RAFIQ DOSANI, B.Comm. CFE CA CHARTERED ACCOUNTANT

90 Risebrough Avenue Toronto, Ontario M2M 2E3 Telephone: (416) 221 - 4095

Fax: (416) 221 – 4160

E-mail: dosani23@sympatico.ca

September 9, 2008

Mr. Hussein Ayoub, Chair Wexford Heights Business Improvement Area 201-1720 Lawrence Avenue East SCARBOROUGH, ON M1R 2Y1

Dear Mr. Ayoub:

# MANAGEMENT LETTER YEAR ENDED DECEMBER 31, 2007

The audit of the financial statements of the Wexford Heights Business Improvement Area (BIA) for the year ended December 31, 2007 has recently been completed. The primary purpose of the audit was to express an opinion on the financial position of the BIA as at that date and on the results of its operations for the year then ended.

Given the test nature of my audit, you will appreciate that reliance must be place on adequate methods of internal control as the Board's principal safeguard against irregularities which a test examination may not disclose. This letter provides my comments and recommendations on matters arising from the audit for your consideration.

## **CASH**

#### Observation:

On average, throughout the year the BIA maintained a monthly balance of \$70,000 in a current account earning no interest. Consequently, the BIA lost interest income of over \$2,000 for the year.

## Recommendation:

The Board should prepare a cash flow statement and all excess funds not immediately required should be invested in short-term deposits or guaranteed investment certificates in order to generate additional revenue for the BIA.

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# Management response:

Agreed with the audit recommendation. All funds not immediately required will be invested in short-term deposits.

Yours)truly,

Raf/q Dosani