



BLAINE COUNTY HOUSING AUTHORITY

BOARD MEETING AGENDA MEMO

Meeting Date: Staff Member:

Agenda Item:

Recommended Motion:

"I move to approve the contract between BCHA and FM Property Management."

Reasons for Recommendation:

- Silvercreek requires property maintenance services.
- BCHA budgeted for property maintenance services during the Silvercreek planning process.
- FM Property Management has been providing high quality, affordable maintenance services to the facility for the past two years, and its staff is familiar with Silvercreek's operations and residents.

Policy Analysis and Background (non-consent items only):

To maintain the Silvercreek buildings in a condition acceptable to the property owners and the residents, BCHA must provide property maintenance services. FM Property Management has been supporting Silvercreek for the last two years, and has familiarity with the buildings and the residents. BCHA has budgeted for 20-25 hours of property maintenance per week, not to exceed 30 hours per week. FM Property Management has submitted a contract on these terms, at a rate of \$40 per hour.

Attachments:

1. FM Property Management Contract
2. BCHA Resolution No. 2024-05

RESOLUTION No. 2024-05

**BEFORE THE BOARD OF COMMISSIONERS
OF THE BLAINE COUNTY HOUSING AUTHORITY
BLAINE COUNTY, IDAHO**

**A RESOLUTION OF THE BLAINE COUNTY HOUSING AUTHORITY BOARD OF
COMMISSIONERS TO APPROVE CONTRACT WITH FM PROPERTY MANAGEMENT, 2024**

WHEREAS, contractor FM Property Management provides property maintenance services at Silvercreek Living, which BCHA now manages pursuant to a Master Lease; and

WHEREAS, FM Property Management has provided maintenance services at Silvercreek for the last two years; and

WHEREAS, FM Property Management has been providing professional and effective property management services at Silvercreek during the first month of BCHA's management of Silvercreek; and

WHEREAS, BCHA administrative staff have determined that entering into a Maintenance Contract with FM Property Management is a necessary and beneficial action warranting the approval and authorization of the BCHA Board; and

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Blaine County Housing Authority, Blaine County, Idaho, as follows:

The Blaine County Housing Authority Board of Commissioners approves and authorizes the Property Maintenance Agreement with FM Property Management.

DATED this ____ day of _____, 2024

ATTEST:

**BLAINE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Executive Director

Chair



FM PROPERTY MANAGEMENT

PO BOX 1825
HAILEY, ID 83333 USA

PHONE 208-450-1067
EMAIL freddy@fmpropertymngmt.com

MAINTENANCE CONTRACT

This Maintenance Contract ("Contract") is entered into on January 29, 2024, by and between:

FM Property Management (FMPM)

PO Box 1825
Hailey, ID 83333

and

Blaine County Housing Authority (BCHA)

111 N. 1st Ave, Suite2
Hailey, ID 83333

Scope of Work: FM Property Management agrees to provide property maintenance services at Silvercreek Living, 31 E. McKerchert Blvd Hailey, ID 83333, encompassing 20 hours per week, with the flexibility to extend up to 30 hours a week as needed.

Rate of Compensation: FM Property Management will be compensated at a rate of \$40 per hour for all maintenance services performed under this Contract.

Payment Terms: Invoices for services rendered shall be submitted on a Biweekly basis and will be due for payment on receipt by Blaine County Housing Authority (BCHA).

Duration: This Contract is effective as of 1/15/2024 and shall remain in force until terminated by either party with a written notice of 30 days.

Termination: Either party may terminate this Contract with a written notice of 30 days if the other party fails to fulfill its obligations.

Governing Law: This Contract shall be governed by and construed in accordance with the laws of the state of Idaho.

WWW.FMPROPERTYMNGMT.COM



FM PROPERTY MANAGEMENT

PO BOX 1825
HAILEY, ID 83333 USA

PHONE 208-450-1067
EMAIL freddy@fmpropertymngmt.com

Signatures:

Approved by

Approved by

COMPANY:

Blaine County Housing Authority

Authorized Representative of BCHA:

COMPANY:

FM Property Management

Authorized Representative of FMPPM:

By: _____

Name:

Title:

Date:

By: _____

Name:

Title:

Date:

By: _____

Name:

Title:

This Contract constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, or agreements, whether oral or written. Any amendments must be in writing and signed by both parties.

WWW.FMPROPERTYMNGMT.COM