

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA**

**Financial Statements
For the Year Ended December 31, 2016**

CHINA TOWN BUSINESS IMPROVEMENT AREA

DECEMBER 31, 2016

CONTENTS

	<u>Page</u>
Independent auditor's report	3
Financial statements	
Statement of financial position	4
Statement of operations and accumulated surplus	5
Statement of changes in net financial assets	6
Statement of cash flows	7
Notes to financial statements	8 – 12

INDEPENDENT AUDITOR'S REPORT

To the Council of the Corporation of the City of Toronto and the Board of Management for the China Town Business Improvement Area

I have audited the accompanying financial statements of Chinatown Business Improvement Area, which comprise the statement of financial position as at December 31, 2016 and the statement of operations and accumulated surplus, statement of changes in net financial assets and statement of cash flows for the year then ended, and the related notes which comprises a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB) and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, these financial statements present fairly in all material respects, the financial position of the Chinatown Business Improvement Area as at December 31, 2016 and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB).

Toronto, Ontario
March 15, 2017


Chartered Professional Accountant
Licensed Public Accountant

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2016**

	2016	2015
	\$	\$
FINANCIAL ASSETS		
Cash	318,180	88,545
Short-term investments (Note 3)	449,490	446,327
Accounts receivable		
City of Toronto – special charges (Note 4)	28,447	32,711
Other	41,006	28,627
	<u>837,123</u>	<u>596,210</u>
LIABILITIES		
Accounts payable and accrued liabilities		
City of Toronto	5,790	-
Other	11,664	14,529
	<u>17,454</u>	<u>14,529</u>
NET FINANCIAL ASSETS	819,669	581,681
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 5)	-	1,300
ACCUMULATED SURPLUS	819,669	582,981

Approved on behalf of the Board of Management:

Chair

Treasurer

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2016**

	2016 \$ Budget (Note 8)	2016 \$ Actual	2015 \$ Actual
REVENUE			
City of Toronto – special charges	437,830	436,491	420,444
Grants	-	5,000	-
Sponsorships, contributions and other	88,100	80,563	95,796
	<u>525,930</u>	<u>522,054</u>	<u>516,240</u>
EXPENSES			
Administration	162,627	155,538	169,081
Promotion and advertising	175,200	70,691	106,551
Maintenance	78,300	49,489	75,556
Capital (Note 8)	-	5,790	-
Amortization (Note 5)	-	1,300	2,400
Provision for uncollected special charges (Note 4)	(367)	2,558	6,946
	<u>415,760</u>	<u>285,366</u>	<u>360,534</u>
SURPLUS (DEFICIT) FOR THE YEAR	110,170	236,688	155,706
OPERATING SURPLUS, BEGINNING OF YEAR	582,981	582,981	427,275
OPERATING SURPLUS, END OF YEAR	693,151	819,669	582,981

THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2016

	2016 \$	2015 \$
Surplus for the year	236,688	155,706
Acquisition of tangible capital assets	-	-
Amortization of tangible capital assets	1,300	2,400
	237,988	158,106
Balance - Beginning of year	581,681	423,575
Balance - End of year	819,669	581,681

**THE BOARD OF MANAGEMENT FOR THE
 CHINA TOWN
 BUSINESS IMPROVEMENT AREA
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2016**

	2016 \$	2015 \$
Cash flows from operating transactions		
Surplus for the year	236,688	155,706
Non-cash changes to operations		
Add: Non-cash item Amortization of capital assets	1,300	2,400
Increase (decrease) resulting from changes in		
Accounts receivable - City of Toronto	4,264	(17,148)
Accounts receivable – other	(12,379)	(15,486)
Accounts payable - City of Toronto	5,790	-
Accounts payable – other	(2,865)	1,007
Cash Provided By Operations	232,798	126,479
Investing Activities		
Purchase of tangible capital assets	-	-
(Increase) decrease in Short-term Investments	(3,163)	(123,391)
Cash, Beginning Of Year	88,545	88,457
Cash, End Of Year	318,180	88,545

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016**

1. ESTABLISHMENT AND OPERATIONS

The China Town Business Improvement Area (BIA) is established as a Business Improvement Area under the management and control of a Board of Management appointed by Council of the City of Toronto.

The Board is entrusted with the improvements, beautification and maintenance of municipally owned lands, buildings and structures in the area, together with the promotion of the area as a business or shopping area. Funding is provided by property owners of the BIA who are levied a special charge based on an annual operating budget prepared by the Board and approved by Council under Section 220(17) of the Municipal Act, as amended.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are the representation of management and have been prepared in accordance with Canadian accounting standards for local governments as prescribed by the Public Sector Accounting Board (PSAB), the most significant of which are as follows:

Revenue recognition:

The BIA receives special charges from its members which are levied and collected by the City of Toronto. It also receives cash donations and sponsorships from corporate and private donors and grants from local, provincial and federal governments for events and festivals. Revenue is being recorded upon the signing of contracts and when collection can be reasonably ascertained.

Short-term investments:

Short-term investments are highly liquid financial instruments with original maturities greater than three months but less than one year and are classified as "short-term" investments. BIA classifies short-term investments as current assets and reports them at the fair market value.

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2016**

SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Capital assets:

Purchased capital assets are recorded at cost. Amortization is calculated on a straight-line basis over the estimated useful lives of the assets as follows:

Banners	3 years	Planters	5 years
Lights	5 years	Streetscape	5 years

Contributed services:

Services provided without charge by the City of Toronto and others are not recorded in these financial statements.

Financial instruments:

Financial instruments are recorded at the approximated fair value.

Use of estimates:

The preparation of these financial statements in accordance with PSAB requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Significant estimates include determining the useful lives of tangible capital assets for amortization, the allowance for uncollectible levies and accounts receivable and contingent liabilities. Actual results could differ from management's best estimates, as additional information becomes available in the future.

3. SHORT-TERM INVESTMENTS

Short-term investments consist of guaranteed investment certificates with the Bank of Nova Scotia. These investments bear interest at the rate of ranging from 0.65% to 1% per annum and will be maturing in 2017.

**THE BOARD OF MANAGEMENT FOR THE
 CHINA TOWN
 BUSINESS IMPROVEMENT AREA
 NOTES TO THE FINANCIAL STATEMENTS, CONT'D
 FOR THE YEAR ENDED DECEMBER 31, 2016**

4. CITY OF TORONTO – SPECIAL CHARGES

Special charges levied by the City are collected and remitted to the Board by the City. The total special charges outstanding consist of amounts collected by the City not yet remitted to the Board and amounts uncollected by the City.

The Board records special charges receivable net of an allowance for uncollected amounts. The special charges receivable from the City of Toronto are comprised of:

	2016 \$	2015 \$
Total special charges outstanding	38,647	56,611
Less: allowance for uncollected special charges	(10,200)	(23,900)
Special charges receivable	<u>28,447</u>	<u>32,711</u>

The provision for uncollected levies reported on the Statement of Operations and Accumulated Surplus comprises:

	2016 \$	2015 \$
Special charges written-off	16,258	16,046
Provision for losses on assessment appeals	(13,700)	(9,100)
	<u>2,558</u>	<u>6,946</u>

THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2016

5. CAPITAL ASSETS

	2016		
	Lights	Street Signs	Total
Cost			
Beginning	6,500	5,500	12,000
Additions	-	-	-
Disposals	-	-	-
Ending	6,500	5,500	12,000
Accumulated Amortization			
Beginning	5,200	5,500	10,700
Amortization	1,300	-	1,300
Disposals	-	-	-
Ending	6,500	5,500	12,000
Net Book Value	-	-	-

	2015		
	Lights	Street Signs	Total
Cost			
Beginning	6,500	5,500	12,000
Additions	-	-	-
Disposals	-	-	-
Ending	6,500	5,500	12,000
Accumulated Amortization			
Beginning	3,900	4,400	8,300
Amortization	1,300	1,100	2,400
Disposals	-	-	-
Ending	5,200	5,500	10,700
Net Book Value	1,300	-	1,300

**THE BOARD OF MANAGEMENT FOR THE
CHINA TOWN
BUSINESS IMPROVEMENT AREA
NOTES TO THE FINANCIAL STATEMENTS, CONT'D
FOR THE YEAR ENDED DECEMBER 31, 2016**

6. INSURANCE

The Board is required to deposit with the Treasurer, City of Toronto, insurance policies indemnifying the City against public liability and property damage in respect of the activities of the Board. Insurance coverage providing \$5,000,000 for each occurrence or accident has been obtained by the Board through the City of Toronto.

7. FINANCIAL INSTRUMENTS

The financial instruments recognized in the statement of financial position consist of cash, accounts receivable, and accounts payable and accrued liabilities. The fair values of these financial instruments approximate their carrying amounts due to the short-term maturity of these instruments.

8. CAPITAL EXPENSES

In order to finance major capital expenses the BIA annually budgets certain amounts and accumulates them as operating surplus. Once adequate funds have accumulated, the BIA undertakes cost-shared capital improvement projects with the City. For this reason the actual expenses in a given year could significantly differ from the amount budgeted for the year. Any excess actual capital expenses are financed out of the accumulated surplus.

9. COMMITMENTS

The Board, in co-operation with the City, has implemented cost-shared capital improvement projects on publicly owned property for several years. The projects are long-term in nature and are usually completed subsequent to the year of Council's approval. The Board is committed to capital improvement projects of which the Board's share of \$9,497 (2015 - \$nil) was outstanding as at December 31, 2016.

10. BUDGET

Budget Figures are provided for comparative purposes only and have not been subject to audit procedures.