



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.us

CM/ACM _____
Finance _____
DA _____
Risk Mgt _____
HR N/A
Comptroller _____

STAFF REPORT

BOARD MEETING DATE: February 27, 2018

DATE: January 26, 2018

TO: Board of County Commissioners

FROM: Colleen Wallace Barnum, Park Operations Superintendent,
Community Services Department, 328-2181, cwallace@washoecounty.us

THROUGH: Eric Crump, Division Director, Operations
Community Services Department, 328-2182, ecrump@washoecounty.us

SUBJECT: Approve a Lease Agreement between Washoe County and The Great Basin Institute to provide in-kind services to the Community Services Department as consideration for lease fees for use of the resident housing at Galena Creek Regional Park and allow for the continuation of occupancy for a 36 month term commencing retroactively October 1, 2017 through September 30, 2020. (Commission District 1.)

SUMMARY

The Great Basin Institute (GBI), a Nevada 501 (c)(3) nonprofit organization, has been performing various in-kind services at Galena Creek Regional Park since October 2009, through the support of the Open Space and Regional Park Commission and approval by the Board of County Commissioners (Board).

The residence at Galena Creek Regional Park is being occupied by GBI as housing for staff members assigned to the operation of the Galena Creek Visitor Center. In consideration of leasing the property, GBI has performed in-kind services including running the daily operation of the Galena Creek Visitor Center, providing environmental-base community programs, and performing resource management support.

The Open Space and Regional Parks Commission recommended approving an agreement with GBI at their February 6, 2018 meeting.

Washoe County Strategic Objective supported by this item: Stewardship of our community

PREVIOUS ACTION

On February 6, 2018, the Open Space and Regional Park Commission recommended approval of a lease agreement with Great Basin Institute.

On September 23, 2014, the Board approved a lease agreement between Washoe County and Great Basin Institute.

AGENDA ITEM # _____

On September 2, 2014, the Open Space and Regional Park Commission recommended approval of a lease agreement with GBI.

On October 13, 2009, the Board approved a lease agreement between Washoe County and Great Basin Institute.

BACKGROUND

The Galena Creek Recreation Area (GCRA) including the Galena Creek Visitor Center is located on federal land adjacent to Washoe County's Galena Creek Regional Park. Washoe County, in conjunction with the USDA Forest Service, executed a Memorandum of Understanding and Collection Agreement with the US Forest Service for construction and operations of the area including the visitor center.

Due to budgetary constraints and the reduction of staff in the Parks and Open Space program, staff developed a partnership program with the Great Basin Institute to provide staffing and volunteers to operate the Visitor's Center, in exchange for occupying the residence rent free.

GBI has provided in-kind services in consideration of rent for the residence at Galena Creek Regional Park since 2009. GBI has utilized the residence as housing for staff members assigned to the operation of the Galena Creek Visitor Center. The details of the in-kind services provided by GBI was negotiated and outlined in the Lease Agreement. The community benefits from the partnership and the programs offered by GBI, and staff recommends the partnership continue.

To date all of the commitments made to Washoe County by GBI, have been fulfilled, including keeping the Visitor's Center open year-round, with staff and volunteers, providing nature-based community programs, promoting retail sales and maintaining an inventory of souvenirs, books, maps, and nature oriented items and informational brochures. GBI has also complied with all obligations regarding maintenance.

GBI was considering changes to the operations of the Visitor Center that would require changes in the Lease Agreement. Specifically, GBI was trying to determine a staffing model that could be supported during the winter operations, when programming and program revenue are lower. Working through this with GBI, Washoe County and the USDA Forest Service took longer than anticipated, and is the primary reason for the retroactive agreement.

Therefore, staff recommends the renewal of the Lease Agreement with the on-going commitment by The Great Basin Institute performing the operational tasks as identified in Exhibit A of the Lease Agreement.

FISCAL IMPACT

Washoe County will incur expenditures for the repairs and maintenance of the structures and minor costs for the heating, air conditioning and water to the premises which will be covered within the Community Services Operations cost center 140530 (Galena Operations).

RECOMMENDATION

It is recommended the Board of County Commissioners approve a a Lease Agreement between Washoe County and The Great Basin Institute to provide in-kind services to the Community Services Department as consideration for lease fees for use of the resident housing at Galena Creek Regional Park and allow for the continuation of occupancy for a 36 month term commencing retroactively October 1, 2017 through September 30, 2020.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:
"Move to approve a Lease Agreement between Washoe County and The Great Basin Institute to provide in-kind services to the Community Services Department as consideration for lease fees for use of the resident housing at Galena Creek Regional Park and allow for the continuation of occupancy for a 36 month term commencing retroactively October 1, 2017 through September 30, 2020."