



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: September 25, 2018

DATE: August 31, 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: Approve an Employee Housing Agreement between Washoe County and Mike Furlong (Community Services Department, Operations Division employee) to allow occupancy within the County owned residence located at 2000 Del Monte Lane, Reno, Nevada commencing September 26, 2018. (Commission District 1.)

SUMMARY

Washoe County is the owner of several residences located throughout the County (i.e., Sheriff's, Park staff residences and Road's Maintenance). These residences are provided to various employees and individuals during those periods when they provide specific services to Washoe County.

The Employee Residence Agreement between Washoe County and Mike Furlong (Community Services Department employee) is to allow occupancy within the residence located at 2000 Del Monte Lane, Reno, Nevada, and defines the rights, duties, and responsibilities required to occupy the County-owned residence. In addition to the Agreement, the Community Services Department has an Employee Housing Policy which outlines the policies, procedures and guidelines for selection as well as roles and responsibilities for those located in employee housing locations.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

Multiple employee housing agreements exist for residences located within the County system in exchange for caretaker and/or emergency purposes. Washoe County took ownership of the residence at 2000 Del Monte Lane in 2004. Since 2005, Washoe County entered into a lease agreement with several non-profit partners such as Nevada Land Trust, Keep Truckee Meadows Beautiful and Truckee Meadows Trails Association. In 2016, the residence was vacated as another location became available for the non-profit partners. Since this time, the residence has remained vacant. It

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would be in Washoe County's best interest to have the house occupied as a residence. This residence will provide needed maintenance of the property in addition to the ability to respond to park emergencies and provide information to park visitors.

BACKGROUND

The Agreement for the use of the Reno residence includes caretaker/security services that will be provided by the occupant of the residence. A caretaker in residence provides many benefits to the County, including the availability of qualified personnel to respond to the community residents, emergency snow removal needs and after-hours emergencies.

A security/cleaning deposit of \$500 is collected from the employee, which is refundable on the full and faithful performance of the provisions of the residence agreement upon vacating the premises. The employee is responsible for all utility costs for the residence while he is occupying the property and he is reimbursed per the applicable Washoe County Employee Association Agreement. This occupancy is predicated upon the employee being actively employed as a Community Services Department staff member within Park Operations and his commitment to providing caretaker services while occupying the county-owned residence.

FISCAL IMPACT

The Community Services Department through its Operations Division will provide on-going building maintenance estimated to be nominal and is included within the existing operating budget. The employee is responsible for all utility costs for the residence while occupying the property, subject to the reimbursement terms of the Washoe County Employee Association Agreement, Article 25. The \$500 refundable security/cleaning deposit will be credited into 1001-240133 (Security Damage Deposits).

RECOMMENDATION

It is recommended the Board of County Commissioners approve an Employee Residence Agreement between Washoe County and Mike Furlong (Community Services Department, Operations Division) to allow occupancy within the County-owned residence located at 2000 Del Monte Lane, Reno, Nevada.

POSSIBLE MOTION

If the Board agrees with staff's recommendation, a possible motion would be: "Move to approve an Employee Residence Agreement between Washoe County and Mike Furlong (Community Services Department, Operations Division) to allow occupancy within the County-owned residence located at 2000 Del Monte Lane, Reno, Nevada."