

**Special Service Area 31**  
**(a taxing district authorized by the City of Chicago)**  
**Managed by Greater Ravenswood Chamber of Commerce**

**Financial Statements**  
**December 31, 2017 and 2016**

**Special Service Area 31**  
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**December 31, 2017 and 2016**

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## Independent Auditor's Report

To the Commissioners of  
Special Service Area 31  
Managed by Greater Ravenswood Chamber of Commerce

We have audited the accompanying financial statements of Special Service Area 31, which comprise the statements of net position and governmental fund balance sheet as of December 31, 2017 and 2016, and the related statements of activities and governmental fund/revenues, expenditures and changes in fund balance for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Special Service Area as of December 31, 2017 and 2016, and its statement of activities and governmental fund/revenues, expenditures and changes in fund balance, and summary schedule of audit findings for the years then ended in conformity with accounting principles generally accepted in the United States of America.

***Other Matters***

***Required Supplementary Information***

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

***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of revenues and expenditures - budget and actual on page 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.*

EILTS & ASSOCIATES, INC.  
Chicago, Illinois  
April 19, 2018

**Special Service Area 31**  
**Managed by Greater Ravenswood Chamber of Commerce**  
**Statements of Net Position and**  
**Governmental Fund Balance Sheets**  
**December 31, 2017 and 2016**

	2017			2016		
	Governmental Fund	Adjustments	Statement of Net Position	Governmental Fund	Adjustments	Statement of Net Position
<b>ASSETS</b>						
Cash and cash equivalents	\$ 100,303	\$ -	\$ 100,303	\$ 76,446	\$ -	\$ 76,446
Property tax receivable, net of allowance	425,448	-	425,448	407,913	-	407,913
TIF rebates receivable	261,093	-	261,093	-	-	-
Deposits	3,000	-	3,000	1,500	-	1,500
<b>Total Assets</b>	<b>\$ 789,844</b>	<b>\$ -</b>	<b>\$ 789,844</b>	<b>\$ 485,859</b>	<b>\$ -</b>	<b>\$ 485,859</b>
<b>LIABILITIES</b>						
Accounts payable and accrued expenses	\$ 46,465	\$ -	\$ 46,465	\$ 92,981	\$ -	\$ 92,981
<b>Total Liabilities</b>	<b>46,465</b>	<b>-</b>	<b>46,465</b>	<b>92,981</b>	<b>-</b>	<b>92,981</b>
<b>DEFERRED INFLOWS</b>						
Deferred property tax revenue	372,895	(372,895)	-	358,979	(358,979)	-
Deferred TIF rebates	261,093	-	261,093	-	-	-
<b>Total Deferred Inflows</b>	<b>633,988</b>	<b>(372,895)</b>	<b>261,093</b>	<b>358,979</b>	<b>(358,979)</b>	<b>-</b>
<b>FUND BALANCE / NET POSITION</b>						
Unassigned	109,391	(109,391)	-	33,899	(33,899)	-
<b>Total Fund balance</b>	<b>109,391</b>	<b>(109,391)</b>	<b>-</b>	<b>33,899</b>	<b>(33,899)</b>	<b>-</b>
<b>Total Liabilities, Deferred Inflows and Fund Balance</b>	<b>\$ 789,844</b>			<b>\$ 485,859</b>		
<b>Net Position - Unrestricted</b>		<b>\$ 482,286</b>	<b>\$ 482,286</b>		<b>\$ (392,878)</b>	<b>\$ 392,878</b>

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

Total fund balance - governmental funds	\$ 109,391	\$ 33,899
Property tax revenue is recognized in the period for which levied rather than when "available." A portion of the property tax is deferred as it is not available in the government funds.	372,895	358,979
<b>Total net position - governmental activities</b>	<b>\$ 482,286</b>	<b>\$ 392,878</b>

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

**Special Service Area 31**  
**Managed by Greater Ravenswood Chamber of Commerce**  
**Statements of Activities and Governmental Fund /**  
**Revenues, Expenditures**  
**and Changes in Fund Balance**  
**December 31, 2017 and 2016**

	2017			2016		
	Governmental Fund	Adjustments	Statement of Activities	Governmental Fund	Adjustments	Statement of Activities
<b>REVENUES</b>						
Property taxes and interest	\$ 405,794	\$ 13,916	\$ 419,710	\$ 354,283	\$ 18,790	\$ 373,073
TIF rebates	80,488	-	80,488	13,797	-	13,797
Other	-	-	-	50	-	50
<b>Total Revenues</b>	<b>486,282</b>	<b>13,916</b>	<b>500,198</b>	<b>368,130</b>	<b>18,790</b>	<b>386,920</b>
<b>EXPENDITURES</b>						
Customer attraction	79,381	-	79,381	85,995	-	85,995
Public way aesthetics	158,842	-	158,842	206,341	-	206,341
Sustainability and public places	-	-	-	-	-	-
Economic business development	53,657	-	53,657	25,502	-	25,502
SSA management	24,521	-	24,521	21,222	-	21,222
Personnel	94,389	-	94,389	86,816	-	86,816
<b>Total Expenditures</b>	<b>410,790</b>	<b>-</b>	<b>410,790</b>	<b>425,876</b>	<b>-</b>	<b>425,876</b>
Excess of revenues over (under) expenditures	75,492	13,916	89,408	(57,746)	18,790	(38,956)
Change in Net Position	75,492	13,916	89,408	(57,746)	18,790	(38,956)
<b>Fund Balance/Net Position</b>						
Beginning of the Year	33,899	358,979	392,878	91,645	340,189	431,834
End of the Year	\$ 109,391	\$ 372,895	\$ 482,286	\$ 33,899	\$ 358,979	\$ 392,878

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

Net change in Fund balance - governmental funds	\$ 75,492	\$ (57,746)
Property tax is recognized in the year it is levied rather than when it is available for governmental funds	13,916	18,790
Change in Net Position	\$ 89,408	\$ (38,956)

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

**Special Service Area 31**  
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**Notes to Financial Statements**  
**For the Years Ended December 31, 2017 and 2016**

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NOTE 1 – Nature of Activities and Reporting Entity

Special Service Area 31 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 Greater Ravenswood 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 31 is governed by a Commission whose members are appointed by the Mayor of Chicago. The City of Chicago contracted with Greater Ravenswood Chamber of Commerce to perform administrative duties as the service provider for this SSA during the reporting period. Greater Ravenswood Chamber of Commerce is an Illinois not-for-profit corporation that is exempt from federal income taxes under Section 501(c)6 of the Internal Revenue Code.

The boundaries of this SSA are properties fronting along (excluding residential properties) Ravenswood tracks - Addison to Bryn Mawr, on Lawrence - Clark to Leavitt, on Montrose - Clark to Seeley, on Irving Park - Ravenswood to Ashland, on Clark - Ainslie to Montrose, on Damen - Wilson to Ainslie, and on Wilson - Damen to Hermitage.

Services provided by the SSA include cleaning and beautification activities, coordination of advertising and promotional events, attraction and recruitment of new quality businesses to the area, and technical assistance to existing and potential businesses.

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

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

establishing governmental accounting and financial reporting principles is GASB (the Governmental Accounting Standards Board) accepted accounting principles).

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.

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 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.



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**Notes to Financial Statements**  
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NOTE 2 – Summary of Significant Accounting Policies – (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 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.

Receivables

All property tax receivables are shown net of allowances. As of December 31, 2017 and 2016, the allowance is estimated to be 2% or approximately \$10,000, 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 enabling legislation or an outside party. Committed fund balance is a limitation 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.

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

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

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

d. Subsequent Events

Subsequent events have been evaluated through April 19, 2018, 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, 2017 and 2016.

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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 – Other Receivables

As of December 31, 2017 and 2016, a TIF rebate receivable of \$261,093 and \$0, 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 their SSA.

NOTE 6 – Deferred Inflows of Revenue / Deferred Property Tax 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 Greater Ravenswood Special Service Area 31 between the City of Chicago and Greater Ravenswood Chamber of Commerce.

**Special Service Area 31**  
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**NOTE 8 – Related Party Transactions**

The SSA is affiliated with Greater Ravenswood Chamber of Commerce which acts as its sole service provider. Special service area 31 shares office space, supplies and employees through this affiliation. Special Service Area 31 has no employees of their own, but reimburses Greater Ravenswood Chamber of Commerce for shared payroll and related costs of the individuals working on the programs. It also reimburses Greater Ravenswood Chamber of Commerce for a portion of its operating expenses, and allocation of rent and utilities.

**NOTE 9 – Accounts Payable**

Accounts payable balance at December 31, 2017 and 2016, is \$46,466 and \$92,981, respectively. This balance consists of expenses / services incurred during the respective year related to holiday décor, snow plowing, community place marker, bike racks, and shared personnel and management costs. As of December 31, 2017 and 2016, the balance in accounts payable to Greater Ravenswood Chamber of Commerce (Related party) was \$7,000 and \$14,537 respectively.

## **Supplementary Information**

**Special Service Area 31**  
**Managed by Greater Ravenswood Chamber of Commerce**  
**Schedule of Revenues and**  
**Expenditures - Budget and Actual**  
**December 31, 2017**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>REVENUE</b>			
Property revenues and interest	\$ 407,913	\$ 405,794	\$ 2,119
Late collections	1,428	-	1,428
TIF rebates	80,966	80,488	478
	<u>490,307</u>	<u>486,282</u>	<u>4,025</u>
<b>EXPENDITURES</b>			
Customer attraction	124,852	79,381	45,471
Public way aesthetics	258,390	158,842	99,548
Sustainability and public places	5,000	-	5,000
Economic business development	81,000	53,657	27,343
SSA management	24,700	24,521	179
Personnel	94,389	94,389	-
	<u>588,331</u>	<u>410,790</u>	<u>177,541</u>
Excess of revenues over (under) expenditures	<u>\$ (98,024)</u>	<u>\$ 75,492</u>	<u>\$ (173,516)</u>
<b>CARRYOVER</b>			
	<u>98,024</u>	<u>-</u>	<u>\$ 98,024</u>
Net revenues in excess of expenditures	<u>\$ -</u>	<u>\$ 75,492</u>	<u>\$ (75,492)</u>

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

**Special Service Area 31**  
**Managed by Greater Ravenswood Chamber of Commerce**  
**Schedule of Revenues and**  
**Expenditures - Budget and Actual**  
**December 31, 2016**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>REVENUE</b>			
Property revenues and interest	\$ 388,735	\$ 354,283	\$ 34,452
Late collections	10,000	-	10,000
TIF rebates	7,707	13,797	(6,090)
Other	-	50	(50)
	<u>406,442</u>	<u>368,130</u>	<u>38,312</u>
<b>Total Revenues</b>			
<b>EXPENDITURES</b>			
Customer attraction	92,500	85,995	6,505
Public way aesthetics	229,600	206,341	23,259
Sustainability and public places	5,000	-	5,000
Economic business development	49,050	25,502	23,548
SSA management	23,000	21,222	1,778
Personnel	89,292	86,816	2,476
Loss collection	8,000	-	8,000
	<u>496,442</u>	<u>425,876</u>	<u>70,566</u>
<b>Total Expenditures</b>			
Excess of revenues over (under) expenditures	<u>\$ (90,000)</u>	<u>\$ (57,746)</u>	<u>\$ (32,254)</u>
<b>CARRYOVER</b>			
	<u>90,000</u>	<u>-</u>	<u>\$ 90,000</u>
<b>Net revenues in excess of expenditures</b>	<u>\$ -</u>	<u>\$ (57,746)</u>	<u>\$ 57,746</u>

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

**Special Service Area 31**  
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**Summary Schedule of Findings**  
**For the Year Ended December 31, 2017**

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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 Service Provider Agreement between the City of Chicago and Greater Ravenswood Chamber of Commerce.

The auditor's report expresses an unmodified opinion on the financial statements of Special Service Area 31 for the year ended December 31, 2017. No significant deficiencies or material weaknesses were disclosed during the audit of the financial statements.

After conducting the audit, we determined that no findings were determined.

Findings – Financial Statement Audit

None found

Findings and Questioned Costs

None found