



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *October 28, 2025*

DATE: Thursday, October 23, 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: (1) accept various items donated totaling an estimated market value of [\$600.00] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$944.55] from Turie Adkisson-Cagulat, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of July 1, 2025 through September 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: Sean J. (clothing and shoes), Anonymous (cups and kitchenware), Salvation Army (kitchen table, kitchen chair, dresser, kitchen starter kit), Katie Grace (boxes of food, hygiene and cleaning supplies), Connecting Consciousness (used clothing, shoes, books), Reno Suites (beds, televisions, sheets and towels), and Reno Suites – Harrah’s (televisions, mini refrigerators, mattresses, box springs and other furniture and small appliances). (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$600.00] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$944.55] from Turie Adkisson-Cagulat, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of July 1, 2025 through September 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: Sean J. (clothing and shoes), Anonymous (cups and kitchenware), Salvation Army (kitchen table, kitchen chair, dresser, kitchen starter kit), Katie Grace (boxes of food, hygiene and cleaning supplies), Connecting Consciousness (used clothing, shoes, books), Reno Suites (beds, televisions, sheets and towels), and Reno Suites – Harrah’s (televisions, mini refrigerators, mattresses, box springs and other furniture and small appliances).

Washoe County Strategic Objective supported by this item: Vulnerable Populations:
Address homelessness with a regional approach.

PREVIOUS ACTION

AGENDA ITEM # _____

On October 14, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$2,265.00], and (2) accepted monetary donations in the amount of [\$34,442] from multiple donors as described in the staff report, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of April 1, 2025 through July 17, 2025.

On May 20, 2025, the Board accepted various items donated totaling an estimated market value of [\$6,476.00], from multiple donors as described in the staff report, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of January 1, 2025 through March 31, 2025.

On February 25, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$6,256.06]; and (2) accepted donations from various donors to Washoe County Human Services Agency Homelessness Fund to support welfare activities in the amount of [\$9,539.40] retroactive for the period of October 1, 2024 through December 31, 2024.

On February 11, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$17,274.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Homelessness Fund to support welfare activities in the amount of [\$1,000.00] retroactive for the period of July 1, 2024 through September 30, 2024; and direct Finance to make the necessary budget amendments.

BACKGROUND

Housing and Homeless Services (HHS), a division of Human Services Agency, regularly accepts donations from community members and businesses, which are for distribution to persons experiencing homelessness.

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 that the Board accept the following items donated to Homeless Services to support welfare activities retroactive for the period July 1, 2025 through September 1, 2025:

Donor Name	Donated Items	Estimated Market Value
Sean Johnson	Clothing and shoes	\$600.00
Anonymous	Cups and kitchenware	unknown
Salvation Army	Kitchen table, kitchen chair, dresser, kitchen starter kit	unknown
Katie Grace	Boxes of food, hygiene and cleaning supplies	unknown
Connecting Consciousness	Used clothing, shoes	unknown
Connecting Consciousness	Used books	unknown
Spread the Word Nevada	Used books	unknown
Reno Suites	24 televisions	unknown
Reno Suites	10 beds, 15 televisions, 100 sheets and towels	unknown
Reno Suites - Harrah's	12 televisions, 40 mini fridges, 32 nightstands, 12 lamps, 24 chairs, 32 coffee makers, 4 irons/ironing boards, 4 alarm clocks	unknown
Reno Suites - Harrah's	40 used twin mattresses / box springs	unknown
	TOTAL	\$600.00

FISCAL IMPACT

Should the Board accept the donation, the Human Services Agency Homelessness Fund (223) FY26 adopted budget will need to be increased by \$944.55 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20540 -484000	Revenue – Cares Campus General Donations	\$ 944.55
	Total Revenue	\$ 944.55
IO-20540 -710500	Expenditure – Other Expense	\$ 944.55
	Total Expenditures	\$ 944.55

RECOMMENDATION

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$600.00] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$944.55] from Turie Adkisson-Cagulat, to support Cares Campus,

Our Place, CrossRoads and other homeless services retroactive for the period of July 1, 2025 through September 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: Sean J. (clothing and shoes), Anonymous (cups and kitchenware), Salvation Army (kitchen table, kitchen chair, dresser, kitchen starter kit), Katie Grace (boxes of food, hygiene and cleaning supplies), Connecting Consciousness (used clothing, shoes, books), Reno Suites (beds, televisions, sheets and towels), and Reno Suites – Harrah's (televisions, mini refrigerators, mattresses, box springs and other furniture and small appliances).

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 [\$600.00] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$944.55] from Turie Adkisson-Cagulat, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of July 1, 2025 through September 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: Sean J. (clothing and shoes), Anonymous (cups and kitchenware), Salvation Army (kitchen table, kitchen chair, dresser, kitchen starter kit), Katie Grace (boxes of food, hygiene and cleaning supplies), Connecting Consciousness (used clothing, shoes, books), Reno Suites (beds, televisions, sheets and towels), and Reno Suites – Harrah's (televisions, mini refrigerators, mattresses, box springs and other furniture and small appliances)."*