



September 15, 2016

ACTION REQUIRED

To: Board of Governors of Exhibition Place

From: Dianne Young
Chief Executive Officer

Subject: **Accounts Receivables – Enercare Centre,
Allstream Centre & Exhibition Place as at August 31, 2016**

Summary:

This report provides information with respect to the accounts receivables for Enercare Centre, Allstream Centre, and Exhibition Place as at August 31, 2016.

Recommendations:

It is recommended that the Board:

- 1) Receive the Accounts Receivables for Enercare Centre, Allstream Centre and Exhibition Place as at August 31, 2016; and**
- 2) Direct that the confidential report contained in Attachment 1 to this report remain confidential in its entirety and not be released publicly as it pertains to the security of the property of the Board or relates to litigation or potential litigation that affects the Board.**
- 3) Direct staff to ensure that all tenants have their respective accounts receivable balance remain in current standing, and on no occasion any more than 60 days old; communicate such Board directive in writing to tenants on an as needed basis if the 60 day criteria is not met; and charge interest on any amounts over 60 days old in accordance with the applicable lease terms.**

Financial Impact:

There are no financial implications resulting from this report.

Decision History:

The Exhibition Place 2014 to 2016 Strategic Plan had a Financial Goal to *effectively monitor costs and revenues* and as a Strategy to support this Goal we will *ensure operating budgets are met or show a positive surplus to budget*.

Accounts Receivables activities for Enercare Centre, Allstream Centre, and Exhibition Place are reported to the Board on a monthly basis.

Issue Background:

The Confidential Attachment 1 outlines the accounts receivables outstanding for Enercare Centre, Allstream Centre and Exhibition Place for the eight months ending August 31, 2016, and notes that some monies have been received during the month of September 2016.

Comments:

As a best practice, Finance staff makes every effort on a frequent basis to work with the tenants to collect payments and keep the aging of accounts receivables below 60 days. Over the years these efforts in administration to follow-up our collection in writing, phone calls and meetings has become very time consuming. Staff is therefore recommending that the Board direct staff to ensure that all tenants should have their respective accounts receivable balance remain in current standing, and on no occasion any more than 60 days old and communicate such Board directive to all tenants and also send written notices to tenants on a case-by-case basis if the 60 day criteria is not met. If accounts are not kept in good standing, interest charges will be billed as per contractual obligation with the Lease Agreement. In addition, billing privilege may be revoked and tenants will be required to pay costs up front for estimated show services.

Contact:

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