by Human Services Agency donated from an anonymous donor –estimated value \$400.00
- Diapers received by Human Services Agency donated from an anonymous donor – estimated value \$50.00
- Toothpaste received by Human Services Agency donated from an anonymous donor – estimated value \$30.00
- Fans received by Human Services Agency donated from Ann Y. –estimated value \$50.00
- Fans received by Human Services Agency donated from Elizabeth G. –estimated value \$50.00
- (8) heaters received by Human Services Agency donated from Knights of Columbus – estimated value \$385.00
- (6 pairs) of women’s socks received by Human Services Agency donated from Laurel M. –estimated value \$49.00
- Fans received by Human Services Agency donated from Pat L. –estimated value \$60.00
- Yarn received by Human Services Agency donated from Robert E. –estimated value \$500.00
- (22) fans received by Human Services Agency donated from Second Baptist Church – estimated value not listed

FISCAL IMPACT

Should the Board accept these donations, the Human Services Agency Senior Services Fund (225) FY24 adopted budget will need to be amended by \$1,042.51 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20046 -484000	General Donation - Revenue	\$ 42.51
IO-20047 -484000	Nutrition Donation - Revenue	\$ 1,000.00
	Total Revenue	\$ 1,042.51
IO-20046 -710500	General Donation - Other Expense	\$ 42.51
IO-20047 -710500	Nutrition Donation – Other Expense	\$ 1,000.00
	Total Expenditure	\$ 1,042.51

RECOMMENDATION

Recommendation to: (1) accept 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; 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: (1) accept 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; and direct the Comptroller to make the necessary budget amendments."