



# 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 accept various items, such as hygiene products and snacks, donated to Washoe County Human Services Agency Homelessness Fund to support the needs of the homeless retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of [\$4,550.00]. (All Commission Districts.)

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### SUMMARY

Recommendation to accept various items, such as hygiene products and snacks, donated to Washoe County Human Services Agency Homelessness Fund to support the needs of the homeless retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of [\$4,550.00].

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

### PREVIOUS ACTION

On May 16, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$4,325.00]; and accepted donations from various donors to Washoe County Human Services Agency Homelessness Fund to support welfare activities in the amount of [\$39.00] retroactive for the period February 1, 2023 through April 15, 2023.

On February 21, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$1,325.00]; and accepted donations from various donors to Washoe County Human Services Agency Homelessness Fund to support welfare activities in the amount of [\$10.00] retroactive for the period October 27, 2022, through January 31, 2023.

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

## **BACKGROUND**

Human Services regularly accepts donations from community members and business, which are for distribution to persons experiencing homelessness. As such, acceptance of 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 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 following donated items were received for the period April 16, 2023 through June 30, 2023, to be used for miscellaneous needs for those served by the Washoe County Human Services Agency.

- Assortment of personal hygiene products for both Men and Women received by Human Services Agency from Whole Foods Market Reno - estimated market value of \$1,050.00.
- Drawstring backpacks filled with snacks for the children residing at Our Place received by Human Services Agency from Best Western - estimated market value of \$3,500.00.

Staff is requesting that the Board accept various items, such as hygiene products and snacks, donated to Washoe County Human Services Agency Homelessness Fund to support the needs of the homeless retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of \$4,550.00.

## **FISCAL IMPACT**

No fiscal impact.

## **RECOMMENDATION**

Recommendation to accept various items, such as hygiene products and snacks, donated to Washoe County Human Services Agency Homelessness Fund to support the needs of the homeless retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of [\$4,550.00].

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to accept various items, such as hygiene products and snacks, donated to Washoe County Human Services Agency Homelessness Fund to support the needs of the homeless retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of [\$4,550.00]..”*