

The Blue Mountains Attainable Housing Corporation

2021 OPERATING CASHFLOW

January 21st 2021 BMAHC Board Meeting

2021 Priorities

Program Excellence

- Gateway Housing Project achieves building permit stage
- Attainable Rental Program established and future occupants secured
- Create core partnerships to meet housing needs

Build Resiliency

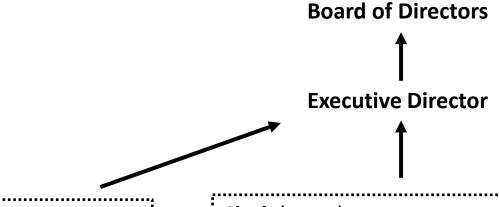
- ❖ Long range Strategic Plan
- Governance policies and practices
- Financial stability

Enhanced Community Relations

- Strategic communications and community engagement plan
- Extend community outreach and fund development



Current Organizational Chart



Gateway
Development
Manager
(external)

Clerk (Town)

- Scheduling and coordinating Board meetings
- Preparing agendas, minutes and collections of reports
- Support Chair with procedural questions and drafting of resolutions during meetings
- Make Board agendas, minutes and videos available on BMAHC website

Key Considerations:

Transition out of Town supported Clerk

Build capacity to pursue developments and partnerships

Resource administrative activities from Executive Director to focus on strategy and policy

Cost effective means to acquire specialized skills

Support Board in good governance

Proposed Organizational Chart

Board of Directors

Executive Director

Administration (24 hrs/week)

Gateway Site Development Manager Clerical support for ED and Board, (external) prepare correspondence and

Housing Manager

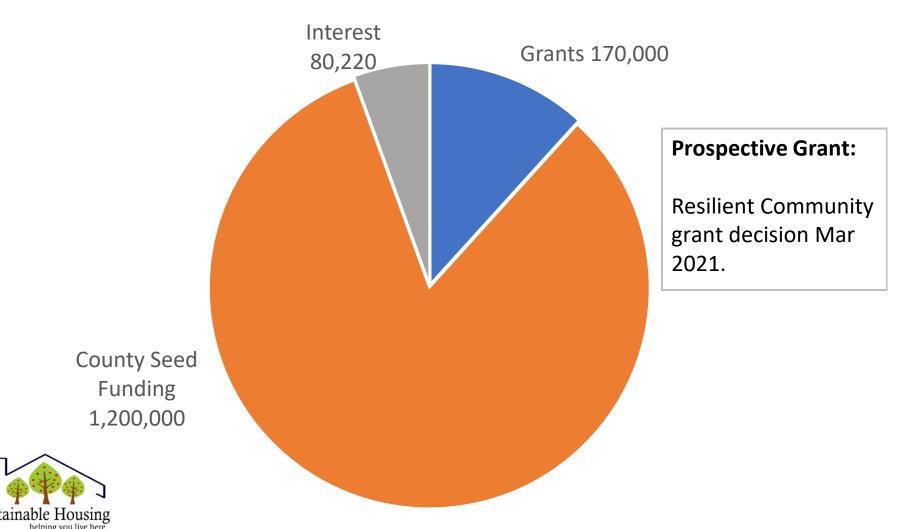
(full-time 12 mos contract OTF grant 50% of wages)

- Develop attainable rental program development ready for delivery
- Devise policies for application process and waitlist, forms and agreements to meet program objectives ensuring compliance with Federal and Provincial housing requirements, legislation and standards
- Establish Program outcomes and reporting systems
- Produce and implement marketing plan for program

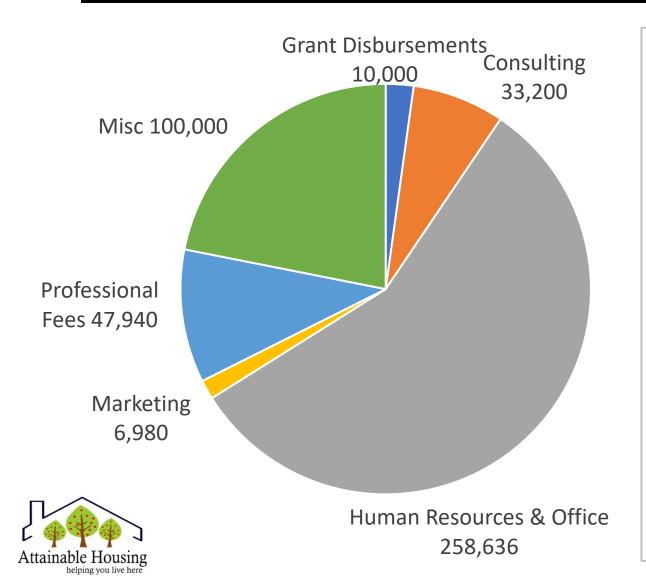
- reports Arranging and supporting events, meetings and minute taking
- Transition of Clerk duties for Board meetings
- Preparing and analyzing community input on design proposals in RFP process
- Website updates, develop and maintain Social Media plan



Operating Cash Sources



Operating Cash Outflow



Key Outcomes:

Strategic Plan

Communications & Community Engagement Plan & roll out

Development pipeline & Partnerships

Attainable Rental Program development

Governance best practices

Repayment of TBM Operating Loan

Capitalization of Project Costs

Build Cash Flow being prepared separately to include:

- Site specific consulting and development management fees
- Proportion of Executive Director and Administrative Assistant salaries
- Advertising directly related to Gateway Project
- Legal fees related to procurement, contracts and land transfer

Summary

- ❖ BMAHC well positioned for delivery of initial project, engaging our community and pursuing partnerships for further development opportunities to meet strategic goals.
- ❖ Additional staffing (contract) will provide operational capacity to deliver outcomes in most cost effective manner and be dedicated to BMAHC goals. Town staffing pressures will lead to phase out of services.
- Hiring anticipated May 2021 to maximize grant funding availability and support at key Gateway Project milestones.
- ❖ Further usage of County Seed Funding or delay to seek alternative grants may be required where prospective grant funding is identified.
- ❖ Future funding has been established with development fee on Gateway Project that will be paid 50% at close of construction financing expected in early 2022 to re-invest in future projects.

Request Board approval of Operating Cashflow for 2021 budget.

