



BLAINE COUNTY HOUSING AUTHORITY

BOARD MEETING AGENDA MEMO

Meeting Date: Staff Member:

Agenda Item:

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

BCHA's and Blaine County Charitable Fund's lease at the Marketron/Sawtooth Business Center was completed at the end of May. Both entities have now switched to month to month. Blaine County Charitable Fund (BCCF) has outgrown it's current office space and seeks to move. They also seek to expand into a place that has more areas for private discussions.

The nature of BCCFs work is very similar to BCHA's, where they have in-depth conversations about peoples finances and personal circumstances. Our missions are also closely aligned – with BCCF providing emergency assistance and BCHA providing housing resources. They are a key partner and staff and BCCF work closely on a number of fronts, including the housing navigation system and shelter efforts.

Staff recommend moving to a new location with BCCF. This will allow this close partnership to continue and deepen, while also providing more of a team setting for the BCCF Hailey office. Staff and BCCF looked at eight options and found the Merriweather building (where Hailey Java is) to be the most accessible with natural light and the greatest layout for such shared space. Staff would share the office with BCCF. Rent would remain the same or be reduced from the current rate.

Staff request input from the BCHA board on this location change, recognizing that the lease and payment would be handled by the City of Ketchum.

Sustainability Impact:

Financial Impact:

None OR Adequate funds exist in account:	less than \$12,000 per year
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Attachments:

1. Location comparison chart

2.

3.

Location Comparison Chart

Spaces	Pros	Cons	Dimensions/Costs
Sawtooth Business Center – Sublease area	Potential of master leasing nearby space Not paying for conference room/kitchenette Established location Welcoming building for new comers Good location	Limited to 500 (ish sq feet) Need to reconfigure after year 2 and might still not fulfill needs High per sq. ft cost.	475 sq. feet 4.25/sq foot \$2000 + \$600? For an additional 100 square feet Utilities included
Sawtooth Business Center – Current + more	Clients don't have to adjust BCHA can continue to meet their needs Smaller spaces revolving door can down/upscale as needed Good location	Higher costs awkward layout to add additional space	433 sq feet \$4.15/sq foot \$1872 + \$624 if added another smaller space Utilities included
Merriweather 2J	Prime location (above Hailey Java) and very approachable. Lots of light and welcoming inside. BCT office could be used for spill over larger meetings. ADA accessible	Need to work on rate with a long lease as landlord is known to keep raising rents. (Did say to 'make an offer' as it's been empty for quite some time)	850 sq feet \$3.11/sq foot \$2106 + build out costs that could be negotiable
Merriweather 2K	Prime location (above Hailey Java) and very approachable. BCT office could be used for spill over larger meetings ADA accessible	Need to work on rate with a long lease as landlord is known to keep raising rents. (Did say to 'make an offer' as it's been empty for quite some time)	825 sq feet \$2.24/sq foot \$1848 + build out costs that could potentially be negotiated.
Merriweather 2M	Prime location (above Hailey Java) and very approachable. BCT office could be used for spill over larger meetings ADA accessible	Need to work on rate with a long lease as landlord is known to keep raising rents. (Did say to 'make an offer' as it's been empty for quite some time)	1043 sq feet \$2.24/sq foot \$1752 + build out costs that could potentially be negotiated.
Aviation Drive	Great outside entry so very approachable. On bus line and across the street from St. Luke's Center for Community Health. Could probably access their meeting room when needed.	Has some one negotiation for it. Not certain owner will pitch in for build out Current tenant has lease through August, so might not be obtainable until fall after building out. Lease-up in process with different tenant.	1250 sq feet \$1.75/sq foot \$2188 + possible build out costs Utilities additional
River Street 2 nd Floor	Plan for what we need with room to grow Timing is 5-6 mo out Easily accessed by bus line/central location Professional building Rate per sq foot competitive	Entry has high end condominium feel so less approachable for intimidated population Have to create & pay for meeting space Investment in planning Unknown costs to amortized into rent & could increase costs. 6 month process likely.	1500 sq feet \$2.25/sq foot \$3375 + possible build out costs Electrical to run heat/cooling additional
River Street 3 rd Floor	Enough space to accommodate growth in future Better positioned in building for light, open space Less costs going in as partially built out Easily accessed by bus line/central location	Built as a residence, so not certain build out is possible and obtainable. Entry has high end condominium feel so less approachable for intimidated population	1500 sq feet \$2.25/sq foot \$3375 + possible build out costs + patio may costs some more Electrical to run heat/cooling additional

	Professional building Rate per sq foot competitive Outdoor patio	Have to create & pay for meeting space Investment in planning 3-6 mo process likely.	
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