



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: April 24, 2018

**DATE:** April 3, 2018

**TO:** Board of County Commissioners

**FROM:** Eric Crump, Division Director, Operations  
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**THROUGH:** Dave Solaro, Arch., P.E., Assistant County Manager  
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**SUBJECT:** Adopt a Resolution of Intent to Lease a portion of 855 Alder Avenue, Incline Village, Nevada, to the Tahoe Regional Planning Agency for a 36-month term commencing May 9, 2018 through May 31, 2021, for office space located within the Incline Village Community Center; and if adopted, set a public hearing on the matter for May 8, 2018.  
(Commission District 1.)

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### SUMMARY

Nevada Revised Statute 277.050 authorizes the Board of County Commissioners (Board) to lease to another public agency any real property belonging to it, by adopting a resolution declaring its intention and to hold a public hearing to consider objections to the proposed lease agreement. The public hearing on this matter is to be set for May 8, 2018.

The Tahoe Regional Planning Agency (TRPA) will provide support to the Community Services Department and to the Incline Village community by offering staff hours at the center to provide residents guidance, review and approval of building permits at a physical location that is easily accessible to residents in Incline Village. The physical location facilitates a streamlined permit and review process for applications that need review by multiple agencies.

Strategic Objective supported by this item: Stewardship of our community.

### PREVIOUS ACTION

On July 14, 2015, the Board adopted a Resolution of Intent to lease a portion of County owned property at 855 Alder Avenue, Incline Village Nevada, and set the public hearing on the matter for July 28, 2015.

On July 28, 2015, the Board approved a Lease Agreement with the United States Department of Agriculture, Forest Service (USFS) for a portion of the Washoe County owned Incline Village Community Center, located at 855 Alder Avenue, Incline Village, Nevada.

### BACKGROUND

Under Nevada Revised Statute 277.050, the Board may lease to another public agency any real property belonging to it. The Incline Village Community Center provides an

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opportunity to offer many services to the community under one roof, combining resources to support sustainability and efficient service delivery in the Tahoe Basin while also facilitating growing the center to provide necessary services to seniors in need. Washoe County currently leases a portion of the subject property to the United States Forest Service to provide camping permits and forest services to the residents and community and is exploring options for leasing of smaller office space to other local non-profit or government agencies.

The Tahoe Regional Planning Agency is planned to have staff available at the Incline Village Community Center one day per week to provide permit review services in a convenient location within Incline Village. Terms of the proposed Lease Agreement include a no cost rental rate. TRPA's lease of space within the Incline Village Community Center will provide continued service to the Incline Village and Crystal Bay communities by streamlining the permit review process by offering a physical location in Incline Village, Nevada that is available for local developers and within one mile of other approval agencies.

This physical location supports and streamlines permitting process, replacing an internal Washoe County staff supported review of TRPA permits, by creating local customer interface in Incline Village and Crystal Bay to submit applications for TRPA building permits and to work with homeowners on building projects. The lease agreement directly supports goals of the Community Services Department – Building and Planning Division to support economic growth through excellent customer service.

### **FISCAL IMPACT**

There is no fiscal impact to adopt the resolution and set the public hearing. If the proposed Lease Agreement is approved by the Board, Washoe County citizens in the Incline Village area will benefit by having building permit review services available locally. The Community Services Department is committed to supporting our community by making it safer, more economically viable and more environmentally sustainable. This no-cost lease agreement supports efficient and effective County government.

### **RECOMMENDATION**

It is recommended the Board of County Commissioners adopt a Resolution of Intent to Lease a portion of 855 Alder Avenue, Incline Village, Nevada, to the Tahoe Regional Planning Agency for a 36-month term commencing May 9, 2018 through May 31, 2021, for office space located within the Incline Village Community Center; and if adopted, set a public hearing on the matter for May 8, 2018.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to adopt a Resolution of Intent to Lease a portion of 855 Alder Avenue, Incline Village, Nevada, to the Tahoe Regional Planning Agency for a 36-month term commencing May 9, 2018 through May 31, 2021, for office space located within the Incline Village Community Center; and if adopted, set a public hearing on the matter for May 8, 2018."