### 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: Northcenter SSA38

SSA Provider Name: Northcenter Chamber of Commerce

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.				

<sup>\*</sup>required if findings exist

### Special Service Area 38 (a taxing district authorized by the City of Chicago) Managed by Northcenter Chamber of Commerce

Financial Statements
December 31, 2021 and 2020

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### Independent Auditor's Report

To the Commissioners of Special Service Area 38 Managed by Northcenter Chamber of Commerce

#### **Opinion**

We have audited the accompanying financial statements of Special Service Area 38, (SSA38) (a taxing district authorized by the City of Chicago) which comprise the SSA38 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 SSA38 as of December 31, 2021 and 2020, and the changes in its fund balance/net position for the years 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 SSA38 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 SSA38'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 SSA38'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 SSA38'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 11 and 12, 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.

Tilts & Associates, Anc.

Chicago, Illinois April 28, 2022

### Special Service Area 38 Managed by Northcenter Chamber of Commerce Statements of Net Position and Governmental Fund Balance Sheets December 31, 2021 and 2020

	2021					2020						
	Governmental Fund		Adjustments			tement of	Governmental Fund		A alicentura austra			atement of
ASSETS		ruliu	Au	ijustinents	INE	EL POSITION		runu	Au	justments	INE	et Position
Cash and cash equivalents Property tax receivable, net of allowance TIF rebate receivable	\$	50,691 277,765 479,989	\$	- - -	\$	50,691 277,765 479,989	\$	71,128 267,000 264,280	\$	- - -	\$	71,128 267,000 264,280
Total Assets	\$	808,445	\$		\$	808,445	\$	602,408	\$		\$	602,408
LIABILITIES												
Accounts payable and accrued expenses Due to City of Chicago	\$	120 1,423	\$	-	\$	120 1,423	\$	12,269 -	\$	- -	\$	12,269 -
Total Liabilities		1,543		-		1,543		12,269		-		12,269
DEFERRED INFLOWS												
Deferred property tax revenue		277,765		(277,765)				267,000		(267,000)		
Total Deferred Inflows		277,765		(277,765)		-		267,000		(267,000)		-
FUND BALANCE / NET POSITION												
Unassigned		529,137		(529,137)				323,139		(323,139)		
Total Fund Balance		529,137		(529,137)				323,139		(323,139)		
Total Liabilities, Deferred Inflows and Fund Balance	\$	808,445					\$	602,408				
Net Position - Unrestricted			\$	(806,902)	\$	806,902			\$	(590,139)	\$	590,139
Amounts reported for government activities in the statement of net position are different because:												
Total fund balance - governmental funds					\$	529,137					\$	323,139
Property tax revenue is recognized in the pravailable." A portion of the property tax is												
government funds.						277,765						267,000
					\$	806,902					\$	590,139

# Special Service Area 38 Managed by Northcenter Chamber of Commerce Statements of Activities and Governmental Fund, Revenues, Expenditures and Changes in Fund Balances For the Years Ended December 31, 2021 and 2020

	2021						2020						
	Governmental					atement of	Governmental					tement of	
		Fund	Ad	justments		ctivities	Fund		Adjustments			ctivities	
REVENUES													
Property taxes and interest TIF rebates	\$	239,560 215,709	\$	10,765 -	\$	250,325 215,709	\$	252,273 73,218	\$	4,600	\$	256,873 73,218	
Total Revenues		455,269		10,765		466,034		325,491		4,600		330,091	
EXPENDITURES													
Customer attraction		16,105		-		16,105		20,429		-		20,429	
Public way aesthetics		178,375		-		178,375		152,050		-		152,050	
Sustainability and public places		313		-		313		18,742		-		18,742	
SSA management		13,333		-		13,333		12,710		-		12,710	
Personnel		41,145		-		41,145		47,000		-		47,000	
Total Expenditures		249,271				249,271		250,931				250,931	
Excess of revenues over expenditures		205,998		10,765		216,763		74,560		4,600		79,160	
Change in Net Position		205,998		10,765		216,763		74,560		4,600		79,160	
Fund Balance/Net Position													
Beginning of the Year		323,139		267,000		590,139		248,579		262,400		510,979	
End of the Year	\$	529,137	\$	277,765	\$	806,902	\$	323,139	\$	267,000	\$	590,139	
Amounts reported for governmental activities in the statement of activities is different because:													
Net change in Fund balance - governmental fur	nds				\$	205,998					\$	74,560	
Property tax is recognized in the year it is levied for governmental funds	d rather	than when	it is a	vailable		10,765						4,600	
Change in Net Position					\$	216,763					\$	79,160	

### NOTE 1 – Nature of Activities and Reporting Entity

Special Service Area 38 ("SSA 38") 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 Northcenter 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 38 is governed by a Commission whose members are appointed by the Mayor of Chicago. The City of Chicago contracted with Northcenter Chamber of Commerce to perform administrative duties as the service provider for this SSA during the reporting period. Northcenter Chamber of Commerce is an Illinois not-for-profit corporation that is exempt from federal taxes under Section 501(c)6 of the Internal Revenue Code.

### 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 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).

Governmental-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.

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

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, 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.

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 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.

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

#### Receivables

All property tax receivables are shown net of allowances. As of December 31, 2021, and 2020, the allowance is estimated to be less than 2% 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.

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 28, 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 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 did not exceed the insurance level 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, a TIF rebate receivable of \$479,989 and \$264,280, respectively, was identified and reported to the SSA by the Cook County Treasurer. TIF rebates will be received by the SSA over the term of the SSA.

### 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 38 between the City of Chicago and Northcenter Chamber of Commerce. As of December 31, 2021, and 2020, the SSA had fund balance of \$529,137 and \$323,139, respectively. These funds will be utilized in this special service area during future years.

#### 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 – Related Party Transactions

The SSA is affiliated with Northcenter Chamber of Commerce which acts as its service provider. Special service area 38 shares office space, equipment, and employees through this affiliation. Special Service Area 38 has no employees of their own, but reimburses Northcenter Chamber of Commerce for allocation of shared costs such as payroll and related operating costs.

### NOTE 9 – Accounts Payable and Accrued Expenses, and Due to City of Chicago

Accounts payable balance at December 31, 2021 and 2020, is \$120 and \$12,269, respectively. This balance consists of expenses incurred during the respective year related to management, sidewalk maintenance and snowplowing. Amounts due to City of Chicago \$1,423 and \$0, represent property tax refunds determined/reported but not yet refunded as of December 31, 2021 and 2020, respectively.

### 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 continue to impact various parts of 2022 operations and financial results, including potential cancellations of future events and programing, and potential delays in receiving their respective property tax levies.

Management believes the SSA is taking appropriate actions to mitigate the negative impact. The full impact of COVID-19 outbreak continues as of the date these financial statements were issued. Given the uncertainty related to this pandemic, the SSA is not able to estimate the effects of this outbreak on its operations, financial condition and liquidity for the year ended December 31, 2022.



# Special Service Area 38 Managed by Northcenter Chamber of Commerce Schedule of Revenues and Expenditures - Budget and Actual December 31, 2021

	Budget	Actual	Variance		
REVENUE					
Property revenues and interest TIF rebates	\$ 271,276 28,079	\$ 239,560 215,709	\$	31,716 (187,630)	
Total revenues	299,355	455,269		(155,914)	
EXPENDITURES					
Customer attraction Public way aesthetics Sustainability and public places Economic/business development Public health and safety programs SSA management Personnel	22,605 207,305 3,000 11,635 13,500 29,310 47,000	16,105 178,375 313 - - 13,333 41,145		6,500 28,930 2,687 11,635 13,500 15,977 5,855	
Total expenditures	334,355	249,271		85,084	
Excess/(deficit) of revenues over expenditures	\$ (35,000)	\$ 205,998		(240,998)	
CARRYOVER	 35,000	<del>-</del>		35,000	
Net revenues in excess of expenses	\$ _	\$ 205,998	\$	(205,998)	

# Special Service Area 38 Managed by Northcenter Chamber of Commerce Schedule of Revenues and Expenditures - Budget and Actual December 31, 2020

		Budget	 Actual	Variance		
REVENUE						
Property revenues and interest TIF rebates	\$	266,276 25,423	\$ 252,273 73,218	\$	14,003 (47,795)	
Total revenues		291,699	325,491		(33,792)	
EXPENDITURES						
Customer attraction Public way aesthetics Sustainability and public places Economic/business development Public health and safety programs SSA management Personnel		21,423 181,968 25,000 12,000 5,000 27,340 47,000	20,429 152,050 18,742 - - 12,710 47,000		994 29,918 6,258 12,000 5,000 14,630	
Total expenditures	1	319,731	250,931		68,800	
Excess/(deficit) of revenues over expenditures	\$	(28,032)	\$ 74,560		(102,592)	
CARRYOVER		28,032	 <u>-</u>		28,032	
Net revenues in excess of expenses	\$	_	\$ 74,560	\$	(74,560)	

# Special Service Area 38 (a taxing district authorized by the City of Chicago) Managed by Northcenter Chamber of Commerce Summary Schedule of Findings For the Year Ended December 31, 2021

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 38, between the City of Chicago and Northcenter Chamber of Commerce.

The auditor's report expresses an unmodified opinion on the financial statements of Special Service Area 38 for the year ended December 31, 2021. No significant deficiencies or material weaknesses were disclosed during the audit of the financial statements.

### **CURRENT YEAR FINDINGS:**

No Findings

### **PRIOR YEAR FINDINGS:**

No Findings

### Special Service Area 38 Managed by Northcenter Chamber of Commerce State of Illinois Professional CPA License December 31, 2021



### Special Service Area 38 Managed by Northcenter Chamber of Commerce December 31, 2021

### Budget

	Special Service Area # 38	
SSA Name:	Northcenter	

### **2021 BUDGET SUMMARY**

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

		2020	Levy				
CATEGORY (Funded Categories Comprise Scope of Services)		Collectable Estimated Loss Collection		Carryover Funds	TIF Rebate Fund #	Estimated Late Collections and Interest	Total All Sources
1.00 Custor Attraction	ner	\$19,605	\$0	\$3,000	\$0	\$0	\$22,605
2.00 Public Aesthetics	Way	\$159,656	\$4,276	\$15,294	\$28,079	\$0	\$207,305
3.00 Sustain Public Plac	nability and es	\$1,500	\$0	\$1,500	\$0	\$0	\$3,000
4.00 Econo Business D	mic/ evelopment	\$5,429	\$0	\$6,206	\$0	\$0	\$11,635
5.00 Safety	Programs	\$4,500	\$0	\$9,000	\$0	\$0	\$13,500
6.00 SSA M	anagement	\$29,310	\$0	\$0	\$0	\$0	\$29,310
7.00 Persor	nnel	\$47,000	\$0		\$0	\$0	\$47,000
	Sub-total	\$267,000	\$4,276				
GRAND TOTALS	Levy Total	\$271	,276	\$35,000	\$28,079	\$0	\$334,355

LEVY ANALYSIS	
Estimated 2020 EAV:	\$119,066,246
Authorized Tax Rate Cap:	0.333%
Maximum Potential Levy limited by Rate Cap:	\$396,491
Requested 2020 Levy Amount:	\$271,276
Estimated Tax Rate to Generate 2020 Levy:	0.2278%

LEVY CHANGE FROM PREVIOUS YEAR						
2019 Levy Total (in 2020 budget)	\$262,400					
2020 Levy Total (in 2021 budget)	\$271,276					
Percentage Change	3.38%					
Community meeting required if levy amount increases greater than 5% from previous levy.						

CARRYOVER CALCULATION						
2020 Budget Total	\$319,731					
2021 Carryover	\$35,000					
Percentage	10.947%					
Must be less than 25%						