



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: May 26, 2026

**DATE:** May 6, 2026

**TO:** Board of County Commissioners

**FROM:** Brian Beffort, Sustainability Manager, OCM

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**THROUGH:** Kate Thomas, County Manager

**SUBJECT:** Recommendation to approve the expenditure of [\$12,400] for the purchase of prepaid cards/gift cards by the County Managers Office for use by HSA to incentivize litter clean-up activities to support safer, cleaner streets and provide specialized populations opportunities for dignity and service, retroactive beginning April 1, 2026 and ending June 30, 2027. (All Commission Districts.) FOR POSSIBLE ACTION

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### SUMMARY

Recommendation to approve the expenditure of [\$12,400] for the purchase of prepaid cards/gift cards by the County Managers Office for use by HSA to incentivize litter clean-up activities to support safer, cleaner streets and provide specialized populations opportunities for dignity and service, retroactive beginning April 1, 2026 and ending June 30, 2027.

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

### PREVIOUS ACTION

On December 9, 2025, the Board of County Commissioners granted the Human Services Agency budget authority to purchase and/or use prepaid cards/gift cards to be used as an option for resource needs and/or incentives for individuals, clients, participants, children, and families who interact with the Human Services Agency.

Funds for this action come from WM franchise fees, which the Board of County Commissioners has recommended be used for waste-related expenditures.

### BACKGROUND

When certain eligibility requirements are met, the Human Services Agency (HSA) provides resource assistance to individuals and families in need. In FY26, the agency launched a pilot project using prepaid/gift cards to incentivize litter clean-up activities to support safer, cleaner streets and provide specialized populations opportunities for dignity and service.

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

The HSA litter clean-up project has proven successful with both clients and with local businesses. This action provides the County Manager's Office (OCM) budget authority to fund this project through FY27 using "C101112 Refuse Special Projects," an OCM-managed cost center derived from WM franchise fees, which the Board has recommended be used for waste-related activities. This funding source aligns the scope of this project with the intent of Board direction. Funds are available in this cost center to support this project through FY27.

County policy states that the purchase of prepaid/gift cards requires the approval of the Board of County Commissioners. Bringing each individual prepaid/gift card purchase before the Board would render the assistance process inefficient and ineffective; therefore, the County Manager's Office is seeking blanket authority to purchase prepaid cards/gift cards both individually and in bulk, as needed, to maintain an inventory of resources sufficient to support HSA's litter clean-up work with vulnerable populations.

For all prepaid cards/gift cards, the Office of the County Manager complies with HSA policies and procedures regarding eligibility, accounting, the awarding of gift cards, the monthly inventory of purchased cards and any other relevant policies.

### **FISCAL IMPACT**

This action allows the expenditure of \$12,400 retroactive to April 1, 2026 through June 30, 2027 for the purchase of prepaid/gift cards using funds from "C101112 Refuse Special Projects," (GL710313 – Gift Cards): \$2,000 for FY26; \$10,400 for FY27 (10 cards per week at \$20 per card for 52 weeks). These OCM-managed funds are derived from WM franchise fees. Sufficient funding exists in this cost center for both fiscal years.

### **RECOMMENDATION**

Recommendation to approve the expenditure of \$12,400 for the purchase of prepaid cards/gift cards by the County Managers Office for use by HSA to incentivize litter clean-up activities to support safer, cleaner streets and provide specialized populations opportunities for dignity and service, retroactive beginning April 1, 2026 and ending June 30, 2027.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

*"Move to approve the expenditure of \$12,400 for the purchase of prepaid cards/gift cards by the County Managers Office for use by HSA to incentivize litter clean-up activities to support safer, cleaner streets and provide specialized populations opportunities for dignity and service, retroactive to April 1, 2026 and ending June 30, 2027."*