



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** *August 15,*

*2023*

**DATE:** Wednesday, August 9, 2023

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Acting 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 [\$20,487.00]; 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 [\$3,320.05] retroactive for the period April 16, 2023 through June 30, 2023; and direct the Comptroller to make the necessary budget amendments. (All Commission Districts.)

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### **SUMMARY**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$20,487.00]; 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 [\$3,320.05] retroactive for the period April 16, 2023 through June 30, 2023; and direct the Comptroller to make the necessary budget amendments.

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

### **PREVIOUS ACTION**

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.

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

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 even, the officer or employee must notify of the County may accept personal property for the use and benefit of the County where the value singly or in the aggregate is less than \$3,000.00 from a contributor during a fiscal year. In such event, the officer or employee will 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 donations that have been received by Senior Services for the time period April 16, 2023 through June 30, 2023 and will need to be retroactively accepted in order to have the budget amended:

Anonymous Donors	\$120.05
Stuff A Bus Event	\$200.00
Vanguard	\$3,000.00
<b>General Donations</b>	<b>\$3,320.05</b>

The following donated items have been received the period of April 16, 2023, through June 30, 2023, and will need to be retroactively accepted:

- (350) Kansas City Steak Gift Cards received by Human Services Agency donated from Meals on Wheels – estimated market value of \$2,700.00
- (603) Mugs received by Human Services Agency donated from Washoe County Employees – estimated market value of \$600.00
- (20) Reno Aces Baseball tickets (Senior Ambassador) received by Human Services Agency donated from City of Reno – estimated market value of \$200.00
- Boxed fan received by Human Services Agency donated from Silvana R. – estimated market value of \$25.00
- (3) Pedestal/Tower fans received by Human Services Agency donated from Regina C. – estimated market value of \$45.00
- Clothing, storage bins, accessories, racks and backpacks received by Human Services Agency donated from Custom Ink – estimated market value of \$1,480.00
- Goods received by Human Services Agency Senior Services, Stuff a Bus event from various donors – estimated market value of \$15,437.00

The Agency is requesting that the Board accept various items donated to Washoe County Human Services Agency Senior Services Fund to support seniors in our community retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of \$20,487.00.

### **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 \$3,320.05 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20046 -484000	General Donations Revenue	\$ 320.05
IO-20047 -484000	Nutrition Donation Revenue	\$ 3,000.00
	<b>Total Revenue</b>	<b>\$ 3,320.05</b>
IO-20046 -710500	General Donations (Other Expense)	\$ 320.05
IO-20047 -710500	Nutrition Donations (Other Expense)	\$ 3,000.00
	<b>Total Expenditures</b>	<b>\$ 3,320.05</b>

### **RECOMMENDATION**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$20,487.00]; 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 [\$3,320.05] retroactive for the period April 16, 2023 through June 30, 2023; 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 [\$20,487.00]; 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 [\$3,320.05] retroactive for the period April 16, 2023 through June 30, 2023; and direct the Comptroller to make the necessary budget amendments."*