



**Board of County Commissioners - Staff Report**

**Meeting Date:** October 16th, 2018  
**Submitting Dept:** Parks and Recreation

**Presenter:** Steve Ashworth, Director of Parks and Rec  
**Subject:** JES Modulares Lease Agreement

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**Statement / Purpose:** This is a lease agreement between Teton County School District No. 1 (TCSD) and Teton County, Wyoming for the use of one modular trailer located at Jackson Elementary School for temporary office space for Teton County Parks and Recreation employees.

**Background / Description:** The Teton County Parks and Recreation building is being remodeled. During the remodel, Parks and Recreation staff needs administrative, office space for its employees. TCSD is not utilizing the modular trailer at JES and is amenable to a lease of a modular trailer for the duration of the Parks and Recreation remodel. The Parks and Recreation administrative employees have moved into this space already with the permission of TCSD. The lease term is through the end of March 2019, with an option to extend if needed.

In exchange for the provision of temporary office space, Teton County Parks and Recreation will provide a nominal rent as well as limited “activity bus” service to TCSD. Specific to the transportation component of the agreement, Parks and Rec will carry a small number of children from Munger Mountain Elementary to Colter Elementary after school on Thursdays for the duration of the 2018-2019 school year.

**Stakeholder Analysis & Involvement:** Parks and Recreation

**Fiscal Impact:** \$10.00 per month in rental payments and additional staffing-related costs associated with the provision of limited “activity bus” service.

**Staff Impact:** Because Parks and Recreation staff are already providing transportation to Munger Mountain Elementary School and will simply be substituting student transport for what was previously a deadhead trip back, staff impact of the transportation component is minimal. Use of the modular trailer as temporary office space allows the impact of relocation due to construction to be minimized for those staff who have been relocated.

**Legal Review:** Weisman

**Staff Input/Recommendation:** Approve

**Attachments:**

1. Lease Agreement between Teton County School District No. 1 and Teton County, Wyoming



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**Suggested Motion:**

I move to approve the Lease Agreement between Teton County School District No. 1 and Teton County for lease of a modular trailer for temporary office space for Teton County Parks and Recreation.