### 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: SSA 43 - 2022 AUDIT

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

Submission Date: May 1, 2023

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 43 MANAGED BY DEVCORP NORTH D/B/A ROGERS PARK BUSINESS ALLIANCE (a taxing district authorized by the City of Chicago) FINANCIAL STATEMENTS DECEMBER 31, 2022 AND 2021

### Special Service Area 43 Managed by DevCorp North D/B/A Rogers Park Business Alliance Financial Statements Table of Contents

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### Joy L. Coombes, CPA MST

Certified Public Accountant

### Independent Auditor's Report

To the Commissioners of Special Service Area 43 Managed by DevCorp North d/b/a Rogers Park Business Alliance

### **Opinion**

We have audited the accompanying financial statements of Special Service Area 43, (SSA43) (a taxing district authorized by the City of Chicago) which comprise the SSA43 basic financial statements as listed in the table of contents as of and for the years ended December 31, 2022 and 2021, 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 SSA43 as of December 31, 2022 and 2021, 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 SSA43 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 SSA43'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 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 SSA43'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 SSA43'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.

Joy L. Coombes, CPA MST

Joy L Coombes

Chicago, Illinois April 17, 2023

### Special Service Area 43 Managed by DevCorp North D/B/A Rogers Park Business Alliance Statements of Net Position and Governmental Fund Balance Sheets December 31, 2022 and 2021

	2022				2021							
	Go	vernmental Fund	Adi	ustments		atement of et Position	Gov	rernmental Fund	Ad	ljustments		tement of t Position
ASSETS										•		
Cash and Cash Equivalents Property Tax Receivable, Net Allowance	\$	404,730	\$	-	\$	404,730	\$	363,945	\$	-	\$	363,945
of \$31,629 and \$34,392		596,164		-		596,164		520,060		-		520,060
Due from SSA #19 Due from SSA #24		373		-		373		-		-		-
Prepaid Expenses		1,486 		<u>-</u>		1,486 		62		<u>-</u>		62
Total Assets	\$	1,002,753	\$	-	\$	1,002,753	\$	884,067	\$		\$	884,067
LIABILITIES												
Accounts Payable		4,091		-		4,091		12,616		-		12,616
Due to SSA #19		-		-		-		277		-		277
Due to SSA #24 Due to SSA #54		- 106		-		- 106		378		<u>-</u>		378
Due to RPBA		4,155		<u> </u>		4,155		5,744		<u>-</u>		5,744
Total Liabilities		8,352		-		8,352		19,015		-		19,015
DEFERRED INFLOWS												
Deferred Property Tax Revenue	-	512,639		(512,639)				520,060		(520,060)		
Total Deferred Inflows		512,639		(512,639)		-		520,060		(520,060)		-
FUND BALANCE / NET POSITION												
Unassigned		481,762		(481,762)				344,992		(344,992)		-
Total Fund Balance		481,762		(481,762)				344,992		(344,992)		-
Total Liabilities, Deferred Inflows	<b>ው</b>	4 000 750					ф.	004.007				
and Fund Balance	<u> </u>	1,002,753					\$	884,067				
Net Position - Unrestricted			\$	(994,401)	\$	994,401			\$	(865,052)	\$	865,052
Amounts reported for government activities	in the	statement of	net po	sition are diff	ferent	because:						
Total fund balance - governmental fur	nds				\$	481,762					\$	344,992
Property tax revenue is recognized in "available." A portion of the property government funds.						512,639						520,060
-						<u> </u>						·
Total net position - governmental activ	vities				\$	994,401					\$	865,052

## Special Service Area 43 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, 2022 and 2021

	2022						2021					
		nmental und	Adjı	ustments		tement of	Gov	ernmental Fund	Adj	ustments		tement of
REVENUES												
Property Revenues and Interest	\$	549,358	\$	(7,421)	\$	541,937	\$	499,614	\$	14,924	\$	514,538
Total Revenues		549,358		(7,421)		541,937		499,614		14,924		514,538
EXPENDITURES/EXPENSES												
Customer Attraction		74,164		-		74,164		72,355		-		72,355
Public Way Aesthetics		242,785		-		242,785		360,641		-		360,641
Sustainabilty and Public Places		2,811		-		2,811		2,511		-		2,511
Economic Business Development		700		-		700		2,159		-		2,159
Public Health and Safety Programs		1,105				1,105		-		-		
Total Services Expense		321,565		-		321,565		437,666		-		437,666
SSA Management		27,233		_		27,233		27,544		_		27,544
Personnel		63,790				63,790		64,059				64,059
Total Administration Expense		91,023				91,023		91,603				91,603
Total Expenditures		412,588		<u> </u>		412,588		529,269				529,269
Excess (deficit) of												
Revenues Over Expenditures		136,770		(7,421)		129,349		(29,655)		14,924		(14,731)
Change in Net Position		136,770		(7,421)		129,349		(29,655)		14,924		(14,731)
Fund Balance/Net Position												
Beginning of the Year		344,992		520,060		865,052		374,647		505,136		879,783
End of the Year	\$	481,762	\$	512,639	\$	994,401	\$	344,992	\$	520,060	\$	865,052
Amounts reported for governmental activit	ties in the	statement	of acti	vities is diffe	rent be	ecause:						
Net Change in Fund Balance - Governme	ntal Fund	S			\$	136,770					\$	(29,655)
Property Tax is recognized in the year it is	s levied ra	ther than v	vhen it	is available								
for Governmental Funds						(7,421)						14,924
Change in Net Position					\$	129,349					\$	(14,731)

NOTE 1 – Nature of Activities and Reporting Entity

<u>Nature of Reporting Entity</u> - Special Service Area 43 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 West Ridge 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 43 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 are susceptible to accrual and recognized as 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, 2022, and 2021, the allowance is estimated to be 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 17, 2023, 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 with an initial maturity of three months or less. The SSA maintains its cash in bank deposit accounts, which at times, may exceed federally insured limits of \$250,000. The SSA has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk in cash.

### 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 – Accounts Payable

Accounts payable balance at December 31, 2022 and 2021, is \$4,091 and \$12,616, respectively. These balances consist of expenses and services received during the respective year related to vendor services.

### NOTE 6 - 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 7 – 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 43 between the City of Chicago and DevCorp North D/B/A Rogers Park Business Alliance. As of December 31, 2022, and 2021, the SSA had total fund balances of \$481,762 and \$344,992, respectively. These funds will be utilized in this special service area during future years.

### NOTE 8 - Related Party Transactions

The SSA is affiliated with DevCorp North D/B/A Rogers Park Business Alliance. RPBA acts as SSA43's service provider. Special service area 43 shares office space, equipment, and employees through the above affiliations. Special Service Area 43 does not have employees of its own. As of December 31, 2022, and 2021, \$4,155 and \$5,744 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 8 – Related Party Transactions – (continued)

As of December 31, 2022, and 2021, \$0 and \$277, was payable to SSA 19, and payable to SSA 24 \$0 and \$378, respectively for goods or services provided by this SSA. As of December 31, 2022, \$373, was receivable from SSA 19, and \$1,486 was receivable from SSA 24, to SSA 43. As of December 31, 2022 and 2021, \$106 and \$0, respectively were payable to SSA 54.

### NOTE 9 - Risks and Uncertainties

The 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 its 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. 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 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, 2023



### Special Service Area 43 Managed by DevCorp North D/B/A Rogers Park Business Alliance Schedule of Revenues and Expenditures - Budget and Actual December 31, 2022

	Budget			Actual	Variance		
REVENUE							
Property Taxes and Interest	\$	588,844	\$	549,358	\$	39,486	
Total Revenues		588,844		549,358		39,486	
EXPENDITURES							
Customer Attraction Public Way Aesthetics		199,226 348,978		74,164 242,785		125,062 106,193	
Sustainabilty and Public Places Economic Business Development Public Health and Safety Programs		5,000 29,750 36,000		2,811 700 1,105		2,189 29,050 34,895	
SSA Management Personnel		30,100 63,790	,	27,233 63,790		2,867 -	
Total Expenditures		712,844		412,588		300,256	
Excess (deficit) of Revenues Over Expenditures	\$	(124,000)	\$	136,770	\$	(260,770)	
CARRYOVER		124,000	,	<u>-</u>		124,000	
Net Revenues In Excess of Expenditures	\$		\$	136,770	\$	(136,770)	

### Special Service Area 43 Managed by DevCorp North D/B/A Rogers Park Business Alliance Schedule of Revenues and Expenditures - Budget and Actual December 31, 2021

	Budget		 Actual	Variance		
REVENUE						
Property Taxes and Interest	\$	557,350	\$ 499,614	\$	57,736	
Total Revenues		557,350	499,614		57,736	
EXPENDITURES						
Customer Attraction		154,048	72,355		81,693	
Public Way Aesthetics		361,422	360,641		781	
Sustainabilty and Public Places		3,000	2,511		489	
Economic Business Development		64,750	2,159		62,591	
Public Health and Safety Programs		36,000	-		36,000	
SSA Management		27,650	27,544		106	
Personnel		5,480	 64,059		(58,579)	
Total Expenditures		652,350	 529,269		123,081	
Excess (deficit) of						
Revenues Over Expenditures	\$	(95,000)	\$ (29,655)	\$	(65,345)	
CARRYOVER		95,000	 <u>-</u>		95,000	
Net Revenues In Excess of Expenditures	\$		\$ (29,655)	\$	29,655	

### Special Service Area 43 (a taxing district authorized by the City of Chicago) Managed by DevCorp North D/B/A Rogers Park Business Alliance Schedule Summary of Findings For the Year Ended December 31, 2022

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 that the Carryover of unspent funds from 2022 to 2023 are in excess of 68% of the 2022 budget.

### **MANAGEMENT RESPONSE:**

- This finding was the result of including the first 60 days of 2023 property tax collections into the 2022 property taxes revenue. This amount added \$83,525, increased the carryover in 2022 from \$398,237 to \$481,762, resulting in carryover excess from 56% to 68%.
- Rogers Park Business Alliance will develop a plan to during 2023 to expend the excess carryover.

### PRIOR YEAR FINDINGS:

- We noted one expenditure category for which actual expenses exceed budgeted amount.
- 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 and SSA43 noticed that the version of the 2021 budget that was approved the City of Chicago was not their final version of the 2021 budget, and hence the actual expense exceeded the version of the 2021 budget approved by the City of Chicago.
- Management and SSA43 commissioners will pay closer attention of all future budgets.
- Rogers Park Business Alliance (RPBA) and SSA43 commissioners will develop a plan to expend the excess carryover in future years.

## Special Service Area 43 (a taxing district authorized by the City of Chicago) Managed by DevCorp North D/B/A Rogers Park Business Alliance State of Illinois Professional CPA License December 31, 2022



### Special Service Area 43 (a taxing district authorized by the City of Chicago)

### Managed by DevCorp North D/B/A Rogers Park Business Alliance Budget

For the Year Ended December 31, 2022

SSA Name: Devon Avenue SSA 43

### **2022 BUDGET SUMMARY**

Budget and Services Period: January 1, 2022 through December 31, 2022

			2021 Levy					
(Funded Compr	EGORY Categories rise Scope of ervices)	Collectable Levy	Estimated Loss Collection	Carryover Funds	TIF Rebate Fund #	Estimated Late Collections and Interest	Total All Sources	
	stomer ction	\$128,834	\$34,392	\$36,000	\$0	\$0	\$199,226	
	blic Way hetics	\$226,586	\$0	\$88,000	\$0	\$34,392	\$348,978	
	tainability lic Places	\$5,000	\$0	\$0	\$0	\$0	\$5,000	
Busi	onomic/ ness opment	\$29,750	\$0	\$0	\$0	\$0	\$29,750	
0.00.00.00.00	olic Health y Programs	\$36,000	\$0	\$0	\$0	\$0	\$36,000	
	6.00 SSA \$30,100 \$0 Management		\$0	\$0	\$0	\$30,100		
7.00 Pe	ersonnel	\$63,790	\$0		\$0	\$0	\$63,790	
	Sub-total	\$520,060	\$34,392					
GRAND TOTAL S	Levy Total	\$554,	452	\$124,000	\$0	\$34,392	\$712,844	

LEVY CHANGE FROM PREVIO	DUS YEAR
2020 Levy Total (in 2021 budget)	\$531,243
2021 Levy Total (in 2022 budget)	\$554,452
Percentage Change	4.37%
Community meeting required increases greater than 5% from	•

CARRYOVER CALCULATION					
2021 Budget Total	\$712,844				
Carryover request for 2022	\$124,000				
Percentage	17.395%				
Must be less than 25%					