



Board of County Commissioners - Staff Report

Meeting Date: 10/6/2020
Submitting Dept: Administration

Presenter: Alyssa Watkins
Subject: Consideration of Changes to the Employee Housing Program Policies

Statement / Purpose:

Consideration of changes to policy 4-17 Employee Housing Program Policies of the Human Resources Policy Manual.

Background / Description (Pros & Cons):

A new Human Resources Policy Manual was presented to the Board of County Commissioners (BCC) and adopted on March 1, 2020. The Housing Policies had previously been adopted through a Resolution but were incorporated into the HR Policy Manual to provide one source of policy information for employees. Changes to policy regarding the terms of employee housing leases were approved by the BCC on June 16, 2020.

The BCC met on August 31, 2020 to conclude discussions regarding the County’s Adams Canyon housing unit. The proposed changes below memorialize the discussion and direction given at that meeting. Specifically, the changes allow for law enforcement priority and a reduced rental rate for the Adams Canyon unit.

Current Language:

- 4-17 b. iv While the default selection above will be used in most cases, the Human Resources Director and the Board of County Commissioners’ Administrator may make independent placement decisions as appropriate for certain units and/or positions (e.g., transitional units, executive housing units, etc.).

Proposed Language:

- 4-17 b. iv While the default selection **criteria** above will be used in most cases, the Human Resources Director and the Board of County Commissioners’ Administrator may make independent placement decisions as appropriate for certain units and/or positions (e.g., transitional units, executive housing units, **Adams Canyon Unit**, etc.).

Current Language:

- 4-17 e. Rental rates are based on comparable market rents and tenant(s) are responsible for the cost of utilities.

Proposed Language:

- 4-17 b. Rental rates are **set at the US Department of Housing and Urban Development’s Fair Market Rents (FMR)** and tenant(s) are responsible for the cost of utilities. **The rental rate for the Adams Canyon unit is set at 80% of FMR and tenant(s) are responsible for the cost of utilities.**

Stakeholder Analysis & Involvement:

The Teton County Sheriff’s Office, the Jackson/Teton County Affordable Housing Department, and the Teton County Administration Department participated in the Board’s discussions regarding these changes. Other stakeholders that could potentially benefit from the changes are local law enforcement officers employed by other agencies such as the Town of Jackson, Wyoming Highway Patrol, Grand Teton National Park, and the National Elk Refuge.

Staff Impact:

Staff will track the unique parameters of the Adams Canyon unit and coordinate placement and lease terms accordingly.

Legal Review:

Gingery



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Staff Input / Recommendation:

Staff recommends approval of the changes as proposed.

Attachments:

None

Suggested Motion

I move to approve the changes to the Teton County Human Resources Policy Manual, policy 4-17 Employee Housing Program Policies, as presented.