



# WASHOE COUNTY

Integrity Communication Service

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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](mailto:rgustafson@washoecounty.gov)

**THROUGH:** Kate Thomas, County Manager

**SUBJECT:** Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,336.99] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$500.00] from Second Baptist Church, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of October 1, 2025 through December 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Jennifer P. (men's clothing and shoes), (2) Eileen R. (adult men's clothes and shoes), (3) Amanda R. (clothing), (4) unknown donor (RTC bus passes), (5) Craig C. (clothes, books and household items), (6) Chelsea – Sigma Kappa (toothbrushes and toothpaste), (7) Sigma Kappa (toothbrushes), (8) Ally – Sigma Kappa (toothbrushes and toothpaste), (9) Maddie – Sigma Kappa (disposable razors), (10) Unknown donor (women's jogger pants), (11) Bella – Sigma Kappa (men's sweatpants), (12) Madison – Sigma Kappa (disposable razors), (13) Michael V. (toothbrushes and tampons), (14) Regan C. (tampons), (15) Unknown donor (men's deodorant), (16) Project Marilyn (period kits), (17) Nate and Tanisha (composition notebooks and feminine hygiene products), (18) Unknown donor (children's jackets, toy car), (19) The Snelgrove Family (toothbrushes and tampons), (20) Jennifer N. (clothing and kitchen items), and (21) Joshua L. (toothpaste). (All Commission Districts.) FOR POSSIBLE ACTION

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### **SUMMARY**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,336.99] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$500.00] from Second Baptist Church, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of October 1, 2025 through December 31, 2025; and direct Finance to make the necessary budget amendments.

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

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

### **PREVIOUS ACTION**

On October 28, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$600.00] from multiple donors as described in the staff report, and (2) accepted 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.

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 October 1, 2025 through December 31, 2025:

<b>Donor Name</b>	<b>Donated Items</b>	<b>Estimated Market Value</b>
Jennifer P.	Men's clothing and shoes	\$100.00
Eileen R.	Adult men's clothes and shoes	\$800.00
Amanda R.	3 bags of clothing	unknown
Unknown	RTC bus passes - 229 10-ticket books, 71 reduced 31-day passes, 31 disabled day passes	unknown
Craig C.	2 dress pants, 1 dress shirt, 2 long t-shirts, 9 tshirts, 1 vest, 1 pizza maker, 3 bags of books, 2 chairs	unknown
Chelsea - Sigma Kappa	Toothbrushes and toothpaste	\$30.00
Sigma Kappa	Toothbrushes	\$9.99
Ally - Sigma Kappa	Toothbrushes and toothpaste	\$30.00
Maddie - Sigma Kappa	Disposable razors	\$30.00
Unknown	Women's jogger pants	\$37.00
Bella - Sigma Kappa	Men's sweatpants	\$35.00
Madison - Sigma Kappa	Disposable razors	\$30.00
Michael V.	Toothbrushes	\$10.00
Regan C.	Tampons	\$60.00
Unknown	Men's deodorant	\$36.00
Michael V.	Tampons	\$60.00
Wendi S. - Project Marilyn	Period kits	\$50.00
Nate and Tanisha	Composition notebooks, feminine hygiene products	\$135.00
Unknown	Children's jackets, toy car	\$444.00
The Snelgrove Family	Toothbrushes, tampons	\$70.00
Jennifer N.	Clothing, kitchen items	\$350.00
Project Marilyn	50 period kits	unknown
Joshua L.	Toothpaste	\$20.00
	<b>TOTAL</b>	<b>\$2,336.99</b>

**FISCAL IMPACT**

Should the Board accept the donation, the Human Services Agency Homelessness Fund (223) FY26 adopted budget will need to be increased by \$500.00 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20528 -484000	Revenue – Mens Crossroads Donations	\$ 500.00
	<b>Total Revenue</b>	<b>\$ 500.00</b>
IO-20528 -710500	Expenditure – Other Expense	\$ 500.00
	<b>Total Expenditures</b>	<b>\$ 500.00</b>

**RECOMMENDATION**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,336.99] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$500.00] from Second Baptist Church, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of October 1, 2025 through December 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Jennifer P. (men’s clothing and shoes), (2) Eileen R. (adult men’s clothes and shoes), (3) Amanda R. (clothing), (4) unknown donor (RTC bus passes), (5) Craig C. (clothes, books and household items), (6) Chelsea – Sigma Kappa (toothbrushes and toothpaste), (7) Sigma Kappa (toothbrushes), (8) Ally – Sigma Kappa (toothbrushes and toothpaste), (9) Maddie – Sigma Kappa (disposable razors), (10) Unknown donor (women’s jogger pants), (11) Bella – Sigma Kappa (men’s sweatpants), (12) Madison – Sigma Kappa (disposable razors), (13) Michael V. (toothbrushes and tampons), (14) Regan C. (tampons), (15) Unknown donor (men’s deodorant), (16) Project Marilyn (period kits), (17) Nate and Tanisha (composition notebooks and feminine hygiene products), (18) Unknown donor (children’s jackets, toy car), (19) The Snelgrove Family (toothbrushes and tampons), (20) Jennifer N. (clothing and kitchen items), and (21) Joshua L. (toothpaste).

**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 [\$2,336.99] from multiple donors as described in this staff report, and (2) accept monetary donations in the amount of [\$500.00] from Second Baptist Church, to support Cares Campus, Our Place, CrossRoads and other homeless services retroactive for the period of October 1, 2025 through December 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Jennifer P. (men’s clothing and shoes), (2) Eileen R. (adult men’s clothes and shoes), (3) Amanda R. (clothing), (4) unknown donor (RTC bus passes), (5) Craig C. (clothes, books and household items), (6) Chelsea – Sigma Kappa (toothbrushes and toothpaste), (7) Sigma Kappa (toothbrushes), (8) Ally – Sigma Kappa (toothbrushes and toothpaste), (9) Maddie – Sigma Kappa (disposable razors), (10) Unknown donor (women’s jogger pants), (11) Bella – Sigma Kappa (men’s sweatpants), (12) Madison – Sigma Kappa (disposable razors),*

*(13) Michael V. (toothbrushes and tampons), (14) Regan C. (tampons), (15) Unknown donor (men's deodorant), (16) Project Marilyn (period kits), (17) Nate and Tanisha (composition notebooks and feminine hygiene products), (18) Unknown donor (children's jackets, toy car), (19) The Snelgrove Family (toothbrushes and tampons), (20) Jennifer N. (clothing and kitchen items), and (21) Joshua L. (toothpaste)."*