

UNIVERSITY PARK
PUBLIC LIBRARY DISTRICT
UNIVERSITY PARK, ILLINOIS

ANNUAL FINANCIAL REPORT
YEAR ENDED JUNE 30, 2019

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of
UNIVERSITY PARK PUBLIC LIBRARY DISTRICT
University Park, Illinois

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of **UNIVERSITY PARK PUBLIC LIBRARY DISTRICT** (the "District"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District'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 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District'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 District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the 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.

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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 District as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles general accepted in the United States of America.

Other Matters

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the accompanying financial information listed as required supplemental information in the table of contents be presented to the supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental 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 Supplemental Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying financial information listed as other supplemental information in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

This information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic 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 information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.



O'NEILL & GASPARDO, LLC
Mokena, Illinois
December 3, 2019

UNIVERSITY PARK LIBRARY DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the University Park Public Library District (the "District") we offer readers of the District's financial statements this narrative overview and analysis of the District's financial performance during the fiscal year ended June 30, 2019. We encourage readers to read this information in conjunction with the District's financial statements.

Financial Highlights

The District's total net position at June 30, 2019 was \$1,611,191, an increase of \$88,430 from June 30, 2018.

The District's governmental activities had revenues of \$579,107 in the year ended June 30, 2019 as compared to revenues of \$566,953 in the prior year. The District's governmental activities had expenses of \$490,677 in the year ended June 30, 2019 as compared to expenses of \$557,372 in the prior year. This represented a 2.1% increase in revenues and 12.0% decrease in expenses. The increase in revenue was due to receiving more property taxes and the decrease in expenses was due to less staff, purchasing fewer electronic subscriptions and lower IMRF pension expense during fiscal year ended June 30, 2019.

Overview of the Financial Statements

Management's discussion and analysis serves as an introduction to the District's financial statements. The basic financial statements include the Governmental Funds Balance Sheet and Statement of Net Position, Governmental Funds Revenues, Expenditures and Changes in Fund Balances and Statement of Activities, and Notes to Financial Statements. The District qualifies as a special-purpose government engaged in only one governmental type activity allowing it to combine the fund and government-wide financial statements. This is done through the use of an adjustment column on the face of the statements, which reconciles the fund-based statements to the government-wide statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The Statement of Net Position includes all of the District's assets, deferred outflows, liabilities and deferred inflows with the difference reported as net position. Increases and decreases in net position serve as a useful indicator of change in net position and whether the financial position of the District as a whole is improving or deteriorating. Non-financial factors, such as changes in the District's property tax base and condition of the District's buildings and equipment, should be considered regarding the overall health of the District.

The Statement of Activities reports how the District's net position changed during the current fiscal year. All revenues and expenses are included regardless of when cash is received or paid.

Fund Financial Statements

A fund is a group of accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District's most significant funds rather than the District as a whole. Major funds are reported separately while all other funds are combined into a single aggregated presentation.

Governmental funds are reported in the fund financial statements and encompass essentially the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the District's governmental funds. These statements report short-term fiscal accountability focusing on the use of spendable resources and the balance of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the short-term.

Both the Governmental Funds Balance Sheet and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to assist in understanding the difference between the government-wide and fund financial statements.

In addition to the basic financial statements, notes to the financial statements provide further information to the reader and should be considered an integral part of the financial statements.

Budgetary comparison schedules are also provided as required supplemental information, which is useful in comparing how District expenditures were made in comparison to budgeted amounts.

Financial Analysis

Net position may serve, over time, as a useful indicator of a District's financial position. The District's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$1,611,191 at the end of the fiscal year. Of the net position balance, \$753,948 is invested in capital assets, \$336,127 is restricted and \$521,116 is unrestricted net position.

Condensed Statement of Net Position

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Assets		
Current assets:		
Cash and investments	\$ 971,235	\$ 1,000,395
Property and replacement taxes receivables	<u>278,542</u>	<u>281,197</u>
Total current assets	1,249,777	1,281,592
Noncurrent assets:		
Cash and investments	96,213	-
Net pension asset	49,289	113,949
Capital assets	<u>753,948</u>	<u>744,756</u>
Total noncurrent assets	899,450	858,705
Total assets	2,149,227	2,140,297
Deferred outflows of resources	<u>66,710</u>	<u>7,729</u>
Total assets and deferred outflows of resources	<u>\$ 2,215,937</u>	<u>\$ 2,148,026</u>
Liabilities		
Current liabilities:		
Accounts payable and accrued expenses	\$ 21,655	\$ 13,893
Accrued compensated absences	<u>13,319</u>	<u>13,489</u>
Total current liabilities	34,974	27,382
Deferred inflows of resources:		
Unavailable property taxes	548,258	533,037
Pension related	<u>21,514</u>	<u>64,846</u>
Total deferred inflows of resources	569,772	597,883
Net Position		
Net investment in capital assets	753,948	744,756
Restricted	336,127	296,512
Unrestricted	<u>521,116</u>	<u>481,493</u>
Total net position	<u>1,611,191</u>	<u>1,522,761</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 2,215,937</u>	<u>\$ 2,148,026</u>

Fifty-six percent of the District's assets and deferred outflows of resources at June 30, 2019 were current and consisted of cash, investments and property tax receivables. The remainder was capital (tangible) assets and deferred outflows of resources. One hundred percent of liabilities were current liabilities. Restricted net position of \$336,127 was twenty-one percent of total net position. Of the remaining net position, \$753,948 is invested in capital assets and \$521,116 is unrestricted net assets.

The following summarizes the revenue and expenses of the District’s governmental activities for the fiscal year ended June 30, 2019. Governmental activities increased the District’s net position by \$88,430.

Condensed Statement of Activities

	<u>July 1, 2018 to June 30, 2019</u>	<u>July 1, 2017 to June 30, 2018</u>
Revenues		
General Revenues:		
Property taxes	\$ 516,975	\$ 509,896
Replacement taxes	13,089	10,420
Grants	8,911	8,785
Investment income	11,476	6,532
Fines, fees and other	6,656	9,220
Donations	22,000	22,100
Total revenues	<u>579,107</u>	<u>566,953</u>
Expenses		
Cultural	490,677	551,445
Capital outlay	-	5,927
Total expenses	<u>490,677</u>	<u>557,372</u>
Change in net position	88,430	9,581
Net position, beginning of year	<u>1,522,761</u>	<u>1,513,180</u>
Net position, end of year	<u>\$ 1,611,191</u>	<u>\$ 1,522,761</u>

The Statement of Activities shows the nature and source of the changes in net position. This year’s expenses are quite similar to previous fiscal year with a major portion of revenues used to fund cultural expenses.

Budget

The District did not amend their budget during the fiscal year. The actual funds received for the general fund were \$513,206 which was \$484,924 lower than budgeted. Actual expenditures for the general fund of \$508,725 were \$608,275 lower than budgeted, due mainly to conservative spending practices.

Financial Analysis of District's Funds

	<u>General</u>	<u>IMRF & Social Security</u>	<u>Capital Projects</u>	<u>Other Funds</u>	<u>Total</u>
Total revenues	\$ 513,206	\$ 53,664	\$ -	\$ 12,237	\$ 579,107
Total expenditures	508,725	18,606	-	10,361	537,692
Change in fund balance	4,481	35,058	-	1,876	41,415
Fund balance at June 30, 2018	411,158	191,143	(67,540)	199,901	734,662
Fund balance at June 30, 2019	<u>415,639</u>	<u>226,201</u>	<u>(67,540)</u>	<u>201,777</u>	<u>776,077</u>

The fund balance of the IMRF & Social Security Fund and Other Funds are restricted for specific purposes. The Capital Projects Fund was created by the Board of Trustees to set aside funds for future acquisitions or construction of capital facilities and equipment. This fund has a negative fund balance of \$67,540 at June 30, 2019 and borrowed funds from the General Fund to cover this deficit. The General Fund has a balance of \$415,639 of which \$72,454 is nonspendable because funds were provided to other funds to cover their deficits and \$343,185 is unrestricted and can be used for any purpose.

Capital Assets

The District's investment in capital assets, net of accumulated depreciation was \$753,948 as of June 30, 2019. This was an increase of \$9,192 from June 30, 2018 and was due to fixed asset additions exceeding depreciation expense. The following summarizes capital assets.

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Land	\$ 23,484	\$ 23,484
Building and grounds	1,250,853	1,222,123
Furniture and fixtures	18,686	7,147
Artwork	5,696	5,696
Library collection	98,012	95,577
Total capital assets	<u>1,396,731</u>	<u>1,354,027</u>
Less: accumulated depreciation	<u>642,783</u>	<u>609,271</u>
Net capital assets	<u>\$ 753,948</u>	<u>\$ 744,756</u>

Additional information regarding capital assets may be found in the accompanying notes to the financial statements.

Debt

The District has no outstanding long-term debt.

Economic Factors Bearing on the District's Future

At the time these financial statements were prepared, the District was aware of the following circumstances that could significantly affect its financial health in the future.

- The District's service area is the same as the boundaries for the Village of University Park; as such the District's ability to generate tax receipts is directly linked to the Equalized Assessed Valuation (EAV) of the property within the Village of University Park. The EAV increased from \$110,277,482 in 2017 to \$116,020,426 in 2018. The rise in assessed valuation will provide more income, but is also likely to result in a greater number of tax objections to lower assessments.
- Public Library Per Capita Grants are funded through the State. FY 2017 grants were funded at a reduced rate and did not arrive until late in the fiscal year. FY 2018 grants were fully funded and arrived early in July 2018. The library will apply for a 2019 Per Capita Grant, but cannot reliably estimate future funding rates or when funds will be distributed.
- The SWAN (System Wide Automated Network) consortium provides software and support services for bibliographic and circulation functions for more than 80 libraries. A new, increased fee structure was implemented in the 2018-19 fiscal year. We anticipate that fees will continue to increase.
- The health insurance pool increased premium rates for PPO health insurance plans by only 2%; HMO premiums were unchanged. Future premium rates are likely to rise.
- The Illinois Municipal Retirement Fund received good returns on its investments; the District's required contribution rate for 2019 was lowered to 1.63% from 6.63%.
- The District hired an architecture firm and a construction company in October 2019 to oversee the design, bidding, and contract process, construction and post construction for a meeting room addition to the current library facilities. The estimated fees for these services are \$180,315.

Requests for Information

This financial report is designed to provide a general overview of the District's finances for all those interested. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Administrative Librarian, University Park Public Library District, 1100 Blackhawk Dr., University Park, Illinois 60484.

End of Management's Discussion and Analysis

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

GOVERNMENTAL FUNDS BALANCE SHEET AND STATEMENT OF NET POSITION

June 30, 2019

	<u>General</u>	<u>IMRF & Social Security</u>	<u>Capital Projects</u>	<u>Other Funds</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
Assets:							
Current:							
Cash and investments	\$ 499,469	\$ 258,404	\$ -	\$ 213,362	\$ 971,235	\$ -	\$ 971,235
Property tax receivables	236,188	32,512	-	6,736	275,436	-	275,436
Replacement tax receivables	3,106	-	-	-	3,106	-	3,106
Interfund balances	72,454	-	-	-	72,454	(72,454)	-
Total current	<u>811,217</u>	<u>290,916</u>	<u>-</u>	<u>220,098</u>	<u>1,322,231</u>	<u>(72,454)</u>	<u>1,249,777</u>
Noncurrent:							
Cash and investments	96,213	-	-	-	96,213	-	96,213
Net pension asset	-	-	-	-	-	49,289	49,289
Land (not depreciated)	-	-	-	-	-	23,484	23,484
Other capital assets, net of depreciation	-	-	-	-	-	730,464	730,464
Total noncurrent	<u>96,213</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>96,213</u>	<u>803,237</u>	<u>899,450</u>
Total assets	<u>907,430</u>	<u>290,916</u>	<u>-</u>	<u>220,098</u>	<u>1,418,444</u>	<u>730,783</u>	<u>2,149,227</u>
Deferred outflows of resources:							
Pension related	-	-	-	-	-	66,710	66,710
Total deferred outflows of resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,710</u>	<u>66,710</u>
Total assets and deferred outflows of resources	<u>\$ 907,430</u>	<u>\$ 290,916</u>	<u>\$ -</u>	<u>\$ 220,098</u>	<u>\$ 1,418,444</u>	<u>\$ 797,493</u>	<u>\$ 2,215,937</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

GOVERNMENTAL FUNDS BALANCE SHEET AND STATEMENT OF NET POSITION

June 30, 2019

	General	IMRF & Social Security	Capital Projects	Other Funds	Total	Adjustments	Statement of Net Position
Current liabilities:							
Accounts payable	\$ 17,350	\$ -	\$ -	\$ -	\$ 17,350	\$ -	\$ 17,350
Accrued payroll	4,305	-	-	-	4,305	-	4,305
Interfund balances	-	-	67,540	4,914	72,454	(72,454)	-
Accrued compensated absences	-	-	-	-	-	13,319	13,319
Total current liabilities	<u>21,655</u>	<u>-</u>	<u>67,540</u>	<u>4,914</u>	<u>94,109</u>	<u>(59,135)</u>	<u>34,974</u>
Deferred inflows of resources:							
Unavailable property taxes:							
Property tax receivable	236,188	32,512	-	6,736	275,436	-	275,436
Advance collections	233,948	32,203	-	6,671	272,822	-	272,822
Pension related	-	-	-	-	-	21,514	21,514
Total deferred inflows of resources	<u>470,136</u>	<u>64,715</u>	<u>-</u>	<u>13,407</u>	<u>548,258</u>	<u>21,514</u>	<u>569,772</u>
Fund balances/net position:							
Fund balances:							
Nonspendable	72,454	-	-	70,001	142,455	(142,455)	-
Restricted	-	126,657	-	139,469	266,126	(266,126)	-
Committed	-	99,544	-	-	99,544	(99,544)	-
Unassigned	343,185	-	(67,540)	(7,693)	267,952	(267,952)	-
Total fund balances	<u>415,639</u>	<u>226,201</u>	<u>(67,540)</u>	<u>201,777</u>	<u>776,077</u>	<u>(776,077)</u>	<u>-</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 907,430</u>	<u>\$ 290,916</u>	<u>\$ -</u>	<u>\$ 220,098</u>	<u>\$ 1,418,444</u>		<u>\$ 604,746</u>
Net position:							
Net investment in capital assets						753,948	753,948
Restricted						336,127	336,127
Unrestricted						521,116	521,116
Total net position						<u>\$ 1,611,191</u>	<u>\$ 1,611,191</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION

June 30, 2019

Fund balances - governmental funds		\$	776,077
Net pension asset is not a current financial resource and therefore is not reported on the Governmental Funds Balance Sheet.			49,289
Capital assets are not current financial resources and therefore are not reported on the Governmental Funds Balance Sheet.			753,948
Deferred outflows and inflows of resources related to IMRF pension are not a current financial resource and therefore are not reported on the Governmental Funds Balance Sheet.			
Deferred outflows of resources - pension related	66,710		
Deferred inflows of resources - pension related	<u>(21,514)</u>		
			45,196
Certain liabilities are not due and payable in the current period and therefore are not reported on the Governmental Funds Balance Sheet:			
Accrued compensated absences			<u>(13,319)</u>
Net position of governmental activities		\$	<u><u>1,611,191</u></u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

GOVERNMENTAL FUNDS REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES AND STATEMENT OF ACTIVITIES

Year Ended June 30, 2019

	General	IMRF & Social Security	Capital Projects	Other Funds	Total	Adjustments	Statement of Activities
Revenues:							
Property taxes	\$ 451,074	\$ 53,664	\$ -	\$ 12,237	\$ 516,975	\$ -	\$ 516,975
Replacement taxes	13,089	-	-	-	13,089	-	13,089
Grants	8,911	-	-	-	8,911	-	8,911
Investment income	11,476	-	-	-	11,476	-	11,476
Fines, fees and other	6,656	-	-	-	6,656	-	6,656
Donations	22,000	-	-	-	22,000	-	22,000
Total revenues	513,206	53,664	-	12,237	579,107	-	579,107
Expenditures/expenses:							
Cultural	508,725	18,606	-	10,361	537,692	(47,015)	490,677
Total expenditures/expenses	508,725	18,606	-	10,361	537,692	(47,015)	490,677
Net change in fund balances/net position	4,481	35,058	-	1,876	41,415	47,015	88,430
Fund balances/net position:							
Beginning of year	411,158	191,143	(67,540)	199,901	734,662	788,099	1,522,761
End of year	\$ 415,639	\$ 226,201	\$ (67,540)	\$ 201,777	\$ 776,077	\$ 835,114	\$ 1,611,191

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

Year Ended June 30, 2019

Net change in fund balances - governmental funds \$ 41,415

Governmental funds report capital outlays as expenditures.
However, on the Statement of Activities, the cost of these assets are
depreciated over their estimated useful lives.

Expenditures for capital assets in the current year	\$ 60,229	
Current year depreciation	<u>(51,037)</u>	
		9,192

Some expenses reported on the Statement of Activities do not
require the use of current financial resources and therefore are not
reported as expenditures in governmental funds.

Change in accrued compensated absences from the prior year	170	
Change in net deferred outflows/inflows of resources for IMRF pension plan from the prior year	102,313	
Change in net pension asset from the prior year	<u>(64,660)</u>	
Total adjustments		<u>37,823</u>

Change in net position of governmental activities \$ 88,430

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT (the “District”) is located in University Park, Illinois. The District was organized under state law to provide cultural and library services to local residents.

The accounting policies of the District conform to accounting principles generally accepted in the United States of America as applicable to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the District’s accounting policies are described below.

A. Reporting Entity

Accounting principles generally accepted in the United States of America require that the financial reporting entity include the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature of significance of their relationship with the primary government are such that exclusion would cause the reporting entity’s financial statements to be misleading or incomplete. Based upon these criteria, there are no agencies or entities whose financial data should be combined with and included in the financial statements of the District. Also, the District is not considered a component unit of any other government entity.

B. Basis of Presentation

The fund and government-wide financial statements are combined, with a reconciliation shown between them. Therefore, the Governmental Funds Balance Sheet and Statement of Net Position are combined, and the Governmental Funds Revenues, Expenditures and Changes in Fund Balances and Statement of Activities are combined. The government-wide statements are designed to report the District’s financial position and results of operations as a whole. The fund financial statements are designed to demonstrate legal compliance and to aid financial management by segregating transactions by fund. Program revenues include grants, fines, fees and other, and donations.

Major individual governmental funds are reported as separate columns on the fund financial statements and all other funds are combined under a single column. The major funds are the general, Illinois Municipal Retirement Fund (IMRF) & social security, and capital projects funds. Following is a brief description of the major funds used by the District.

General Fund – The general fund is the general operating fund of the District and accounts for all revenues and expenditures not encompassed within other funds. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. In addition, general operating expenditures and the capital improvement costs that are not paid through other funds are paid from this fund.

IMRF & Social Security Fund – The IMRF & social security fund is used to pay for the employer’s portion of IMRF and social security taxes.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Capital Projects Fund – The capital projects fund accounts for special resources to be used for the acquisition or construction of capital facilities and equipment.

C. Basis of Accounting

The government-wide statements (Statement of Net Position and Statement of Activities) are prepared using the economic resources measurement focus and the accrual basis of accounting. Under this method of accounting, revenues are recognized when earned and expenses are recorded when liabilities are incurred without regard to receipt or disbursement of cash. Property taxes are recognized as revenue in the year in which they are intended to finance. Interfund balances between funds have been eliminated in the government-wide statements.

Governmental funds are accounted for using a current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in fund equity. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to pay current period liabilities. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter (defined as within 60 days after the fiscal year-end) to be used to pay liabilities of the current period. Material revenues susceptible to accrual include property tax, replacement tax and grant revenue. Expenditures are recognized when the related fund liability is incurred.

D. Investments

Investments consist of investments held in an Illinois Funds Money Market account and are carried at cost, which approximates market.

E. Capital Assets

The accounting treatment for property, plant and equipment (capital assets) depends on whether the assets are reported on the government-wide or fund financial statements.

On the government-wide financial statements capital assets are valued at historical cost, or the estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at the estimated fair value at the date of donation. Depreciation of all exhaustible capital assets is recorded as a cultural expense on the Statement of Activities, with accumulated depreciation reflected on the Statement of Net Position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method of depreciation.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

The range of estimated useful lives by type of asset is as follows:

Building and grounds	10 – 50 years
Furniture and fixtures	5 – 10 years
Artwork	60 years
Library collection (books and audio-visual)	5 years

The minimum capitalization threshold is any item with a total cost greater than \$2,500, except for purchases of the library collection, which are always capitalized.

On the fund financial statements, capital assets are accounted for as expenditures of the governmental fund upon acquisition.

F. Compensated Absences

The District's personnel policy permits employees to accumulate earned but unused vacation and sick pay benefits. No liability is recorded for unpaid accumulated sick leave, since it is the District's policy to not pay unused sick leave when employees separate from the District. On the fund financial statements, accrued vacation is recorded in the general fund when payable (i.e. upon resignation or retirement). On the government-wide financial statements, these compensated absences are recorded when earned. The District uses the general fund to pay compensated absences.

G. Deferred Outflows/Inflows of Resources

The District reports deferred outflows/inflows of resources on its Statement of Net Position and Governmental Funds Balance Sheet. Deferred outflows of resources represent a consumption of net position that applies to future fiscal years, so will not be recognized as an outflow of resources (expense) until then. The District only has one item that qualifies for reporting in this category, the outflows related to the IMRF pension, which represents pension items that will be recognized in future periods.

The District also reports deferred inflows of resources on its Governmental Funds Balance Sheet and Statement of Net Position. Deferred inflows of resources represent an acquisition of net position that applies to future fiscal years, so will not be recognized as an inflow of resources (revenue or reduction of expense) until then. The District's only deferred inflows of resources that qualify for reporting in this category were:

- Levied property taxes intended to finance the next fiscal year, which will be recognized as revenue in the next fiscal year.
- Inflows related to the IMRF pension, which represents pension items that will be recognized in future periods.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

H. Property Taxes

The District annually establishes a legal right to revenue from property tax assessments upon enactment of a levy ordinance by its Board. Property taxes are recognized as a receivable at the time they are levied. Property tax revenues are recognized in the fiscal year they are intended to finance. In addition, revenue under the modified accrual basis (fund financial statements) is not recognized unless it is also available (collected within 60 days after fiscal year end). Property tax collections and property taxes receivable not recognized as revenue are reported as deferred inflows of resources. Property tax revenues on the fund financial statements are allocated to each fund in accordance with the applicable fund levy amounts.

The 2017 levy was intended to finance the fiscal year ended June 30, 2019. Therefore, the property taxes collected within 60 days of June 30, 2019 for this levy have been recorded as revenue. The 2018 levy is intended to finance the fiscal year ending June 30, 2020. Therefore, the advance collections and property taxes receivable of this levy as of June 30, 2019 have been recorded as deferred inflow of resources.

The District recorded an allowance for uncollectible property taxes of 3.62% of the 2018 levy (\$20,500). All uncollected taxes relating to prior years' levies have been written off.

Significant dates for the 2018 levy are as follows:

Lien date	January 1, 2018
Levy date	November 20, 2018
Cook County first installment due	March 1, 2019
Cook County second installment due	August 1, 2019
Will County first installment due	June 4, 2019
Will County second installment due	September 4, 2019

Property taxes are billed and collected by the county treasurers of Cook and Will counties. Property tax bills are typically mailed at least 30 days prior to due dates. Substantially all of the collected taxes for the 2018 tax levy will be received by the District between March 2019 and December 2019.

I. Elimination and Reclassifications

In the process of aggregating data for the government-wide Statement of Activities, some amounts reported as interfund activity and interfund receivables and payables on the fund financial statements may be eliminated or reclassified.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

J. Fund Balance

Equity is classified as fund balance on the fund financial statements and displayed in five components:

- Nonspendable includes amounts not in spendable form, the principal portion of the working cash fund or amounts required to be maintained intact legally or contractually.
- Restricted includes amounts constrained for a specific purpose by external parties.
- Committed includes amounts constrained for a specific purpose by a government using its highest level of decision making authority (the Board of Trustees for the District). This formal action must occur prior to the end of the reporting period, but the amount of the committed balance may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Board of Trustees that originally created the commitment.
- Assigned includes general fund amounts constrained for a specific purpose by the Board of Trustees or by an official who has been delegated authority to assign amounts. The Board of Trustees has not delegated this authority as of June 30, 2019. Additionally, all remaining positive spendable amounts in government funds other than the general fund, that are neither restricted nor committed, are considered assigned. Assignments may take place after the end of the reporting period.
- Unassigned includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those specific purposes.

In circumstances where an expenditure relates to amounts available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed, assigned and unassigned fund balances.

K. Net Position

Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on its use either through constitutional provisions or enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The District uses restricted resources when an expense is incurred before using unrestricted resources.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

L. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2. DEFINED BENEFIT PENSION PLAN

IMRF Plan Description

The District's defined benefit pension plan for regular employees provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The District's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multiple-employer public pension fund. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF. Benefit provisions 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. The report is available for download at www.imrf.org.

Benefits Provided

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 $\frac{2}{3}$ % 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.

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 $\frac{2}{3}$ % 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.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 2. DEFINED BENEFIT PENSION PLAN - Continued

Employees Covered by Benefit Terms

As of December 31, 2018, the following employees were covered by the benefit terms:

	<u>IMRF</u>
Retirees and beneficiaries currently receiving benefits	9
Inactive plan members entitled to but not yet receiving benefits	3
Active plan members	<u>2</u>
Total	<u>14</u>

Contributions

As set by statute, the District'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. The District's annual contribution rate for calendar year 2018 was 6.63% of members' wages. For the fiscal year ended in June 30, 2019, the District contributed \$2,916 to the plan. The District 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 Asset/Liability

The District's net pension asset/liability was measured as of December 31, 2018. The total pension asset/liability used to calculate the net pension asset/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 asset/liability at December 31, 2018:

- 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 2.50%.
- Salary Increases were expected to be 3.39% to 14.25%, including inflation.
- The Investment Rate of Return was assumed to be 7.25%.
- Projected Retirement Age was from the experience-based table of rates, specific to the type of eligibility condition. Last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 2. DEFINED BENEFIT PENSION PLAN - Continued

- Mortality (for non-disabled retirees) - An IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). 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-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disability 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-2017 (base year 2015). 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 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:

<u>Asset class</u>	<u>Portfolio target percentage</u>	<u>Long-term expected real rate of return</u>
Domestic equity	37%	7.15%
International equity	18%	7.25%
Fixed income	28%	3.75%
Real estate	9%	6.25%
Alternative investments	7%	3.20%-8.50%
Cash equivalents	1%	2.50%
Total	100%	

The District decreased their investment rate of return from 7.50% to 7.25% and updated their portfolio target percentages and long-term expected real rate of return during calendar year 2018. No other changes were made to the District's assumptions.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 2. DEFINED BENEFIT PENSION PLAN – Continued

Single Discount Rate

A Single Discount Rate of 7.25% was used to measure the total pension asset/liability. The projection of cash flow used to determine the 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:

- 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
- 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 7.25%, the municipal bond rate is 3.71% and the resulting single discount rate is 7.25%.

Changes in the Net Pension Asset/Liability

	Total pension liability (A)	Plan fiduciary net position (B)	Net pension (asset) liability (A) - (B)
Balances at December 31, 2017	\$ 798,786	\$ 912,735	\$ (113,949)
Changes for the year:			
Service cost	9,423	-	9,423
Interest on the total pension liability	58,018	-	58,018
Changes in benefit terms	-	-	-
Differences between expected and actual experience of the total pension liability	(60,581)	-	(60,581)
Changes of assumptions	18,822	-	18,822
Contributions - employer	-	5,251	(5,251)
Contributions - employee	-	3,565	(3,565)
Net investment income	-	(66,804)	66,804
Benefits payments, including refunds of employee contributions	(59,846)	(59,846)	-
Other (net transfers)	-	19,010	(19,010)
Net changes	(34,164)	(98,824)	64,660
Balances at December 31, 2018	<u>\$ 764,622</u>	<u>\$ 813,911</u>	<u>\$ (49,289)</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 2. DEFINED BENEFIT PENSION PLAN – Continued

Sensitivity of the Net Pension Asset/Liability to Changes in the Discount Rate

The following presents the plan's net pension (asset) liability, calculated using a Single Discount Rate of 7.25%, as well as what the plan's net pension asset/liability would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher:

	1% lower (6.25%)	Current discount rate (7.25%)	1% higher (8.25%)
Net pension liability	\$ 848,878	\$ 764,622	\$ 693,970
Plan fiduciary net position	813,911	813,911	813,911
Net pension (asset) / liability	\$ 34,967	\$ (49,289)	\$ (119,941)

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

For the year ended June 30, 2019, the District recognized pension income of \$34,737. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Deferred amounts related to pensions	Deferred outflows of resources	Deferred inflows of resources
<i>Deferred amounts to be recognized in pension expense in future periods</i>		
Differences between expected and actual experience	\$ -	\$ -
Changes of assumptions	6,684	21,514
Net difference between projected and actual earnings on pension plan investments	59,623	-
Total deferred amounts to be recognized in pension expense in future periods	66,307	21,514
<i>Pension contributions made subsequent to the measurement date</i>	403	-
Total deferred amounts related to pensions	\$ 66,710	\$ 21,514

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 2. DEFINED BENEFIT PENSION PLAN – Continued

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

<u>Year ending December 31</u>	<u>Net deferred outflows of resources</u>
2019	\$ 3,947
2020	7,378
2021	6,658
2022	26,810
2023	-
Thereafter	-
Total	<u>\$ 44,793</u>

NOTE 3. CASH AND INVESTMENTS

Reconciled cash and investments were as follows at June 30, 2019:

Old Second National Bank - checking accounts	\$ 9,609
Old Second National Bank - savings accounts	413,667
US Bank - money market	43,280
US Bank - certificates of deposit (mature 7/6/2020 and 11/18/2020)	96,213
Illinois Funds Investment (see below - does not require categorization)	504,679
Total cash and investments	<u>\$ 1,067,448</u>

The District's investment policy (the "policy") authorizes the District to invest in obligations of the U.S. government and its agencies, interest-bearing savings accounts, certain short-term obligations of U.S. corporations, money market mutual funds, certificates of deposits, Illinois Public Treasurer's Investment Pool (Illinois Funds), and other securities authorized by the Illinois Public Funds Investment Act.

- Custodial credit risk is the risk that the District will not be able to recover its deposits with financial institutions in the event of the failure of the financial institutions. The policy requires no collateral for investments in federally insured or licensed institutions permitted to hold public funds, provided that such investments shall not exceed federal insurance limits. Uninsured investments shall be collateralized by securities or mortgages in an amount equal to at least fair market value of the uninsured amount.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 3. CASH AND INVESTMENTS – Continued

- Credit risk is the risk that an issuer or counterparty to an investment will not fulfill its obligations, resulting in investment losses by the District. The policy states that uninsured deposits shall be collateralized by at least 110% of deposits in excess of the FDIC limit. Certificates of deposit, share certificates, surety bonds and letters of credit should be insured by at least 102% exceeding the FDIC limit. Repurchase agreements should be collateralized by at least 102% of the value of the repurchase agreement.
- Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The policy states that no investment shall exceed two years maturity.
- Concentration of credit risk is the risk of loss due to the District's investments not being diversified. The policy states no investment category shall exceed 40% of the District's portfolio except for cash equivalents and treasury securities.
- Illinois Funds is an investment pool managed by the State of Illinois, Office of Treasurer, which allows governments within the state to pool their funds for investment purposes. Illinois Funds is not registered with the SEC as an investment company, but operates in a manner consistent with Rule 2(a)7 of the Investment Company Act of 1940. Illinois Funds issues a publicly available financial report that includes financial statements and supplemental information. That report may be obtained on-line at www.treasurer.il.gov.

The District's deposits with financial institutions were categorized as follows at June 30, 2019:

Insured by federal depository insurance	\$ 587,583
Collateralized by securities held by the pledging financial institution's trust department or agent in the District's name	-
Collateralized by securities held by the pledging financial institution's trust department or agent, but not in the District's name	-
Uncollateralized	4,680
Total deposits with financial institutions	<u>\$ 592,263</u>

NOTE 4. LONG-TERM LIABILITIES

Long-term liability activity for the year ended June 30, 2019 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Accrued compensated absences	\$ 13,489	\$ 6,028	\$ (6,198)	\$ 13,319	\$ 13,319
Total long-term liabilities	<u>\$ 13,489</u>	<u>\$ 6,028</u>	<u>\$ (6,198)</u>	<u>\$ 13,319</u>	<u>\$ 13,319</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 5. CAPITAL ASSETS

Following is a summary of changes in the capital assets for the year ended June 30, 2019:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Ending Balance</u>
Capital assets, not depreciable:				
Land	\$ 23,484	\$ -	\$ -	\$ 23,484
Total capital assets, not depreciable	23,484	-	-	23,484
Capital assets, depreciable:				
Building and grounds	1,222,123	28,730	-	1,250,853
Furniture and fixtures	7,147	11,539	-	18,686
Artwork	5,696	-	-	5,696
Library collection	95,577	19,960	(17,525)	98,012
Total capital assets, depreciable	1,330,543	60,229	(17,525)	1,373,247
Less accumulated depreciation for:				
Building and grounds	(557,414)	(31,390)	-	(588,804)
Furniture and fixtures	(7,149)	(192)	-	(7,341)
Artwork	(1,688)	(96)	-	(1,784)
Library collection	(43,020)	(19,359)	17,525	(44,854)
Total accumulated depreciation	(609,271)	(51,037)	17,525	(642,783)
Capital assets, net	<u>\$ 744,756</u>	<u>\$ 9,192</u>	<u>\$ -</u>	<u>\$ 753,948</u>

NOTE 6. RISK OF LOSS

The District is exposed to various risks of loss through property ownership, employee injury, liability of employees, actions of elected officials and other risks. The District purchased commercial insurance policies to overcome these risks. Claims have not exceeded coverage in the last three years.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 7. OTHER FUND DISCLOSURES

Accounting principles generally accepted in the United States of America require disclosure of certain information concerning individual funds including:

The following funds had deficit balances at June 30, 2019:

Major fund - capital projects	<u>\$ (67,540)</u>
Non-major fund - audit	<u>\$ (7,693)</u>

The following interfund balances existed as of June 30, 2019:

Due from capital projects to general fund	<u>\$ 67,540</u>
Due from non-major fund (audit) to general fund	<u>\$ 4,914</u>

The District's interfund loans were made to finance the expenditures of the capital projects and non-major fund (audit). The loans are expected to be paid in full by June 30, 2020.

NOTE 8. FUND BALANCE CLASSIFICATIONS

The following is a schedule of fund balance classifications for the governmental funds at June 30, 2019:

	<u>General</u>	<u>IMRF & Social Security</u>	<u>Capital Projects</u>	<u>Other Funds</u>
Fund balances:				
Nonspendable:				
Interfund loans	\$ 72,454	\$ -	\$ -	\$ 70,001
Restricted due to enabling legislation (tax levy):				
Debt service	-	-	-	76,926
IMRF & social security	-	126,657	-	-
Unemployment compensation	-	-	-	4,539
Liability insurance	-	-	-	58,004
Committed by Board:				
IMRF & social security	-	99,544	-	-
Unassigned	<u>343,185</u>	<u>-</u>	<u>(67,540)</u>	<u>(7,693)</u>
Total fund balances	<u>\$ 415,639</u>	<u>\$ 226,201</u>	<u>\$ (67,540)</u>	<u>\$ 201,777</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO FINANCIAL STATEMENTS

June 30, 2019

NOTE 9. RESTRICTED NET POSITION

The following is a schedule of restricted net position on the Statement of Net Position at June 30, 2019.

Working cash (interfund loans)	\$	70,001
Debt service		76,926
IMRF & social security		126,657
Unemployment compensation		4,539
Liability insurance		58,004
Total	\$	<u>336,127</u>

NOTE 10. DEFERRED COMPENSATION

The District has a 457 deferred compensation plan. Employees may make voluntary contributions to the plan within the limits allowed by Internal Revenue Service Code Section 457.

NOTE 11. SUBSEQUENT EVENTS

The District has evaluated events subsequent to June 30, 2019 for possible adjustment or disclosure to the accompanying financial statements. This evaluation was done through the date of the Independent Auditor's Report, which is the date the financial statements were available to be issued.

The District signed contracts on October 15, 2019 with an architecture firm and construction company to oversee the design, bidding and contract process, construction and post construction for a meeting room addition to the current library facilities. The estimated fees for these services are \$180,315.

***REQUIRED
SUPPLEMENTAL INFORMATION***

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

GENERAL FUND

SCHEDULE OF REVENUES AND EXPENDITURES -

ESTIMATED RECEIPTS AND APPROPRIATIONS COMPARED TO ACTUAL

Year Ended June 30, 2019

	Original / Final Budget	Actual	Over (Under) Budget
Revenues:			
Property taxes	\$ 610,580	\$ 451,074	\$ (159,506)
Other revenues:			
Replacement taxes	15,000	13,089	(1,911)
Grants	200,000	8,911	(191,089)
Investment income	10,000	11,476	1,476
Fines, fees and other	12,550	6,656	(5,894)
Donations	150,000	22,000	(128,000)
Total other revenues	<u>387,550</u>	<u>62,132</u>	<u>(325,418)</u>
Total revenues	998,130	513,206	(484,924)
Expenditures:			
Cultural:			
Salaries	315,000	204,548	(110,452)
Health insurance	50,000	7,057	(42,943)
Professional development	3,000	-	(3,000)
Conference / travel	3,000	1,465	(1,535)
Automation	12,000	11,819	(181)
Books - adult	14,000	10,368	(3,632)
Books - juvenile / teens	10,000	6,023	(3,977)
Periodicals	5,000	1,698	(3,302)
Electronic subscriptions	15,000	3,140	(11,860)
Audio - visual	5,000	1,871	(3,129)
Supplies	7,000	6,401	(599)
Publicity / printing	7,000	4,525	(2,475)
Postage	3,000	2,037	(963)
Programming	52,000	29,853	(22,147)
SWAN fee	15,000	14,970	(30)
Electricity	15,000	13,518	(1,482)
Gas	8,000	4,499	(3,501)
Water	8,000	9,746	1,746
Telephone	8,000	11,763	3,763
Disposal	2,000	996	(1,004)
Building maintenance / repairs	200,000	84,953	(115,047)
Equipment / maintenance / lease	32,000	27,645	(4,355)
IT maintenance	15,000	10,144	(4,856)
Accounting	15,000	14,974	(26)
Legal fees	20,000	16,607	(3,393)
Legal notices	2,500	891	(1,609)

Continued on next page...

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

GENERAL FUND

SCHEDULE OF REVENUES AND EXPENDITURES -

ESTIMATED RECEIPTS AND APPROPRIATIONS COMPARED TO ACTUAL

Year Ended June 30, 2019

Continued from previous page...

	Original / Final Budget	Actual	Over (Under) Budget
Trustee education / functions	5,000	4,230	(770)
Professional services	238,000	660	(237,340)
Miscellaneous	1,000	159	(841)
Bank service fees	1,500	1,343	(157)
Equipment	30,000	822	(29,178)
Total expenditures	<u>1,117,000</u>	<u>508,725</u>	<u>(608,275)</u>
Net change in fund balance	<u>\$ (118,870)</u>	4,481	<u>\$ 123,351</u>
Fund balance, beginning		<u>411,158</u>	
Fund balance, ending		<u>\$ 415,639</u>	

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

IMRF & SOCIAL SECURITY FUND

SCHEDULE OF REVENUES AND EXPENDITURES -

ESTIMATED RECEIPTS AND APPROPRIATIONS COMPARED TO ACTUAL

Year Ended June 30, 2019

	<u>Original / Final Budget</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
Revenues:			
Property taxes	\$ 36,897	\$ 53,664	\$ 16,767
Total revenues	36,897	53,664	16,767
Expenditures:			
IMRF and social security	67,500	18,606	(48,894)
Total expenditures	67,500	18,606	(48,894)
Net change in fund balance	<u>\$ (30,603)</u>	35,058	<u>\$ 65,661</u>
Fund balance, beginning		<u>191,143</u>	
Fund balance, ending		<u>\$ 226,201</u>	

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

June 30, 2019

Calendar year ended December 31,	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Total pension liability:					
Service cost	\$ 9,423	\$ 9,702	\$ 9,560	\$ 12,749	\$ 12,585
Interest on the total pension liability	58,018	58,437	56,663	62,332	60,370
Change in benefit terms	-	-	-	-	-
Differences between expected and actual experience of the total pension liability	(60,581)	12,358	12,019	(66,151)	(5,161)
Changes of assumptions	18,822	(28,388)	-	(1,711)	39,595
Benefit payments, including refunds of employee contributions	(59,846)	(55,260)	(54,053)	(112,827)	(45,338)
Net change in total pension liability	<u>(34,164)</u>	<u>(3,151)</u>	<u>24,189</u>	<u>(105,608)</u>	<u>62,051</u>
Total pension liability - beginning	798,786	801,937	777,748	883,356	821,305
Total pension liability - ending (A)	<u>\$ 764,622</u>	<u>\$ 798,786</u>	<u>\$ 801,937</u>	<u>\$ 777,748</u>	<u>\$ 883,356</u>
Plan fiduciary net position:					
Contributions - employer	\$ 5,251	\$ 4,653	\$ 10,415	\$ 14,203	\$ 15,431
Contributions - employee	3,565	3,598	3,454	4,520	4,542
Net investment income	(66,804)	159,664	54,851	3,932	48,132
Benefit payments, including refunds of employee contributions	(59,846)	(55,260)	(54,053)	(112,827)	(45,338)
Other (net transfer)	19,010	(17,561)	7,451	52,211	8,992
Net change in plan fiduciary net position	<u>(98,824)</u>	<u>95,094</u>	<u>22,118</u>	<u>(37,961)</u>	<u>31,759</u>
Plan fiduciary net position - beginning	912,735	817,641	795,523	833,484	801,725
Plan fiduciary net position - ending (B)	<u>\$ 813,911</u>	<u>\$ 912,735</u>	<u>\$ 817,641</u>	<u>\$ 795,523</u>	<u>\$ 833,484</u>
Net pension liability/(asset) - ending (A) - (B)	<u>\$ (49,289)</u>	<u>\$ (113,949)</u>	<u>\$ (15,704)</u>	<u>\$ (17,775)</u>	<u>\$ 49,872</u>
Plan fiduciary net position as a percentage of the total pension liability	106.45%	114.27%	101.96%	102.29%	94.35%
Covered valuation payroll	\$ 79,212	\$ 79,948	\$ 76,755	\$ 100,448	\$ 100,924
Net pension liability as a percentage of covered valuation payroll	-62.22%	-142.53%	-20.46%	-17.70%	49.42%

Notes to schedule:

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is complied, information is presented for those years for which information is available.

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

SCHEDULE OF EMPLOYER CONTRIBUTIONS

June 30, 2019

Calendar year ended December 31,	Actuarially determined contribution (a)	Actual contribution (b)	Contribution deficiency (excess) (b-a)	Covered valuation payroll (c)	Actual contribution as a percentage of covered valuation payroll (b/c)
2018	\$ 5,252	\$ 5,251	\$ 1	\$ 79,212	6.63%
2017	4,653	4,653	-	79,948	5.82%
2016	10,416	10,415	1	76,755	13.57%
2015	14,203	14,203	-	100,448	14.14%
2014	15,431	15,431	-	100,924	15.29%
2013	17,024	17,024	-	106,402	16.00%
2012	19,873	19,873	-	91,622	21.69%
2011	14,491	14,491	-	93,071	15.57%
2010	11,579	11,579	-	77,399	14.96%
2009	25,208	25,208	-	167,049	15.09%

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO REQUIRED SUPPLEMENTAL INFORMATION

June 30, 2019

NOTE 1. BUDGETS

Budgets for funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America. The following procedures are used to establish the budgets:

- (a) The District's Director submits a proposed operating budget to the Board of Trustees for approval.
- (b) The Board of Trustees makes any adjustments to the budget deemed necessary and approves the proposed budget and appropriation ordinance.
- (c) Notice is published in a newspaper that the tentative Annual Budget and Appropriation Ordinance of the District is available for inspection and then is subsequently presented at a public hearing.
- (d) The District's Board of Trustees adopts the Annual Budget and Appropriation Ordinance after the public hearing.

Expenditures may not legally exceed the budgeted appropriations at the fund level. The budget may be amended by the District's Board of Trustees. There were no amendments to the budget for the year ended June 30, 2019.

NOTE 2. EXCESS OF ACTUAL EXPENDITURES OVER BUDGET

Expenditures did not exceed the appropriations for the year ended June 30, 2019 for the general fund or the major special revenue fund (IMRF & social security).

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

NOTES TO REQUIRED SUPPLEMENTAL INFORMATION

June 30, 2019

NOTE 3. SCHEDULE OF EMPLOYER CONTRIBUTION

*Summary of Actuarial Methods and Assumptions Used in the Calculation of the 2018 Contribution Rate**

Valuation Date:

Notes 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.

Methods and Assumptions Used to Determine 2018 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>	25-year closed period
<i>Asset Valuation Method:</i>	5-year smoothed market; 20% corridor
<i>Wage Growth:</i>	3.50%
<i>Price Inflation:</i>	2.75%
<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 2011-2013.
<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 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.

Other Information:

Notes There were no benefit changes during the year.

*Based on Valuation Assumptions used in the December 31, 2016 actuarial valuation; note the two year lag between valuation and rate setting.

***OTHER
SUPPLEMENTAL INFORMATION***

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

**OTHER FUNDS
COMBINING BALANCE SHEET
June 30, 2019**

	SPECIAL REVENUE FUNDS					Total
	Liability Insurance	Audit	Unemploy. Comp.	Debt Service	Working Cash	
Assets:						
Cash and investments	\$ 60,896	\$ -	\$ 5,539	\$ 76,926	\$ 70,001	\$ 213,362
Property tax receivables	2,920	2,806	1,010	-	-	6,736
Total assets	<u>\$ 63,816</u>	<u>\$ 2,806</u>	<u>\$ 6,549</u>	<u>\$ 76,926</u>	<u>\$ 70,001</u>	<u>\$ 220,098</u>
Liabilities:						
Interfund balance	\$ -	\$ 4,914	\$ -	\$ -	\$ -	\$ 4,914
Total liabilities	-	4,914	-	-	-	4,914
Deferred inflows of resources:						
Unavailable property taxes:						
Property tax receivable	2,920	2,806	1,010	-	-	6,736
Advance collections	2,892	2,779	1,000	-	-	6,671
Total deferred inflows of resources	5,812	5,585	2,010	-	-	13,407
Fund balances:						
Nonspendable	-	-	-	-	70,001	70,001
Restricted	58,004	-	4,539	76,926	-	139,469
Unassigned	-	(7,693)	-	-	-	(7,693)
Total fund balances	<u>58,004</u>	<u>(7,693)</u>	<u>4,539</u>	<u>76,926</u>	<u>70,001</u>	<u>201,777</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 63,816</u>	<u>\$ 2,806</u>	<u>\$ 6,549</u>	<u>\$ 76,926</u>	<u>\$ 70,001</u>	<u>\$ 220,098</u>

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT

OTHER FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

Year Ended June 30, 2019

	SPECIAL REVENUE FUNDS					Total
	Liability Insurance	Audit	Unemploy. Comp.	Debt Service	Working Cash	
Revenues:						
Property taxes	\$ 5,652	\$ 4,719	\$ 1,866	\$ -	\$ -	\$ 12,237
Total revenues	5,652	4,719	1,866	-	-	12,237
Expenditures:						
Cultural	2,418	7,400	543	-	-	10,361
Total expenditures	2,418	7,400	543	-	-	10,361
Net change in fund balances	3,234	(2,681)	1,323	-	-	1,876
Fund balances:						
Beginning of year	54,770	(5,012)	3,216	76,926	70,001	199,901
End of year	<u>\$ 58,004</u>	<u>\$ (7,693)</u>	<u>\$ 4,539</u>	<u>\$ 76,926</u>	<u>\$ 70,001</u>	<u>\$ 201,777</u>