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: Clark/Morse/Glenwood SSA 24

SSA Provider Name: DevCorp North d/b/a Rogers Park Business Alliance

Submission Date: May 2, 2022

Starting PDF Page Number	Audit Report Package Components					
	Comparative Financial Statements					
6	Statement of Net Position and Governmental Fund Balance Sheet – Current Year					
6	Statement of Net Position and Governmental Fund Balance Sheet – Prior Year					
7	Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Current Year					
7	Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Prior Year					
14 - 15	5. Statement 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 24 MANAGED BY DEVCORP NORTH D/B/A ROGERS PARK BUSINESS ALLIANCE (a taxing district authorized by the City of Chicago)

FINANCIAL STATEMENTS
DECEMBER 31, 2021 AND 2020

Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance Financial Statements Table of Contents

	Page Number
Independent Auditor's Report	1-2
Statements of Net Position and Governmental Fund Balance Sheets	3
Statements of Activities and Governmental Funds, Revenues, Expenditures and Changes in Fund Balances	4
Notes to the Financial Statements	5-9
Supplementary Information:	
Schedule of Revenue and Expenditures - Budget vs. Actual 2021	10
Schedule of Revenue and Expenditures - Budget vs. Actual 2020	11
Schedule of Audit Findings	12
State of Illinois Professional CPA License	13
SSA Budget Summary Page Used	14



Independent Auditor's Report

To the Commissioners of Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance

Opinion

We have audited the accompanying financial statements of Special Service Area 24, (SSA24) (a taxing district authorized by the City of Chicago) which comprise the SSA24 basic financial statements as listed in the table of contents as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements. In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of SSA24 as of December 31, 2021 and 2020, and the changes in its fund balance/net position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis of Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of SSA24 and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management 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. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about SSA24's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the

aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to
 fraud or error, and design and perform audit procedures responsive to those risks. Such procedures
 include examining, on a test basis, evidence regarding the amounts and disclosures in the financial
 statements.
- Obtain an understanding of internal control relevant to the audit 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 SSA24's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about SSA24's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

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 schedules 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.

Elts & Associates, Anc.

Chicago, Illinois

April 6, 2022

Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance

Statements of Net Position and Governmental Fund Balance Sheets December 31, 2021 and 2020

	2021				2020							
	Gov	vernmental			Statement of Net		Governmental				Statement of Net	
		Fund	Adj	ustments	F	Position		Fund	Ad	justments	F	Position
ASSETS												
Cash and Cash Equivalents Property Tax Receivable, Net Allowance	\$	255,546	\$	-	\$	255,546	\$	202,679	\$	-	\$	202,679
of \$ 9,227 and \$7,259		361,642		_		361,642		335,441		_		335,441
TIF Rebate Receivable		6,929		-		6,929		10,584		-		10,584
Due from SSA #19		534		-		534		161		-		161
Due from SSA #43		378		-		378		7		-		7
Due from SSA # 54		297		-		297		22		-		22
Prepaid Expenses		62		-		62		60		-		60
Security Deposit		150		-		150		150		-		150
Total Assets	\$	625,538	\$		\$	625,538	\$	549,104	\$		\$	549,104
LIABILITIES												
Accounts Payable		14,008		_		14,008		1,705		_		1,705
Accrued Expenses		2,250		_		2,250		3,475		_		3,475
Due to RPBA		9,760		-		9,760		9,490		-		9,490
Total Liabilities		26,018		-		26,018		14,670		-		14,670
DEFERRED INFLOWS												
Deferred Property Tax Revenue		361,642		(361,642)				335,441		(335,441)		
Total Deferred Inflows		361,642		(361,642)		-		335,441		(335,441)		-
FUND BALANCE / NET POSITION												
Unassigned		237,878		(237,878)				198,993		(198,993)		
Total Fund Balance		237,878		(237,878)				198,993		(198,993)		
Total Liabilities, Deferred Inflows and Fund Balance	\$	625,538					\$	549,104				
Net Position - Unrestricted			\$	(599,520)	\$	599,520			\$	(534,434)	\$	534,434
Amounts reported for government activities i	n the s	tatement of r	net posi	tion are differ	rent be	cause:						
Total fund balance - governmental fun	ıds				\$	237,878					\$	198,993
Property tax revenue is recognized in "available." A portion of the property to government funds.						361,642						335,441
Total net position - governmental activ	rities				\$	599,520					\$	534,434

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

Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance

Statements of Activities and Governmental Fund,

Revenues, Expenditures and Changes in Fund Balance For the Years Ended December 31, 2021 and 2020

	2021				2020						
	Governmental Fund	Adjustments		Statement of Activities		Governmental Fund		Adjustments			tement of
REVENUES											
Property Revenues and Interest TIF Rebates	\$ 323,267	\$	26,201	\$	349,468	\$	315,871 13,096	\$	14,906	\$	330,777 13,096
Total Revenues	323,267		26,201		349,468		328,967		14,906		343,873
EXPENDITURES/EXPENSES											
Customer Attraction	65,962		-		65,962		59,669		-		59,669
Public Way Aesthetics	109,222		-		109,222		85,580		-		85,580
Sustainabilty and Public Places	2,189		-		2,189		2,426		-		2,426
Economic Business Development	3,120				3,120		916		-		916
Total Services Expense	180,493		-		180,493		148,591		-		148,591
SSA Management	27,737		_		27,737		27,939		_		27,939
Personnel	76,152		_		76,152		48,853				48,853
Total Administration Expense	103,889				103,889		76,792				76,792
Total Expenditures	284,382				284,382		225,383				225,383
Excess of Revenues Over Expenditures	38,885		26,201		65,086		103,584		14,906		118,490
Change in Net Position	38,885		26,201		65,086		103,584		14,906		118,490
Fund Balance/Net Position											
Beginning of the Year	198,993		335,441		534,434		95,409	-	320,535		415,944
End of the Year	\$ 237,878	\$	361,642	\$	599,520	\$	198,993	\$	335,441	\$	534,434
Amounts reported for governmental activiti	es in the statemer	it of act	ivities is diffe	erent b	ecause:						
Net Change in Fund Balance - Governmer	ntal Funds			\$	38,885					\$	103,584
Property Tax is recognized in the year it is for Governmental Funds	levied rather than	when it	t is available		26,201						14,906
ioi Governinentai i unus					20,201						14,500
Change in Net Position				\$	65,086					\$	118,490

NOTE 1 – Nature of Activities and Reporting Entity

<u>Nature of Reporting Entity</u> - Special Service Area 24 is a taxing district authorized by the City of Chicago located in Chicago, Illinois. Its scope of services is to fund various activities to improve and enhance the Clark Street commercial district. The SSA is funded by property taxes 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 24 is governed by a Commission whose members are appointed by the Mayor of Chicago. The City of Chicago contracted with DevCorp North D/B/A Rogers Park Business Alliance (RPBA) to perform administrative duties as the service provider for this SSA during the reporting period. RPBA is an Illinois not-for-profit corporation that is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

NOTE 2 – Summary of Significant Accounting Policies

a. Government-Wide and Fund Financial Statements

The financial statements of the SSA have been prepared in conformity with accounting principles generally accepted in 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). The SSA accounts for its activities in one fund, its general fund.

b. Basis of Accounting and Financial Statement Presentation:

The government 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, 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 as 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.

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

b. Basis of Accounting and Financial Statement Presentation - (continued)

The preparation of financial statements in conformity with generally accepted accounting principles 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 reported period. Actual results could differ from those estimates.

c. 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 liquid investments with original maturities of three months or less from the date of acquisitions.

Receivables

All property tax receivables are shown net of allowances. As of December 31, 2021, and 2020, the allowance is estimated to be 4-6% of the outstanding property taxes.

Fund Equity/Net Position

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned, or unassigned. Nonspendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by the SSA board through approval of resolutions. Assigned fund balance 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. 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.

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

Fund Equity/Net Position – (continued)

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.

d. Subsequent Events

Subsequent events have been evaluated through April 6, 2022, which is the date the financial statements were available to be issued.

NOTE 3 – Cash and Cash Equivalents

The SSA defines cash and cash equivalents as short-term liquid investments such as cash in banks, money markets, and other financial instruments that can be reduced to cash in thirty days or less. The SSA maintains its cash balance in financial institutions located in Chicago, IL. The balance is insured by the Federal Deposit Insurance Corporation up to \$250,000. The SSA's cash balances did not exceed the insurance level at each financial institution as of December 31, 2021 and 2020.

NOTE 4 – Property Taxes

The SSA's principal source of revenue is from real estate taxes levied on certain property located in its boundaries. 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 March. The second installment is due in August 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.

NOTE 5 -TIF Rebate Receivable

As of December 31, 2021, and 2020, the balance in the TIF rebate receivable is \$6,929 and \$10,584, respectively. TIF rebates of \$3,655 and \$2,512 were identified, reported and received by the SSA, respectively, from the City of Chicago.

NOTE 6 – Accounts Payable and Accrued Expenses

Accounts payable and accrued expenses balance at December 31, 2021 and 2020, is \$16,258 and \$5,180, respectively. These balances consist of expenses and services received during the respective year related to vendor personnel and management costs.

NOTE 7 – Deferred Inflows of Revenue

A deferred inflow of resources/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 resources (revenue) until that future time.

NOTE 8 – 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 24 between the City of Chicago and DevCorp North D/B/A Rogers Park Business Alliance. As of December 31, 2021, and 2020, the SSA had total fund balances of \$237,878 and \$198,993, respectively. These funds will be utilized in this special service area during future years.

NOTE 9 – Related Party Transactions

The SSA is affiliated with DevCorp North D/B/A Rogers Park Business Alliance. DevCorp North acts as SSA24's service provider. Special service area 24 shares office space, equipment, and employees through the above affiliations. Special Service Area 24 does not have employees of its own. As of December 31, 2021, and 2020, \$9,760 and \$9,490, was payable for services by DevCorp North D/B/A Rogers Park Business Alliance, respectively. The balances resulted from the time lag that 1) goods and services are being provided or reimbursable expenditures occur, 2) transactions are recorded in the accounting system and 3) payments are being made.

NOTE 9 – Related Party Transactions – (continued)

At December 31, 2021 and 2020, \$534 and \$161, was due from SSA#19, \$378 and \$7, was due from SSA #43, and \$297 and \$22, was due from SSA #54, respectively, for goods or services provided by this SSA.

NOTE 10 – Risks and Uncertainties

COVID-19, a worldwide pandemic, has continued to present significant effects on global markets, supply chains, businesses, and communities. Specific to the SSA, COVID-19 may impact various parts of its 2022 operations and financial results, including potential reduction and delays in the collectability 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 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, 2022.



Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance Schedule of Revenues and Expenditures - Budget and Actual December 31, 2021

	 Budget Actual		Actual	Variance		
REVENUE						
Property Taxes and Interest TIF Rebates	\$ 349,959 3,655	\$	323,267	\$	26,692 3,655	
Total Revenues	353,614		323,267		30,347	
EXPENDITURES						
Customer Attraction	107,845		65,962		41,883	
Public Way Aesthetics	126,696		109,222		17,474	
Sustainabilty and Public Places	2,500		2,189		[,] 311	
Economic Business Development	27,764		3,120		24,644	
Safety Programs	14,500		<u>-</u>		14,500	
SSA Management	28,900		27,737		1,163	
Personnel	 73,909		76,152		(2,243)	
Total Expenditures	382,114		284,382		97,732	
Excess of Revenues Over Expenditures	\$ (28,500)	\$	38,885	\$	(67,385)	
CARRYOVER	 28,500				28,500	
Net Revenues In Excess of Expenses	\$ 	\$	38,885	\$	(38,885)	

Special Service Area 24 Managed by DevCorp North

D/B/A Rogers Park Business Alliance

Schedule of Revenues and Expenditures - Budget and Actual December 31, 2020

	Budget		 Actual	Variance		
REVENUE						
Property Taxes and Interest TIF Rebates	\$	333,891 2,512	\$ 315,871 13,096	\$	18,020 (10,584)	
Total Revenues		336,403	328,967		7,436	
EXPENDITURES						
Customer Attraction Public Way Aesthetics Sustainabilty and Public Places Economic Business Development Safety Programs SSA Management Personnel		110,478 138,641 2,200 9,800 1,500 29,200 45,384	59,669 85,580 2,426 916 - 27,939 48,853		50,809 53,061 (226) 8,884 1,500 1,261 (3,469)	
Total Expenditures		337,203	 225,383		111,820	
Excess of Revenues Over Expenditures	\$	(800)	\$ 103,584	\$	(104,384)	
CARRYOVER		800	 <u>-</u>		800	
Net Revenues In Excess of Expenses	\$	-	\$ 103,584	\$	(103,584)	

As part of our audit and request by the Special Service Area Annual Audited Financial Guidelines prepared by the City of Chicago Department of Planning and Economic Development, we have read the requirements contained in the Service Provider Agreement.

CURRENT YEAR FINDINGS:

- We noted certain expenditures for which actual expenses exceeded budgeted amounts.
- We noted that the Carryover of unspent funds from 2021 to 2022 are in excess of 25% of the 2021 budget.

MANAGEMENT RESPONSE:

 Rogers Park Business Alliance will pay closer attention to monthly financial statements from our accountant and adjust the budget as needed. RPBA will develop a plan to expend the excess carryover in future years.

PRIOR YEAR FINDINGS:

- We noted certain expenditures for which actual expenses exceeded budgeted amounts.
- We noted that the Carryover of unspent funds from 2020 to 2021 are in excess of 25% of the 2020 budget.

MANAGEMENT RESPONSE:

 Rogers Park Business Alliance will pay closer attention to monthly financial statements from our accountant and adjust the budget as needed. RPBA will develop a plan to expend the excess carryover in future years.

Special Service Area 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance State of Illinois Professional CPA License For the Year Ended December 31, 2021



SSA 24 Managed by DevCorp North D/B/A Rogers Park Business Alliance Budget 12/31/21

Budget

Special Service Area # 24

SSA Name: Clark/Morse/Glenwood

2021 BUDGET SUMMARY

Budget and Services Period: January 1, 2021 through December 31, 2021

2020 Levy **Estimated** Estimated **CATEGORY** Collectable Carryover **TIF Rebate** Late **Total** (Funded Categories Comprise Loss Levy **Funds** Fund #900 Collections **All Sources** Scope of Services) Collection and Interest 1.00 Customer \$91,301 \$2,953 \$5,600 \$3,655 \$4,336 \$107,845 Attraction 2.00 Public Way \$116,267 \$4,006 \$3,500 \$0 \$2,923 \$126,696 **Aesthetics** 3.00 Sustainability and \$2,200 \$300 \$0 \$0 \$0 \$2,500 **Public Places** 4.00 Economic/ \$0 \$0 \$0 \$8,364 \$19,400 \$27,764 **Business Development** 5.00 Public Health and \$14,500 \$0 \$0 \$0 \$0 \$14,500 **Safety Programs** 6.00 SSA Management \$28,900 \$0 \$0 \$0 \$0 \$28,900 7.00 Personnel \$73,909 \$0 \$0 \$0 \$73,909 Sub-total \$335,441 \$7,259 **GRAND** Levy Total \$342,700 \$28,500 \$3,655 \$7,259 \$382,114 **TOTALS**

LEVY ANALYSIS	
Estimated 2020 EAV:	\$54,415,908
Authorized Tax Rate Cap:	0.630%
Maximum Potential Levy limited by Rate Cap:	\$342,820
Requested 2020 Levy Amount:	\$342,700
Estimated Tax Rate to Generate 2020 Levy:	0.6298%