

WAUKEGAN TOWNSHIP

LAKE COUNTY, ILLINOIS

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED FEBRUARY 28, 2017

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## INDEPENDENT AUDITOR'S REPORT

The Board of Trustees  
Waukegan Township  
Lake County, Illinois

We have audited the accompanying modified cash basis financial statements of the governmental activities, and each major fund of Waukegan Township, as of and for the year ended February 28, 2017, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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 error or fraud.

### 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 our 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 assessment of the risk if 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 of the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting, estimates made by management, as well as evaluating the overall financial statement presentation.

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

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position – modified cash basis of the governmental activities and each major fund of Waukegan Township, as of February 28, 2017, and the respective changes in financial position – modified cash basis, thereof for the year ended in accordance with the modified cash basis of accounting described in Note 1.

### **Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted by the United States of America. Our opinion was not modified with respect to that matter.

### **Disclaimer of Opinion on Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Waukegan Township, basic financial statements. The management's discussion and analysis, budgetary comparison, and comparative tax data on pages 3 through 7 and 27 through 42, which are the responsibility of management, are presented for the purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

  
EVOY, KAMSCHULTE JACOBS & CO. LLP  
Waukegan, Illinois  
October 6, 2017

WAUKEGAN TOWNSHIP

SUPPLEMENTARY INFORMATION

MANAGEMENT'S DISCUSSION AND ANALYSIS

WAUKEGAN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED FEBRUARY 28, 2017

As management of Waukegan Township (Township), we offer readers of the Township's statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended February 28, 2017. We encourage readers to consider the information presented here in conjunction with additional information found in the Notes to the Financial Statements.

FINANCIAL HIGHLIGHTS

- ❑ The assets of the Township exceeded its liabilities at February 28, 2017 by \$4,242,353 (net position). Of this amount \$1,100,996 (unrestricted net position) may be used to meet the Township's ongoing obligations to citizens and creditors.
- ❑ The Township's total net position increased by \$5,952.
- ❑ At February 28, 2017, the Township's governmental funds reported combined ending fund balances of \$2,415,134, an increase of \$71,869 in comparison with the prior year. Approximately 45% of this total amount, \$1,100,996, is available for spending at the Township's discretion (unassigned fund balance).
- ❑ At February 28, 2017, the unassigned fund balance for the General Fund was \$1,100,996 or 67% of total General Fund disbursements.

Our discussion and analysis of the Waukegan Township's financial performance provides an overview of the Township's financial activities for the fiscal year ended February 28, 2017.

Please read it in conjunction with the Township's financial statements, which begin on page 8.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position – Modified Cash Basis and the Statement of Activities – Modified Cash Basis (on pages 8 and 9) provide information about the activities of the Township as a whole, and present a longer-term view of the Township's finances. Fund financial statements start on page 10. For the governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than the government-wide statements by providing information about the Township's most significant funds.

## WAUKEGAN TOWNSHIP

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### REPORTING THE TOWNSHIP AS A WHOLE

Our analysis of the Township as a whole begins on page 5. One of the most important questions asked about the Township's finances is, "Is the Township as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the Township as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the modified cash basis of accounting.

These two statements report the Township's net position and changes in them. You can think of the Township's net position - as one way to measure the Township's financial health, or financial position. Over time, increases or decreases in the Township's net position is one indicator of its financial health.

In the Statement of Net Position and Statement of Activities, we report the Township's Governmental activities. All of the Township's services are reported here, including general government, public assistance, recreation and social services and highways and streets. Property taxes, interest income, and direct fees finance most of these activities.

#### REPORTING THE TOWNSHIP'S MOST SIGNIFICANT FUNDS

Our analysis of the Township's major funds begins on page 6. The fund financial statements begin on page 10 and provide detailed information about the most significant funds—not the Township as a whole. Some funds are required to be established by State law.

**Governmental funds** - All of the Township's services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The Township maintains its accounting records for all funds on the cash basis of accounting. Accordingly, revenues are recognized and recorded when cash is received. In the same manner, expenditures are recognized and recorded upon the disbursement of cash. Cash basis financial statements omit recognition of receivables and payables and other accrued and deferred items that do not arise from previous cash transactions. The governmental fund statements provide a detailed short-term view of the Township's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more funds that can be spent in the near future to finance the Township's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in a reconciliation in the financial statements.

WAUKEGAN TOWNSHIP

MANAGEMENT'S DISCUSSION AND ANALYSIS

(Continued)

THE TOWNSHIP AS A WHOLE

A condensed statement of net position and statement of activities is presented below:

Table 1 - Net Position

	Governmental Activities	
	2017	2016
Current Assets	\$ 2,444,464	\$ 2,365,166
Capital Assets	1,831,262	1,900,037
Total Assets	\$ 4,275,726	\$ 4,265,203
Current Liabilities	\$ (29,807)	\$ (22,023)
Long-Term Debt Outstanding	(3,566)	(6,779)
	\$ (33,373)	\$ (28,802)
Net Investment in Capital Assets, Net of Related Debt	\$ 1,824,219	\$ 1,890,136
Restricted	1,317,138	1,083,533
Unrestricted	1,100,996	1,262,732
Total Net Position	\$ 4,242,353	\$ 4,236,401

Table 2 - Change in Net Position

Cash Receipts		
General Receipts		
Property Taxes	\$ 3,243,517	\$ 3,343,960
Program/Service Fees	100,661	178,133
Replacement Taxes	634,108	697,008
Grants and Contributions	975,217	289,081
Interest Earned	2,097	1,641
Other	132,085	124,914
Total Cash Receipts	\$ 5,087,685	\$ 4,634,737
Cash Disbursements		
Functions/Programs		
General Government	\$ 1,927,042	\$ 1,888,406
Public Assistance	1,144,862	1,147,574
Highways and Streets	231,461	224,764
Recreation and Social Services	1,684,115	1,713,161
Interest on Debt	229	336
Depreciation	94,024	73,745
Total Cash Disbursement	\$ 5,081,733	\$ 5,047,986
Increase (Decrease) in Net Position	\$ 5,952	\$ (413,249)
Net Position - Beginning of Year	4,236,401	4,649,650
Net Position - End of Year	\$ 4,242,353	\$ 4,236,401



## WAUKEGAN TOWNSHIP

### MANAGEMENT'S DISCUSSION AND ANALYSIS

(Continued)

The net position of the Township's governmental activities increased by \$5,952. Unassigned net position – the part of net position that can be used to finance day-to-day operations without constraints established by debt covenant, or other legal requirements – was \$1,100,996 at February 28, 2017. Although we received slightly higher dollars in real estate taxes in our smaller funds, the general town saw a decrease in tax dollars. Our programs are continuing to gain in popularity and with that, are costing more and we are utilizing more fund balances than ever before.

### THE TOWNSHIP'S FUNDS

As the Township completed the year, its Governmental Funds (as presented in the Statement of Assets, Liabilities and Fund Balances Arising from Cash Transactions on page 10) reported a combined fund balance of \$2,418,134, which is above last year's total of \$2,346,265. This year will be the first year in many that we have not seen large growth in our fund balances; in fact we have seen reductions in all but one. As anticipated, we received a back payment from the State of Illinois that was to be received in the last fiscal year, so the revenues are over exaggerated. As the need of our constituents increase the demand on our dollars increases as well. Planning has begun to take steps to meet the need while curbing the costs.

### GENERAL AND BUDGETARY HIGHLIGHTS

The March 1, 2016 to February 28, 2017 budget, which was not amended, was approved by the Board of Trustees on March 10, 2016. The budget is a general guide for the financial activity of the Township.

General funding actual direct receipts were \$61,239 more than the budgeted amount.

General Fund actual direct expenditures were less than the budgeted amount due to an overestimate of Expenditures based on past years and projections.

### CAPITAL ASSETS

At the end of February 28, 2017, the Township had \$1,831,262 invested in capital assets, including land and land improvements.

Table 3- Capital assets at Year End (See Note 7)

	Governmental Activities	
	2017	2016
Land	\$ 334,139	\$ 334,139
Buildings	1,253,309	1,296,483
Vehicles and Equipment	243,814	269,415
	<u>\$ 1,831,262</u>	<u>\$ 1,900,037</u>

For the fiscal year ending February 28, 2018 the Township has budgeted \$201,500 for capital expenditures.

WAUKEGAN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
(Continued)

CAPITAL ASSETS (Continued)

Table 4 - Outstanding Debt at Year End (See Note 7)

	<u>Governmental Activities</u>	
	<u>2017</u>	<u>2016</u>
Capital Leases	<u>\$ 7,043</u>	<u>\$ 9,901</u>

CONTACTING THE TOWNSHIP'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, investors and creditors with an overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, contact Patricia Jones, Supervisor of Waukegan Township, Waukegan, IL 60085 (847) 244-4900.

WAUKEGAN TOWNSHIP

BASIC FINANCIAL STATEMENTS

WAUKEGAN TOWNSHIP

GOVERNMENT-WIDE FINANCIAL STATEMENTS

WAUKEGAN TOWNSHIP  
STATEMENT OF NET POSITION - MODIFIED CASH BASIS  
FEBRUARY 28, 2017

	<u>Governmental Activities</u>
<b><u>ASSETS</u></b>	
Current Assets	
Cash and Cash Equivalents	\$ 2,441,463
Advance Payments	501
Due From Trust Funds	2,500
Total Current Assets	<u>\$ 2,444,464</u>
Noncurrent Assets	
Capital Assets	
Land	\$ 334,139
Buildings	2,161,898
Vehicles and Equipment	746,201
Less Accumulated Depreciation	(1,410,976)
Total Noncurrent Assets	<u>\$ 1,831,262</u>
<b><u>TOTAL ASSETS</u></b>	<u>\$ 4,275,726</u>
<b><u>LIABILITIES</u></b>	
Current Liabilities	
Deposits	\$ 24,872
Sales tax and Consignments Held	1,458
Current Portion of Long-Term debt	
Capital Leases	3,477
Total Current Liabilities	<u>\$ 29,807</u>
Long-Term Liabilities	
Capital Leases	<u>\$ 3,566</u>
<b><u>TOTAL LIABILITIES</u></b>	<u>\$ 33,373</u>
<b><u>NET POSITION</u></b>	
Net Investment In Capital Assets	\$ 1,824,219
Restricted for:	
Public Assistance	848,602
Recreation and Social Services	90,403
Employee Benefits	259,511
Highway and Roads	118,622
Unrestricted	<u>1,100,996</u>
<b><u>TOTAL NET POSITION</u></b>	<u>\$ 4,242,353</u>

The accompanying Notes are an integral part of these Financial Statements

WAUKEGAN TOWNSHIP  
STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS  
FOR THE YEAR ENDED FEBRUARY 28, 2017

FUNCTION/PROGRAMS	Program Receipts			Net (Disbursements) Receipts and Change In Net Position
	Expenditures	Charges for Services	Operating Grants and Contributions	Governmental Activities Total
Governmental Activities				
General Government	\$ 1,927,042	\$ -	\$ 12,882	\$ (1,914,160)
Public Assistance	1,144,862	-	869,313	(275,549)
Highways and Streets	231,461	-	-	(231,461)
Recreation & Social Services	1,684,115	100,661	93,022	(1,490,432)
Interest on Debt	229	-	-	(229)
Depreciation - Unallocated	94,024	-	-	(94,024)
Total Governmental Activities	\$ 5,081,733	\$ 100,661	\$ 975,217	\$ (4,005,855)
General Receipts:				
Property Taxes				\$ 3,243,517
Replacement Taxes				634,108
Unrestricted Investment Earnings				2,097
Other				132,085
Total General Receipts				\$ 4,011,807
Change in Net Position				\$ 5,952
Net Position - Beginning				4,236,401
Net Position - Ending				\$ 4,242,353

The accompanying Notes are an integral part of these Financial Statements.

WAUKEGAN TOWNSHIP

FUND FINANCIAL STATEMENTS

WAUKEGAN TOWNSHIP  
STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES ARISING FROM CASH TRANSACTIONS  
GOVERNMENTAL FUNDS  
FEBRUARY 28, 2017

	General Fund	General Assistance Fund	Seniors Fund	Imrf/Fica Fund	Road And Bridge Fund	Total Funds
<u>ASSETS</u>						
Cash and Investments	\$ 1,098,826	\$ 839,645	\$ 120,822	\$ 264,221	\$ 117,949	2,441,463
Advance Payments	501	-	-	-	-	501
Due From Trust Funds	-	2,500	-	-	-	2,500
Due from Other Funds	26,541	6,457	-	-	673	33,671
<u>TOTAL ASSETS</u>	<u>\$ 1,125,868</u>	<u>\$ 848,602</u>	<u>\$ 120,822</u>	<u>\$ 264,221</u>	<u>\$ 118,622</u>	<u>\$ 2,478,135</u>
<u>LIABILITIES AND FUND BALANCES</u>						
<u>LIABILITIES</u>						
Liabilities						
Due To Other Funds	\$ -	\$ -	\$ 28,961	\$ 4,710	\$ -	\$ 33,671
Deposits	24,872	-	-	-	-	24,872
Sales tax and Consignments Held	-	-	1,458	-	-	1,458
<u>TOTAL LIABILITIES</u>	<u>\$ 24,872</u>	<u>\$ -</u>	<u>\$ 30,419</u>	<u>\$ 4,710</u>	<u>\$ -</u>	<u>\$ 60,001</u>
<u>FUND BALANCES</u>						
Restricted						
Public Assistance	\$ -	\$ 848,602	\$ -	\$ -	\$ -	\$ 848,602
Highway and Roads	-	-	-	-	118,622	118,622
Recreation and Social Services	-	-	90,403	-	-	90,403
Employee Benefits	-	-	-	259,511	-	259,511
Unassigned	1,100,996	-	-	-	-	1,100,996
<u>TOTAL FUND BALANCES</u>	<u>\$ 1,100,996</u>	<u>\$ 848,602</u>	<u>\$ 90,403</u>	<u>\$ 259,511</u>	<u>\$ 118,622</u>	<u>\$ 2,418,134</u>
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 1,125,868</u>	<u>\$ 848,602</u>	<u>\$ 120,822</u>	<u>\$ 264,221</u>	<u>\$ 118,622</u>	

Amounts reported for governmental activities are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Long-Term liabilities, including capital leases payable, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds.

Net Position of Governmental Activities

The accompanying Notes are an integral part of these Financial Statements.

1,831,262

(7,043)

\$ 4,242,353



WAUKEGAN TOWNSHIP  
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED FEBRUARY 28, 2017

	General Fund	General Assistance Fund	Senior Citizen Fund	Imrf/Fica Fund	Road and Bridge Fund	Total Governmental Funds
<u>CASH RECEIPTS</u>						
Property Taxes	\$ 1,353,700	\$ 608,652	\$ 911,446	\$ 216,280	\$ 153,439	\$ 3,243,517
Replacement Taxes	191,510	-	275,729	84,219	82,650	634,108
Interest	837	367	153	715	25	2,097
Grants	12,882	869,313	76,063	-	-	958,258
Program Fees	-	-	78,280	-	-	78,280
Washington Center/Staben House	-	54,952	-	-	-	54,952
Rents	-	-	14,968	-	-	14,968
Donations	-	-	16,959	-	-	16,959
Gift Shop Sales	-	-	7,413	-	-	7,413
Other	65,500	11,388	245	-	-	77,133
<u>TOTAL RECEIPTS</u>	<u>\$ 1,624,429</u>	<u>\$ 1,544,672</u>	<u>\$ 1,381,256</u>	<u>\$ 301,214</u>	<u>\$ 236,114</u>	<u>\$ 5,087,685</u>
<u>CASH DISBURSEMENTS</u>						
Current						
General Government	\$ 1,572,141	\$ -	\$ -	\$ 354,901	\$ -	\$ 1,927,042
Public Assistance	-	1,144,862	-	-	-	1,144,862
Recreation and Social Services	61,376	-	1,622,739	-	-	1,684,115
Highway and Streets	-	-	-	-	231,461	231,461
Capital Outlay	-	-	-	-	25,249	25,249
Debt Service	-	-	-	-	-	-
Principal	2,858	-	-	-	-	2,858
Interest	229	-	-	-	-	229
<u>TOTAL DISBURSEMENTS</u>	<u>\$ 1,636,604</u>	<u>\$ 1,144,862</u>	<u>\$ 1,622,739</u>	<u>\$ 354,901</u>	<u>\$ 256,710</u>	<u>\$ 5,015,816</u>
<u>NET CHANGE IN FUND BALANCE</u>	<u>(12,175)</u>	<u>399,810</u>	<u>(241,483)</u>	<u>(53,687)</u>	<u>(20,596)</u>	<u>71,869</u>
<u>OTHER FINANCING SOURCES(USES)</u>						
Permanent Transfer In	\$ -	\$ -	\$ 149,561	\$ -	\$ -	\$ 149,561
Permanent Transfer Out	(149,561)	-	-	-	-	(149,561)
<u>TOTAL OTHER FINANCING SOURCES(USES)</u>	<u>\$ (149,561)</u>	<u>\$ -</u>	<u>\$ 149,561</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>CASH RECEIPTS OVER (UNDER) DISBURSEMENTS AND OTHER FINANCING SOURCES(USES)</u>	<u>\$ (161,736)</u>	<u>\$ 399,810</u>	<u>\$ (91,922)</u>	<u>\$ (53,687)</u>	<u>\$ (20,596)</u>	<u>\$ 71,869</u>
<u>FUND BALANCE - MARCH 1, 2016</u>	<u>1,262,732</u>	<u>448,792</u>	<u>182,325</u>	<u>313,198</u>	<u>139,218</u>	<u>2,346,265</u>
<u>FUND BALANCE - FEBRUARY 28, 2017</u>	<u>\$ 1,100,996</u>	<u>\$ 848,602</u>	<u>\$ 90,403</u>	<u>\$ 259,511</u>	<u>\$ 118,622</u>	<u>\$ 2,418,134</u>

The accompanying Notes are an integral part of these Financial Statements.

WAUKEGAN TOWNSHIP  
RECONCILIATION OF GOVERNMENTAL FUNDS STATEMENT OF CASH RECEIPTS,  
DISBURSEMENTS AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES –  
MODIFIED CASH BASIS  
FOR THE YEAR ENDED FEBRUARY 28, 2017

Excess of Receipts Over (Under) Disbursements Governmental Funds	\$ 71,869
Amounts reported for governmental activities in the Statement of Activities – Modified Cash Basis are different because:	
Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities – Modified Cash Basis, the cost of those assets is allocated over their estimated useful life as depreciation expense. This is the amount by which capital outlay, \$25,249 is less than depreciation expense, \$94,024, in the period.	(68,775)
Repayment of Long-Term Debt principal is an expenditure in the Governmental Funds, but the repayment reduces liabilities in the Statement of Net Position.	<u>2,858</u>
Change in Net Position of Governmental Activities	<u>\$ 5,952</u>

The accompanying Notes are an integral part of these Financial Statement.

WAUKEGAN TOWNSHIP

STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS ARISING FROM CASH TRANSACTIONS

FIDUCIARY FUNDS

PUBLIC ASSISTANCE

FEBRUARY 28, 2017

ASSETS

<u>Due From Clients</u>	\$ 7,578
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<u>TOTAL ASSETS</u>	<u>\$ 7,578</u>
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LIABILITIES

Due to Township	\$ 2,500
Checking Overdraft	996
Escrows Held	<u>3,110</u>

<u>TOTAL LIABILITIES</u>	<u>\$ 6,606</u>
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<u>NET ASSETS</u>	<u>\$ 972</u>
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The accompanying Notes are an integral part of these Financial Statements.

WAUKEGAN TOWNSHIP  
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
PUBLIC ASSISTANCE  
FOR THE YEAR ENDED FEBRUARY 28, 2017

<u>CASH RECEIPTS</u>	
Reimbursements	\$ -
<u>TOTAL CASH RECEIPTS</u>	\$ -
<u>CASH DISBURSEMENTS</u>	
Public Assistance	330
<u>CHANGE IN NET ASSETS</u>	\$ (330)
<u>NET ASSETS - BEGINNING OF YEAR</u>	1,302
<u>NET ASSETS - END OF YEAR</u>	\$ 972

The accompanying Notes are an integral part of these Financial Statements

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

WAUKEGAN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS  
FEBRUARY 28, 2017

1. SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

A reporting entity consists of the primary government and its component units. Generally Accepted Accounting Principles require that legally separate organizations for which elected officials of the primary government are financially accountable to be included in the primary government's basic financial statements as component units. Waukegan Township has determined that the Township Road District fits the definition of a component unit. The Road District's purpose is to construct and maintain roads within the Township. It is recorded in the Township's financial statements as a Special Revenue Fund.

New Accounting Standards

During Fiscal Year 2017, the Township considered the following Governmental Accounting Standards Board Statement (GASB) Statements.

GASB No. 67, Financial Reporting for Pension Plans

GASB No. 68, Accounting and Financial Reporting for Pensions

GASB No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date-An Amendment of GASB Statement No. 68

B. Basis of Presentation and Basis of Accounting

Basis of Presentation

Government-Wide Financial Statements: The Statement of Net Position and the Statement of Activities display information about the financial activities of the overall Township. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the Township. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties. The Township has no business-type activities.

The Statement of Activities presents a comparison between direct expenses and program receipts for each function of the Township's governmental activities.

Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expenses-expenses of the Township related to the administration and support of the Township's programs, such as personnel and accounting-are not allocated to programs.

Programs receipts include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Receipts that are not classified as program receipts, including all taxes are presented as general receipts.

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
(Continued)

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Presentation (Continued)

**Governmental Fund Financial Statements:** The fund financial statements provide information about the Township's funds. Separate statements for each fund category are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. The Township maintains individual funds as prescribed by State Statute. The Township reports all its funds as major governmental funds.

The Township reports the following major governmental funds:

**General Fund.** This fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds.** These funds include the General Assistance, IMRF, Senior Services, Social Security, Road and Bridge Funds which are used to account for the proceeds of specific revenue sources (other than those accounted for in Capital Projects Fund or that are legally restricted to cash disbursements or specific purposes).

**Fiduciary Funds.** Trust and Agency Funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments, and /or other funds. These include Expendable Trust, Nonexpendable Trust, Pension Trust, and Agency Funds. The Earn Fare, E. Washington Center Trust and Social Security Trust are accounted for as Agency Funds.

Basis of Accounting

The government-wide financial statements are reported using the modified cash basis of accounting. The cash basis of accounting is modified to account for: recording of depreciation on fixed assets, recognition of the net depreciated value of fixed assets, and, recognition of long-term liabilities. Non-exchange transactions, in which the Township gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. Receipts from property taxes, grants, entitlements and donations are recognized when received consistent with the cash basis of accounting. The governmental fund financial statements, and all other financial statements, are reported using the cash basis of accounting. Accordingly, revenues are recognized and recorded in the accounts when cash is received. In the same manner, expenditures are recognized and recorded upon the disbursement of cash. Assets of a fund are only recorded when a right to receive cash exists which arises from a previous cash transaction. Liabilities of a fund, similarly, results from previous cash transactions. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

C. Capital Assets

Capital assets are reported at actual or estimated historical cost. Contributed assets are reported at estimated fair value at the time received.

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
(Continued)

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Capital Assets (Continued)

Depreciation methods, and estimated useful lives of capital assets reported in the Township-wide statements is as follows:

	<u>Depreciated Method</u>	<u>Estimated Useful life</u>	<u>Capitalization Threshold</u>
Land Improvements	Straight Line	20 Years	\$10,000
Buildings	Straight Line	50 Years	\$50,000
Equipment	Straight Line	5-8 Years	\$2,500-\$10,000

Depreciation is used to allocate the actual or estimated historical cost of all capital assets over their estimated useful lives.

D. Restricted Resources

The Township applies restricted resources when an expense is incurred for purposes for which both restricted and unassigned net assets are available.

E. Budgets and Budgetary Accounting

The budget for all major Government Funds is prepared on the modified cash basis of accounting, which is the same basis that is used in financial reporting. This allows for comparability between budget and actual amounts. This is an acceptable method in accordance with Chapter 105, Section 5/17-1 of the Illinois Compiled Statutes. The March 1, 2016 to February 28, 2017 budget was passed on March 10, 2016.

For each fund, total fund disbursement may not legally exceed the budgeted amounts. The budget lapses at the end of each fiscal year.

The Township follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to March 1, the Supervisor submits to the Board a proposed operating budget for the fiscal year commencing on that date. The operating budget includes proposed expenditures and the means of financing them.
2. A Public hearing is conducted to obtain taxpayer comments.
3. Prior to August 1, the budget is legally adopted through passage of a resolution.
4. Formal budgetary integration is employed as a management control device during the year.
5. The Township Board may make transfers between the various items in any fund not exceeding in the aggregate 10% of the total of such fund as set forth in the budget, as reported on pages 25-37.
6. The Township Board may amend the budget by the same procedures required of its original adoption.
7. The IMRF Fund over expended its budget for the year ended February 28, 2017 by \$19,901.



WAUKEGAN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

2. CASH AND INVESTMENTS

The Township is allowed to invest in securities as authorized by the State of Illinois Statutes, including Securities of the Federal Government, in Federally Insured Savings and Loan Associations, in Federally Insured Banks as defined in the Illinois Banking Act, or in the Pool Funds provided by the Illinois Treasurer's Office.

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Township's deposits may not be returned or the Township will not be able to recover collateral securities in the possession of an outside party. The Township's policy requires deposits to be at least 100 percent secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance (FDIC). The Township's Board of Trustees approves and designates a list of authorized depository institutions based on evaluation of solicited responses and certificates provided by financial institutions.

At February 28, 2017, the carrying amount of the Township's deposits was \$2,216,381, which excludes a \$2,365 Petty Cash fund. At year-end, the Township's bank balance was \$2,327,945. As of February 28, 2017, \$1,581,528 of the combined entity's bank balance of \$2,327,945 was exposed to custodial credit risk as follows:

	<u>Bank Balance</u>
Collateralized with securities held by the pledging financial institution	<u>\$1,581,528</u>

Investments

The Township is allowed to invest in securities as authorized by the Illinois Compiled Statutes, Chapter 30. Act 235/Articles 2 and 6.

As of February 28, 2017, the Township had the following investments:

External Investment Pool		
Primary Government		
Illinois Funds Money Market Accounts	<u>\$222,717</u>	<u>100%</u>

The fair value of investments in the Illinois Funds is the same as the value of pool shares. The Illinois Fund is not SEC-registered, but does not have regulatory oversight through the State of Illinois.

Interest Rate Risk. The Township does not have a formal investment policy that limits maturities as a means of managing its exposure to fair value losses arising from increase interest rates.

Credit Risk. State law limits investments based on credit risk. The Township's investment policy further limits its investment choices to ensure that capital loss, whether from credit or market risk, is avoided. As of February 28, 2016, the Township's investments were not rated because certain external investment pools do not have credit quality rating as established by nationally recognized statistical rating organizations.

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

(Continued)

3. RETIREMENT FUND COMMITMENTS

ILLINOIS MUNICIPAL RETIREMENT FUND

*Plan Description*

The Township's defined benefit pension plan provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The Township's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund that acts as a common investment and administrative agent for local governments and school districts in Illinois. A summary of IMRF's pension benefits is provided in the *Benefits Provided* section of this note. Details of all benefits are available from IMRF. Benefits are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. That report may be obtained on-line at [www.imrf.org](http://www.imrf.org) or by writing to the Illinois Municipal Retirement Fund, 2211 York Road, Suite 500, Oak Brook, Illinois 60523.

*Benefits Provided*

The Township's IMRF members participate in IMRF's "Regular Plan". IMRF's regular plan has two tiers. Employees hired before January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased 3% of the original amount on January 1 every year after retirement.

Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after 10 years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 96 months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the lesser of:

- 3% of the original pension amount, or
- ½ of the increase in the Consumer Price Index (CPI) of the original pension amount.

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

(Continued)

3. RETIREMENT FUND COMMITMENTS (Continued)

ILLINOIS MUNICIPAL RETIREMENT FUND

*Employees Covered by the Benefit Terms*

As of December 31, 2016, the following employees were covered by the benefit terms:

	<u>IMRF</u>
Retirees and Beneficiaries currently receiveing benefits	36
Inactive Plan Members entitled to but not yet receiving benefits	29
Active Plan Members	<u>37</u>
Total	<u><u>102</u></u>

*Contributions*

As set by statute, employees participating in IMRF are required to contribute 4.50% of their annual covered salary. The statute requires the Township to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Township's annual contribution rate for calendar year 2016 was 9.44 percent. The Township's actual contribution for calendar year 2016 was \$197,503. The Township also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

*Net Pension Liability*

The Township's net pension liability was measured as of December 31, 2016. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

*Actuarial Assumptions*

The following are the methods and assumptions used to determine total pension liability at December 31, 2016; The Actuarial Cost Method used was Entry Age Normal; the Asset Valuation Method used was Market Value of Assets; the Inflation Rate was assumed to be 2.75%; Salary Increases were expected to be 3.75% to 14.5% including inflation; the Investment Rate of Return was assumed to be 7.50%; the Projected Retirement Age was from the Experience-based Table of Rates, specific to the type of eligibility condition, last updated for the 2014 valuation according to an experience study from years 2011 to 2013; the IMRF-specific Rates for Mortality (for non-disabled retirees) were developed from the RP-2014 Blue Collar Health Annuity Mortality Table with adjustments to match current IMRF experience; for Disabled Retirees, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives; for Active Members, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience; the Long-Term Expected Rate of Return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

WAUKEGAN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

3. RETIREMENT FUND COMMITMENTS (Continued)

ILLINOIS MUNICIPAL RETIREMENT FUND (Continued)

*Actuarial Assumptions* (Continued)

<u>Asset Class</u>	<u>Portfolio Target Percentage</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	38%	7.60%
International Equity	17%	7.80%
Fixed Income	27%	3.00%
Real Estate	8%	6.15%
Alternative Investments	9%	5.25-8.5%
Cash Equivalents	1%	2.25%
Total	<u>100%</u>	

*Single Discount Rate*

A Single Discount Rate of 7.50% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects, 1) the long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and, 2) the tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met). For the purpose of the most recent valuation, the expected rate of return on plan investments is 7.50%, the municipal bond rate is 3.78% and the resulting single discount rate is 7.50%.

WAUKEGAN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

3. RETIREMENT FUND COMMITMENTS (Continued)

ILLINOIS MUNICIPAL RETIREMENT FUND (Continued)

*Changes in Net Pension Liability*

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2015	\$ 10,743,946	\$ 10,124,026	\$ 619,920
Changes for the Year:			
Service Cost	210,309	-	210,309
Interest on the Total Pension Liability	794,071	-	794,071
Changes in Benefit Terms	-	-	-
Differences Between Expected and Actual Experience of the Total Pension Liability	24,419	-	24,419
Changes of Assumptions	(12,938)	-	(12,938)
Contributions - Employer	-	197,503	(197,503)
Contributions - Employees	-	94,149	(94,149)
Net Investment Income	-	697,444	(697,444)
Benefit Payments, including Refunds of Employee Contributions	(494,698)	(494,698)	-
Other (Net Transfer)	-	(132,725)	118,195
Net Changes	521,163	361,673	144,960
Balances at December 31, 2016	\$ 11,265,109	\$ 10,485,699	\$ 764,880

*Sensitivity of the Net Pension Liability to Changes in the Discount Rate*

The following presents the plan's net pension liability, calculated using a Single Discount Rate of 7.50%, as well as what the plan's net pension liability would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher:

	1% Decrease 6.50%	Current Single Discount Rate Assumption 7.50%	1% Increase 8.50%
Total Pension Liability	\$ 12,660,983	\$ 11,265,109	\$ 10,117,272
Plan Fiduciary Net Position	10,485,699	10,485,699	10,485,699
Net Pension Liability (Asset)	\$ 2,175,284	\$ 779,410	\$ (368,427)

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
(Continued)

4. POST-EMPLOYMENT BENEFITS

The Township has evaluated its potential other postemployment benefits liability. The Township provides continued health insurance coverage at the active employer rate to all eligible employees in accordance with Illinois statutes, which creates an implicit subsidy of retiree health insurance. Former employees who choose to retain their rights to health insurance through the Township are required to pay 100% of the current premium. However, no former employees have chosen to stay in the Township's health insurance plan. There has been 0% utilization and, therefore, no implicit subsidy to calculate in accordance with GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. Additionally, the Township has no former employees for whom the Township was providing explicit subsidy and employees with agreements for the future explicit subsidies upon retirement. The Township has no postemployment liability as of February 28, 2017.

5. PROPERTY TAXES

The 2015 property taxes attached as an enforceable lien on January 1, 2015. They were levied in November of the tax year. Tax bills were prepared by the County and issued on or about May 1, 2016, and were payable in two installments, on or about June 1, 2016, and September 1, 2016. The County collected such taxes and remitted them periodically. Property tax revenues are recognized in the same accounting period as when they are received. The Township received significant distributions of tax receipts approximately one month after the due dates.

6. RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Township carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

7. INTERFUND RECEIVABLE AND PAYABLES

Interfund Receivables and Payables at February 28, 2017, were as follows:

	<u>Receivable</u>	<u>Payable</u>
General Fund	\$ 26,541	\$ -
Special Revenue Funds		
General Assistance	6,457	-
Road & Bridge	673	-
Senior Citizens	-	28,961
IMRF/FICA	-	4,710
	<u>\$ 33,671</u>	<u>\$ 33,671</u>

The interfund receivables and payables arise from administrative support charges and from allocated expenses not yet reimbursed.

WAUKEGAN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

8. CAPITAL ASSETS

Capital asset activity for the year ended February 28, 2017 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Ending Balance</u>
<u>GOVERNMENTAL ACTIVITIES</u>				
Capital Assets Not Being Depreciated				
Land	\$ 334,139	\$ -	\$ -	\$ 334,139
Capital Assets Being Depreciated				
Building and Building Improvements	\$ 2,161,898	\$ -	\$ -	\$ 2,161,898
Equipment, Furniture and Vehicles	720,952	25,249		746,201
	<u>\$ 2,882,850</u>	<u>\$ 25,249</u>	<u>\$ -</u>	<u>\$ 2,908,099</u>
Less: Accumulated Depreciation for:				
Buildings	\$ 865,415	\$ 43,174	\$ -	\$ 908,589
Equipment, Furniture and Vehicles	451,537	50,850		502,387
	<u>\$ 1,316,952</u>	<u>\$ 94,024</u>	<u>\$ -</u>	<u>\$ 1,410,976</u>
<u>GOVERNMENTAL ACTIVITIES</u> <u>CAPITAL ASSETS, NET</u>	<u>\$ 1,900,037</u>	<u>\$ (68,775)</u>	<u>\$ -</u>	<u>\$ 1,831,262</u>

9. LONG-TERM DEBT

The following is a summary of the Township's Long-Term Debt for the year ended February 28, 2017.

	<u>Balance 3/1/2016</u>	<u>Additions</u>	<u>Retirement</u>	<u>Balance 2/28/2017</u>	<u>Current Portion</u>
Capital Leases	\$ 9,901	\$ -	\$ 2,858	\$ 7,043	\$ 3,477

The Capital Lease consist of a 2014 Kia Soul with monthly payments of \$280.63 fo 60 months, including interest of 2.90%.

Future Lease payments are:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	3,477	154	3,367
2019	3,308	59	3,367
2020	258	23	281
	<u>\$ 7,043</u>	<u>\$ 236</u>	<u>\$ 7,015</u>

WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

(Continued)

10. FUND BALANCE REPORTING

According to Government Accounting Standards, fund balances are to be classified into five major classifications; Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance. Below are definitions of the differences in fund balance presentations.

A. Nonspendable Fund Balance

The nonspendable fund balance classifications include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. They "not in spendable form" criterion includes items that are not expected to be converted to cash, for example inventories or prepaid amounts. Because the Township reports on the cash basis of accounting all such items are expensed at the time of purchase, and therefore there are no amounts that fall into this classification.

B. Restricted Fund Balance

The restricted fund balance classification refers to amounts that are subject to outside restrictions, not controlled by the Township. Things such as restrictions imposed by creditors, grantors, or laws and regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. Special Revenue Funds are by definition restricted for those specific purposes. The Township reports several special revenue funds; the source of funding is through specific real estate tax levies: Retirement/Social Security Fund Levy, General Assistance Levy, Park Maintenance Levy, Town Insurance Levy, Road and Bridge Levy, Equipment and Building Levy, Road Insurance Levy and the Permanent Road Levy.

C. Committed Fund Balance

The committed fund balance classification refers to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority (the Township Trustees). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

The Trustees commit fund balances by making motions or passing resolutions to adopt policy or to approve contracts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements. No funds are currently committed.

D. Assigned Fund Balance

The assigned fund balance classifications refer to amounts that are constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed. Intent may be expressed by (a) the Trustees themselves or (b) the finance committee or by the Supervisor when the Trustees has delegated the authority to assign amounts to be used for a specific purpose. No funds are currently assigned.



WAUKEGAN TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
(Continued)

10. FUND BALANCE REPORTING (Continued)

E. Unassigned Fund Balance

The unassigned fund balance classification is the residual classification for amounts in the General Town Fund for amounts that have not been restricted, committed, or assigned to specific purposes within the General Fund. Unassigned Fund Balance amounts are shown in the financial statements in the General Town Fund.

11. LONG-TERM LEASE AGREEMENT

On January 21, 1991, the Township and park district entered into a lease for the parcel of land upon which Park Place is built. The lease is for \$1 per year, for 30 years, with two successive ten-year renewal options.

12. FEDERAL AND STATE GRANTS

The Township has received Federal and State grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits can lead to questioned costs and potential request for reimbursements to grantor agencies for expenditures disallowed under the terms of the grant. The amount of questioned cost, if any, which may be disallowed by the granting agencies cannot be determined at this time although the Township expects such amounts, if any, to be immaterial.

WAUKEGAN TOWNSHIP

SUPPLEMENTARY INFORMATION

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL FUND

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH RECEIPTS</u>			
Property Taxes	\$ 1,360,190	\$ 1,360,190	\$ 1,353,700
Replacement Taxes	150,000	150,000	191,510
Interest	1,000	1,000	837
Grants	7,000	7,000	12,882
Miscellaneous	45,000	45,000	65,500
	<u>\$ 1,563,190</u>	<u>\$ 1,563,190</u>	<u>\$ 1,624,429</u>
<u>CASH DISBURSEMENTS</u>			
<u>ADMINISTRATION</u>			
<u>PERSONAL SERVICES</u>			
Salaries	\$ 640,000	\$ 675,000	\$ 672,949
Health Insurance	125,000	134,750	106,826
Workmans Compensation	13,000	13,000	10,437
Unemployment Insurance	4,000	4,000	4,101
	<u>\$ 782,000</u>	<u>\$ 826,750</u>	<u>\$ 794,313</u>
<u>CONTRACTUAL</u>			
Building Maintenance	\$ 10,000	\$ 14,000	\$ 15,185
Equipment Maintenance	18,000	18,000	20,164
Contract Labor	-	-	770
Audit Services	4,000	4,000	3,400
Legal	15,000	15,000	15,175
Postage	8,500	10,500	10,156
Telephone	22,000	34,000	36,388
Printing	12,000	16,500	16,499
Printing - Ads/Booklets	2,000	3,000	2,620
Marketing & Advertising	16,000	22,000	22,711
Dues/Membership Fees	3,500	3,500	2,491
Subscriptions/Publications	3,000	3,000	-
Travel Officials/Staff	16,000	11,000	10,153
Education Reimbursement	2,000	2,000	2,279
Utilities	15,000	15,000	13,918
Insurance	32,000	22,000	18,788
Auto Expense	7,000	7,000	5,805
Employment Screening	6,000	6,000	3,356
Administrative Support Service	26,000	26,000	25,604
Computer Service	26,000	26,000	22,379
	<u>\$ 244,000</u>	<u>\$ 258,500</u>	<u>\$ 247,841</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL FUND  
(Continued)

<u>CASH DISBURSEMENTS (Continued)</u>	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>
<u>ADMINISTRATION</u>			
<u>COMMODITIES</u>			
Office Supplies	\$ 16,000	\$ 27,000	\$ 24,760
Building Improvements	75,000	30,000	26,271
Equipment	16,000	16,000	15,865
Building Maintenance Supplies	10,000	10,000	7,431
	<u>\$ 117,000</u>	<u>\$ 83,000</u>	<u>\$ 74,327</u>
<u>OTHER EXPENDITURES</u>			
Miscellaneous	\$ 3,000	\$ 3,000	\$ 1,782
Contingencies	10,000	10,000	-
Meetings	3,000	3,000	2,431
Township Programs	14,000	20,500	21,059
Township Programs-Rebound/Reclm	10,000	20,000	20,269
Local Organization Funding	20,000	20,000	16,548
Youth Programs	6,000	-	-
Youth Program Scholarships	2,500	3,000	3,500
	<u>\$ 68,500</u>	<u>\$ 79,500</u>	<u>\$ 65,589</u>
<u>TOTAL ADMINISTRATION</u>	<u>\$ 1,211,500</u>	<u>\$ 1,247,750</u>	<u>\$ 1,182,070</u>
<u>ASSESSOR</u>			
<u>PERSONAL SERVICES</u>			
Salaries	\$ 272,950	\$ 260,950	\$ 260,363
Health Insurance	38,000	38,000	42,133
Unemployment Insurance	2,000	2,000	1,404
Workman's Compensation	2,000	2,000	1,935
	<u>\$ 314,950</u>	<u>\$ 302,950</u>	<u>\$ 305,835</u>
<u>CONTRACTUAL</u>			
Contract Labor	\$ 38,000	\$ 38,000	\$ 39,736
Building Maintenance	2,500	3,000	2,729
Equipment Maintenance	500	1,750	1,412
Legal	2,500	5,000	2,500
Postage	100	100	-
Computer Service	16,180	19,680	20,411
Telephone	5,500	5,500	6,550
Printing	500	500	-
Insurance	2,500	3,000	-
	<u>\$ 68,280</u>	<u>\$ 76,530</u>	<u>\$ 73,338</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL FUND  
 (Continued)

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH DISBURSEMENTS (continued)</u>			
<u>ASSESSOR (continued)</u>			
Audit Services	\$ 500	\$ 500	\$ 500
Administrative Support services	6,500	6,500	6,401
Dues/Memberships Fees	1,500	1,500	259
Travel	1,000	1,000	582
Training	6,000	6,000	2,917
Building Rent	74,500	57,500	55,816
Appraisal Service	1,000	1,000	-
Computer Lease	19,700	4,700	2,055
	<u>\$ 110,700</u>	<u>\$ 78,700</u>	<u>\$ 68,530</u>
<u>COMMODITIES</u>			
Building Improvements	\$ 500	\$ 500	\$ 267
Equipment	6,000	4,000	246
Office Supplies	2,000	3,500	3,224
Building Maintenance Supplies	100	100	-
Other Supplies	400	400	7
	<u>\$ 9,000</u>	<u>\$ 8,500</u>	<u>\$ 3,744</u>
<u>DEBT SERVICE</u>			
Principal	\$ -	\$ -	\$ 2,858
Interest	-	-	229
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,087</u>
<u>TOTAL ASSESSOR</u>	<u>\$ 502,930</u>	<u>\$ 466,680</u>	<u>\$ 454,534</u>
<u>TOTAL CASH DISBURSEMENTS</u>	<u>1,714,430</u>	<u>\$ 1,714,430</u>	<u>\$ 1,636,604</u>
<u>CASH RECEIPTS OVER (UNDER)</u>			
<u>DISBURSEMENTS</u>	\$ (151,240)	\$ (151,240)	\$ (12,175)
<u>OTHER FINANCING SOURCES (USES)</u>			
Permanent Transfer	\$ (150,000)	\$ (150,000)	\$ (149,561)
<u>NET CHANGE IN FUND BALANCE</u>	<u>\$ (301,240)</u>	<u>\$ (301,240)</u>	<u>\$ (161,736)</u>
<u>FUND BALANCE - MARCH 1, 2016</u>			<u>1,262,732</u>
<u>FUND BALANCE - FEBRUARY 28, 2017</u>			<u>\$ 1,100,996</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL ASSISTANCE FUND

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH RECEIPTS</u>			
Property Tax	\$ 618,750	\$ 618,750	\$ 608,652
Interest	200	200	367
Miscellaneous	1,000	1,000	1,277
Eddie Washington Center Receipts	12,000	12,000	49,170
IDHS - T/A SSI Reimb	15,600	15,600	26,450
SHP/HUD Grant	160,000	160,000	171,346
Other Grants	2,500	2,500	-
Fundraising	15,000	15,000	10,111
Staben House Receipts	10,000	10,000	5,782
DHS Grant	150,000	150,000	671,517
	<u>\$ 985,050</u>	<u>\$ 985,050</u>	<u>\$ 1,544,672</u>
<u>CASH DISBURSEMENTS</u>			
<u>ADMINISTRATION</u>			
<u>PERSONAL SERVICES</u>			
Salaries	\$ 155,000	\$ 155,000	\$ 130,277
Health Insurance	16,300	16,300	13,165
Unemployment Insurance	3,000	3,000	1,404
Workmans' Compensation	2,500	2,500	1,935
	<u>\$ 176,800</u>	<u>\$ 176,800</u>	<u>\$ 146,781</u>
<u>CONTRACTUAL</u>			
Computer Services	\$ 1,500	\$ 2,000	\$ 1,625
Printing	1,000	1,000	288
Training	-	-	1,258
Travel	2,500	2,500	-
Equipment	5,000	5,000	-
	<u>\$ 10,000</u>	<u>\$ 10,500</u>	<u>\$ 3,171</u>
<u>OTHER EXPENDITURES</u>			
Miscellaneous	\$ 500	\$ 500	\$ -
<u>TOTAL ADMINISTRATION</u>	<u>\$ 187,300</u>	<u>\$ 187,800</u>	<u>\$ 149,952</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL ASSISTANCE FUND  
(Continued)

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH DISBURSEMENTS (continued)</u>			
<u>HOME RELIEF</u>			
CONTRACTUAL SERVICES			
Funeral and Burial	\$ 13,000	\$ 13,000	\$ 11,000
Client Utilities	17,000	17,000	9,647
Rent Assistance		2,000	17,146
Transitional Grant	175,000	159,300	117,075
Client Transportation	4,000	4,000	955
Emergency Shelter/Lodging	19,000	19,000	901
	<u>\$ 228,000</u>	<u>\$ 214,300</u>	<u>\$ 156,724</u>
COMMODITIES			
Personals/Clothing	\$ 2,000	\$ 2,000	\$ 520
Food	6,000	6,000	6,201
Medications	5,000	5,000	1,955
	<u>\$ 13,000</u>	<u>\$ 13,000</u>	<u>\$ 8,676</u>
OTHER EXPENDITURES			
Miscellaneous	\$ 500	\$ 500	\$ -
<u>TOTAL HOME RELIEF</u>	<u>\$ 241,500</u>	<u>\$ 227,800</u>	<u>\$ 165,400</u>
<u>EDDIE WASHINGTON CENTER</u>			
PERSONAL SERVICES			
Salaries	\$ 285,000	\$ 285,000	\$ 281,472
Health Insurance	58,000	58,000	59,913
Unemployment Insurance	3,500	3,500	2,458
Workmans' Compensation	5,500	5,500	4,257
	<u>\$ 352,000</u>	<u>\$ 352,000</u>	<u>\$ 348,100</u>
CONTRACTUAL SERVICES			
Building Maintenance	\$ 12,000	\$ 20,000	\$ 20,672
Equipment Maintenance	4,500	4,500	3,308
Postage	500	500	20
Telephone	6,500	6,500	5,985
	<u>\$ 23,500</u>	<u>\$ 31,500</u>	<u>\$ 29,985</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL ASSISTANCE FUND  
(Continued)

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH DISBURSEMENTS (continued)</u>			
<u>EDDIE WASHINGTON CENTER (continued)</u>			
Meetings	\$ 1,000	\$ 1,500	\$ 1,103
Printing	1,000	1,000	196
Dues/Subscriptions	500	500	15
Conferences/Seminars	4,500	4,500	3,563
Utilities	14,000	14,000	14,123
Insurance	5,000	5,000	5,526
Auto	3,500	3,500	1,908
Drug Screening	2,500	3,500	2,802
DHS Grant	15,000	8,000	7,100
Resident Transportation	8,000	5,000	3,262
	<u>\$ 78,500</u>	<u>\$ 78,000</u>	<u>\$ 69,583</u>
 COMMODITIES			
Office Supplies	\$ 6,000	\$ 6,000	\$ 2,722
Building Maintenance Supplies	10,000	12,500	11,395
Building Improvements	5,000	5,000	2,677
Equipment	5,000	5,000	3,324
Uniforms	1,000	1,000	237
Food	750	750	336
Personal items	3,000	3,000	358
	<u>\$ 30,750</u>	<u>\$ 33,250</u>	<u>\$ 21,049</u>
 OTHER EXPENDITURES			
Miscellaneous	\$ 1,000	\$ 1,000	\$ 236
 <u>TOTAL EDDIE WASHINGTON CENTER</u>	<u>\$ 462,250</u>	<u>\$ 464,250</u>	<u>\$ 438,968</u>
 <u>STABEN HOUSE</u>			
PERSONAL SERVICES			
Salaries	\$ 285,000	\$ 301,000	\$ 299,539
Health Insurance	10,000	10,000	10,080
Unemployment Insurance	3,500	3,500	2,458
Workmans' Compensation	5,000	5,000	3,870
	<u>\$ 303,500</u>	<u>\$ 319,500</u>	<u>\$ 315,947</u>



WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL ASSISTANCE FUND  
 (Continued)

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH DISBURSEMENTS</u> (contiued)			
<u>STABEN HOUSE</u> (continued)			
CONTRACTUAL SERVICES			
Building Maintenance	\$ 16,000	\$ 16,000	\$ 14,737
Equipment maintenance	5,000	5,000	3,905
Contract Labor	-	-	440
Postage	750	750	376
Telephone	6,500	6,500	5,582
Printing	500	500	-
Dues/Subscriptions	500	500	930
Utilities	11,000	11,000	8,842
Training/Seminars	4,500	4,500	1,914
Insurance	5,000	5,000	5,526
Building Improvements	15,000	5,000	-
Auto	2,000	2,000	572
Drug Screening	1,500	1,500	163
Meeting Expense	1,000	1,000	1,000
Resident Transportation	3,000	3,000	508
	<u>\$ 72,250</u>	<u>\$ 62,250</u>	<u>\$ 44,495</u>
COMMODITIES			
Office Supplies	\$ 4,500	\$ 4,500	\$ 2,910
Building Maintenace Supplies	9,000	10,500	9,763
Equipment	3,000	3,000	2,203
Children supplies	1,000	1,000	235
Food	500	500	409
Clothing	500	500	-
Personal Items	1,000	1,000	564
	<u>\$ 19,500</u>	<u>\$ 21,000</u>	<u>\$ 16,084</u>
OTHER EXPENSE			
Miscellaneous	\$ 1,000	\$ 2,000	\$ 1,895
Other Assistance	2,000	2,000	1,901
Residential Rental Assistance	4,500	7,200	4,400

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
GENERAL ASSISTANCE FUND  
 (Continued)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>
<u>CASH DISBURSEMENTS</u> (continued)			
<u>STABEN HOUSE</u> (continued)			
OTHER EXPENSE (continued)			
Hawthorn Woods-Childcare	\$ -	\$ -	\$ 1,435
Residential Medical Support	6,500	6,500	4,385
	<u>\$ 14,000</u>	<u>\$ 17,700</u>	<u>\$ 14,016</u>
 <u>TOTAL STABEN HOUSE</u>	 <u>\$ 409,250</u>	 <u>\$ 420,450</u>	 <u>\$ 390,542</u>
 <u>TOTAL CASH DISBURSEMENTS</u>	 <u>\$ 1,300,300</u>	 <u>\$ 1,300,300</u>	 <u>\$ 1,144,862</u>
 <u>TOTAL CASH RECEIPTS OVER (UNDER)</u> <u>DISBURSEMENTS</u>	 <u>\$ (315,250)</u>	 <u>\$ (315,250)</u>	 <u>\$ 399,810</u>
 <u>OTHER FINANCING SOURCES (USES)</u>			
Permanent Transfer	\$ 100,000	\$ 100,000	\$ -
 <u>NET CHANGE IN FUND BALANCE</u>	 <u>\$ (215,250)</u>	 <u>\$ (215,250)</u>	 <u>\$ 399,810</u>
 <u>FUND BALANCE - MARCH 1, 2016</u>			 <u>448,792</u>
 <u>FUND BALANCE - FEBRUARY 28, 2017</u>			 <u>\$ 848,602</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
SENIOR CITIZENS FUND

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<b><u>CASH RECEIPTS</u></b>			
Property Taxes	\$ 928,122	\$ 928,122	\$ 911,446
Replacement Taxes	250,000	250,000	275,729
Donations/Fundraising	16,500	16,500	16,959
Program Receipts	124,000	124,000	78,280
Interest	100	100	153
Grants	25,000	25,000	76,063
Rents	12,000	12,000	14,968
Gift Shop Sales	11,000	11,000	7,413
Other			245
	<u>\$ 1,366,722</u>	<u>\$ 1,366,722</u>	<u>\$ 1,381,256</u>
<b><u>CASH DISBURSEMENTS</u></b>			
ADMINISTRATION			
PERSONAL SERVICES			
Salaries	\$ 445,000	\$ 445,000	\$ 483,888
Health Insurance	117,000	117,000	135,994
Workmans compensation	4,500	4,500	3,483
Unemployment Insurance	5,000	5,000	3,511
	<u>\$ 571,500</u>	<u>\$ 571,500</u>	<u>\$ 626,876</u>
CONTRACTUAL			
Building Maintenance	\$ 30,000	\$ 30,000	\$ 32,225
Equipment Maintenance	8,500	8,500	8,456
Legal	1,000	1,000	1,000
Postage	22,000	22,000	21,703
Telephone	8,500	8,500	8,014
Audit Fees	1,500	1,500	1,500
Printing	22,000	22,000	26,199
Dues/Membership Fees	2,000	2,000	1,952
Subscriptions/Publications	1,000	1,000	389
Conferences/Seminars	4,500	4,500	2,507
Utilities	23,000	23,000	23,561
Insurance	21,000	21,000	7,976
Administrative Support Service	19,000	19,000	17,811
Computer Service	8,500	8,500	9,073
	<u>\$ 172,500</u>	<u>\$ 172,500</u>	<u>\$ 162,366</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
SENIOR CITIZENS FUND  
 (Continued)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>
<u>CASH DISBURSEMENTS (continued)</u>			
<u>ADMINISTRATION (continued)</u>			
<u>COMMODITIES</u>			
Office Supplies	\$ 8,000	\$ 8,000	\$ 5,052
Building Improvements	15,000	15,000	33,317
Equipment	15,000	15,000	4,214
Building Maintenance Supplies	18,000	18,000	16,596
	<u>\$ 56,000</u>	<u>\$ 56,000</u>	<u>\$ 59,179</u>
<u>OTHER EXPENDITURES</u>			
Miscellaneous	\$ 750	\$ 750	\$ 859
Contingencies	5,000	5,000	-
Meetings	2,000	2,000	1,073
Gift Shop Operating Expense	1,000	1,000	189
Gift Shop Expenses	9,500	9,500	6,954
Local Organization Funding	4,000	4,000	4,693
Other Township Programs	32,500	32,500	25,646
Township Programs-Taxi Tickets	275,000	258,000	259,370
Township Programs- Senior Center	44,000	44,000	40,844
Township Programs- Transportation	138,000	82,000	74,420
Township Programs- Home Sweet Home	396,000	469,000	360,270
	<u>\$ 907,750</u>	<u>\$ 907,750</u>	<u>\$ 774,318</u>
<u>TOTAL CASH DISBURSEMENTS</u>	<u>\$ 1,707,750</u>	<u>\$ 1,707,750</u>	<u>\$ 1,622,739</u>
<u>TOTAL CASH RECEIPTS OVER (UNDER)</u>			
<u>DISBURSEMENTS</u>	\$ (341,028)	\$ (341,028)	\$ (241,483)
<u>OTHER FINANCING SOURCES (USES)</u>			
Permanent Transfer	\$ 150,000	\$ 150,000	\$ 149,561
<u>NET CHANGE IN FUND BALANCE</u>	<u>\$ (191,028)</u>	<u>\$ (191,028)</u>	<u>\$ (91,922)</u>
<u>FUND BALANCE - MARCH 1, 2016</u>			<u>182,325</u>
<u>FUND BALANCE - FEBRUARY 28, 2017</u>			<u>\$ 90,403</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
IMRF/ FICA FUND

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<u>CASH RECEIPTS</u>			
Property Taxes	\$ 216,870	\$ 216,870	\$ 216,280
Replacement Tax	65,000	65,000	84,219
Interest	100	100	715
	<u>\$ 281,970</u>	<u>\$ 281,970</u>	<u>\$ 301,214</u>
<u>CASH DISBURSEMENTS</u>			
CONTRACTUAL			
Retirement Contributions	\$ 165,000	\$ 165,000	\$ 170,809
Fica Contributions	170,000	170,000	184,092
	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 354,901</u>
<u>TOTAL CASH DISBURSEMENTS</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 354,901</u>
<u>NET CHANGE IN FUND BALANCE</u>	<u>\$ (53,030)</u>	<u>\$ (53,030)</u>	<u>\$ (53,687)</u>
<u>FUND BALANCE - MARCH 1, 2016</u>			<u>313,198</u>
<u>FUND BALANCE - FEBRUARY 28, 2017</u>			<u>\$ 259,511</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
ROAD AND BRIDGE FUND

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>
<u>CASH RECEIPTS</u>			
Property Taxes	\$ 153,000	\$ 153,000	\$ 153,439
Replacement Taxes	75,000	75,000	82,650
Interest	10	10	25
	<u>\$ 228,010</u>	<u>\$ 228,010</u>	<u>\$ 236,114</u>
<u>CASH DISBURSEMENTS</u>			
<u>ADMINISTRATION</u>			
PERSONAL SERVICES			
Salaries	\$ 31,000	\$ 32,200	\$ 31,034
CONTRACTUAL SERVICES			
Audit Services	\$ 500	\$ 500	\$ 500
Dues and Fees	250	250	175
Legal	750	750	750
Postage	75	75	-
Printing	1,700	1,700	120
Telephone	2,500	3,250	2,972
Travel	100	100	-
Training	100	100	-
Utilities	3,500	3,500	2,937
Computer Services	100	100	-
Insurance	8,000	8,500	8,289
Administrative Support Services	6,000	6,000	5,844
	<u>\$ 23,575</u>	<u>\$ 24,825</u>	<u>\$ 21,587</u>
COMMODITIES			
Building Maintenance Supplies	\$ 1,000	\$ 1,000	\$ 756
Office Equipment	500	500	438
Office Supplies	2,000	2,000	2,017
	<u>\$ 3,500</u>	<u>\$ 3,500</u>	<u>\$ 3,211</u>
OTHER EXPENDITURES			
Miscellaneous	\$ 1,000	\$ 1,000	\$ 345
<u>TOTAL ADMINISTRATION</u>	<u>\$ 59,075</u>	<u>\$ 61,525</u>	<u>\$ 56,177</u>
<u>MAINTENANCE</u>			
PERSONAL SERVICES			
Salaries	\$ 46,000	\$ 31,000	\$ 29,971
Health Insurance	500	500	-
Unemployment Insurance	1,000	2,000	1,670
Workman's Compensation	9,000	9,000	6,966
	<u>\$ 56,500</u>	<u>\$ 42,500</u>	<u>\$ 38,607</u>

WAUKEGAN TOWNSHIP  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED FEBRUARY 28, 2017  
ROAD AND BRIDGE FUND  
(Continued)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>
<u>CASH DISBURSEMENTS (continued)</u>			
<u>CONTRACTUAL SERVICES</u>			
Building Maintenance	\$ 1,250	\$ 1,250	\$ -
Equipment Maintenance	10,000	12,500	11,747
Permit Fees	1,000	1,000	1,000
Contract Maintenance	4,000	4,500	4,200
Road Maintenance	81,000	86,000	85,926
Health and Safety Expense	500	500	78
	<u>\$ 97,750</u>	<u>\$ 105,750</u>	<u>\$ 102,951</u>
<u>COMMODITIES</u>			
Building Maintenance Supplies	\$ 2,000	\$ 2,000	\$ 2,423
Building Improvements	1,000	1,000	-
Equipment Maintenance Supplies	10,000	10,000	10,007
Snow Removal Supplies	5,000	7,000	6,740
Road Materials	5,000	3,550	336
Uniforms	-	-	212
Small Tools	1,000	1,000	851
Gas & Oil	6,000	6,000	568
	<u>\$ 30,000</u>	<u>\$ 30,550</u>	<u>\$ 21,137</u>
<u>CAPITAL OUTLAY</u>			
Equipment	\$ 24,000	\$ 25,500	\$ 25,249
	<u>\$ 24,000</u>	<u>\$ 25,500</u>	<u>\$ 25,249</u>
<u>OTHER EXPENDITURES</u>			
Miscellaneous	\$ 100	\$ 100	\$ 8
Street Lighting	10,000	11,500	10,585
Special Events	100	100	-
Refuse Removal	2,000	2,000	1,996
	<u>\$ 12,200</u>	<u>\$ 13,700</u>	<u>\$ 12,589</u>
<u>TOTAL MAINTENANCE</u>	<u>\$ 220,450</u>	<u>\$ 218,000</u>	<u>\$ 200,533</u>
<u>TOTAL CASH DISBURSEMENTS</u>	<u>\$ 279,525</u>	<u>\$ 279,525</u>	<u>\$ 256,710</u>
<u>NET CHANGE IN FUND BALANCE</u>	<u>\$ (51,515)</u>	<u>\$ (51,515)</u>	<u>\$ (20,596)</u>
<u>FUND BALANCE - MARCH 1, 2016</u>			<u>139,218</u>
<u>FUND BALANCE - FEBRUARY 28, 2017</u>			<u>\$ 118,622</u>

WAUKEGAN TOWNSHIP  
COMPARATIVE TAX DATA  
FOR THE YEARS 2015, 2014 AND 2013

	<u>2015</u>	<u>2014</u>	<u>2013</u>
<u>TOTAL ASSESSED VALUATION</u>	<u>\$ 610,250,714</u>	<u>\$ 603,957,665</u>	<u>\$ 657,095,921</u>
<u>TAX EXTENSIONS</u>			
Corporate	\$ 1,360,194	\$ 1,502,900	\$ 1,360,189
Retirement	216,883	216,875	216,842
General Assistance	610,251	600,002	657,096
Senior Citizens	915,376	900,006	985,644
Road and Bridge	<u>154,115</u>	<u>153,637</u>	<u>153,622</u>
<u>TOTAL TAX EXTENSIONS</u>	<u>\$ 3,256,819</u>	<u>\$ 3,373,420</u>	<u>\$ 3,373,393</u>
<u>TAX COLLECTIONS</u>	<u>\$ 3,243,518</u>	<u>\$ 3,343,960</u>	<u>\$ 3,339,900</u>
<u>PERCENTAGE OF TAXES COLLECTED</u>	<u>99.59%</u>	<u>99.13%</u>	<u>99.01%</u>



**WAUKEGAN TOWNSHIP**  
**SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS**  
**FEBRUARY 28, 2017**

The Schedule of Changes in the Net Pension Liability and Related Ratios, of the District's Defined Benefit Pension Plan, the Illinois Municipal Retirement Fund, follows:

Calendar Year Ended December 31,	2016	2015
<b>Total Pension Liability</b>		
Service Cost	\$ 210,309	\$ 199,691
Interest on the Total Pension Liability	794,071	766,430
Changes in Benefit Terms	-	-
Differences Between Expected and Actual Experience of the Total Pension Liability	24,419	(138,942)
Changes in Assumptions	(12,938)	12,381
Benefit Payments, Including Refunds of Employee Contributions	(494,698)	(429,657)
Net Change in Total Pension Liability	\$ 521,163	\$ 409,903
Total Pension Liability - Beginning	10,743,946	10,334,043
Total Pension Liability - Ending (A)	<u>\$ 11,265,109</u>	<u>\$ 10,743,946</u>
<b>Plan Fiduciary Net Position</b>		
Contributions - Employer	\$ 197,503	\$ 163,676
Contributions - Employees	94,149	87,062
Net Investment Income	697,444	51,401
Benefit Payments, Including Refunds of Employee Contributions	(494,698)	(429,657)
Other (Net Transfer)	(132,725)	(118,195)
Net Change in Plan Fiduciary Net Position	\$ 361,673	\$ (245,713)
Plan Fiduciary Net Position - Beginning	10,124,026	10,369,739
Plan Fiduciary Net Position - Ending (B)	<u>\$ 10,485,699</u>	<u>\$ 10,124,026</u>
<b>Net Pension Liability - Ending (A) - (B)</b>	<u>\$ 779,410</u>	<u>\$ 619,920</u>
<b>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>	93.08%	94.23%
<b>Covered Valuation Payroll</b>	\$ 2,092,198	\$ 1,934,717
<b>Net Pension Liability as a Percentage of Covered Valuation Payroll</b>	37.25%	32.04%

The schedule is presented to illustrate the intention to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

**WAUKEGAN TOWNSHIP**  
**SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF EMPLOYER CONTRIBUTIONS**  
**FEBRUARY 28, 2017**

The Schedule of Employer Contributions, of the District's Defined Benefit Pension Plan, the Illinois Municipal Retirement Fund, follows:

<u>Calendar Year Ended December 31,</u>	<u>Actuarially Determined Contribution</u>	<u>Actual Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered Valuation Payroll</u>	<u>Actual Contribution as a Percentage of Covered Valuation Payroll</u>
2015	\$ 163,677	\$ 163,676	\$ 1	\$ 1,934,717	8.46%
2016	197,503	197,503	-	2,092,198	9.44%

Actuarially determined contribution rates are calculated as of December 31 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported. The calculation of the 2016 contribution rate is based on valuation assumptions used in the December 31, 2014 actuarial valuation; note two year lag between valuation and rate setting.

**METHODS AND ASSUMPTIONS USED TO DETERMINE 2016 CONTRIBUTION RATES**

<i>Actuarial Cost Method:</i>	Aggregate entry age normal
<i>Amortization Method:</i>	Level percentage of payroll, closed
<i>Remaining Amortization Period:</i>	Regular Plan liabilities: 27-year closed period until remaining period reaches 15 years (then 15-year rolling period) Early Retirement Incentive Plan liabilities: a period up to 10 years selected by the employer upon adoption of ERI
<i>Asset Valuation Method:</i>	5-year smoothed market; 20% corridor
<i>Wage Growth:</i>	3.50%
<i>Price Inflation:</i>	2.75%, approximate; no explicit price inflation assumption is used in this valuation
<i>Salary Increases:</i>	3.75% to 14.50%, including inflation
<i>Investment Rate of Return:</i>	7.50%
<i>Retirement Age:</i>	Experience-based table of rates that are specific to the type of eligibility condition; last updated for the 2014 valuation pursuant to an experience study of the period 2011 to 2013
<i>Mortality:</i>	For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.
<i>Other Information:</i>	There were no benefit changes during the year

The schedule is presented to illustrate the intention to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.