

To:	Warden Hicks and Members of Grey County Council
Committee Date:	January 10, 2019
Subject / Report No:	FR-CW-03-19
Title:	2018 Housing Write Off of Uncollectible Accounts
Prepared by:	Mary Lou Spicer, Deputy Treasurer
Reviewed by:	Anne Marie Shaw, Director of Housing
Lower Tier(s) Affected:	Not applicable
Status:	Recommendation adopted by the Committee of the Whole as presented as per Resolution <i>CW22-19</i> ;

Recommendation

1. That Report FR-CW-03-19 titled **2018 Housing Write Off of Uncollectible Accounts** be received; and
2. That the recommended write offs in the amount of **\$21,470.93** as outlined in the report be approved.

Executive Summary

Balances owing from former tenants with no repayment activity are written off at year-end for accounting purposes and staff continue to work on collections. Staff recommends that \$21,470.93 in arrears be written off, which is within the budgeted amount of \$49,400.

Background and Discussion

Staff in the Housing department review accounts receivable balances monthly and attempt to work with residents when arrears exist in order to minimize the potential for write offs.

Housing accounts receivable balances that staff recommends be written off relate to former housing tenants with charges originating between July 1, 2017 and June 30, 2018 with no repayment activity. Although the amounts are written off for accounting purposes, attempts continue to be made to collect the receivable. Previous tenants with balances owing are not eligible for subsidized housing with Grey County or other housing providers in the province until such time as payment is made or a repayment schedule is in place.

A total of \$21,470.93 meets the criteria outlined above as compared to the budgeted amount of \$49,400. The write off is comprised of 68.60% rental arrears, 23.95% maintenance charges and 7.48% utility charges. The rental arrears portion totals \$14,728.08 or 0.0041% in

comparison to the budgeted rental revenue of \$3,596,300. The arrears relating to maintenance repairs totals \$5,143.06 and the remaining \$1,606.79 for utility charges. The following chart provides comparative information for the proposed 2018 write off and the previous five years.

Summary of Housing Accounts Receivable Write Off and Bad Debt Recovery

Year	Amount of Write Off	Number of Accounts Written Off	Amount of Bad Debt Recovery
2018	\$21,471	19	\$10,325.51 (to Nov. 30)
2017	\$63,137	38	\$2,694
2016	\$40,900	30	\$2,829
2015	\$16,225	14	\$4,265
2014	\$34,317	32	\$1,111
2013	\$44,730	32	\$1,319

Legal and Legislated Requirements

None

Financial and Resource Implications

The uncollectible amount eligible for write off totals \$21,470.93 as compared to the budgeted amount of \$49,400.

Relevant Consultation

- Internal – Anne Marie Shaw, Director of Housing
- External (list)

Appendices and Attachments

None