



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *April 14, 2026*

DATE: Thursday, April 9, 2026

TO: Board of County Commissioners

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

THROUGH: Kate Thomas, County Manager

SUBJECT: Recommendation to: (1) accept various items donated totaling an estimated market value of [\$12,983]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$15,127.36], from multiple donors as described in this staff report, retroactive for the period of October 1, 2025 through December 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Love InDeed (Walmart gift cards), (2) Model Dairy (boxes of milk), (3) Dougboy Donuts (donuts), (4) Tim and Karen R. (toys), (5) Five Hearts Preschool (clothes, shoes and books), (6) Renee S. (Visa gift card, gingerbread kits), (7) Stacy A. (Christmas gifts), (8) Sierra Italia Inc. (time for photo shoots), (9) Miranda K. (books and toys), (10) Jennifer A. (clothing), (11) V. Defazio (children's clothing and shoes), (12) Ellen L. (clothes and toys), (13) Melissa R. (clothes, shoes and books), (14) Rayetta B. (clothes and shoes), (15) Chris W. (TV), (16) Alma L. (clothes and toys), (17) Peggy K. (candy), (18) Paul and Denise A. (toys), (19) Lucia L. (clothes), (20) Linda G. (luggage, games, pillows, tote bags), (21) Frances D. (books and toys), (22) Caughlin Ranch HOA (backpacks with school supplies), (23) Terry M. (quilt), and (24) Elizabeth B. (shoes, shirts and clothing). The monetary donors are: (1) Sierra Pacific Power Company (\$6,000), (2) Sparks Fire Department (\$3,056.25 and \$250), (3) Kellie Valentine Insurance Agency (\$1,000), (4) Karma Box Project (\$996.44), (5) Unknown donors (\$600), (6) Penske Logistics (\$200), (7) Washoe Masonic Lodge No 35 (\$200), (8) Valerie Cooke (\$200), (9) A and H Insurance (\$100), (10) Sierra Swirl (\$100), (11) Torres Living Trust (\$100), (12) United Way of Northern Nevada (\$50), and (13) juror donations (\$2,275). (All Commission Districts.) **FOR POSSIBLE ACTION**

SUMMARY

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$12,983]; and (2) accept monetary donations to Washoe County Human Services

AGENDA ITEM # _____

Agency Child Protective Services Fund to support welfare activities in the amount of [\$15,127.36], from multiple donors as described in this staff report, retroactive for the period of October 1, 2025 through December 30, 2025; and direct Finance to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On October 28, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$14,337]; and (2) accepted monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$18,834.50], from multiple donors as described in the staff report, retroactive for the period of July 1, 2025 through September 30, 2025.

On October 14, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$15,758]; and (2) accepted monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$10,215], from multiple donors as described in the staff report, retroactive for the period April 1, 2025 through June 30, 2025.

On May 20, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in the staff report, retroactive for the period January 1, 2025 through March 31, 2025;

On February 25, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$16,180.78]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$12,022.22] 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 [\$7,243.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$24,396.10] retroactive for the period July 1, 2024 through September 30, 2024; and direct Finance to make the necessary budget amendments.

BACKGROUND

Human Services Agency (HSA) regularly accepts donations from community members and business to be used for miscellaneous needs for children in care and families who are HSA clients. 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.

In December 1993, a Resolution Establishing a Program for the use of Donated Juror Fees was approved by the Board of County Commissioners. This program enabled jurors to donate their fees (grand juror and trial juror) to Child Protective Services (the agency which provides protective services as defined in NRS 432B.030). The resolution states that the money must be used only for a program or activity which is designed to prevent the abuse or neglect of a child or to benefit an abused or neglected child (as defined in NRS 432B.020).

The Agency is requesting retroactive approval of the following donations that have been received by Child Protective Services for the time period October 1, 2025 through December 30, 2025:

Donor	Total
Sierra Pacific	\$6,000.00
Sparks Fire Department	\$3,056.25
Kellie Valentine Insurance Agency	\$1,000.00
Karma Box Project	\$996.44
Unknown cash donations	\$600.00
Sparks Fire Department	\$250.00
Penske Logistics	\$200.00
Washoe Masonic Lodge No 35	\$200.00
Valerie Cooke	\$100.00
Valerie Cooke	\$100.00
A and H Insurance	\$100.00
Sierra Swirl	\$100.00
Torres Living Trust	\$100.00
United Way of Northern Nevada	\$50.00
General Donations Total	\$12,852.69

Total Juror Donations **\$2,275.00**

The Agency is also requesting that the Board accept the following items donated to Child Protective Services to support welfare activities retroactive for the period October 1, 2025 through December 30, 2025:

Donor Name	Donated Items	Estimated Market Value
Love InDeed	52 Walmart gift cards	\$5,200.00
Model Dairy	80 individual boxes of milk	\$80.00
Doughboy Donuts	5 dozen donuts	\$100.00
Tim and Karen R.	Toys for children	\$250.00
Five Hearts Preschool	Clothes, shoes and books	\$200.00
Renee S.	\$100 Visa gift card, gingerbread kits	\$120.00
Stacy A.	Christmas gifts	\$323.00
Sierra Italia Inc.	Time for photo shooting	\$500.00
Miranda K.	Books and toys	\$1,200.00
Jennifer A.	Clothing	unknown
V. Defazio	Children's clothing and shoes	\$250.00
Ellen L.	Clothes and toys	\$200.00
Sierra Italia Inc.	Time for photo shooting	\$500.00
Melissa R.	Clothes, shoes and books	\$550.00
Rayetta B.	Clothes and shoes	\$2,000.00
Chris W.	TV	\$1,100.00
Alma L.	Clothes and toys	unknown
Peggy K.	5 lbs of candy	\$23.00
Paul and Denise A.	Toys for children	unknown
Lucia L.	Clothes	\$300.00
Linda G.	Luggage, games, pillows, tote bags	\$75.00
Frances D.	Books and toys	\$12.00
Caughlin Ranch HOA	Backpacks with school supplies	unknown
Terry M.	Quilt	unknown
Elizabeth B.	Shoes, shirts, clothing	unknown

Donations Total **\$12,983.00**

FISCAL IMPACT

Should the Board accept these donations, the Human Services Agency Child Protective Services Fund (228) FY26 adopted budget will need to be increased by \$15,127.69 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20224 -484190	Revenue – Juror Donations	\$ 2,275.00
IO-20501 -484000	Revenue – Holiday With A Hero	\$ 10,106.25
IO-20514 -484000	Revenue – KK Activities/Needs	\$ 450.00
IO-20521 -484000	Revenue – Masonic Order Donation	\$ 200.00
IO-20548 -484000	Revenue – FAM Donations	\$ 2,096.44
	Total Revenue	\$ 15,127.69

IO-20224	-710712	Family Preservation	\$	2,275.00
IO-20501	-710712	Family Preservation	\$	10,106.25
IO-20514	-710712	Family Preservation	\$	450.00
IO-20521	-710712	Family Preservation	\$	200.00
IO-20548	-710712	Family Preservation	\$	2,096.44
Total Expenditures			\$	15,127.69

RECOMMENDATION

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$12,983]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$15,127.36], from multiple donors as described in this staff report, retroactive for the period of October 1, 2025 through December 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Love InDeed (Walmart gift cards), (2) Model Dairy (boxes of milk), (3) Dougboy Donuts (donuts), (4) Tim and Karen R. (toys), (5) Five Hearts Preschool (clothes, shoes and books), (6) Renee S. (Visa gift card, gingerbread kits), (7) Stacy A. (Christmas gifts), (8) Sierra Italia Inc. (time for photo shoots), (9) Miranda K. (books and toys), (10) Jennifer A. (clothing), (11) V. Defazio (children's clothing and shoes), (12) Ellen L. (clothes and toys), (13) Melissa R. (clothes, shoes and books), (14) Rayetta B. (clothes and shoes), (15) Chris W. (TV), (16) Alma L. (clothes and toys), (17) Peggy K. (candy), (18) Paul and Denise A. (toys), (19) Lucia L. (clothes), (20) Linda G. (luggage, games, pillows, tote bags), (21) Frances D. (books and toys), (22) Caughlin Ranch HOA (backpacks with school supplies), (23) Terry M. (quilt), and (24) Elizabeth B. (shoes, shirts and clothing). The monetary donors are: (1) Sierra Pacific Power Company (\$6,000), (2) Sparks Fire Department (\$3,056.25 and \$250), (3) Kellie Valentine Insurance Agency (\$1,000), (4) Karma Box Project (\$996.44), (5) Unknown donors (\$600), (6) Penske Logistics (\$200), (7) Washoe Masonic Lodge No 35 (\$200), (8) Valerie Cooke (\$200), (9) A and H Insurance (\$100), (10) Sierra Swirl (\$100), (11) Torres Living Trust (\$100), (12) United Way of Northern Nevada (\$50), and (13) juror donations (\$2,275).

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 [\$12,983]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$15,127.36], from multiple donors as described in this staff report, retroactive for the period of October 1, 2025 through December 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Love InDeed (Walmart gift cards), (2) Model Dairy (boxes of milk), (3) Dougboy Donuts (donuts), (4) Tim and Karen R. (toys), (5) Five Hearts Preschool (clothes, shoes and books), (6) Renee S. (Visa gift card, gingerbread kits), (7) Stacy A. (Christmas gifts), (8) Sierra Italia Inc. (time for photo shoots), (9) Miranda K. (books and toys), (10) Jennifer A. (clothing), (11) V. Defazio (children's clothing and shoes), (12) Ellen L. (clothes and toys), (13) Melissa R. (clothes, shoes and books), (14) Rayetta B. (clothes and shoes), (15) Chris W. (TV), (16) Alma L. (clothes and toys), (17) Peggy K. (candy), (18) Paul and Denise A. (toys), (19) Lucia L. (clothes), (20) Linda G. (luggage, games, pillows, tote bags), (21) Frances D. (books and toys), (22)*

Caughlin Ranch HOA (backpacks with school supplies), (23) Terry M. (quilt), and (24) Elizabeth B. (shoes, shirts and clothing). The monetary donors are: (1) Sierra Pacific Power Company (\$6,000), (2) Sparks Fire Department (\$3,056.25 and \$250), (3) Kellie Valentine Insurance Agency (\$1,000), (4) Karma Box Project (\$996.44), (5) Unknown donors (\$600), (6) Penske Logistics (\$200), (7) Washoe Masonic Lodge No 35 (\$200), (8) Valerie Cooke (\$200), (9) A and H Insurance (\$100), (10) Sierra Swirl (\$100), (11) Torres Living Trust (\$100), (12) United Way of Northern Nevada (\$50), and (13) juror donations (\$2,275).”