WASHOE COUNTY

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STAFF REPORT
BOARD MEETING DATE: *February 25, 2025*

DATE: Thursday, May 15, 2025

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 accept monetary donations to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [$1,084.00], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The donors are: (1) Robert and Camille Bundte Trust ($1,000), (2) Sheila Betor ($54), (3) Sylvia Arzonian ($30). (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

Recommendation to accept monetary donations to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [$1,084.00], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The donors are: (1) Robert and Camille Bundte Trust ($1,000), (2) Sheila Betor ($54), (3) Sylvia Arzonian ($30).

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On February 25, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [$500.50]; 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 [$10,577.10] retroactive for the period October 1, 2024 through December 31, 2024.

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.

AGENDA ITEM # _____

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:

Robert and Camille Bundte Trust	$1,000.00
Sheila Betor	$54.00
Sylvia Arzonian	$30.00
	$1,084.00

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 $1,084.00 in the following revenue and expenditure accounts.

Account Number		Description	Amount of Increase/(Decrease)
IO-20046	-484000	General Donation - Revenue	$ 1,084.00
		Total Revenue	**$ 1,084.00**
IO-20046	-710500	General Donation - Other Expense	$ 1,084.00
		Total Expenditure	**$ 1,084.00**

RECOMMENDATION

Recommendation to accept monetary donations to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [$1,084.00], from multiple

donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The donors are: (1) Robert and Camille Bundte Trust ($1,000), (2) Sheila Betor ($54), (3) Sylvia Arzonian ($30).

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *"Move to accept monetary donations to the Human Services Agency Senior Services Fund used to support seniors in our community in the amount of [$1,084.00], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The donors are: (1) Robert and Camille Bundte Trust ($1,000), (2) Sheila Betor ($54), (3) Sylvia Arzonian ($30)."*