



**STAFF REPORT  
ACTION REQUIRED**

**2007 Audited Financial Statements of Business  
Improvement Areas (BIAs) – Report No. 1**

<b>Date:</b>	June 19, 2008
<b>To:</b>	Audit Committee
<b>From:</b>	Treasurer Director, Small Business and Local Partnerships, Economic Development, Culture & Tourism
<b>Wards:</b>	All
<b>Reference Number:</b>	P:\2008\Internal Services\acc\ac08010acc (AFS# 6429)

**SUMMARY**

The purpose of this report is to present the 2007 audited financial statements and management letters of twenty-four Business Improvement Areas (BIAs) to City Council for approval.

**RECOMMENDATIONS**

1. The Treasurer and the Director, Small Business and Local Partnerships, Economic Development, Culture and Tourism recommend that City Council approve the 2007 audited financial statements and management letters of the Business Improvement Areas attached as Appendices A-1 to Y-1.

**Financial Impact**

There are no financial implications resulting from this report.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

**DECISION HISTORY**

Every year, members of individual BIAs approve its budget at their respective Annual General Meeting and submit it to City Council for approval. For financial reporting purposes, BIAs are classified as Other Government Organization and included in the City's consolidated financial statements.

In accordance with Chapter 19 of the City of Toronto Municipal Code, each individual BIA Board is required to approve and submit its audited financial statements and management letters annually to City Council for approval.

2007 audited financial statements and related management letters for the following BIAs can be found as appendices to this report. A letter listing the BIAs for which no management letter issues were identified is also included in the appendices.

Bloorcourt Village	Old Cabbagetown
Bloor West Village	Parkdale Village
Bloor-Yorkville	Queens Quay Harbourfront
Corso Italia	Riverside
Danforth Village	Roncesvalles Village
Eglinton Hill	Rosedale-Main Street
Harbord Street	Sheppard East Village
Korea Town	St. Clair Gardens
Lakeshore Village	The Beach
Liberty Village	The Danforth
Little Italy	Uptown Yonge
Mimico By The Lake	Yonge-Lawrence Village

## ISSUE BACKGROUND

The twenty-four financial statements and management letters attached to this report have been approved by the respective Boards of Management of BIAs. The remaining thirty-six BIA's financial statements are in the process of being prepared and audited. Upon completion of their respective audits and Board approvals, they will also be presented, for approval, to City Council.

## COMMENTS

Twenty of the BIA's identified in this report did not have any management letter issues identified by their respective auditor. For the remaining four BIA's, the Management of BIAs have agreed with the auditors recommendations and have or have committed to take the following actions as identified in the table below:

# of BIA's Impacted	Issues Identified by the Auditor	BIA Management Response
Two	Maintaining large amounts of cash in the current bank accounts earning minimal interest	BIA's agreed to invest surplus funds into short-term investments to generate additional revenue
One	Remuneration paid to the Coordinator without any statutory deductions	Effective June 2008, BIA will ensure that they comply and make the required statutory deductions and remit to Canada Revenue Agency

<b># of BIA's Impacted</b>	<b>Issues Identified by the Auditor</b>	<b>BIA Management Response</b>
One	No insurance coverage for Directors' and Officers' liability insurance	BIA will request insurance quotes to obtain appropriate liability insurance coverage for the Directors and the Officers
One	Expenses being reimbursed without adequate supporting documents and therefore, creating issues in claiming GST rebates	Effective immediately, BIA will ensure that supporting documentation is attached for all future payments and respective GST rebates can be claimed
One	Not providing interim financial statements to the Board for their review and approval.	BIA will present monthly financial statements for its Board's approval once the Treasurer is elected.

## **CONTACT**

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## **SIGNATURE**

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Cam Weldon  
 Treasurer

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Eva Pyatt  
 Director, Small Business & Local Partnerships

## **ATTACHMENTS**

Appendix A-1: Bloorcourt Village Financial Statements  
 Appendix B-1: Bloor West Village Financial Statements  
 Appendix C-1: Bloor-Yorkville Financial Statements  
 Appendix D-1: Corso Italia Financial Statements  
 Appendix E-1: Danforth Village Financial Statements  
 Appendix F-1: Eglinton Hill Financial Statements  
 Appendix G-1: Harbord Street Financial Statements

Appendix G-2:	Harbord Street Management Letter
Appendix H-1	Korea Town Financial Statements
Appendix I-1:	Lakeshore Village Financial Statements
Appendix J -1:	Liberty Village Financial Statements
Appendix K-1:	Little Italy Financial Statements
Appendix L-1:	Mimico By The Lake Financial Statements
Appendix M-1:	Old Cabbagetown Financial Statements
Appendix N-1:	Parkdale Village Financial Statements
Appendix O-1:	Queens Quay Harbourfront Financial Statements.
Appendix O-2:	Queens Quay Harbourfront Management Letter.
Appendix P-1:	Riverside Financial Statements.
Appendix Q-1:	Roncesvalles Village Financial Statements
Appendix R-1:	Rosedale-Mainstreet Financial Statements
Appendix R-2:	Rosedale-Mainstreet Management Letter
Appendix S-1:	Sheppard East Village Financial Statements
Appendix T-1:	St. Clair Gardens Financial Statements.
Appendix U-1:	The Beach Financial Statements.
Appendix V-1:	The Danforth Financial Statements.
Appendix W-1:	Uptown Yonge Financial Statements.
Appendix X-1:	Yonge-Lawrence Village Financial Statements.
Appendix X-2:	Yonge-Lawrence Village Management Letter
Appendix Y-1:	A letter from the auditor, Rafiq Dosani dated May 13, 2008 stating that there were no significant management letter issues.