



BLAINE COUNTY HOUSING AUTHORITY

BOARD MEETING AGENDA MEMO

Meeting Date: Staff Member:

Agenda Item:

Recommended Motion:

We approve the ongoing transition of management of Silvercreek Living to BCHA staff.

Reasons for Recommendation:

- The Silvercreek purchase transaction closed on December 15th and, pursuant to the terms of the master lease, BCHA begins management of Silver Creek Living on January 15th

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

The sale of Silvercreek Living to BearRock Investments LLC closed on December 15th. BCHA has begun taking steps to assume management of the building on January 15th. Activities currently underway include:

- Transfer of subcontracts, keys, door codes, utilities, etc. to BCHA
- Removal of unused equipment
- Procurement of additional beds
- Engagement of volunteers
- Transfer of rent rolls

To date the transition has been going smoothly without surprises. We anticipate that switching clients to non-cash rent payments may be one of our most significant initial hurdles, as currently about 75% of rent payments are made in cash.

Additional steps currently being planned that will be executed within the first six months of the master lease include:

- Client engagement, lease up, completion of BCHA applications and case management
- Conversion of community rooms to bedrooms
- Communications/PR campaign
- Transition of residents to income-based rent
- Potential introduction of property management software

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Sustainability Impact:

Financial Impact:

None OR Adequate funds exist in account:	Adequate funds exist in budget for transitional housing
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Attachments:

1.
2.

DRAFT COMMON AFFORDABLE HOUSING PRE-APPLICATION

Basic Information

- Are you comfortable conversing in English? If not, what is your preferred language?
- Contact information
- Primary language
- Household size and ages
- Do you require an ADA or audio/visual accommodation?
- Are you a veteran?
- Does everyone in the household have a SSN?
- Are you currently experiencing or at risk of any of the following in the next 45 days?
 - Living outside or in your car or in a place not meant for habitation (like an unheated garage)
 - Couch-surfing
 - Doubling up with another family
 - Experiencing domestic violence
- Are you interested in living South (Bellevue and Hailey), North (Ketchum and Sun Valley) or either?
- Local preference: check if one applies:
 - At least one household member works in Blaine County or for an entity that serves Blaine County for an average of 30 hours per week
 - Household member has a job offer in Blaine County
 - Household member is retired and over 65 and was a full-time employee in Blaine County for an entity that serviced Blaine County for not less than ten out of the previous 15 years, and lived continuously in Blaine County following retirement
 - Household member works as a critical service provider (firefighter, EMS, snowplow driver)?
 - If yes, please describe
 - Household member works for a public entity, such as Blaine County School District, U.S. Forest Service, or local government for a minimum of 1,000 hours worked per calendar year (or a minimum of 20 hours per week)?
 - If yes, please describe
- Do you currently own a home (including mobile home)?
 - If yes, describe ownership scenario (own independently, co-own, shared inheritance)
- Is anyone in the household a registered sex offender?

Financial Information

- What is your household's gross monthly income, from all sources?
- What are your household's total assets (bank accounts, retirement/investment accounts, property)?

Certification

Authorization and consent to share information with other organizations providing housing and supportive services.

Model:

- Property manager defines the fields they want (for example, seniors with Social Security Numbers reporting less than \$40,000 for households of 1).
- BCHA will sort applicants by those fields and either:
 - Send a list of potentially qualified applicants to the property manager on a regular basis, so property manager can add the applicants to their waitlist; OR
 - Send the name of the applicant or applicants at the top of the pool to a property manager when a unit becomes available
- Property manager continues to do their full screening process