Admin Memo #129 College of Forestry Revised September, 2002

Rental Policy for Residences Controlled by the College of Forestry

Description

The College of Forestry administers four residences, two of which are owned by the Oregon State Department of Forestry and administered under a renewable lease agreement.

Higher Education <u>Identifier</u>	State Forestry Identifier	Identifier in the Lease Agreement	Location
500	n/a	n/a	Behind Peavy Lodge
OSF-3	003	F	Near the harvesting lab building
Res. C	011	С	Immediately above the field office
504	n/a	n/a	Jackson Creek

Rental Policy

Residences are rented under a month-to-month agreement. Either party may terminate the agreement with thirty-day notice. Rents are determined under policies and guidelines issued by the Board of Higher Education (ORS 182.415-435, Department of Higher Education Rent Reduction Report).

Renters will be selected by the Director of College Operations in consultation with the College Forest Director according to the following set of priorities and objectives:

- Preference will be given to persons with familiarity with the College Forests and a demonstrated ability to provide information to Forest users and/or protect Forest resources. One way to demonstrate this ability is by being an employee of the College Forests.
- Opportunities to meet short-term needs of either College of Forestry faculty or students, such as meeting special housing needs or proximity to work area.
- Ability to meet special resource protection needs (i.e., a skilled fire fighter during times of high fire danger).

When a house becomes vacant, a notice will be placed in the College of Forestry Bulletin. Persons interested in being considered as a renter will be asked to write a letter of interest to the Director of College Operations, describing how they meet the priorities and objectives above, the intended duration of rental occupancy, and when they are first available as renters. A renter will be selected by the Director of College Operations in consultation with the College Forest Director based on qualifications. Neither academic rank nor order in which a letter is received will be considered in selection of a renter.