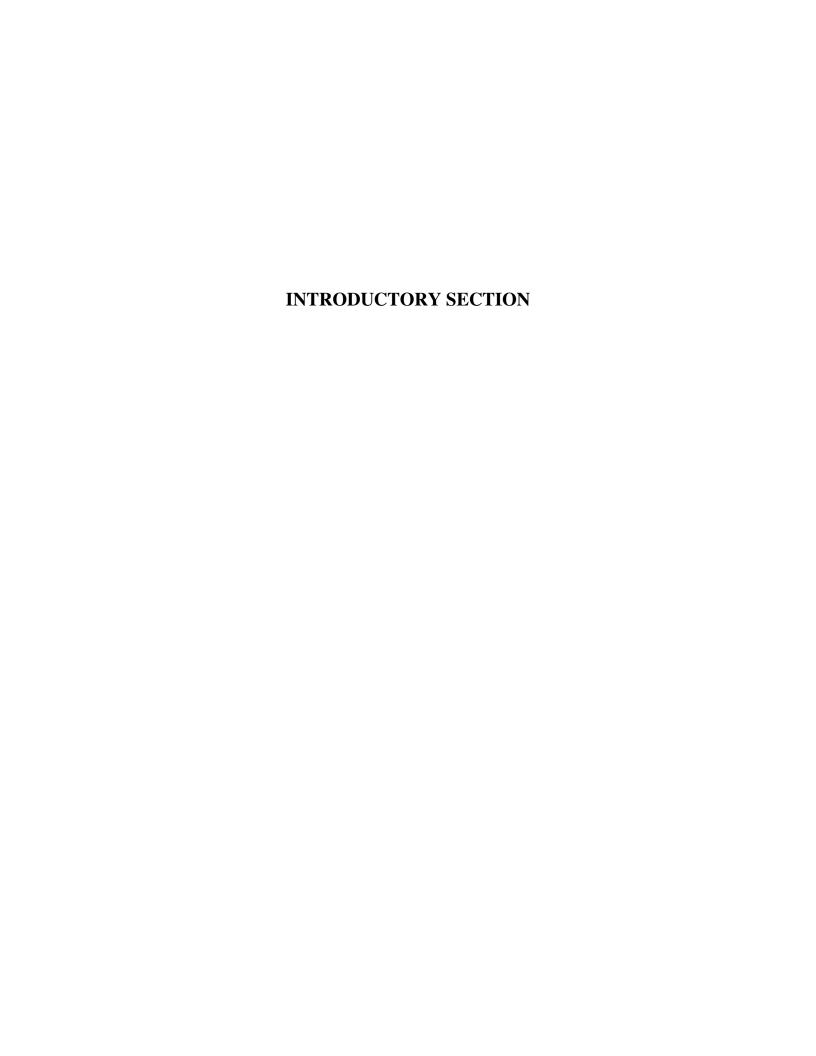
### ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED MARCH 31, 2018

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List of Principal Officials March 31, 2018

#### **TOWNSHIP SUPERVISOR**

Franklin Ramirez

#### **BOARD OF TRUSTEES**

Ed Guerra Susan Van Weelden

Vern Tepe Jose Villalobos

#### VILLAGE CLERK

Karen Dowling

#### **HIGHWAY COMMISSIONER**

Rodney A. Seyller

#### **ASSESSOR**

Steven P. Surnicki

#### FINANCIAL SECTION

#### This section includes:

- Independent Auditors' Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Other Supplementary Information

# INDEPENDENT AUDITORS' REPORT This section includes the opinion of the Township's independent auditing firm.

#### INDEPENDENT AUDITORS' REPORT

May 29, 2018

Members of the Board of Trustees Elgin Township, Illinois

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Elgin Township, Illinois, as of and for the year ended March 31, 2018, 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 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 opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of 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 Township'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 Township's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Elgin Township, Illinois, as of March 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Elgin Township, Illinois May 29, 2018 Page 2

#### **Other Matters**

#### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents and budgetary information reported in the required supplementary information as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Elgin Township, Illinois' basic financial statements. The individual fund budgetary comparison schedules are presented for purposes of additional analysis and are not a required part of the financial statements.

The individual fund budgetary comparison schedule are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such 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 basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund budgetary comparison schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the 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.

LAUTERBACH & AMEN, LLP

Lauterboch + Omen LLP

# MANAGEMENT DISCUSSION AND ANALYSIS

## Management's Discussion and Analysis March 31, 2018

Our discussion and analysis of the Elgin Township, Illinois' financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2018. Please read it in conjunction with the financial statements which begin on page 3.

#### FINANCIAL HIGHLIGHTS

- The Township's net position decreased by \$170,643, or 2.7 percent, as a result of this year's operations.
- During the year, government-wide revenues totaled \$2,889,059, while expenses totaled \$3,059,702, resulting in a decrease to net position of \$170,643.
- The Township's net position totaled \$6,230,541 on March 31, 2018, which includes \$4,416,782 net investment in capital assets, \$640,312 subject to external restrictions, and \$1,173,447 unrestricted net position that may be used to meet the ongoing obligations to citizens and creditors.
- The General Fund reported an increase fund balance for the current year of \$95,764, resulting in ending fund balance of \$1,486,794, an increase of 6.9 percent.

#### USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 3-5) provide information about the activities of the Township as a whole and present a longer-term view of the Township's finances. The government-wide financial statements provide readers with a broad overview of the Township's finances, in a matter similar to a private-sector business. Fund financial statements begin on page 6. For 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.

The Statement of Net Position reports information on all of the Township's assets/deferred outflows of resources and liabilities/deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating. Consideration of other nonfinancial factors, such as changes in the Township's property tax base and the condition of the Township's roads and infrastructure, is needed to assess the overall health of the Township.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Management's Discussion and Analysis March 31, 2018

#### **USING THIS ANNUAL REPORT** – Continued

#### **Government-Wide Financial Statements**

Both of the government-wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The Township only reports governmental activities, which include general government, highways and roads, and health and welfare.

#### **Governmental Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Township are reported as governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Township's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

The Township maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the General Assistance Fund, and the Road and Bridge Fund, which are considered major funds and the Illinois Municipal Retirement Fund, a nonmajor fund. The Township adopts an annual appropriated budget for all of the governmental funds. A budgetary comparison schedule for all funds has been provided to demonstrate compliance with this budget. The basic governmental fund financial statements can be found on pages 6-9 of this report.

#### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 10-28 of this report.

Management's Discussion and Analysis March 31, 2018

#### **USING THIS ANNUAL REPORT** – Continued

#### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Township's I.M.R.F. employee pension obligations and budgetary comparison schedules for the General Fund and special revenue funds. Required supplementary information can be found on pages 29 - 33 of this report. The individual fund schedules can be found immediately after the required supplementary information, on pages 34 - 40 of this report.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time as a useful indicator of a government's financial position. The following tables show that in the case of the Elgin Township, assets/deferred outflows exceeded liabilities/deferred inflows by \$6,230,541.

		Net Position		
	2018		2017	
Current and Other Assets	\$	7,077,985	2,135,963	
Capital Assets		4,416,782	4,530,791	
Total Assets		11,494,767	6,666,754	
Deferred Outflows		302,733	-	
Total Assets/Deferred Outflows		11,797,500	6,666,754	
Long-Term Debt		9,150	4,760	
Other Liabilities		34,147	9,263	
Total Liabilities		43,297	14,023	
Deferred Inflows		5,523,662	-	
Total Liabilities/Deferred Inflows		5,566,959	14,023	
Net Postion				
Investment in Capital Assets		4,416,782	4,516,843	
Restricted		640,312	750,205	
Unrestricted		1,173,447	1,385,683	
Total Net Position		6,230,541	6,652,731	

A large portion of the Township's net position, \$4,416,782 or 70.9 percent, reflects its investment in capital assets (for example, land, buildings, equipment and infrastructure), less any related debt used to acquire those assets that is still outstanding. The Township uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

Management's Discussion and Analysis March 31, 2018

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS** – Continued

An additional portion, \$640,312 or 10.3 percent, of the Township's net position represents resources that are subject to external restrictions on how they may be used. The remaining 18.8 percent, or \$1,173,447, represents unrestricted net position that may be used to meet the government's ongoing obligations to citizens and creditors.

	Change in Net Position			
	2018	2017		
Revenues				
Program Revenues				
Charges for Services	\$ -	-		
Operating/Capital Grants/Contrib.	-	-		
General Revenues				
Property Taxes	2,672,274	2,636,319		
Personal Property Replacement	165,278	177,935		
Interest Income	5,432	3,052		
Miscellaneous	46,075	40,646		
Total Revenues	2,889,059	2,857,952		
Expenses				
General Government	1,998,002	1,885,369		
Highways and Streets	762,978	809,236		
Health and Welfare	298,374	252,124		
Interest on Long-Term Debt	348	856		
Total Expenses	3,059,702	2,947,585		
Change in Net Position	(170,643)	(89,633)		
Net Position - Beginning as Restated	6,401,184	6,742,364		
Net Position - Ending	6,230,541	6,652,731		

Net position of the Township's governmental activities decreased by 2.7 percent (\$6,230,541 in 2018 compared to \$6,401,184 restated in 2017). Unrestricted net position, the part of net position that can be used to finance day-to-day operations without constraints, totaled \$1,173,447 at March 31, 2018.

Beginning net position was restated due to the Township converting from cash basis to modified accrual basis in the current fiscal year.

Management's Discussion and Analysis March 31, 2018

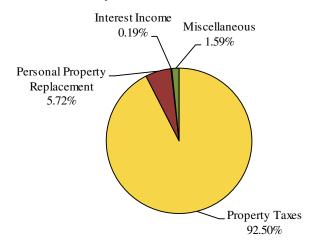
#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued**

Revenues for governmental activities totaled \$2,889,059, while the cost of all governmental functions totaled \$3,059,702. This results in a deficit of \$170,643. In 2017, revenues totaled \$2,857,952 while the cost of all functions totaled \$2,947,585, resulting in a deficit of \$89,633. The decrease for 2018 was the result of an increase in expenses for capital and maintenance programs in the Township.

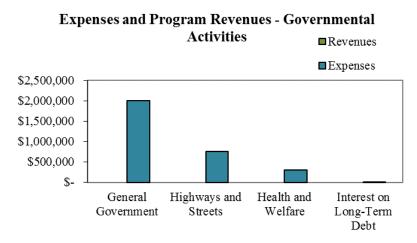
The Township relies on a combination of user fees and taxes to fund its services and programs. While the primary source of fund is property taxes.

The following table graphically depicts the major revenue sources of the Elgin Township. It depicts very clearly the reliance of property taxes to fund governmental activities. It also clearly identifies the less significant percentage the Township receives from replacement and other taxes.

#### Revenues by Source - Governmental Activities



The 'Expenses and Program Revenues' Table identifies that governmental functions are not supported by program revenues. All functions of the Township are supplemented with receipts from property taxes, replacement taxes, interest income and miscellaneous income (general revenues).



Management's Discussion and Analysis March 31, 2018

#### FINANCIAL ANALYSIS OF THE TOWNSHIP'S GOVERNMENTAL FUNDS

As noted earlier, the Elgin Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Township's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The Township's governmental funds reported combining ending fund balances of \$2,132,630, which is \$4,541, or less than one percent, lower than last year's restated total of \$2,137,171. Of the \$2,132,630 total, \$1,478,508, or approximately 69.3 percent, of the fund balance constitutes unassigned fund balance.

The General Fund reported an increase in fund balance for the year of \$95,764, an increase of 6.9 percent. Total revenues in the General Fund came in \$36,164 over budget. At the same time, expenditures of \$1,731,875 came in \$319,065 under budget, therefore resulting in an overall increase to the fund of \$95,764. The General Fund is the chief operating fund of the Elgin Township. At March 31, 2018, unassigned fund balance in the General Fund was \$1,478,508, which represents 99.4 percent of the total fund balance of the General Fund. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance in the General Fund represents approximately 85.4 percent of total General Fund expenditures.

The General Assistance Fund reported a decrease of \$173,837 to fund balance, which was originally budgeted at a decrease of \$327,389. Ending fund balance is reported at a surplus of \$157,745. This was due to the planned spending of accumulated fund balance on health and welfare and capital projects.

The Road and Bridge Fund reported an increase of \$69,407 to fund balance, which was originally budgeted at a decrease of \$386,663. Ending fund balance is reported at a surplus of \$405,742. This increase in the current year is due to property tax revenues coming in more than what was originally budgeted.

#### GENERAL TOWNSHIP FUND BUDGETARY HIGHLIGHTS

The Elgin Township's Board did not make any budget amendments to the General Fund during the year. General Fund actual revenues for the year totaled \$1,827,639, compared to final budgeted revenues of \$1,791,475. This was due in large part to property and personal property replacement taxes being higher than budgeted.

The General Fund actual expenditures for the year were \$319,065 lower than budgeted (\$1,731,875 actual compared to \$2,050,940 final budgeted). This was due, in part, to salaries and health insurance coming in lower than budgeted.

Management's Discussion and Analysis March 31, 2018

#### CAPITAL ASSETS AND DEBT ADMINISTRATION

#### **Capital Assets**

The Township's investment in capital assets for its governmental activities as of March 31, 2018 was \$4,416,782 (net of accumulated depreciation). This investment in capital assets includes land, buildings and building improvements, vehicles and equipment, and infrastructure.

	Capital Assets - Net of Depreciation			
	2018	2017		
Land	\$ 150,080	150,080		
<b>Buildings and Building Improvements</b>	950,777	996,276		
Vehicles and Equipment	196,414	226,284		
Infrastructure	3,119,511	3,158,151		
Total	4,416,782	4,530,791		

This year's major additions included:

Buildings and Building Improvements	\$ 22,250
Vehicles and Equipment	 15,800
	38,050

Additional information on the Township's capital assets can be found in note 3 on pages 17 of this report.

Management's Discussion and Analysis March 31, 2018

#### **CAPITAL ASSETS AND DEBT ADMINISTRATION** – Continued

#### **Debt Administration**

At year-end, the Township had no outstanding debt as compared to \$13,948 the previous year, a decrease of \$13,948. The following is a comparative statement of outstanding debt:

	L	Long-Term Debt Outstanding			
		2018	2017		
Promissory Notes	\$	-	13,948		

Additional information on the Elgin Township's long-term debt can be found in Note 3 on pages 18-19 of this report.

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Township's elected and appointed officials considered many factors when setting the fiscal year 2019 budget and the associated property tax rates and charges for services.

In preparing the budget, the Township Board, Management and Treasurer take into consideration long-term goals of the Township, along with any unforeseen expenses that might occur, as well as the potential impact of current economic conditions.

#### REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Elgin Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be directed to the Elgin Township at 847-741-2045 or 729 S. McLean Blvd. Elgin, IL 60123.

#### **BASIC FINANCIAL STATEMENTS**

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

Governmental Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

# Statement of Net Position March 31, 2018

ASSETS				
Current Assets				
Cash and Investments	\$ 2,150,679			
Receivables - Net of Allowances	4,650,150			
Prepaids	13,810			
Total Current Assets	6,814,639			
Noncurrent Assets				
Capital Assets				
Nondepreciable	150,080			
Depreciable	10,651,568			
	10,801,648			
Accumulated Depreciation	(6,384,866)			
	4,416,782			
Other Assets				
Net Pension Asset - IMRF	263,346			
Total Noncurrent Assets	4,680,128			
Total Assets	11,494,767			
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Items - IMRF	302,733			
Total Assets and Deferred Outflows of Resources	11,797,500			

#### LIABILITIES

Current Liabilities	
Accounts Payable	31,859
Compensated Absences	2,288
Total Liabilities	34,147
Noncurrent Liabilities	
Compensated Absences	9,150
Total Liabilities	43,297
DEFERRED INFLOWS OF RESOURCES	
Property Taxes	4,650,150
Deferred Items -IMRF	873,512
Total Deferred Inflows of Resources	5,523,662
Total Liabilities and Deferred Inflows of Resources	5,566,959
NET POSITION	
Investment in Capital Assets Restricted	4,416,782
Property Taxes	
General Assistance	157,745
Road and Bridge	400,218
Illinois Municipal Retirement	82,349
Unrestricted	1,173,447
Total Net Position	6,230,541

#### Statement of Activities For the Fiscal Year Ended March 31, 2018

		Charges	Operating	Capital	Net
		for	Grants/	Grants/	(Expenses)/
	Expenses	Services	Contributions	Contributions	Revenues
Governmental Activities					
General Government	\$ 1,998,002	-	-	-	(1,998,002)
Highways and Streets	762,978	-	-	-	(762,978)
Health and Welfare	298,374	-	-	-	(298,374)
Interest on Long-Term Debt	348	-	-	-	(348)
Total Governmental Activities	3,059,702	-	-		(3,059,702)
		General Rev Taxes			2 (72 274
		Propert	•		2,672,274
		Interest In	l Property Replacement	acement	165,278 5,432
		Miscellar			46,075
		Wiiscellai	ieous		2,889,059
					2,007,037
		Change in N	let Position		(170,643)
		Net Position	a - Beginning as	Restated	6,401,184
		Net Position	ı - Ending		6,230,541

# **Balance Sheet - Governmental Funds March 31, 2018**

ASSETS	General	Special definition of the Special definition	Revenue Road and Bridge	Nonmajor Illinois Municipal Retirement	Totals
Cash and Investments Recievables - Net	\$ 1,483,853	163,705	420,772	82,349	2,150,679
Property Taxes Prepaids	2,159,199 8,286	100,012	2,315,930 5,524	75,009 -	4,650,150 13,810
Total Assets	3,651,338	263,717	2,742,226	157,358	6,814,639
LIABILITIES					
Accounts Payable	5,345	5,960	20,554	-	31,859
DEFFERED INFLOWS OF RESOURCES					
Property Taxes	2,159,199	100,012	2,315,930	75,009	4,650,150
Total Liabilities and Deferred Inflows of Resources	2,164,544	105,972	2,336,484	75,009	4,682,009
FUND BALANCES					
Nonspendable Restricted Unassigned	8,286 - 1,478,508	- 157,745 -	5,524 400,218 -	82,349 -	13,810 640,312 1,478,508
Total Fund Balances	1,486,794	157,745	405,742	82,349	2,132,630

# **Reconciliation of Total Governmental Fund Balance to the Statement of Net Position - Governmental Activities**

March 31, 2018

Total Governmental Fund Balances	\$	2,132,630
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.		4,416,782
A net pension asset is not considered to represent a financial resource and therefore is not reported in the funds.  Net Pension Asset - IMRF		263,346
Deferred outflows (inflows) of resources related to the pensions not reported in the funds.  Deferred Items - IMRF		(570,779)
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.  Compensated Absences		(11,438)
Net Position of Governmental Activities	_	6,230,541

# Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds For the Fiscal Year Ended March 31, 2018

		Special Revenue		Nonmajor	
	General	General Assistance	Road and Bridge	Illinois Municipal Retirement	Totals
Revenues					
Taxes	\$ 1,808,177	98,964	856,188	74,223	2,837,552
Interest	3,583	532	1,138	179	5,432
Miscellaneous	15,879	25,041	5,155	-	46,075
Total Revenues	1,827,639	124,537	862,481	74,402	2,889,059
Expenditures					
Current					
General Government	1,708,784	-	-	70,277	1,779,061
Highways and Streets	-	-	475,413	-	475,413
Health and Welfare	-	297,174	-	-	297,174
Capital Outlay	23,091	1,200	303,365	-	327,656
Debt Service					
Principal Retirement	-	-	13,948	-	13,948
Interest and Fiscal Charges	-	-	348	-	348
Total Expenditures	1,731,875	298,374	793,074	70,277	2,893,600
•					
Net Change in Fund Balances	95,764	(173,837)	69,407	4,125	(4,541)
Fund Balances - Beginning as Restated	1,391,030	331,582	336,335	78,224	2,137,171
Fund Balances - Ending	1,486,794	157,745	405,742	82,349	2,132,630

# Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities - Governmental Activities

#### For the Fiscal Year Ended March 31, 2018

Net Change in Fund Balances - Total Governmental Funds	\$	(4,541)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.  Capital Asset Additions Depreciation Expense		38,050 (152,059)
An addition to a net pension asset is not considered to be an increase in a financial asset in the governmental funds.  Increase to Net Pension Asset - IMRF		999,041
The net effect of deferred outflows (inflows) of resources related to the pensions not reported in the funds.  Change in Deferred Items - IMRF	(	(1,063,696)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal on long-term debt consumes the current financial resources of the governmental funds.  Additions to Compensated Absences Retirement of Promissory Note Payable		(1,386) 13,948
Changes in Net Position of Governmental Activities		(170,643)

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Elgin Township (Township), Illinois was incorporated under the laws of the State of Illinois and operates under a Board of Trustees (the Board) and a supervisor form of government. The basic financial statements of the Township have been presented on a modified cash basis of accounting. The modified cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements. The more significant of the Township's accounting policies are described below.

#### REPORTING ENTITY

In determining the financial reporting entity, the Township complies with the provisions of GASB Statement No. 61, "The Financial Reporting Omnibus – an Amendment of GASB Statements No. 14 and No. 34," and includes all component units that have a significant operational or financial relationship with the Township. Based upon the criteria set forth in the GASB Statement No. 61, there are no component units included in the reporting entity.

#### **BASIS OF PRESENTATION**

#### **Government-Wide Statements**

The Township's basic financial statements include both government-wide (reporting the Township as a whole) and fund financial statements (reporting the Township's major funds). The Township's general assistance welfare programs, senior services, maintenance of highways and streets, public improvements, property assessing for tax purposes, and other programs are classified as governmental activities.

In the government-wide Statement of Net Position, the governmental activities column is presented on a consolidated basis. The Township's net position is reported in three parts: net investment in capital assets; restricted; and unrestricted. The Township first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Township's functions (general government, highways and streets, etc.). These functions are supported by general government revenues (property taxes, certain intergovernmental revenues, and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) changes to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. The net costs (by function) are normally covered by general revenue (property tax, intergovernmental revenues, interest income, etc.). The Township does not allocate indirect costs. This government-wide focus is more on the sustainability of the Township as an entity and the change in the Township's net position resulting from the current year's activities.

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

#### **BASIS OF PRESENTATION** – Continued

#### **Fund Financial Statements**

The financial transactions of the Township are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets/deferred outflows, liabilities/deferred inflows, fund equity, revenues and expenditures/expenses. The Township's funds are all reported as governmental funds. The emphasis in fund financial statements is on the major funds.

GASB Statement No. 34 sets forth minimum criteria (percentage of the assets/deferred outflows, liabilities/deferred inflows, revenues or expenditures/expenses) for the determination of major funds. The Township electively added funds, as major funds, which either had debt outstanding or specific community focus. The nonmajor funds are combined in a column in the fund financial statements.

A fund is considered major if it is the primary operating fund of the Township or total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of the individual governmental fund are at least 10 percent of the corresponding total for all governmental funds combined.

The various funds are reported by generic classification within the financial statements. The following fund type is used by the Township:

#### **Governmental Funds**

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Township:

General Fund accounts for all financial resources except those required to be accounted for in another fund. The General Fund is a major fund.

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Township maintains three special revenue funds. The General Assistance Fund accounts for the cost of providing general assistance for the Township's residents. Funding is provided by a specific annual tax levy. The Road and Bridge Fund accounts for the cost of maintaining the public roadways within the Township. Funding is provided by a specific annual tax levy and the Township's share of state replacement taxes. Both the General Assistance Fund and the Road and Bridge Fund are considered major fund. The Township maintains one nonmamjor fund, the Illinois Municipal Retirement Fund.

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

#### MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

#### **Measurement Focus**

On the government-wide Statement of Net Position and the Statement of Activities, governmental funds are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined below. In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate.

All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets/deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The accounting objectives of the "economic resources" measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows, liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported.

#### **Basis of Accounting**

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflows is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Township recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

#### **MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued**

#### **Basis of Accounting** – Continued

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, personal property taxes, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

# ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY

#### **Cash and Investments**

For purpose of the Statement of Net Position, the Township's cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The Township has no investments at year-end.

#### **Capital Assets**

Capital assets purchased or acquired with an original cost of more than \$5,000 (\$25,000 for infrastructure assets), depending on asset class, are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expenses as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Township as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. The valuation basis for general capital assets is historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

# ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

#### Capital Assets – Continued

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Buildings and Building Improvements 40 Years

Vehicles and Equipment 10 Years

Infrastructure 40 Years

#### **Deferred Outflows/Inflows of Resources**

Deferred outflow/inflow of resources represents an acquisition/reduction of net position that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

#### **Compensated Absences**

The Township accrues accumulated unpaid vacation and associated employee-related costs when earned (or estimated to be earned) by the employee. In accordance with GASB Statement No. 16, no liability is recorded for nonvesting accumulation rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulated sick leave that is estimated to be taken as "terminal leave" prior to retirement.

All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Notes to the Financial Statements March 31, 2018

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

# ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

#### **Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses at the time of issuance.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### **Net Position**

In the government-wide financial statements, equity is classified as net position and displayed in three components:

Investment in Capital Assets – Consists of capital assets, including restricted capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislations.

Unrestricted – All other net position balances that do not meet the definition of "restricted" or "net investment in capital assets."

Notes to the Financial Statements March 31, 2018

#### NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### **BUDGETARY INFORMATION**

The Township's budget is prepared on the cash basis of accounting. As set forth in the Township charter, the Township board adopts an annual budget for all funds. All annual appropriations lapse at fiscal year-end. The budget amounts included in the financial statements are the final adopted budget, including any amendments.

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS

#### **DEPOSITS AND INVESTMENTS**

The Township maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "cash and investments." In addition, investments are separately held by several of the Township's funds.

Permitted Deposits and Investments – Statutes authorize the Township to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services.

#### Interest Rate Risk, Credit Risk, Concentration Risk, and Custodial Credit Risk

*Deposits*. At year-end, the carrying amount of the Township's deposits totaled \$2,150,679 and the bank balances totaled \$2,189,385.

*Interest Rate Risk*. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Township does not have an investment policy that addresses the interest rate risk.

*Credit Risk*. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township does not have an investment policy that addresses credit risk.

Concentration Risk. Concentration of credit risk is the risk of loss attributed to the magnitude of the Township's investment in a single issuer. The Township does not have an investment policy that addresses concentration risk. At year-end, the Township does not have any investments over 5 percent or the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have an investment policy that addresses custodial credit risk. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

Notes to the Financial Statements March 31, 2018

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### PROPERTY TAXES

Property taxes for 2016 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by Boone County and are payable in two installments, on or about June 1 and September 1. The County collects such taxes and remits them periodically.

#### **CAPITAL ASSETS**

#### **Governmental Activities**

Governmental capital asset activity for the year was as follows:

	Beginning			Ending
	Balances	Increases	Decreases	Balances
Nondepreciable Capital Assets Land	\$ 150,080			150,080
Land	\$ 150,000			130,080
Depreciable Capital Assets				
Building and Building Improvements	2,687,693	22,250	-	2,709,943
Vehicles and Equipment	961,404	15,800	-	977,204
Infrastructure	6,964,421	-	-	6,964,421
	10,613,518	38,050	-	10,651,568
Less Accumulated Depreciation				
Buildings and Improvements	1,691,417	67,749	_	1,759,166
Vehicles and Equipment	735,120	45,670	_	780,790
Infrastructure	3,806,270	38,640	_	3,844,910
	6,232,807	152,059	-	6,384,866
Total Net Depreciable Capital Assets	4,380,711	(114,009)		4,266,702
Total Net Capital Assets	4,530,791	(114,009)	-	4,416,782

The depreciation expense of \$152,059 was charged to governmental activities.

Notes to the Financial Statements March 31, 2018

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### **LONG-TERM DEBT**

#### **Promissory Notes Payable**

The Township enters into promissory notes payable for the purpose of renovating, remodeling and improving the Township. Promissory notes payable are direct obligations and pledge the full faith and credit of the Township. Promissory notes payable currently outstanding are as follows:

	Beginning			Ending
Issue	Balances	Issuances	Retirements	Balances
Promissory Note Payable of 2013 - Due in monthly installments of \$803 including interest at 4.5627% through September				
11, 2018.	\$ 13,948	-	13,948	

#### **Long-Term Liability Activity**

Changes in long-term liabilities during the fiscal year were as follows:

		Beginning Balances			Ending	Amounts Due within
Type of Debt	as	s Restated	Additions	Deductions	Balances	One Year
Compenstated Absences Net Pension Liability/(Asset) - IMRF Promissory Notes Payable	\$	10,052 736,695 13,948	2,772 - -	1,386 999,041 13,948	11,438 (262,346)	2,288 - -
		760,695	2,772	1,014,375	(250,908)	2,288

The compensated absences, the net pension liability, and the promissory notes payable are liquidated by the General Fund.

Notes to the Financial Statements March 31, 2018

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### **LONG-TERM DEBT** – Continued

#### **Legal Debt Margin**

Chapter 65, Section 5/8-5-1 of the Illinois Compiled Statutes provides, "...no municipality having a population of less than 500,000 shall become indebted in any manner or for any purpose, to an amount, including existing indebtedness in the aggregate exceeding 8.625% on the value of the taxable property therein, to be ascertained by the last assessment for state and county purposes, previous to the incurring of the indebtedness or, until January 1, 1983, if greater, the sum that is produced by multiplying the municipality's 1978 equalized assessed valuation by the debt limitation percentage in effect on January 1, 1979."

Assessed Valuation - 2016	\$ 1,874,030,538
Legal Debt Limit - 2.875% of Assessed Value	53,878,378
Amount of Debt Applicable to Limit	
Equipment Loan	<u> </u>
Legal Debt Margin	53,878,378

#### NET POSITION/FUND BALANCE CLASSIFICATIONS

#### **Net Investment in Capital Assets**

Net investment in capital assets was comprised of the following as of March 31, 2018:

Governmental Activities

Capital Assets - Net of Accumulated Depreciation \$ 4,416,782

Notes to the Financial Statements March 31, 2018

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### NET POSITION/FUND BALANCE CLASSIFICATIONS – Continued

#### **Fund Balance Classifications**

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

	Special					
			Reve	enue	Nonmajor	
		General	General Assistance	Road and Bridge	Illinois Municipal Retirement	Totals
Fund Balances						
Nonspendable	\$	8,286	-	5,524	-	13,810
Restricted Property Tax Levies						
General Assistance		_	157,745	-	-	157,745
Road and Bridge		_	-	400,218	-	400,218
Illinois Municipal Retirement		-	-	-	82,349	82,349
		-	157,745	400,218	82,349	640,312
Unassigned	_	1,478,508	<u>-</u>	-	-	1,478,508
Total Fund Balances		1,486,794	157,745	405,742	82,349	2,132,630

In the governmental funds financial statements, the Township considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Township first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

*Nonspendable Fund Balance*. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Notes to the Financial Statements March 31, 2018

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### **NET POSITION/FUND BALANCE CLASSIFICATIONS** – Continued

#### **Fund Balance Classifications** – Continued

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Board of Trustees; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Assigned Fund Balance. Consists of amounts that are constrained by the Board of Trustees' intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by a) the Board of Trustees itself or b) a body or official to which the Board of Trustees has delegated the authority to assign amounts to be used for specific purposes. The Township's highest level of decision-making authority is the Board of Trustees, who is authorized to assign amounts to a specific purpose.

*Unassigned Fund Balance*. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

## NET POSITION/FUND BALANCE

## **Fund Balance/Net Position Restatements**

Net position/fund balance was restated due to the Township converting from the cash basis of accounting to the modified accrual basis of accounting. The following is a summary of the net position/fund balance as originally reported and as restated:

			Increase
Net Position/Fund Balance	As Reported	As Restated	(Decrease)
Governmental Activites	\$ 6,652,731	6,401,184	(251,547)
General	1,385,683	1,391,030	5,347
General Assistance	336,851	331,582	(5,269)
Road and Bridge	335,130	336,335	1,205

Notes to the Financial Statements March 31, 2018

#### **NOTE 4 – OTHER INFORMATION**

## **CONTINGENT LIABILITIES**

## 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; natural disasters; and injuries to the Township's employees. The Township has purchased insurance from private insurance companies. Risks covered included certain types of liabilities and bonds. Premiums have been displayed as expenditures/expenses in appropriate funds. There were no significant changes in insurance coverages from the prior year and settlements did not exceed insurance coverage in any of the past three fiscal years.

#### Litigation

The Township is not a defendant in any lawsuits.

#### Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Township expects such amounts, if any, to be immaterial.

#### **Motor Fuel Tax Funds**

Every year the Township received an allotment of Motor Fuel Tax (MFT) money from the State of Illinois. This money is disbursed by the State to Kane County where it is held for pending projects approved by Elgin Township's Highway Commissioner. When the projects are approved, all management, payment, and accounting for the projects are done through Kane County. These funds are not reflected in the financial statements of the Township.

### OTHER POST-EMPLOYMENT BENEFITS PLAN

The Township has evaluated its potential other post-employment benefits liability. Former employees who choose to retain their rights to health insurance through the Township are required to pay 100% of the current premium. However, there is minimal participation. As the Township provides no explicit benefit, and there is minimal participation, there is no material implicit subsidy to calculate in accordance with GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Therefore, the Township has not recorded a liability as of March 31, 2018.

Notes to the Financial Statements March 31, 2018

## **NOTE 4 – OTHER INFORMATION** – Continued

### EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN

The Township contributes to one defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained online at <a href="https://www.imrf.org">www.imrf.org</a>. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

## Illinois Municipal Retirement Fund (IMRF)

## **Plan Descriptions**

Plan Administration. All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

*Benefits Provided.* IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. 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 by 3% of the original amount on January 1 every year after retirement.

Notes to the Financial Statements March 31, 2018

#### **NOTE 4 – OTHER INFORMATION** – Continued

#### EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN – Continued

## Illinois Municipal Retirement Fund (IMRF) - Continued

## **Plan Descriptions** – Continued

Benefits Provided – Continued. Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten 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 96 consecutive 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
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

*Plan Membership.* As of December 31, 2017, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	31
Inactive Plan Members Entitled to but not yet Receiving Benefits	9
Active Plan Members	14
Total	60

Contributions. As set by statute, the Township's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended March 31, 2018, the Township's contribution was 9.17% of covered payroll.

*Net Pension Liability*. The Township's net pension liability was measured as of December 31, 2017. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Notes to the Financial Statements March 31, 2018

#### **NOTE 4 – OTHER INFORMATION** – Continued

### EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

## Illinois Municipal Retirement Fund (IMRF) - Continued

## **Plan Descriptions** – Continued

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2017, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions Interest Rate	7.50%
Salary Increases	3.39% to 14.25%
Cost of Living Adjustments	2.50%
Inflation	2.50%

For nondisabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). 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 tables was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for nondisabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). 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 buildingblock 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 weighting 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:

Notes to the Financial Statements March 31, 2018

#### **NOTE 4 – OTHER INFORMATION** – Continued

### EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

## Illinois Municipal Retirement Fund (IMRF) – Continued

**Plan Descriptions** – Continued

Actuarial Assumptions – Continued.

		Long-Term
Asset Class	Target	Expected Real Rate of Return
Fixed Income	27.00%	3.00%
Domestic Equities	38.00%	6.85%
International Equities	17.00%	6.75%
Real Estate	8.00%	5.75%
Blended	9.00%	2.65% - 7.35%
Cash and Cash Equivalents	1.00%	2.25%

#### **Discount Rate**

The discount rate used to measure the total pension liability was 7.50%, the same as in the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Township contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

## **Discount Rate Sensitivity**

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the net pension liability of the Township calculated using the discount rate as well as what the Township's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	Current			
	1%	6 Decrease	Discount Rate	1% Increase
		(6.50%)	(7.50%)	(8.50%)
Net Pension Liability/(Asset)	\$	572,542	(263,346)	(894,773)

Notes to the Financial Statements March 31, 2018

# **NOTE 4 – OTHER INFORMATION** – Continued

# EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN – Continued

# Illinois Municipal Retirement Fund (IMRF) - Continued

# **Changes in the Net Pension Liability/(Asset)**

	Total		
	Pension	Plan Fiduciary	Net Pension
	Liability	Net Position	Liability/(Asset)
	(A)	(B)	(A) - (B)
Balances at December 31, 2016	\$ 7,356,529	6,620,834	735,695
Changes for the Year:			
Service Cost	87,594	-	87,594
Interest on the Total Pension Liability	539,953	-	539,953
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual			
Experience of the Total Pension Liability	(194,517)	-	(194,517)
Changes of Assumptions	(234,011)	-	(234,011)
Contributions - Employer	-	81,089	(81,089)
Contributions - Employees	-	39,793	(39,793)
Net Investment Income	-	1,209,933	(1,209,933)
Benefit Payments, Including Refunds			
of Employee Contributions	(401,907)	(401,907)	-
Other (Net Transfer)	 -	(132,755)	132,755
Net Changes	(202,888)	796,153	(999,041)
Balances at December 31, 2017	7,153,641	7,416,987	(263,346)

Notes to the Financial Statements March 31, 2018

#### **NOTE 4 – OTHER INFORMATION** – Continued

#### EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

## Illinois Municipal Retirement Fund (IMRF) - Continued

# Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended March 31, 2018, the Township recognized pension expense of \$153,104. At March 31, 2018, the Township reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	_	Deferred of	Deferred Inflows of	
	R	esources	Resources	Totals
Difference Between Expected and Actual Experience	\$	54,403	(131,036)	(76,633)
Change in Assumptions		-	(159,366)	(159,366)
Net Difference Between Projected and Actual Earnings on Pension Plan Investments		220,871	(583,110)	(362,239)
		275,274	(873,512)	(598,238)
Pension Contributions Made Subsequent to the Measurement Date		27,459	-	27,459
Total Deferred Amounts Related to IMRF		302,733	(873,512)	(570,779)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

	Ne	Net Deferred			
Fiscal	(	(Inflows)			
Year	of	Resources			
2018	\$	(128,869)			
2019		(181,548)			
2020		(142,042)			
2021		(145,779)			
2022		-			
Thereafter					
Total		(598,238)			

# REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Schedule of Employer Contributions
  Illinois Municipal Retirement Fund
- Schedule of Changes in the Employer's Net Pension Liability Illinois Municipal Retirement Fund
- Budgetary Comparison Schedule
   General Fund
   General Assistance Special Revenue Fund
   Road and Bridge Special Revenue Fund

Notes to the Required Supplementary Information

Budgetary Information – Budgets are adopted on a basis consistent with generally accepted accounting principles.

## **Illinois Municipal Retirement Fund**

## Required Supplementary Information Schedule of Employer Contributions March 31, 2018

Fiscal Year	De	etuarially etermined ntribution	in F the De	ntributions Relation to Actuarially etermined ntribution	Contribution Excess/ (Deficiency)		ccess/ Covered-		Contributions as a Percentage of Covered Payroll
2016 2017 2018	\$	92,380 89,274 81,089	\$	92,380 89,274 81,089	\$	- - -	\$	863,363 881,280 884,289	10.70% 10.13% 9.17%

## Notes to the Required Supplementary Information:

Actuarial Cost Method Entry Age Normal
Amortization Method Level % Pay (Closed)

Remaining Amortization Period 26 Years

Asset Valuation Method 5-Year Smoothed Market

Inflation 2.75%

Salary Increases 3.75% - 14.50%

Investment Rate of Return 7.50%

Retirement Age See the Notes to the Financial Statements

Mortality RP-2014 (base year 2012)

#### Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

# Illinois Municipal Retirement Fund

# Required Supplementary Information Schedule of Changes in the Employer's Net Pension Liability March 31, 2018

		12/31/2015	12/31/2016	12/031/17
Total Pension Liability				
Service Cost	\$	91,604	89,051	87,594
Interest	·	488,528	504,263	539,953
Differences Between Expected and Actual Experience		(36,870)	263,361	(194,517)
Change of Assumptions		7,745	(8,342)	(234,011)
Benefit Payments, Including Refunds				
of Member Contributions		(302,399)	(359,517)	(401,907)
Net Change in Total Pension Liability		248,608	488,816	(202,888)
Total Pension Liability - Beginning		6,619,105	6,867,713	7,356,529
Total Dancian Liskilitas Endina		6 967 712	7.256.520	7 152 641
Total Pension Liability - Ending	_	6,867,713	7,356,529	7,153,641
Plan Fiduciary Net Position				
Contributions - Employer	\$	92,380	89,274	81,089
Contributions - Members		38,851	39,658	39,793
Net Investment Income		32,598	412,226	1,209,933
Benefit Payments, Including Refunds				
of Member Contributions		(302,399)	(359,517)	(401,907)
Other (Net Transfer)		12,529	(39,853)	(132,755)
Net Change in Plan Fiduciary Net Position		(126,041)	141,788	796,153
Plan Net Position - Beginning		6,605,087	6,479,046	6,620,834
Diag Nat Decition Fading		6 470 046	6 620 924	7 416 007
Plan Net Position - Ending	_	6,479,046	6,620,834	7,416,987
Employer's Net Pension Liability/(Asset)	\$	388,667	735,695	(263,346)
Plan Fiduciary Net Position as a Percentage				
of the Total Pension Liability		94.34%	90.00%	103.68%
Covered Payroll	\$	863,363	881,280	884,289
Employer's Net Pension Liability as a				
Percentage of Covered Payroll		45.02%	83.48%	-29.78%

## Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

**General Fund** 

	Budg		
	Original	Original Final	
Revenues			
Taxes			
Property	\$ 1,675,750	1,675,750	1,694,019
Personal Property Replacement	105,000	105,000	114,158
Interest	1,000	1,000	3,583
Miscellaneous	9,725	9,725	15,879
Total Revenues	1,791,475	1,791,475	1,827,639
Expenditures			
Current			
General Government	1,942,440	1,942,440	1,708,784
Capital Outlay	108,500	108,500	23,091
Total Expenditures	2,050,940	2,050,940	1,731,875
Net Change in Fund Balance	(259,465)	(259,465)	95,764
Fund Balance - Beginning as Restated			1,391,030
Fund Balance - Ending			1,486,794

# **General Assistance - Special Revenue Fund**

	Budg		
	Original	Final	Actual
Revenues			
Taxes			
Property	\$ 99,367	99,367	98,964
Interest	500	500	532
Miscellaneous	15,000	15,000	25,041
Total Revenues	114,867	114,867	124,537
Expenditures			
Current			
Health and Welfare	438,756	438,756	297,174
Capital Outlay	3,500	3,500	1,200
	442,256	442,256	298,374
Net Change in Fund Balance	(327,389)	(327,389)	(173,837)
Fund Balance - Beginning as Restated			331,582
Fund Balance - Ending			157,745

# Road and Bridge - Special Revenue Fund

	Budget		
	Original	Final	Actual
D			
Revenues			
Taxes	Ф 701.022	701 000	005.060
Property	\$ 721,833	721,833	805,068
Personal Property Replacement	50,000	50,000	51,120
Interest	500	500	1,138
Miscellaneous	6,000	6,000	5,155
Total Revenues	778,333	778,333	862,481
Expenditures			
Current			
Highways and Streets	659,650	659,650	475,413
Capital Outlay	505,346	505,346	303,365
Debt Service	,	,	,
Principal	_	-	13,948
Interest	_	_	348
Total Expenditures	1,164,996	1,164,996	793,074
Net Change in Fund Balance	(386,663)	(386,663)	69,407
Fund Balance - Beginning as Restated			336,335
Fund Balance - Ending			405,742

# OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such schedules include:

- Budgetary Comparison Schedules Major Governmental Funds
- Budgetary Comparison Schedule Nonmajor Governmental Fund

## INDIVIDUAL FUND SCHEDULES

#### **GENERAL FUND**

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

#### SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital projects funds) that are legally restricted to expenditure for specified purposes.

#### **General Assistance Fund**

The General Assistance Fund accounts for the cost of providing general assistance for the Township's residents. Funding is provided by a specific annual tax levy.

## Road and Bridge Fund

The Road and Bridge Fund accounts for the cost of maintaining the public roadways within the Township. Funding is provided by a specific annual tax levy and the Township's share of state replacement taxes.

## **Illinois Municipal Retirement Fund**

The Illinois Municipal Retirement Fund accounts for the proceeds of specific annual tax levy used to pay the cost of the general Township's share of contributions to the IMRF.

General Fund

Schedule of Expenditures - Budget and Actual
For the Fiscal Year Ended March 31, 2018

	I		
	Original	Final	Actual
Consul Consumat			
General Government			
Administration			
Personnel Services	Ф 200,000	200.000	272 (07
Salaries	\$ 390,000	390,000	373,607
Health Insurance	120,000	120,000	91,468
Unemployment Insurance	500	500	222
Social Security	40,000	40,000	28,334
Contractual Services			
Maintenance Service/Supplies-Vehicle	5,000	5,000	-
Maintenance Service-Grounds	40,000	40,000	1,753
Maintenance Service-Building	20,000	20,000	11,179
Maintenance Service-Equipment	25,000	25,000	28,145
Accounting Service	12,000	12,000	8,250
Legal Service	10,000	10,000	2,090
Postage	2,500	2,500	1,290
Telephone	10,000	10,000	10,792
Publishing	1,500	1,500	1,237
Printing/ Public Relations	10,000	10,000	3,285
Dues	2,500	2,500	1,717
Travel Expenses	15,000	15,000	8,756
Training	600	600	100
Utilities	18,000	18,000	15,794
Worker's Compensation/Liability Insurance	34,000	34,000	33,062
Battery Recycling	20,000	20,000	10,995
Contract Payment- Ride in Kane	10,000	10,000	487
Commodities	.,	-,	
Office Supplies	8,000	8,000	7,330
Other	0,000	0,000	7,000
Miscellaneous Expense	700	700	670
Contingencies	-	-	4,700
Elgin Twsp TRIAD Program	6,000	6,000	6,000
Social Service Agency Misc. Grants	450,000	450,000	451,000
Prescription Drug Program	10,000	10,000	12,511
Senior Services Contract	20,500	20,500	20,500
Community Room Expenses/Supplies	10,500	10,500	5,871
• • • • • • • • • • • • • • • • • • • •	77,100		
Youth Programs Total Administration		77,100	77,100
Total Administration	1,369,400	1,369,400	1,218,245

General Fund

Schedule of Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended March 31, 2018

	Budget		
	Original	Final	Actual
General Government - Continued			
Assessor			
Personnel Services			
Salaries	\$ 348,840	348,840	305,849
Health Insurance	132,000	132,000	110,046
Unemployment Insurance	800	800	451
Social Security	26,000	26,000	21,885
Contractual Services	7,111	-,	,
Maintenance Service-Equipment	23,000	23,000	22,980
Maintenance Service-Vehicle	1,000	1,000	436
Postage	400	400	8
Telephone	6,100	6,100	5,467
Publishing	200	200	195
Printing	500	500	210
Dues	2,000	2,000	494
Travel Expenses	6,100	6,100	4,380
Training	4,500	4,500	3,948
Publications	600	600	206
Commodities			
Office Supplies	4,000	4,000	2,984
Other			
Contingencies	2,000	2,000	-
Professional Services	15,000	15,000	11,000
Total Assessor	573,040	573,040	490,539
Total General Government	1,942,440	1,942,440	1,708,784
Capital Outlay	108,500	108,500	23,091
Total Expenditures	2,050,940	2,050,940	1,731,875

# **General Assistance - Special Revenue Fund**

# Schedule of Expenditures - Budget and Actual For the Fiscal Year Ended March 31, 2018

	Budg	get	Actual
	Original	Final	
Health and Welfare			
Administration			
Personnel Services			
Salaries	\$ 90,000	90,000	88,239
Health Insurance	35,000	35,000	21,566
Unemployment Insurance	500	500	143
Social Security	8,000	8,000	6,521
Contractual Services	,	,	,
Printing	1,000	1,000	273
Travel Expenses	500	500	422
Commodities			
Office Supplies	500	500	150
Other			
Miscellaneous Expense	500	500	359
Total Administration	136,000	136,000	117,673
Relief			
Commodities and Contractual Services			
Physician Service	2,000	2,000	-
Hospital Service-In Patient	2,000	2,000	-
Hospital Service-Out Patient	2,000	2,000 2,000	-
Drugs	2,000		-
Dental Service	1,500	1,500	(150)
Other Medical Services	3,000	3,000	129
Funeral & Burial Service	1,000	1,000	-
Shelter	60,000	60,000	52,137
Utility Payment	25,000	25,000	12,836
Workfare	10,000	10,000	8,306
Miscellaneous	12,000	12,000	9,286
Fuel	3,000	3,000	-
Food	60,000	60,000	48,220
Emergency Assistance	75,000	75,000	45,722
Disaster Assistance	5,000	5,000	315
Contingencies	38,756	38,756	2,700

# **General Assistance - Special Revenue Fund**

# Schedule of Expenditures - Budget and Actual - Continued For the Fiscal Year Ended March 31, 2018

	Budge		
	Original	Final	Actual
Health and Welfare - Continued			
Relief - Continued			
Other			
Miscellaneous	\$ 500	500	_
Total Relief	302,756	302,756	179,501
Total Health and Welfare	438,756	438,756	297,174
Capital Outlay	3,500	3,500	1,200
Total Expenditures	442,256	442,256	298,374

# Road and Bridge - Special Revenue Fund

# Schedule of Expenditures - Budget and Actual For the Fiscal Year Ended March 31, 2018

	Budget		
	Original	Final	Actual
Highways and Streets			
Administration			
Contractual Services			
Legal Service	\$ 2,800	2,800	_
Postage	250	250	196
Telephone/Communication Services	4,500	4,500	4,021
Publishing	400	400	217
Printing	300	300	-
Travel Expenses	800	800	315
Training	300	300	125
Commodities			
Office Supplies	900	900	118
Other			
Corp Replacement Tax Split	25,000	25,000	23,206
Miscellaneous Expense	2,500	2,500	764
Total Administration	37,750	37,750	28,962
Maintenance			
Personnel Services			
Salaries	225,000	225,000	186,252
Health Insurance	58,950	58,950	36,489
Unemployment Insurance	450	450	234
Social Security	_	-	14,248
IMRF	5,000	5,000	18,172
Commodities and Contractual Services			
Engineering Services	30,000	30,000	1,075
Utilities	7,000	7,000	4,109
Rentals	6,000	6,000	3,865
Street Lights	30,000	30,000	26,864
Maintenance and Repairs	177,000	177,000	113,979
Operating Supplies/Hand Tools	2,000	2,000	675
Gasoline/Oil	22,000	22,000	14,971
Signs	3,500	3,500	1,938
Insurance	35,000	35,000	22,068

# Road and Bridge - Special Revenue Fund

# Schedule of Expenditures - Budget and Actual - Continued For the Fiscal Year Ended March 31, 2018

	Budg		
	Original	Final	Actual
Highways and Streets - Continued			
Maintenance - Continued			
Other			
Miscellaneous	\$ 10,000	10,000	1,512
Contingencies	10,000	10,000	-
Total Maintenance	621,900	621,900	446,451
Total Public Works	659,650	659,650	475,413
Capital Outlay	505,346	505,346	303,365
Debt Service			
Principal	_	-	13,948
Interest	-	-	348
	-	-	14,296
Total Expenditures	1,164,996	1,164,996	793,074

# Illinois Municipal Retirement - Special Revenue Fund

	Budget			
	Original		Final	Actual
Revenues				
Property Taxes	\$	74,525	74,525	74,223
Interest		125	125	179
Total Revenues	,	74,650	74,650	74,402
Expenditures General Government Retirement Plan Contribution		90,000	90,000	70,277
Net Change in Fund Balance	(	15,350)	(15,350)	4,125
Fund Balance - Beginning				78,224
Fund Balance - Ending				82,349