

**Special Service Area #33**  
Managed by the Wicker Park & Bucktown  
Chamber of Commerce  
(a taxing district authorized by the City of Chicago)  
Financial Statements  
Year Ended December 2018

**Sassetti**



CERTIFIED PUBLIC ACCOUNTANTS

SPECIAL SERVICE AREA #33  
(a taxing district authorized by the City of Chicago)  
FINANCIAL STATEMENTS  
AS OF DECEMBER 31 2018

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To the Commissioners of  
Special Service Area #33  
Chicago, Illinois

## INDEPENDENT AUDITORS' REPORT

We have audited the accompanying statement of financial position of **SPECIAL SERVICE AREA #33** (a taxing district authorized by the City of Chicago), which comprise the statement of net position and governmental funds balance sheet as of December 31, 2018, and the related statement of activities and governmental funds, revenues, expenditures and changes in fund balance for the year 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 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 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 #33** as of December 31, 2018, and its statement of activities and governmental funds, revenues, expenditures and changes in fund balance of audit findings for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Report on Summarized Comparative Information

We have previously audited the **SPECIAL SERVICE AREA #33** 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated December 5, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2017, is consistent, in all material respects, with the audited financial statements from which it has been derived.

## Other Matters

## Other 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 pages 8 and 9, are presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Sassetti LLC*

March 28, 2019  
Oak Park, Illinois

SPECIAL SERVICE AREA #33  
STATEMENT OF NET POSITION AND  
GOVERNMENTAL FUNDS BALANCE SHEET  
DECEMBER 31, 2018 WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2017

	2018		2017	
	Governmental Funds	Adjustments	Statement of Net Position	Statement of Net Position
<b>ASSETS</b>				
Cash and cash equivalents	\$ 170,649	\$ -	\$ 170,649	\$ 263,713
Property tax receivable	1,124,086	-	1,124,086	1,082,059
Security deposit	1,250	-	1,250	1,250
Total Assets	<u>\$ 1,295,985</u>	<u>\$ -</u>	<u>\$ 1,295,985</u>	<u>\$ 1,347,022</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 83,010	\$ -	\$ 83,010	\$ 35,903
Total Liabilities	83,010	-	83,010	35,903
<b>DEFERRED INFLOWS</b>				
Deferred property tax revenue	1,121,135	(1,121,135)	-	
<b>FUND BALANCES/NET POSITION</b>				
Unassigned	91,840	(91,840)	-	
Total Fund Balance	91,840	(91,840)	-	
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 1,295,985</u>			
Net Position Restricted		<u>\$ 1,212,975</u>	<u>\$ 1,212,975</u>	<u>\$ 1,311,119</u>
Amounts reported for governmental activities in the statements of net positions are different because:				
Total fund balance - governmental funds			\$ 91,840	275,330
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 governmental funds			1,121,135	1,035,789
Total net position - governmental activities			<u>\$ 1,212,975</u>	<u>\$ 1,311,119</u>

The accompanying notes are an integral part of the financial statements

SPECIAL SERVICE AREA #33  
STATEMENT OF ACTIVITIES AND GOVERNMENTAL  
FUNDS, REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
DECEMBER 31, 2018 WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2017

	2018		2017	
	Governmental Funds	Adjustments	Statement of Activities	Statement of Activities
<b>REVENUES</b>				
Property revenues and interest	\$ 1,025,253	\$ 85,346	\$ 1,110,599	\$ 1,104,696
Total Revenues	<u>1,025,253</u>	<u>85,346</u>	<u>1,110,599</u>	<u>1,104,696</u>
<b>EXPENDITURES/EXPENSES</b>				
Advertising & promotion	228,362	-	228,362	140,545
Public way maintenance	659,934	-	659,934	544,279
Public way aesthetics	18,200	-	18,200	26,167
Tenant Retention	26,157	-	26,157	7,126
Safety programs	7,781	-	7,781	14,384
Total Services Expense	<u>940,434</u>	<u>-</u>	<u>940,434</u>	<u>732,501</u>
Personnel	205,958	-	205,958	185,594
Non-Personnel	62,351	-	62,351	61,837
Total Administration Expense	<u>268,309</u>	<u>-</u>	<u>268,309</u>	<u>247,431</u>
Total Expenditures/Expenses	<u>1,208,743</u>	<u>-</u>	<u>1,208,743</u>	<u>979,932</u>
Excess (deficiency) of revenues over expenditures	(183,490)	85,346		
Change in Net Position	(183,490)	85,346	(98,144)	124,764
<b>Fund Balance/Net Position</b>				
Beginning of the Year	<u>275,330</u>	<u>1,035,789</u>	<u>1,311,119</u>	<u>1,186,355</u>
End of the Year	<u>\$ 91,840</u>	<u>\$ 1,121,135</u>	<u>\$ 1,212,975</u>	<u>\$ 1,311,119</u>

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

Net change in fund balance - governmental funds	\$ (183,490)	\$ 121,448
Property tax is recognized in the year it is levied rather than when it is available for governmental funds	<u>85,346</u>	<u>3,316</u>
Change in Net Position	<u>\$ (98,144)</u>	<u>\$ 124,764</u>

The accompanying notes are an integral part of the financial statements

SPECIAL SERVICE AREA #33  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Reporting Entity

Special Service Area #33 ("SSA") provides services on behalf of the City of Chicago ("City") within a specified geographic area. These services include promotional and advertising, maintenance of the public way, safety, and other functions. The SSA is exempt from federal income tax under Section 501(c)(3) of the internal revenue code.

(b) Government-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 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.

(c) 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.

The preparation of financial statements in 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.

SPECIAL SERVICE AREA #33  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2018

(d) Assets, Liabilities, and Net Position

Cash, Cash Equivalents and Investments - 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.

Receivables - All property tax receivables are shown net of allowances. Management does not believe that an allowance is needed as of December 31, 2018.

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 balances 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.

2. SUBSEQUENT EVENTS

Subsequent events have been evaluated through March 28, 2019, the date the financial statements were available to be issued.

3. CASH, CASH EQUIVALENTS, AND INVESTMENTS

Cash and certificates of deposit are subject to custodial credit risk in the event of a bank failure, the SSA's deposits may not be returned. The SSA's policy in order to protect their deposits requires depository institutions to maintain collateral pledges on SSA deposits whenever the deposits exceed the insured limits of the FDIC. As of December 31, 2018, the Organization's cash and cash equivalents did not exceed the FDIC insured limit.



SPECIAL SERVICE AREA #33  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2018

4. 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.

5. RELATED PARTY TRANSACTIONS

The SSA is affiliated with Wicker Park & Bucktown Chamber of Commerce, which provides certain administrative services for the SSA. As of December 31, 2018, \$11,167 was payable for services provided, and \$301,217 was paid. The balance 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.

## **SUPPLEMENTARY INFORMATION**

SPECIAL SERVICE AREA #33  
STATEMENTS OF REVENUES AND  
EXPENDITURES - BUDGET VS ACTUAL  
DECEMBER 31, 2018 AND 2017

	2018			2017		
	Budget	Actual	Over (Under) Variance	Budget	Actual	Over (Under) Variance
<b>REVENUES</b>						
Property revenues and interest	\$ 1,096,013	\$ 1,025,253	\$ (70,760)	\$ 1,080,905	\$ 1,101,380	\$ 20,475
TIF rebate	790	-	(790)	72	-	(72)
	<u>1,096,803</u>	<u>1,025,253</u>	<u>(71,550)</u>	<u>1,080,977</u>	<u>1,101,380</u>	<u>20,403</u>
<b>EXPENSES</b>						
Services						
Customer Attraction						
Website/social media	\$ -	\$ -	\$ -	\$ 2,000	\$ 46	\$ (1,954)
Public/media relations	15,000	30,370	15,370	15,000	13,868	(1,132)
Decorative banners	6,000	2,170	(3,830)	8,000	8,239	239
Special events	17,000	3,545	(13,455)	20,000	18,800	(1,200)
Holiday decoration	103,000	107,225	4,225	63,000	36,775	(26,225)
Display advertising	500	-	(500)	1,634	575	(1,059)
Ambassador Program	20,000	246	(19,754)	-	-	-
Print materials	22,000	22,000	-	22,000	26,997	4,997
Other - grants	47,000	62,806	15,806	47,000	35,245	(11,755)
Total Customer Attraction	<u>230,500</u>	<u>228,362</u>	<u>(2,138)</u>	<u>178,634</u>	<u>140,545</u>	<u>(38,089)</u>
Public Way Aesthetics						
Graffiti removal	24,000	20,105	(3,895)	24,936	20,764	(4,172)
Acid removal/prevention	10,000	1,130	(8,870)	12,000	1,910	(10,090)
Landscaping	144,748	150,932	6,184	140,272	133,280	(6,992)
Façade enhancement program	25,000	17,790	(7,210)	18,000	17,450	(550)
Way Finding/Signage	15,000	23,836	8,836	20,000	-	(20,000)
Streetscape elements	30,000	672	(29,328)	45,000	50,767	5,767
Public art	160,000	176,707	16,707	110,403	35,165	(75,238)
Sidewalk Maintenance	305,000	290,388	(14,612)	310,000	278,693	(31,307)
City permits	1,500	2,210	710	1,500	6,250	4,750
Total Public Way Aesthetics	<u>715,248</u>	<u>683,770</u>	<u>(31,478)</u>	<u>682,111</u>	<u>544,279</u>	<u>(137,832)</u>
Sustainability & Public Places						
Garbage/recycling material program	15,000	6,810	(8,190)	4,000	18,148	14,148
Bicycle transit enhancements	15,958	11,390	(4,568)	20,000	8,019	(11,981)
Total Sustainability & Public Places	<u>30,958</u>	<u>18,200</u>	<u>(12,758)</u>	<u>24,000</u>	<u>26,167</u>	<u>2,167</u>
Economic / Business Development						
Site marketing	-	-	-	1,000	3,798	2,798
Market study	1,000	2,321	1,321	1,000	2,250	1,250
Commission development	-	-	-	1,000	-	(1,000)
Master planning	-	-	-	10,000	1,078	(8,922)
Total Economic / Business Development	<u>1,000</u>	<u>2,321</u>	<u>1,321</u>	<u>13,000</u>	<u>7,126</u>	<u>(5,874)</u>
Safety Programs						
Bike program	500	6,573	6,073	6,000	-	(6,000)
Other safety programs	30,000	1,208	(28,792)	50,000	14,384	(35,616)
Total Safety Programs	<u>30,500</u>	<u>7,781</u>	<u>(22,719)</u>	<u>56,000</u>	<u>14,384</u>	<u>(41,616)</u>
Total Service Expense	<u>1,008,206</u>	<u>940,434</u>	<u>(67,772)</u>	<u>953,745</u>	<u>732,501</u>	<u>(221,244)</u>

The accompanying notes are an integral part of the financial statements

SPECIAL SERVICE AREA #33  
STATEMENTS OF REVENUES AND  
EXPENDITURES - BUDGET VS ACTUAL  
DECEMBER 31, 2018 AND 2017

	2018			2017		
	Budget	Actual	Over (Under) Variance	Budget	Actual	Over (Under) Variance
Administration						
Personnel						
Personnel A	\$ 20,610	19,367	\$ (1,243)	\$ 19,800	\$ 19,851	\$ 51
Personnel B	64,305	47,461	(16,844)	65,205	53,180	(12,025)
Personnel C	54,135	56,708	2,573	50,558	49,725	(833)
Personnel D	20,396	24,059	3,663	19,404	17,142	(2,262)
Personnel E	28,678	29,269	591	25,515	26,183	668
Personnel F	15,473	18,308	2,835	15,750	17,469	1,719
Interns	6,500	10,786	4,286	12,000	2,044	(9,956)
Total Personnel	210,097	205,958	(4,139)	208,232	185,594	(22,638)
Non-Personnel						
SSA annual report	9,000	9,165	165	6,000	9,940	3,940
SSA audit	9,000	9,226	226	9,000	8,647	(353)
Bookkeeping/payroll fees	-	-	-	1,000	-	(1,000)
Office rent	20,000	19,718	(282)	23,000	19,045	(3,955)
Office utilities	5,000	5,450	450	6,500	5,183	(1,317)
Office supplies	2,000	1,334	(666)	3,000	1,321	(1,679)
Equip lease/maintenance	2,000	-	(2,000)	3,000	866	(2,134)
Equip purchase/maintenance	-	-	-	-	2,211	2,211
Office printing	1,500	2,310	810	3,500	1,442	(2,058)
Postage	500	111	(389)	1,000	169	(831)
Meeting expenses	3,500	2,186	(1,314)	3,000	2,132	(868)
Subscriptions	500	614	114	500	175	(325)
Banking fees	3,000	5,405	2,405	1,000	5,896	4,896
Monitoring/compliance	1,000	262	(738)	1,000	328	(672)
Conference & training	1,500	2,064	564	3,000	324	(2,676)
Loan Interest	500	550	50	-	-	-
Other - Computer assist.	1,500	2,167	667	3,000	2,600	(400)
Other - Recycling	500	91	(409)	500	161	(339)
Other - Insurance	1,500	1,698	198	1,000	1,397	397
Total Non-Personnel	62,500	62,351	(149)	69,000	61,837	(7,163)
Total Administration Expense	272,597	268,309	(4,288)	277,232	247,431	(29,801)
Total Expense	1,280,803	1,208,743	(72,060)	1,230,977	979,932	(251,045)
Excess (deficiency) of revenues over expenditures	\$ (184,000)	\$ (183,490)	\$ 510	\$ (150,000)	\$ 121,448	\$ 271,448
Carryover	184,000	-	184,000	150,000	-	(150,000)
Net revenues in excess of expenditures	\$ -	\$ (183,490)	\$ 184,510	\$ -	\$ 121,448	\$ 121,448

The accompanying notes are an integral part of the financial statements

SPECIAL SERVICE AREA #33  
SCHEDULE OF AUDIT FINDINGS  
DECEMBER 31, 2018

As part of our audit and request by the Special Service Area Annual Audited Financial Statement Guidelines prepared by the City of Chicago Department of Housing and Economic Development, we have read the requirements contained in the Agreement for Special Service Area #33 between the City of Chicago and Wicker Park Bucktown Chamber of Commerce and note there are no findings on which to report the status.

The auditor's report expresses an unmodified opinion on the financial statements of Special Service Area #33. No significant deficiencies or material weaknesses were disclosed during the audit of the financial statements.

Findings - Financial Statement Audit

None found

Findings and Questioned Costs

None found