

DECISION PAPER



Date: September 21, 2016

ISSUE:

Lack of employee rental housing

BACKGROUND:

The house at 11904 Chalet has been used for record storage for many departments. Operations has determined that it would be better used for housing of seasonal employees. To accomplish this, the house would need all records removed by relocating, shredding or disposal in order to make minor interior improvements. Minor improvements would include; removal of wood burning stove, checking plumbing for leaks, HVAC, electrical, floors, kitchen fixtures, pest infestation, possible tree removal, and stair safety. The project will be funded by accelerating Replacement Reserve Funds with a budget not to exceed \$31,592. The following available RRF component budgets are currently scheduled for expenditure in 2017.

Appliances	C	Chalet Record Storage Building	\$ 4,005
Building - Deck	C	Chalet Record Storage Building	\$ 2,035
Building - HVAC	C	Chalet Record Storage Building	\$ 2,035
Building - Interior Siding	C	Chalet Record Storage Building	\$ 5,087
Building - Carpet	C	Chalet Record Storage Building	\$10,239
Building - Lighting	C	Chalet Record Storage Building	<u>\$ 8,191</u>
			<u>\$31,592</u>

OPTIONS:

1. Approve the relocation of records and the renovation of the house at 11904 Chalet accelerating Replacement Reserve Funds with a budget not to exceed \$31,592.
2. Do not renovate the Chalet house.

RECOMMENDATION:

Staff recommends the Board approve Option 1: Approve the relocation of records and the renovation of the house at 11904 Chalet accelerating Replacement Reserve Funds with a budget not to exceed \$31,592.

Prepared By: Lee Ann Gray / Brian Yohn

Reviewed By: Forrest Huisman

Reviewed By: Michael Salmon

Board Meeting Date: 9/28/2016

General Manager Approval to include on the Agenda: _____ **Date:** _____