

City of Chicago Department of Planning and Development

Special Service Area (SSA) Program

Audit Report Package Transmittal Checklist

This checklist must be completed and submitted with audit report package to City's Department of Planning and Development (DPD) via DPD's SharePoint platform. Note: Effective with 2019 audit report package submissions e-mail submissions are not an acceptable form of transmittal and report packages will be deemed "not submitted" unless they are uploaded into CPD's SharePoint platform. For each SSA submission enter the starting page number for each of the PDF audit report package components listed below. Each required component on the checklist must have a numeric page number, unless otherwise noted.

SSA Name and number: **Lakeview East SSA17**

SSA Provider Name: **Lakeview East Chamber of Commerce**

Submission Date: **May 1, 2021**

Starting PDF Page Number	Audit Report Package Components
	Comparative Financial Statements
6	1. Statement of Net Position and Governmental Fund Balance Sheet – Current Year
6	2. Statement of Net Position and Governmental Fund Balance Sheet – Prior Year
7	3. Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Current Year
7	4. Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Prior Year
14-15	5. Schedules of Revenues and Expenditures – Budget and Actual
4-5	Auditor's Opinion on Financial Statements
16	Schedule of Findings – Current and Prior Year, if applicable
16	Corrective Action Plan – Current and Prior Year, if applicable (if findings)*
17	Audit Firm CPA License
18	SSA Budget Summary page for the latest modified/amended budget approved by your SSA commission (for current audit period)
Separate PDF file attached – Yes/No	SSA Detailed SSA Commission Approved Budget
	Note: SSA Service Provider must submit detailed budget corresponding to Summary page, noted above, with audit report package.

**required if findings exist*

Special Service Area 17
(a taxing district authorized by the City of Chicago)
Managed by Lakeview East Chamber of Commerce

Financial Statements
December 31, 2020 and 2019

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Financial Statements
December 31, 2020 and 2019

Table of Contents

<u>Financial Statements</u>	<u>Page</u>
Independent Auditor's Report	1-2
Statements of Net Position and Governmental Fund Balance Sheets December 31, 2020 and 2019	3
Statements of Activities and Governmental Fund, Revenues, Expenditures and Changes in Fund Balances For the Years Ended December 31, 2020 and 2019	4
Notes to the Financial Statements - For the Years Ended December 31, 2020 and 2019	5-9
 <u>Supplementary Information</u>	
Schedule of Revenues and Expenditures - Budget and Actual December 31, 2020	10
Schedule of Revenues and Expenditures - Budget and Actual December 31, 2019	11
Summary Schedule of Findings For the Year Ended December 31, 2020	12
State of Illinois License	13
SSA Budget Summary Page Used	14

Independent Auditor's Report

To the Commissioners
Special Service Area 17
Lakeview East Chamber of Commerce

We have audited the accompanying financial statements of Special Service Area 17, (a taxing district authorized by the City of Chicago) as of and for the years ended December 31, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the SSA 17 basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Special Service Area 17, as of December 31, 2020 and 2019, and its statements of activities and governmental fund, revenues, expenditures and changes in fund balance for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of revenues and expenditures - budget and actual on page 10 and 11, are presented for comparison and analysis purposes only. The supplementary information is not a required part of the basic financial statements. We have not performed any auditing procedures on the budget amounts and therefore, express no opinion on them.

Eilts & Associates, Inc.

EILTS & ASSOCIATES, INC.
Chicago, Illinois
April 27, 2021

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Statements of Net Position and
Governmental Fund Balance Sheets
December 31, 2020 and 2019

	2020			2019		
	Governmental fund	Adjustments	Statement of Net Position	Governmental fund	Adjustments	Statement of Net Position
ASSETS						
Cash and cash equivalents	\$ 260,448	\$ -	\$ 260,448	\$ 82,835	\$ -	\$ 82,835
Property tax receivable, net allowance for uncollectable taxes of \$25,000 & \$5,000	732,170	-	732,170	752,170	-	752,170
Total Assets	\$ 992,618	\$ -	\$ 992,618	\$ 835,005	\$ -	\$ 835,005
LIABILITIES						
Accounts payable and accrued expenses	\$ 76,943	\$ -	\$ 76,943	\$ 300	\$ -	\$ 300
Total Liabilities	76,943	-	76,943	300	-	300
DEFERRED INFLOWS						
Deferred property tax revenue	732,170	(732,170)	-	752,170	(752,170)	-
Total Deferred Inflows	732,170	(732,170)	-	752,170	(752,170)	-
FUND BALANCE / NET POSITION						
Unassigned	183,505	(183,505)	-	82,535	(82,535)	-
Total Fund Balance	183,505	(183,505)	-	82,535	(82,535)	-
Total Liabilities, Deferred Inflows and Fund Balance	\$ 992,618			\$ 835,005		
Net Position - Unrestricted		\$ (915,675)	\$ 915,675		\$ (834,705)	\$ 834,705

Amounts reported for government activities in the statement of net position are different because:

Total fund balance - governmental funds	\$ 183,505	\$ 82,535
Property tax revenue is recognized in the period for which levied rather than when "available." A portion of the property tax is deferred as it is not available in the government funds.	732,170	752,170
Total net position - governmental activities	\$ 915,675	\$ 834,705

See notes to the financial statements and independent auditor's report

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Statements of Net Position and
Governmental Fund Balance Sheets
December 31, 2020 and 2019

	2020			2019		
	Governmental Fund	Adjustments	Statement of Activities	Governmental Fund	Adjustments	Statement of Activities
REVENUES						
Property taxes - net of allowance	\$ 822,330	\$ (20,000)	\$ 802,330	\$ 792,174	\$ 20,058	\$ 812,232
Interest	59	-	59	177	-	177
Total Revenues	822,389	(20,000)	802,389	792,351	20,058	812,409
EXPENDITURES						
Customer attraction	101,108	-	101,108	117,363	-	117,363
Public way aesthetics	243,575	-	243,575	307,630	-	307,630
Sustainability and public places	37,023	-	37,023	14,826	-	14,826
Economic / business development	7,364	-	7,364	2,083	-	2,083
Safety programs	124,713	-	124,713	138,157	-	138,157
SSA management	49,714	-	49,714	53,615	-	53,615
Personnel	157,922	-	157,922	137,120	-	137,120
Total expenditures	721,419	-	721,419	770,794	-	770,794
Excess over/(under) of revenues over expenditures	100,970	(20,000)	80,970	21,557	20,058	41,615
Change in Net Position	100,970	(20,000)	80,970	21,557	20,058	41,615
Fund Balance/Net Position						
Beginning of the Year	82,535	752,170	834,705	60,978	732,112	793,090
End of the Year	<u>\$ 183,505</u>	<u>\$ 732,170</u>	<u>\$ 915,675</u>	<u>\$ 82,535</u>	<u>\$ 752,170</u>	<u>\$ 834,705</u>

Amounts reported for governmental activities in the statement of activities is different because:

Net change in Fund balance - governmental funds	\$ 100,970	\$ 21,557
Property tax is recognized in the year it is levied rather than when it is available for governmental funds	(20,000)	20,058
Change in Net Position	<u>\$ 80,970</u>	<u>\$ 41,615</u>

See notes to the financial statements and independent auditor's report

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Notes to Financial Statements
For the Years Ended December 31, 2020 and 2019

NOTE 1 – Organization and Nature

Nature of Activities and Reporting Entity

Special Service Area 17 is a taxing district authorized by City of Chicago located in Chicago, Illinois. Its scope of services is to fund various activities to improve and enhance the Lakeview East commercial district. The SSA is funded by property tax levied on properties within the SSA boundaries, which are collected by the Cook County Treasurer, and then distributed by the City of Chicago to the SSA.

Special Service Area 17 is governed by a Commission whose members are appointed by the Mayor of Chicago. The City of Chicago contracted with Lakeview Chamber of Commerce to perform administrative duties as the service provider for this SSA during the reporting period. Lakeview East Chamber of Commerce (the Chamber) is an Illinois not-for-profit corporation, exempt from federal taxes under Section 501(c)(6) of the Internal Revenue Code.

Special Service Area 17 boundaries are defined as follows: both sides of Sheffield from the north side of Diversey to the south side of Irving Park, Diversey on the north side only from 916 W. Diversey to 1012 W. Diversey, Clark Street from Fletcher to Irving Park, Belmont from Halsted to Racine, Addison from 835 W Addison to 1117 W. Addison, and the south side of Irving Park from the east side of Clark Street up to and including the parking lot just east of Fremont. The expansion areas are the south side of Irving Park from the east side of Clark Street up to and including the parking lot just east of Fremont, Sheffield south of Irving Park to just north of Waveland, Diversey on the north side only from 1012 W. Diversey to 916 W. Diversey and Addison from 1117 W. Addison to Reta. Special Services authorized in the establishment ordinance include, but not limited to: recruitment and promotion of new businesses in the area, rehabilitation activities, maintenance and beautification activities, new construction, security, coordination of promotional and advertising activities, strategic planning for the area, and other technical assistance activities to promote commercial and economic development.

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Notes to Financial Statements
For the Years Ended December 31, 2020 and 2019

NOTE 2 – Summary of Significant Accounting Policies

a. Governmental-Wide and Fund Financial Statements

The financial statements of the SSA have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units, hereinafter referred to as GAAP (generally accepted accounting principles). The accepted standard-setting body for establishing governmental accounting and financial reporting principles is GASB (the Governmental Accounting Standards Board).

Government-wide financial statements (statement of net position and statement of activities) are prepared using the economic resources measurement focus and the accrual basis of accounting for all of the SSA's activities. The fund financial statements, which focus on the SSA's governmental funds current financial resources measurement focus, are prepared on the modified accrual basis.

The SSA accounts for its activities in one fund, its general fund.

b. Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year in which they are levied.

The governmental fund financial statements are prepared on the modified accrual basis of accounting with only current assets and liabilities included on the balance sheet. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available to finance expenditures of the current period. Available means collected within the current period or soon enough thereafter to be used to pay liabilities of the current period. Property taxes are susceptible to accrual and recognized as a receivable in the year levied. Revenue recognition is deferred unless the taxes are received within 60 days subsequent to year-end. Expenditures are recorded when the liability is incurred.

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Notes to Financial Statements
For the Years Ended December 31, 2020 and 2019

NOTE 2 – Summary of Significant Accounting Policies – (Continued)

The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Assets, Liabilities and Net Position

Cash and Cash Equivalents

The SSA's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. The SSA maintains its cash account in what it believes is a high-quality bank. Nevertheless, there is exposure when the balance exceeds the federally insured limits. The SSA does not believe that it is exposed to any significant credit risk related to its cash balance.

Receivables

All property tax receivables are shown net of allowance. As of December 31, 2020, and 2019, the allowance is estimated to be 3% and 3% of the outstanding property taxes respectively.

Fund Equity/Net Position

Governmental fund equity is classified as fund balance. Fund balance is further classified as non-spendable, restricted, committed, assigned, or unassigned. Non-spendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by enabling legislation or an outside party. Committed fund balance is a limitation imposed by the SSA board through approval of resolutions. Assigned fund balances is a limitation imposed by a designee of the SSA board. Unassigned fund balance is the net resources in excess of what can be properly classified in one of the above four categories.

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Notes to Financial Statements
For the Years Ended December 31, 2020 and 2019

NOTE 2 – Summary of Significant Accounting Policies – (Continued)

When both restricted and unrestricted fund balances are available for use, it is the SSA's policy to use restricted fund balance first, then unrestricted fund balance. Furthermore, committed fund balance is reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

For the government-wide financial statements, net position is reported as invested in capital assets net of related debt, restricted or unrestricted. Invested in capital assets, net of related debt, if applicable, is comprised of the net capital asset balance less, any related debt. Restricted net position is when restrictions are placed on net assets from 1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or 2) imposed by law through constitutional provisions or enabling legislation. The remaining net position is classified as unrestricted.

Subsequent Events

Subsequent events have been evaluated through April 27, 2021, which is the date the financial statements were available to be issued.

NOTE 3 – Cash and Cash Equivalents

SSA 17 maintains its cash balance in a financial institution located in Chicago, IL. The balance is insured by the Federal Deposit Insurance Corporation up to \$250,000. The SSA's cash balance may exceed the insurance level from time to time during the year ending December 31, 2020 and 2019.

NOTE 4 – Property Taxes

Property taxes become an enforceable lien on real property on January 1 of the year it is levied. Taxes are payable in two installments in the subsequent year. The first installment is an estimate based on the prior year billed levy (55%) and is due in March. The second installment is due on August 1, or 30 days from the mailing of the tax bills if issued later than July 1. The second installment is based on the remaining amount of the levy on file with the County. Bills are issued and collected by Cook County who remits the SSA's share to the City who then remits the monies to the SSA.

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Notes to Financial Statements
For the Years Ended December 31, 2020 and 2019

NOTE 5 – Deferred Inflows of Revenue

A deferred inflow of property tax revenue represents an acquisition of fund balance that applies to a future period and therefore will not be recognized as an inflow of revenue until that future time.

NOTE 6 – Fund Equity / Net Position

The SSA is required to present information regarding its financial position and activities according to the Agreement for Special Service Area 17 between the City of Chicago and Lakeview East Chamber of Commerce. As of December 31, 2020, and 2019, the SSA had total fund balances of \$183,505 and \$82,535, respectively. These funds will be utilized in this special service area during future years.

NOTE 7 – Related Party Transactions

SSA 17 is affiliated with Lakeview East Chamber of Commerce as its sole service provider. Special Service Area 17 shares office space, equipment, and employees through this affiliation. Special Service Area 17 has no employees of their own, but reimburses Lakeview East Chamber of Commerce for payroll and related costs of the individuals working on the SSA programs. It also reimburses Lakeview East Chamber of Commerce for a portion of its operating expenses, rent and utilities.

NOTE 8 – Risks and Uncertainties

In January 2020, the World Health Organization declared the spread of the Coronavirus Disease (COVID-19) a worldwide pandemic. The COVID-19 pandemic is having significant effects on global markets, supply chains, businesses, and communities. Specific to the SSA, COVID-19 may impact various parts of its 2021 operations and financial results, including potential reduction in collection of property tax levies.

Management believes the SSA is taking appropriate actions to mitigate the negative impact. However, the full impact of COVID-19 outbreak continues to evolve as of the date the SSA's financial statements were issued. Given the uncertainty related to the pandemic, the SSA is not able to estimate the effects of the COVID-19 outbreak on its operations, financial condition and liquidity for the year ended December 31, 2021.

Supplementary Information

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Schedule of Revenues and
Expenditures - Budget and Actual
December 31, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
REVENUE			
Property revenues and interest	\$ 757,170	\$ 822,389	\$ (65,219)
Total revenues	757,170	822,389	(65,219)
EXPENDITURES			
Customer attraction	106,847	101,108	5,739
Public way aesthetics	283,283	243,575	39,708
Sustainability and public places	68,756	37,023	31,733
Economic / business development	7,581	7,364	217
Safety programs	143,000	124,713	18,287
SSA management	49,728	49,714	14
Personnel	157,975	157,922	53
Total expenditures	<u>817,170</u>	<u>721,419</u>	<u>95,751</u>
Excess /(deficit) of revenues over expenditures	<u>\$ (60,000)</u>	<u>\$ 100,970</u>	<u>\$ (160,970)</u>
CARRYOVER			
	<u>60,000</u>	<u>-</u>	<u>60,000</u>
Net revenues in excess of expenses	<u>\$ -</u>	<u>\$ 100,970</u>	<u>\$ (100,970)</u>

See notes to the financial statements and independent auditor's report

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Schedule of Revenues and
Expenditures - Budget and Actual
December 31, 2019

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
REVENUE			
Property revenues and interest	\$ 760,612	\$ 792,351	\$ (31,739)
Total revenues	760,612	792,351	(31,739)
EXPENDITURES			
Customer attraction	120,963	117,363	3,600
Public way aesthetics	315,131	307,630	7,501
Sustainability and public places	14,900	14,826	74
Economic / business development	2,100	2,083	17
Safety programs	143,250	138,157	5,093
SSA management	53,650	53,615	35
Personnel	137,618	137,120	498
Total expenditures	<u>787,612</u>	<u>770,794</u>	<u>16,818</u>
Excess /(deficit) of revenues over expenditures	<u>\$ (27,000)</u>	<u>\$ 21,557</u>	<u>\$ (48,557)</u>
CARRYOVER			
	<u>27,000</u>	<u>-</u>	<u>27,000</u>
Net revenues in excess of expenses	<u>\$ -</u>	<u>\$ 21,557</u>	<u>\$ (21,557)</u>

See notes to the financial statements and independent auditor's report

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Summary Schedule of Findings
For the Year Ended December 31, 2020

Summary Schedule of Findings

As part of our audit and request by the Special Service Area Annual Audited Financial and Accounting Guide, prepared by the City of Chicago Department of Planning and Development, we have read and understand the requirements contained in the Agreement for Special Service Area 17, between the City of Chicago and Lakeview East Chamber of Commerce.

The auditor's report expresses an unmodified opinion on the financial statements of Lakeview East Chamber of Commerce Special Service Area 17, for the year ended December 31, 2020. No significant deficiencies or material weaknesses were disclosed during the audit of the financial statements.

CURRENT YEAR FINDINGS

None Found

PRIOR YEAR FINDINGS

None Found

Special Service Area 17
Managed by Lakeview East Chamber of Commerce
CPA Professional License
For the Year Ended December 31, 2020



Special Service Area 17
Managed by Lakeview East Chamber of Commerce
Budget
For the Year Ended December 31, 2020

Exhibit A
 Budget

	Special Service Area # 17
SSA Name:	Central Lakeview

2020 BUDGET SUMMARY

Budget and Services Period: January 1, 2020 through December 31, 2020

CATEGORY	2019 Levy		Carryover Funds	TIF Rebate Fund #	Estimated Late Collections and Interest	Total All Sources
	Collectable Levy	Estimated Loss Collection				
1.00 Customer Attraction	\$91,847	\$5,000	\$10,000	\$0	\$0	\$106,847
2.00 Public Way Aesthetics	\$262,283	\$15,000	\$6,000	\$0	\$0	\$283,283
3.00 Sustainability and Public Places	\$27,756	\$6,000	\$35,000	\$0	\$0	\$68,756
4.00 Economic/Business Development	\$3,581	\$0	\$4,000	\$0	\$0	\$7,581
5.00 Safety Programs	\$138,000	\$0	\$5,000	\$0	\$0	\$143,000
6.00 SSA Management	\$49,729	\$0	\$0	\$0	\$0	\$49,729
7.00 Personnel	\$157,975	\$0		\$0	\$0	\$157,975
Sub-total	\$731,170	\$26,000				
GRAND TOTALS	Levy Total	\$757,170	\$60,000	\$0	\$0	\$817,170

LEVY ANALYSIS

Estimated 2019 EAV:	\$302,868,120
Authorized Tax Rate Cap:	0.250%
Maximum Potential Levy limited by Rate Cap:	\$757,170
Requested 2019 Levy Amount:	\$757,170
Estimated Tax Rate to Generate 2018 Levy:	0.2500%