



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 23, 2023

DATE: April 11, 2023

TO: Board of County Commissioners

FROM: Petra Bartella, Fiscal Compliance Officer
Community Services Dept., 328-2062, pbartella@washoecounty.gov

THROUGH: Eric Crump, Operations Division Director
Community Services Dept., 328-2129, ecrump@washoecounty.gov

SUBJECT: Recommendation to accept the donation of one surplus 2012 Palm Harbor Manufactured Home, Serial Number NVPH2010590AB [estimated value is \$63,324.00], in an “as is – where is” condition from the Truckee Meadows Fire Protection District to Washoe County to provide additional employee housing for the Gerlach Road Operation and Maintenance Program. (Commission District 5.)

SUMMARY

This item is to accept the donation of a 2012 Palm Harbor Manufactured Home from the Truckee Meadows Fire Protection District (TMFPD), in an “as is – where is” condition for the purpose of providing housing at Washoe County’s Road Maintenance Yard in Gerlach, Nevada. The manufactured home will be used to provide additional housing to serve Road operations and maintenance in the Gerlach Area.

Washoe County has an Employee Housing Policy which allows staff to reside in a County-owned residence in exchange for caretaker or emergency response purposes in outlying areas such as Gerlach, Vya and within some County owned Parks.

The Employee Housing Policy outlines policies, procedures and guidelines for selection of staff, as well as roles and responsibilities for those residing in employee housing and providing for after-hours caretaker or emergency response.

Employee Residence Agreements are authorized by the Board of County Commissioners (Board) each time a staff member occupies a County owned residence, and those Agreements define the rights, duties, and responsibilities required to occupy a County-owned residence and to support the needs of the Community.

If the donation is accepted, once it is ready for occupancy, the Board will consider and authorize the resulting Employee Residence Agreement for the manufactured home to be located at the Gerlach Maintenance Yard.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability: Long-term sustainability.

AGENDA ITEM # _____

PREVIOUS ACTION

On March 7, 2023, the Truckee Meadows Fire Protection District Board authorized the Chair of to approve a Resolution, donating the Manufactured Home, Serial Number NVPH2010590AB, to Washoe County.

The Board of County Commissioners have taken no previous action.

BACKGROUND

The manufactured home was previously used by the TMFPD to provide crew quarters for the fire station serving the Hidden Valley Community. The manufactured home is no longer needed, as TMFPD renovated a site-built residential structure to serve as the crew quarters. Additionally, the Special Use Permit held by TMFPD for the installation of the manufactured home requires the removal of the manufactured home. The TMFPD Board approved donating the manufactured home to Washoe County at their March 7, 2023, Board meeting.

Currently, Washoe County has one residence located at the Gerlach Roads Maintenance Yard, 180 Del Ora Ave, Gerlach Nevada (APN# 071-240-07). If accepted, the donated manufactured home will be used to provide an additional residence to support the Road Operations and Maintenance program in Gerlach and Northern Nevada. Washoe County, through the Community Services Department, currently employees eight full-time, permanent employees in Roads and Equipment maintenance. Recruitment and retention for these positions has been very challenging over the last several years partially due to a shortage of available housing in the area.

The cost associated with relocation and setting up the manufactured home is significantly less than purchasing a new manufactured home.

FISCAL IMPACT

The 2012 Palm Harbor Manufactured Home, Serial Number NVPH2010590AB has a current book value of \$63,324. An increase equal to the book value will be recognized from the gain in Washoe County's financial statements for the year ending June 30, 2023. Washoe County will assume the cost to move and set-up the manufactured home in the amount \$25,880. There is sufficient budget authority in FY23 in the Roads Fund (216), Roads Maintenance (216002).

RECOMMENDATION

It is recommended that the Board of County Commissioners accept the donation of one surplus 2012 Palm Harbor Manufactured Home, Serial Number NVPH2010590AB [estimated value is \$63,324.00], in an "as is – where is" condition from the Truckee Meadows Fire Protection District to Washoe County to provide additional housing for the Gerlach Road Operation and Maintenance Yard.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to accept the donation of one surplus 2012 Palm Harbor Manufactured Home, Serial Number NVPH2010590AB [estimated value is \$63,324.00], in an "as is – where is" condition from the Truckee Meadows Fire Protection District to Washoe County to provide additional housing for the Gerlach Road Operation and Maintenance Yard."