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 2022 AUDIT

SSA Provider Name: Lakeview East Chamber of Commerce

Submission Date: May 2, 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	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					
15-16	5. Schedules of Revenues and Expenditures – Budget and Actual					
4-5	Auditor's Opinion on Financial Statements					
17	Schedule of Findings – Current and Prior Year, if applicable					
17	Corrective Action Plan – Current and Prior Year, if applicable (if findings)*					
18	Audit Firm CPA License					
19	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, 2022 and 2021

Special Service Area 17 Managed by Lakeview East Chamber of Commerce Financial Statements

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, 2022 and 2021	3
Statements of Activities and Governmental Fund, Revenues, Expenditures and Changes in Fund Balances For the Years Ended December 31, 2022 and 2021	4
Notes to the Financial Statements December 31, 2022 and 2021	5-10
Supplementary Information	
Schedule of Revenues and Expenditures - Budget and Actual December 31, 2022	11
Schedule of Revenues and Expenditures - Budget and Actual December 31, 2021	12
Summary Schedule of Findings For the Year Ended December 31, 2022	13
State of Illinois License	14
SSA Budget Summary Page Used	15

Joy L Coombes, CPA MST Certified Public Accountant

Independent Auditor's Report

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

Opinion

We have audited the accompanying financial statements of Special Service Area 17, (SSA17) (a taxing district authorized by the City of Chicago) which comprise the SSA17 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 SSA17 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 SSA17 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 SSA17'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 SSA17'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 SSA17'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.

Joy L. Coombes, CPA MST

Joy L Coombes

Chicago, Illinois April 26, 2023

Special Service Area 17 Managed by Lakeview East Chamber of Commerce Statements of Net Position and Governmental Fund Balance Sheets December 31, 2022 and 2021

	2022						2021					
	Gov	/ernmental	۸ -۱:		Statement of		Go	vernmental	A ali: . a tura a un ta			atement of
ASSETS		Fund	Aaj	ustments	- INE	et Position		Fund	Aaj	ustments	NE	et Position
Cash and cash equivalents	\$	200,897	\$	-	\$	200,897	\$	286,318	\$	-	\$	286,318
Property tax receivable, net allowance for uncollectable \$5,000 & \$10,000 Prepaid expenses		917,692		-		917,692		747,170 2,635		-		747,170 2,635
Due from City of Chicago				<u>-</u>		<u>-</u>		185		<u>-</u>		185
Total Assets	\$	1,118,589	\$		\$	1,118,589	\$	1,036,308	\$		\$	1,036,308
LIABILITIES												
Accounts payable Due to Lakeview East Chamber	\$	13,602 95,063	\$	-	\$	13,602 95,063	\$	8,281 25,008	\$	-	\$	8,281 25,008
Total Liabilities		108,665		-		108,665		33,289		-		33,289
DEFERRED INFLOWS												
Deferred property tax revenue		752,170		(752,170)				747,170		(747,170)		
Total Deferred Inflows		752,170		(752,170)		-		747,170		(747,170)		-
FUND BALANCE / NET POSITION												
Unassigned		257,754		(257,754)				255,849		(255,849)		
Total Fund Balance		257,754		(257,754)				255,849		(255,849)		
Total Liabilities, Deferred Inflows and Fund Balance	\$	1,118,589					\$	1,036,308				
Net Position - Unrestricted			\$ (1,009,924)	\$	1,009,924			\$ (1,003,019)	\$	1,003,019
Amounts reported for government activities in the statement of net position are different because:												
Total fund balance - governmental funds					\$	257,754					\$	255,849
Property tax revenue is recognized in the perio "available." A portion of the property tax is defe government funds.						752,170						747,170
Total net position - governmental activities					\$	1,009,924					\$	1,003,019

Special Service Area 17 Managed by Lakeview East Chamber of Commerce Statements of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance For the Years Ended December 31, 2022 and 2021

	2022							2021						
	Governmental					atement of	Go	vernmental				tement of		
		Fund	Ad	justments		Activities	-	Fund	Ad	justments	A	ctivities		
REVENUES														
Property taxes	\$	851,882	\$	5,000	\$	856,882	\$	850,445	\$	15,000	\$	865,445		
Interest		8				8		9				9		
Total Revenues		851,890		5,000		856,890		850,454		15,000		865,454		
EXPENDITURES														
Customer attraction		88,271		-		88,271		122,936		-		122,936		
Public way aesthetics		317,359		-		317,359		295,046		-		295,046		
Sustainability and public places		3,659		-		3,659		29,191		-		29,191		
Economic / business development		7,480		-		7,480		8,983		-		8,983		
Public health and safety programs		220,797		-		220,797		131,877		-		131,877		
SSA management		49,354		-		49,354		49,070		-		49,070		
Personnel		163,065		-		163,065		141,007		-		141,007		
Total expenditures		849,985				849,985		778,110				778,110		
Excess (deficit) of revenues over expenditures		1,905		5,000		6,905		72,344		15,000		87,344		
Change in Net Position		1,905		5,000		6,905		72,344		15,000		87,344		
Fund Balance/Net Position														
Beginning of the Year		255,849		747,170		1,003,019		183,505		732,170		915,675		
End of the Year	\$	257,754	\$	752,170	\$	1,009,924	\$	255,849	\$	747,170	\$	1,003,019		
Amounts reported for governmental activities in the statement of activities is different because:														
Net change in Fund balance - governmental funds					\$	1,905					\$	72,344		
Property tax is recognized in the year it is levied ra	ther th	han when it	is ava	ailable										
for governmental funds						5,000						15,000		
Change in Net Position					\$	6,905					\$	87,344		

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 East 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 501c(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.

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 accounted principals). 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.

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

c. Measurement focus, basis of accounting and financial statement presentation – (Continued)

The presentation of financial statements is 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, 2022, and 2021, the allowance is estimated between 1% 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.

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

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 used 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 compromised 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 26, 2023, 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 have exceeded the insurance level from time to time during the year ending December 31, 2022 and 2021

NOTE 4 – 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 5 – 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.

NOTE 6 – Accounts Payable

Accounts payable balance at December 31, 2022 and 2021, is \$13,602 and \$8,281, respectively. These balances consist of expenses and services received during the respective year paid in the subsequent year.

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 17 between the City of Chicago and Lakeview East Chamber of Commerce. As of December 31, 2022, and 2021, the SSA had carryover fund balances of \$257,754 and \$255,849, respectively. These funds will be utilized in this special service area during future years.

NOTE 8 – Related Party Transactions and Due to Lakeview East Chamber

SSA 17 is affiliated with Lakeview East Chamber of Commerce as its 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. At December 31, 2022 and 2021, due to Lakeview East Chamber is \$95,063 and \$25,008, respectively.

NOTE 9 – 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, 2023.



Special Service Area 17 Managed by Lakeview East Chamber of Commerce Schedule of Revenues and Expenditures - Budget and Actual December 31, 2022

	Budget		Actual		V	/ariance
REVENUE						
Property revenues and interest	\$	765,170	\$	851,890	\$	(86,720)
Total revenues		765,170		851,890		(86,720)
EXPENDITURES						
Customer attraction Public way aesthetics Sustainability and public places Economic / business development Public health and safety programs		90,767 318,544 4,600 7,500 220,800		88,271 317,359 3,659 7,480 220,797		2,496 1,185 941 20 3
SSA management Personnel		44,130 163,829		49,354 163,065		(5,224) 764
Total expenditures		850,170		849,985		185
Excess /(deficit) of revenues over expenditures	\$	(85,000)	\$	1,905	\$	(86,905)
CARRYOVER		85,000				85,000
Net revenues in excess (deficit) of expenses	\$		\$	1,905	\$	(1,905)

Special Service Area 17 Managed by Lakeview East Chamber of Commerce Schedule of Revenues and Expenditures - Budget and Actual December 31, 2021

	Budget		Actual		\	/ariance
REVENUE						
Property revenues and interest	\$	767,170	\$	850,454	\$	(83,284)
Total revenues		767,170		850,454		(83,284)
EXPENDITURES						
Customer attraction Public way aesthetics Sustainability and public places Economic / business development Public health and safety programs SSA management Personnel		125,417 295,469 37,500 16,500 138,500 49,752 159,032		122,936 295,046 29,191 8,983 131,877 49,070 141,007		2,481 423 8,309 7,517 6,623 682 18,025
Total expenditures		822,170		778,110		44,060
Excess /(deficit) of revenues over expenditures	\$	(55,000)	\$	72,344	\$	(127,344)
CARRYOVER		55,000				55,000
Net revenues in excess (deficit) of expenses	\$	-	\$	72,344	\$	(72,344)

Special Service Area 17 Managed by Lakeview East Chamber of Commerce Summary Schedule of Findings For the Year Ended December 31, 2022

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, 2022. No significant deficiencies or material weaknesses were disclosed during the audit of the financial statements.

CURRENT YEAR FINDING

We noted that the carryover of unspent funds from 2022 to 2023 are in excess of 25% of the 2022 budget.

We noted one expenditure category for which actual expense exceed budgeted amount.

MANAGEMENT RESPONSE:

The Commission and management will focus diligently on reducing the carryover in 2023, so as to be under the 25% limitation, as well as keeping expenditures within the budget.

PRIOR YEAR FINDING

We noted that the carryover of unspent funds from 2021 to 2022 are in excess of 25% of the 2021 budget.

MANAGEMENT RESPONSE:

The Commission and management will focus diligently on reducing the carryover in 2022, so as to be under the 25% limitation.

Special Service Area 17 (a taxing district authorized by the City of Chicago) Managed by Lakeview East Chamber State of Illinois Professional CPA License December 31, 2022



Special Service Area 17 Managed by Lakeview East Chamber of Commerce Budget For the Year Ended December 31, 2022

	Special Service Area # <mark>17</mark>
SSA Name:	Central Lakeview

2022 BUDGET SUMMARY

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

		2021 Levy					
(Funded Cate	EGORY gories Comprise f Services)	Collectable Levy	Estimated Loss Collection	Carryover Funds	TIF Rebate Fund #	Estimated Late Collections and Interest	Total All Sources
1.00 Custor Attraction	1.00 Customer \$80,767 \$		\$0	\$10,000	\$0	\$0	\$90,767
2.00 Public Aesthetics	Way	\$310,544	\$0	\$0	\$0	\$8,000	\$318,544
3.00 Sustair Public Plac	1.5%	\$4,600	\$0	\$0	\$0	\$0	\$4,600
4.00 Econo Business D	mic <i>l</i> evelopment	\$7,500	\$0	\$0	\$0	\$0	\$7,500
5.00 Public Safety Prog		\$143,300	\$2,500	\$75,000	\$0	\$0	\$220,800
6.00 SSA M	anagement	\$44,130	\$0	\$0	\$0	\$0	\$44,130
7.00 Person	nel	\$163,829	\$0		\$0	\$0	\$163,829
	Sub-total	\$754,670	\$2,500				
GRAND TOTALS	Levy Total	\$757	,170	\$85,000	\$0	\$8,000	\$850,170

LEVY ANALYSIS					
Estimated 2021 EAV:	\$302,868,120				
Authorized Tax Rate Cap:	0.250%				
Maximum Potential Levy limited by Rate Cap:	\$757,170				
Requested 2021 Levy Amount:	\$757,170				
Estimated Tax Rate to Generate 2020 Levy:	0.2500%				

LEVY CHANGE FROM PREVIO	US YEAR
2020 Levy Total (in 2021 budget)	\$757,170
2021 Levy Total (in 2022 budget)	\$757,170
Percentage Change	0.00%
Community meeting required if le	

CARRYOVER CALCULATION					
2021 Budget Total	\$822,170				
Carryover request for 2022	\$85,000				
Percentage	10.338%				
Must be I	less than 25%				