

CAPITAL TOWNSHIP, ILLINOIS
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2014

Capital Township, Illinois

Table of Contents

| | <u>Page(s)</u> |
|---|----------------|
| Independent Auditor's Report | 1-2 |
| Management's Discussion and Analysis | 3-9 |
| Basic Financial Statements: | |
| Statement of Net Assets | 10 |
| Statement of Activities | 11 |
| Balance Sheet – Governmental Funds | 12 |
| Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets | 13 |
| Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds | 14 |
| Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities | 15 |
| Notes to the Financial Statements | 16-23 |
| Required Supplementary Information: | |
| Schedule of Funding Progress (Unaudited) | 24 |
| Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual: | |
| General Fund (Unaudited) | 25-26 |
| General Assistance Fund (Unaudited) | 27-28 |

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Capital Township, Illinois

We have audited the accompanying financial statements of the governmental activities and each major fund of Capital Township, Illinois (Township) as of and for the year ended August 31, 2014, 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 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 entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit 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 and each major fund of Capital Township, Illinois as of August 31, 2014, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Report on Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-9 and 25-28 be presented to 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 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.

Certified Public Accountants
Springfield, Illinois

January 2, 2015

Capital Township, Illinois
MANAGEMENT'S DISCUSSION AND ANALYSIS

Overview of the Financial Statements Presented

The annual report consists of three parts:

- 1.) management discussion and analysis (this section),
- 2.) the basic financial statements,
- 3.) required supplementary information.

In addition to the statement of net position and statement of activities, Capital Township, Illinois presents a combined balance sheet and a combined statement of revenues, expenditures and changes in fund balance. These statements are fund financial statements that focus on individual funds. These funds show how general government activities like general assistance were financed in the short-term. The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The notes are followed by a section of supplementary information which shows more detailed information about each fund and the offices that comprise those funds. Primarily, the supplementary information consists of the statement of revenues, expenditures, and changes in fund balance-budget and actual for each fund.

Financial Analysis of the Government Wide Statements

The government-wide statements report information about the organization as a whole using accounting methods similar to those used by private sector companies. The statement of net position includes all government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

Condensed Statement of Net Position

| | <u>2014</u> | <u>2013</u> |
|----------------------------------|--------------------|--------------------|
| Current and Other Assets | \$2,483,426 | \$2,716,412 |
| Capital Assets | <u>745,963</u> | <u>765,914</u> |
| Total Assets | <u>3,229,389</u> | <u>3,482,326</u> |
| Long-term Liabilities | 58,020 | 52,358 |
| Other Liabilities | <u>62,684</u> | <u>34,941</u> |
| Total Liabilities | <u>120,704</u> | <u>87,299</u> |
| Net investment in Capital Assets | 745,963 | 765,914 |
| Restricted | 1,520,356 | 1,554,111 |
| Unrestricted | <u>842,366</u> | <u>1,075,002</u> |
| Total Net Position | <u>\$3,108,685</u> | <u>\$3,395,027</u> |

Capital Township, Illinois
MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ending August 31, 2014, the Township's net position decreased to \$3,108,685. Net position decreased by \$286,342 or 8.4% during the fiscal year. This is in keeping with last year in which net position also decreased. The major change in the assets of the township was a \$259,714 or 14% decrease in cash and investments.

| Capital Township, Illinois, Net Position in \$ | | | |
|---|--------------|---------------------------|----------|
| Fiscal Year | Net Position | Change From Prior Year | % Change |
| 2014 | 3,108,685 | -286,342 | -8.4% |
| 2013 | 3,395,027 | -236,174 | -7.0% |
| 2012 | 3,631,201 | -214,320 | -5.6% |
| 2011 | 3,845,521 | 85,274 | 2.3% |
| 2010 | 3,760,247 | 406,611 | 12.1% |

Statement of Activities-Revenues

The Statement of Activities shows that revenue for the Township increased modestly from \$2,242,202 for 2013 to \$2,284,386 for 2014 or a change of \$41,324 of 1.8%. This continued the prior year's trend of a small increase in total revenues.

| Capital Township, Illinois, Total Revenues in \$ | | | |
|---|----------------|---------------------------|----------|
| Fiscal Year | Total Revenues | Change From Prior Year | % Change |
| 2014 | 2,283,526 | 41,324 | 1.8% |
| 2013 | 2,242,202 | 5,412 | 0.2% |
| 2012 | 2,236,790 | -131,531 | -5.6% |
| 2011 | 2,368,321 | 525 | 0.0% |
| 2010 | 2,367,796 | 7,440 | 0.0% |

The Township's revenue is primarily made up of two main components: Property Taxes and Replacement Tax. Replacement Tax Revenue increased in 2014 by 1.1% or \$2,722. In 2014, Replacement taxes represented only 10.8% of total revenues.

| Capital Township, Illinois, Replacement Tax in \$ | | | |
|--|---------------------------|---------------------------|----------|
| Fiscal Year | Replacement Tax Amount | Change From Prior Year | % Change |
| 2014 | 245,854 | 2,722 | 1.1% |
| 2013 | 243,132 | 6,017 | 2.5% |
| 2012 | 237,115 | -25,952 | -9.9% |
| 2011 | 263,026 | 63,369 | 31.8% |
| 2010 | 199,698 | -27,873 | -12.2% |

Capital Township, Illinois
MANAGEMENT’S DISCUSSION AND ANALYSIS

Property taxes are the primary revenue source for Capital Township, Illinois. In 2014 property taxes represented 89.1% of the township’s revenue. Property tax revenues increased \$38,904 or 1.9% over 2013. Capital Township, Illinois is limited in the amount of property tax that it can levy by the Property Tax Extension Limitation Law or PTELL. Under PTELL, Capital Township, Illinois’, tax levy may not grow on its existing tax base by more than the increase in the Consumer Price Index (CPI) or 5% whichever is less. For 2013 payable 2014 taxes the CPI was 1.7%, but Capital Township, Illinois can receive additional property tax revenue due to annexations and new construction within Capital Township, Illinois. Based on previous year’s fund balance use and the lowering of the levy in 2010 thru 2012, the Board voted to increase the levy by \$50,000 for 2013 payable 2014. The increased levy of \$50,000 still resulted in a lower tax rate of 9.26 cents per \$100 of Equalized Assessed Value as compared to the rate of 9.62 cents in 2010 payable 2011. The Board still desires to maintain low taxes while attempting to provide adequate reserves and adequate services to both property owners and needy township residents.

| Capital Township, Illinois, Property Tax Revenue, Levy, EAV and Tax Rate Comparisons in \$ | | | | | | |
|---|----------------------------|---------------|--------------------------------|--------------------|------------------------|-----------------------|
| Tax Year/ Payable Year | Property Tax Revenue | Total Levy | Equalized Assessed Value | Tax Rate/ \$100 | % Change In Rate | PTEL CPI Change |
| 2013/2014 | 2,035,849 | 2,050,000 | 2,214,118,280 | .0926 | 2.20% | 1.7% |
| 2012/2013 | 1,996,945 | 2,000,000 | 2,208,866,948 | .0906 | -0.02% | 3.0% |
| 2011/2012 | 1,996,447 | 2,000,000 | 2,200,947,412 | .0908 | -6.00% | 1.5% |
| 2010/2011 | 2,098,260 | 2,100,000 | 2,182,932,517 | .0962 | -4.10% | 2.7% |
| 2009/2010 | 2,155,833 | 2,149,126 | 2,142,700,063 | .1003 | -0.80% | .1% |

Statement of Activities-Expenses

Total government expenses increased by \$91,262 or 3.68%. The increase in expenses is composed of a \$75,182 increase in the amount spent in Town Fund or general government expenses and a \$16,080 increase in spending in the General Assistance Fund or health and welfare. Expenses in both areas increased due to increased salary and benefit cost.

| Capital Township, Illinois, Expenses in \$ | | | |
|---|------------------------------|---------------------------|----------|
| Fiscal Year | Total Government Expenses | Change From Prior Year | % Change |
| 2014 | 2,570,728 | 91,262 | 3.68% |
| 2013 | 2,479,466 | 75,744 | 3.15% |
| 2012 | 2,403,722 | 120,675 | 5.29% |
| 2011 | 2,283,758 | 321,862 | 16.41% |
| 2010 | 1,963,114 | -451,091 | -18.70% |

Statement of Activities-Change in Net Position

The net result of the small increases in revenues versus increased expense was the use of \$286,342 or 8.4% of net position for the year. This was an increase in the use of net position over 2013 of \$50,168 or 21%. The use of net position was deliberate as management increased expenditures more maintained the lowered tax than revenues increased. The Board’s goal is to minimize tax increases to property owners of Capital Township, Illinois, while giving out the maximum amount of general assistance to alleviate suffering of the indigent.

Capital Township, Illinois
MANAGEMENT’S DISCUSSION AND ANALYSIS

Financial Analysis of the Combined Fund Financial Statement

Capital Township, Illinois, has two governmental Funds: the Town Fund and the General Assistance Fund. These funds are presented in two financial statements: the combined balance sheet, and the combined statement of revenues, expenditures, and changes in fund balance. The Town Fund supports general government activities such as assessment of property and collection of property taxes. The General Assistance Fund supports the dispensing of financial assistance to Capital Township, Illinois, residents who apply and meet certain requirements. These two funds are both classified as governmental funds. The Town Fund is further classified as a General Fund with the General Assistance Fund being classified as a special revenue fund. Special revenue funds indicate that the revenue of that fund may only be expended for a specific purpose such as assistance to residents of Capital Township, Illinois.

Combined Balance Sheet

The combined balance sheet shows that both the Town Fund and General Assistance Fund hold significant asset balances and small liability balances for accounts payable and accrued absences. Neither fund has any long-term debts such as mortgages or bonds payable. Consequently, the Township’s balance sheet shows an organization with adequate reserves to endure financial downturns. These reserves are shown in the fund balances of each fund. The combined balance sheet shows the Township’s assets at \$2,483,426 which is a decrease of \$232,986 or 8.6% during the year. The Township’s liabilities are \$62,684 which is an increase of \$27,743 or 79.4% over the prior year due to the timing of some payments to Sangamon County. The Township’s balance sheet shows that the Township’s financial health is strong. However, Note 2-Defined Benefit Pension Plan does show that the funded ratio for the Township’s Schedule of Funding Progress has gone from 35.55% to 51.22%. The Unfunded Actuarial Accrued Liability went from \$1,809,999 at December 31, 2010 to \$1,761,440 at December 31, 2013. The Township has made all required funding deposits to Illinois Municipal Retirement Fund.

| Capital Township, Illinois, Combined Balance Sheet In \$ | | | | Note 2 Defined Benefit Pension Plan Stats In \$ | | |
|---|---------------|--------------------|---------------------|--|--|---------------------|
| Fiscal Year | Assets | Liabilities | Fund Balance | Actuarial Value Of Assets | Actuarial Accrued Liability (AAL) | Unfunded AAL |
| 2014 | 2,483,426 | 62,684 | 2,420,742 | 1,849,844 | 3,611,284 | 1,761,440 |
| 2013 | 2,716,412 | 34,941 | 2,681,471 | 1,344,615 | 3,188,357 | 1,843,742 |
| 2012 | 2,948,041 | 48,094 | 2,899,947 | 1,078,853 | 3,034,879 | 1,956,026 |
| 2011 | 3,157,296 | 126,475 | 3,030,821 | 958,310 | 2,873,540 | 1,915,230 |
| 2010 | 3,008,427 | 91,031 | 2,917,396 | 776,181 | 2,586,180 | 1,809,999 |

Capital Township, Illinois
MANAGEMENT’S DISCUSSION AND ANALYSIS

Combined Statement of Revenues, Expenditure, and Changes in Fund Balance

The combined statement of revenue, expenditures, and changes in fund balances shows the township experienced a decrease in fund balance of 9.7% or \$260,729. Although the Township used some of its overall fund balance during the year, the overall fund balance is just under a year’s expenditure.

| Expense by Office in \$ | | | | | |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| Office | 2014 | 2013 | 2012 | 2011 | 2010 |
| Assessors | 658,630 | 598,650 | 523,008 | 493,567 | 472,692 |
| Collectors | 69,293 | 69,390 | 67,808 | 63,258 | 248,591 |
| Supervisor | 242,612 | 237,539 | 228,983 | 230,353 | 41,942 |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 |
| GA Administration | 413,658 | 385,899 | 363,300 | 355,688 | 323,437 |
| General Assistance | 1,160,922 | 1,170,288 | 1,184,985 | 1,112,741 | 853,718 |
| Total Expenses | 2,545,115 | 2,461,766 | 2,368,084 | 2,255,607 | 1,940,380 |

Financial Analysis of Individual Funds Budget to Actual

Capital Township, Illinois, presents budget-to-actual financial statements for each of the Government funds. These statements contain line item balances as they appear in the budget. Capital Township, Illinois, annually adopts a budget to guide management in managing revenues and expenditures. The budget must be adopted by the Board of Trustees by the end of the first quarter of the fiscal year and is labeled as original budget in the financial statements. The annual budget may be modified in order to meet needs that were not anticipated when the budget was passed and this modified budget is labeled final budget in the financial statements. Both revenues and expenditures are budgeted by Capital Township, Illinois. In addition to line item budgets, the financial statements present sub totals by five different functions in the Township. In the General or Town Fund, subtotals are shown for expenditures in the following categories: Assessor’s Office, Collector’s Office, and Supervisor’s Office. In the General Assistance Fund subtotals are given for administration and assistance.

The three offices in the Town Fund continued to conservatively under spend their budgets for a total of \$177,406 or 15.5%. The General Assistance office also under-spent their budget by \$180,077 or 10.3%.

Capital Township, Illinois
MANAGEMENT’S DISCUSSION AND ANALYSIS

The expenditures for 2014 are below budget in all offices as can be seen in the chart below. Overall expenditures were \$357,483 or 12.3% under budget. This under-spending of budgets shows that the offices exercised fiscal discipline in expenditures even though they had the ability to spend more.

| Expense by Office Actual VS Budget in \$ | | | | |
|---|---|-------------------------------------|-----------------------------------|-----------------------------|
| Office | 2014 Budgeted Expenditures | 2014 Actual Expenditures | Amount Under Spent | % Under Expended |
| Assessors | 739,040 | 658,630 | 80,410 | 10.9% |
| Collectors | 86,000 | 69,293 | 16,707 | 19.4% |
| Supervisor | 322,901 | 242,612 | 80,289 | 24.9% |
| GA Administration | 430,157 | 413,658 | 16,499 | 3.8% |
| General Assistance | 1,324,500 | 1,160,922 | 163,578 | 12.4% |
| Total Expenses | 2,902,598 | 2,545,115 | 357,483 | 12.3% |

Capital Assets

The Township Board of Trustees established a \$5,000 threshold for capitalization of assets. The Capital Township, Illinois, General Assistance building purchased in 2004 and remodeled in 2005 makes up the majority of capital assets. The General Assistance office relocated to the building in October of 2005.

Long-term Debt

The Township has no long term debt.

Economic Factors and Next Year’s Budget and Tax Rate

Since Capital Township, Illinois’ primary revenue source is property tax revenue, local economic factors do not have a major short-term impact on property tax revenues. Capital Township, Illinois’ management does not foresee any significant changes in economic factors that would materially impact revenues or expenses within the coming year. Capital Township, Illinois’ management expects costs to increase slightly and revenues to come in as budgeted. The Township Board of Trustees passed a budget for the fiscal year ending August 31, 2015 which featured an overall increase in appropriation by \$4,055 or 0.1% to \$2,906,653. Overall, the budget provides for adequate raises for employees and covers benefits cost.

| Expense by Office 2015 Budget VS 2014 Budget in \$ | | | | |
|---|------------------------|------------------------|--------------------------------|-------------------------------|
| Office | 2015 Budget | 2014 Budget | Increase (Decrease) | % Change in Budget |
| Assessors | 750,031 | 739,040 | 10,991 | 1.5% |
| Collectors | 80,204 | 86,000 | (5,796) | -6.7% |
| Supervisor | 323,472 | 322,901 | 571 | .2% |
| GA Administration | 431,445 | 430,157 | 1,288 | .3% |
| General Assistance | 1,321,500 | 1,324,500 | (3,000) | -.2% |
| Total Expenses | 2,906,653 | 2,902,598 | 4,055 | .1% |

Capital Township, Illinois
MANAGEMENT’S DISCUSSION AND ANALYSIS

Property tax levy for 2014 payable 2015 stayed the same in keeping with the Board’s desire to maintain low taxes. The property tax rate for 2014 payable 2015 is estimated to be .0924 per \$100 of EAV.

| Capital Township, Illinois, Property Tax Levy, EAV, and Tax Rate Comparisons in \$ | | | | | | |
|---|--------------|-------------------------------|---------------|--------------------------------|-----------------------|------------------------|
| Tax Year/ Payable Year | Town Levy | General Assistance Levy | Total Levy | Equalized Assessed Value | Tax Rate/ \$100 | % Change In Rate |
| 2014/2015 * | 500,000 | 1,550,000 | 2,050,000 | 2,219,382,096 | .0924 | -.2% |
| 2013/2014 | 500,000 | 1,550,000 | 2,050,000 | 2,254,876,551 | .0914 | .9% |
| 2012/2013 | 450,000 | 1,550,000 | 2,000,000 | 2,208,866,948 | .0906 | -.2% |
| 2011/2012 | 450,000 | 1,550,000 | 2,000,000 | 2,200,947,412 | .0908 | -4.9% |
| 2010/2011 | 640,000 | 1,460,000 | 2,100,000 | 2,182,932,517 | .0955 | -4.8% |
| 2009/2010 | 651,389 | 1,497,747 | 2,149,126 | 2,142,700,063 | .1003 | -.8% |

*-Estimated based on amount levied in FY14/15 Budget.

Capital Township, Illinois, Management has prepared the following chart to show the impact of the Capital Township, Illinois, tax levies on a residential property with a fair market value of \$150,000 in 2006 and the resulting tax bills since 2010.

| Tax Year/ Payable Year | Tax Rate/ \$100 | Assessed Value After Exemptions | Capital Township, Illinois, Portion of Property Tax Bill | Change in Tax Bills In \$ |
|------------------------------|-----------------------|---------------------------------------|--|------------------------------|
| 2014/2015 * | .0924 | 48,010 | 44.36 | -0.10 |
| 2013/2014 | .0909 | 48,010 | 43.88 | .38 |
| 2012/2013 | .0906 | 48,010 | 43.50 | -0.09 |
| 2011/2012 | .0908 | 48,010 | 43.59 | -2.09 |
| 2010/2011 | .0955 | 47,491 | 45.69 | -1.19 |

*-Estimated based on amount levied in FY14/15 Budget.

Contacting the Township Supervisor’s Office

The financial report is designed to provide our citizens and taxpayers with a general overview of the Township’s finances and to demonstrate the Township’s accountability for the money it receives. If you have more questions about this report please contact the Capital Township, Illinois, Supervisor at 200 S. Ninth St. Room 102, Springfield, IL 62701.

Capital Township, Illinois
STATEMENT OF NET POSITION
August 31, 2014

| | <u>Primary Government Governmental Activities</u> |
|--|---|
| ASSETS | |
| Cash and short term investments | \$1,598,298 |
| Property taxes receivable | 879,111 |
| Prepaid insurance | 6,017 |
| Capital assets, net..... | <u>745,963</u> |
| Total Assets | <u>3,229,389</u> |
| LIABILITIES | |
| Accounts payable | 21,201 |
| Due to IMRF | 16,702 |
| Owed to Sangamon County | 24,781 |
| Non-current liabilities: | |
| Compensated absences payable, amount due in more than one year | <u>58,020</u> |
| Total Liabilities | <u>120,704</u> |
| NET POSITION | |
| Net investment in capital assets | 745,963 |
| Restricted for: | |
| General Assistance..... | 1,520,356 |
| Unrestricted..... | <u>842,366</u> |
| Total Net Position | <u>\$3,108,685</u> |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
STATEMENT OF ACTIVITIES
For the Year Ended August 31, 2014

| <u>FUNCTIONS/PROGRAMS</u> | <u>Expenses</u> | <u>Program Revenues</u> Charges for Services | <u>Net (Expense) Revenue and Changes in Net Position</u> Total Governmental Activities |
|----------------------------------|------------------------|---|---|
| Primary Government: | | | |
| Governmental activities: | | | |
| General government | (\$ 975,326) | \$ - | (\$ 975,326) |
| Health and welfare | (<u>1,595,402</u>) | <u>860</u> | (<u>1,594,542</u>) |
| Total governmental activities | (<u>\$2,570,728</u>) | \$ <u>860</u> | (<u>2,569,868</u>) |
| | | | |
| General Revenues: | | | |
| Property taxes | | | 2,035,849 |
| Replacement taxes | | | 245,854 |
| Interest | | | <u>1,823</u> |
| Total general revenues | | | <u>2,283,526</u> |
| | | | |
| Change in net position | | | (286,342) |
| | | | |
| Net position – beginning of year | | | <u>3,395,027</u> |
| | | | |
| Net position – end of year | | | <u>\$3,108,685</u> |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
BALANCE SHEET
 Governmental Funds
 August 31, 2014

| | <u>General Fund</u> | <u>General Assistance Fund</u> | <u>Total Governmental Funds</u> |
|---|--------------------------|--|---|
| ASSETS | | | |
| Cash and short term investments | \$ 724,165 | \$ 874,133 | \$1,598,298 |
| Property taxes receivable | 214,556 | 664,555 | 879,111 |
| Prepaid insurance | <u>6,017</u> | <u>-</u> | <u>6,017</u> |
| Total Assets..... | <u>\$ 944,738</u> | <u>\$1,538,688</u> | <u>\$2,483,426</u> |
| LIABILITIES AND FUND BALANCE | | | |
| Liabilities: | | | |
| Accounts payable | \$ 2,866 | \$ 18,335 | \$ 21,201 |
| Due to IMRF | 16,702 | - | 16,702 |
| Owed to Sangamon County | <u>24,781</u> | <u>-</u> | <u>24,781</u> |
| Total Liabilities | <u>44,349</u> | <u>18,335</u> | <u>62,684</u> |
| Fund Balance: | | | |
| Nonspendable..... | 6,017 | - | 6,017 |
| Restricted for: | | | |
| General Assistance..... | - | 1,520,353 | 1,520,353 |
| Unassigned..... | <u>894,372</u> | <u>-</u> | <u>894,372</u> |
| Total Fund Balances | <u>900,389</u> | <u>1,520,353</u> | <u>2,420,742</u> |
| Total Liabilities and Fund Balances..... | <u>\$ 944,738</u> | <u>\$1,538,688</u> | <u>\$2,483,426</u> |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
**RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET
 TO THE STATEMENT OF NET POSITION**
 August 31, 2014

| | |
|--|--------------------|
| Total fund balance for governmental funds | \$2,420,742 |
| Total net position reported for governmental activities in the statement of net asset is different because: | |
| Capital assets used in governmental activities are not financial resources and therefore, are not reported in the fund statements. | |
| These assets consist of Buildings, Land and Equipment (Net of Depreciation)..... | 745,963 |
| Governmental fund statements do not include long term liabilities related to compensated absences and must be reported in the statement of net position | (<u>58,020</u>) |
| Net position of governmental activities | <u>\$3,108,685</u> |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES**
Governmental Funds
For the Year Ended August 31, 2014

| | General Fund | General Assistance Fund | Total Governmental Funds |
|---|-----------------------|-------------------------------|--------------------------------|
| REVENUES | | | |
| Property taxes..... | \$ 496,864 | \$1,538,985 | \$2,035,849 |
| Replacement taxes | 245,854 | - | 245,854 |
| Interest..... | 842 | 981 | 1,823 |
| Other income..... | <u>-</u> | <u>860</u> | <u>860</u> |
| Total Revenues..... | <u>743,560</u> | <u>1,540,826</u> | <u>2,284,386</u> |
| EXPENDITURES | | | |
| Assessor's office | 658,630 | - | 658,630 |
| Collector's office | 69,293 | - | 69,293 |
| Township general expenses | 242,612 | - | 242,612 |
| General Assistance administration..... | - | 413,658 | 413,658 |
| General Assistance..... | <u>-</u> | <u>1,160,922</u> | <u>1,160,922</u> |
| Total Expenditures..... | <u>970,535</u> | <u>1,574,580</u> | <u>2,545,115</u> |
| Excess of revenues over (under) expenditures..... | (226,975) | (33,754) | (260,729) |
| Fund balance – beginning of year..... | <u>1,127,362</u> | <u>1,554,109</u> | <u>2,681,471</u> |
| Fund balance – end of year | <u>\$ 900,387</u> | <u>\$1,520,355</u> | <u>\$2,420,742</u> |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
**RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**
For the Year Ended August 31, 2014

| | |
|---|----------------------|
| Net changes in fund balances of total governmental funds | (\$260,729) |
| The change in net position reported for governmental activities in the statement of activities is different because: | |
| Government fund statements do not include capital assets; thus depreciation expense is not included in the governmental activities fund statements | (19,951) |
| Governmental fund statements do not include the long-term liability for compensated absences; thus, the change in the liability is not reflected in the fund statements | <u>5,662</u> |
| Change in net position of governmental activities..... | (<u>\$286,342</u>) |

The accompanying notes are an integral part of these financial statements.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 1 – NATURE OF OPERATIONS, REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Capital Township, Illinois, is organized in the State of Illinois, as a local governmental unit. Capital Township, Illinois is tax-exempt. Capital Township, Illinois provides services to citizens, including but not limited to general governmental services and public health and welfare. Revenues are substantially generated as a result of taxes assessed and allocated to Capital Township, Illinois. Capital Township, Illinois' fiscal year ends on August 31.

Capital Township, Illinois complies with accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles (GAAP) includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. When assessing the application of accounting guidance for the governmental environment, Capital Township, Illinois subscribes to the guidance set forth in GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which was issued by the GASB on [December 30, 2010](#). GASB Statement No. 62 significantly reduces the need to rely on sources outside of the GASB's literature to locate the necessary accounting guidance for the governmental environment.

Use of Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the basic financial statements and the reported amounts of revenues, expenses, gains, losses, and other changes in fund equity during the reporting period. Actual results could differ from these estimates.

Principles Used to Determine Reporting Entity

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

Capital Township, Illinois has no component units.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, *the primary government* is reported separately from its legally separate *component units* for which the primary government is financially accountable.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 1 – NATURE OF OPERATIONS, REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges 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. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are collected.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. A period of 90 days is used to ensure recognition of the property tax revenue levied and enforceable as of January 1. Expenditures generally are recorded within a liability is incurred, as under accrual accounting.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *General Assistance Fund* accounts for the resources of the General Assistance Fund. The basic purpose of the fund is to provide health and welfare benefits to help needy individuals in the Township.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 1 – NATURE OF OPERATIONS, REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Capital Assets

Capital assets, which include property, plant and equipment are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of the government, is depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u> | <u>Years</u> |
|-----------------------|--------------|
| Buildings | 10-60 |
| Building Improvements | 10-45 |
| Site Improvements | 3-50 |
| Equipment | 3-25 |

Compensated Absences

Capital Township, Illinois employees are entitled to certain compensated absences based on their length of employment. Employees may accumulate a maximum of two years of vacation time. Accrued vacation may be used at any time or is payable upon termination. Sick leave time is payable upon retirement in a ratio of five days for one day pay out. Also, after thirty-six days of accumulated sick leave, an employee may convert their sick leave time into vacation time at a ratio of three days to one day. Capital Township, Illinois currently carries accrued vacation as a long term liability in the government-wide financial statements.

Equity Classification

The following equity classifications apply:

Government-Wide Statements:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets net of accumulated depreciation and reduced by the outstanding balances of bonds, notes, or other borrowings that are attributable to the acquisition, construction or improvements of those assets.
- b. Restricted net position – Consist 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 legislation.
- c. Unrestricted net position – All other net position that do not meet the definition of “restricted” or “net investment in capital assets”.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 1 – NATURE OF OPERATIONS, REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance in governmental fund statement of assets, liabilities and fund balance is further disaggregated as follows:

- a. Nonspendable – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – Amounts that can be spent only for specific purposes with constraints places on the use of resources by creditors, grantors, contributors, or laws or regulations of other governments.
- c. Committed – Amounts that can be used only for specific purposes as set forth by resolution or ordinance of the Township’s highest level of decision making authority (i.e. the Township Board).
- d. Assigned – amounts that are designated by the Township Board for a particular purpose, but are neither restricted nor committed. This balance is usually assigned for use in the following year’s budget if a legal budget is adopted.
- e. Unassigned – Amounts available for any purpose and not included in other spendable classifications. Unassigned balances pertain only to the general fund & deficit balances in governmental funds other than the general fund.

Use of Restricted Resources:

When an expense is incurred that can paid using either restricted or unrestricted resources (net position), Capital Township, Illinois’ practice is to first apply the expense toward restricted resources and then toward unrestricted resources. In governmental funds, Capital Township, Illinois’ practice is to first apply the expenditure toward restricted fund balance and then to other, less-restrictive classifications, committed and then assigned fund balances, prior to using unassigned fund balances. Capital Township, Illinois has not established a formal written and approved policy for use of residual net asset and fund balance classifications.

Property Tax Calendar

Sangamon County Supervisor of Assessments prepares the property tax assessment rolls with the property tax liens as of January 1 of each year. Levies are set by individual local governmental entities by the last Tuesday of December of each year.

The collection date for property tax receipts generally, are due in two equal installments on the first Friday in June and September of each year.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 1 – NATURE OF OPERATIONS, REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Property taxes collected are distributed to each taxing district generally by the third Friday of May through November. Any unpaid property tax levies are sold at a tax sale the first week of November.

Allowance for Doubtful Accounts

No allowance for doubtful accounts has been provided as management believes all accounts are fully collectable.

Financial Reporting Model

Effective [September 1, 2003](#) Capital Township, Illinois adopted Governmental Accounting Standard (GASB) Board Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*, Statement 6., *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments: Omnibus*, and Statement No. 38, *Certain Financial Statement Note Disclosures*. These statements significantly changed the reporting model presented in Capital Township, Illinois’ financial statements. The primary impact of adopting the statement included changing selected financial statement captions such as fixed assets to capital assets, the category presentation within fund equity to net position, the recording of capital assets including infrastructure assets, and the presentation of government-wide financial statements.

NOTE 2 – DEFINED BENEFIT PENSION PLAN

Plan Description. Capital Township, Illinois’ defined benefit pension plan for regular employees provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. Capital Township, Illinois’ plan is affiliated with the Illinois Municipal Retirement Fund (IMRF), and agent multiple-employer plan. 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 financial report that includes financial statements and required supplementary information. That report may be obtained online at www.imrf.org.

Funding Policy. As set by statute, Capital Township, Illinois’ regular plan members are required to contribute 4.50 percent 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. Capital Township, Illinois’ contribution rate for calendar year 2013 used by the employer was 17.93 percent of annual covered payroll. Capital Township, Illinois’ annual required contribution rate for calendar year 2013 was 22.18 percent. Capital Township, Illinois 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 the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 2 – DEFINED BENEFIT PENSION PLAN, continued

Annual Pension Cost. For calendar year ending December 31, 2013, Capital Township, Illinois’ actual contributions for pension cost for the Regular were \$147,571. Its required contribution for calendar year 2013 was \$182,550. (If you made an additional payment toward your unfunded amount, add this payment to your actual contributions and recalculate the percentage of APC contributed.)

Three-Year Trend Information for the Regular Plan

| <u>Actuarial Valuation Date</u> | <u>Annual Pension Cost (APC)</u> | <u>Percentage of APC Contributed</u> | <u>Net Pension Obligation</u> | |
|---|--------------------------------------|--|-----------------------------------|---|
| 12/31/13 | 182,550 | 81% | 0 | * |
| 12/31/12 | 167,668 | 72% | 0 | |
| 12/31/11 | 167,794 | 64% | 0 | |

* If you utilized the phase-in contribution rate, the net pension obligation will have to be calculated.

The required contribution for 2013 was determined as part of the December 31, 2011 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions at December 31, 2011, included (a) 7.5 percent investment rate of return (net of administrative and direct investment expenses), (b) projected salary increases of 4.00% a year, attributable to inflation, (c) additional projected salary increases ranging from 0.4% to 10% per year depending on age and service, attributable to seniority/merit, and (d) post-retirement benefit increases of 3% annually. The actuarial value of Capital Township, Illinois’ regular plan assets was determined using techniques that spread the effects of short-term volatility in the market value of investments over a five-year period with a 20% corridor between the actuarial and market value of assets. The Capital Township, Illinois, Regular Plan's unfunded actuarial accrued liability at December 31, 2011 is being amortized as a level percentage of projected payroll on an open 30 year basis.

Funded Status and Funding Progress. As of December 31, 2013, the most recent actuarial valuation date, the regular plan was 51.22 percent funded. The actuarial accrued liability for benefits was \$3,611,284 and the actuarial value of assets was \$1,849,844 resulting in an underfunded actuarial accrued liability (UAAL) of \$1,761,440. The covered payroll for calendar year 2013 (annual payroll of active employees covered by the plan) was \$823,038 and the ratio of the UAAL to the covered payroll was 214 percent.

The schedule of funding progress, presented as Required Supplemental Information (RSI) following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Permitted Deposits and Investments

Illinois Compiled Statutes (ILCS) authorize Capital Township, Illinois to make deposits/invest in interest bearing savings accounts, certificates of deposits, and time deposits of any bank as defined by the Illinois Banking Act, obligations of the U.S. Treasury and U.S. Agencies, certain short term corporate obligations, and certain money market mutual funds, including Illinois Funds.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 3 – CASH AND INVESTMENTS

Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, Capital Township, Illinois' deposits may not be returned to it. Capital Township, Illinois currently has no custodial credit risk deposits.

NOTE 4 – RISK MANAGEMENT

Capital Township, Illinois participates in the Sangamon County Self-Insurance Pool for employee health insurance. The Township does not retain the risk of loss for past or future claims. Capital Township, Illinois pays a monthly fee for each employee and family for this coverage.

Capital Township, Illinois is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; and natural disasters.

Capital Township, Illinois is a member of the Township Official of Illinois Risk Management Association (TOIRMA), a joint risk management pool of townships. TOIRMA insurance provides a means through which property, general liability, automobile liability, uninsured motorists, underinsured motorists, public officials and employee's liability, employee benefits liability, and worker's compensation and employers' liability coverage is provided in excess of specific limits for the members, acting as a single insurable unit.

The relationship between Capital Township, Illinois and TOIRMA is governed by contract and by-laws that have been adopted by resolution of each unit's governing body. Capital Township, Illinois is contractually obligated to make all annual and supplementary contributions for TOIRMA, to report claims on a timely basis, cooperate with TOIRMA, its claims administrator, and attorneys in claims investigation and settlement, and to follow risk management procedures as outlined by TOIRMA. Members have a contractual obligation to fund any deficit of TOIRMA attributable to a membership year during which they were a member.

TOIRMA is responsible for administering the self-insurance program and purchasing excess insurance according to the direction of the Board of Directors. TOIRMA also provides its members with risk management services, including the defense of and settlement of claims, and establishes reasonable and necessary loss of reduction and prevention procedures to be followed by members.

NOTE 5 – RESTRICTED NET POSITION

Capital Township, Illinois approves a property tax levy each year which results in property tax resources that are restricted for a specific purpose. State statute authorizes Capital Township, Illinois to assess, levy and mandate payment of property taxes. That levy establishes a legally enforceable requirement that those resources be used only for the specific purposes stated in the levy. Legal enforceability means that Capital Township, Illinois can be compelled by an external party, such as citizens, to use the resources created by the enabling legislation only for the purposes specified by that legislation. Net position restricted by this enabling legislation as of fiscal year ending August 31, 2014 totaled \$1,520,356 for programs relating to the health and welfare function of Capital Township, Illinois.

Capital Township, Illinois
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2014

NOTE 6 – CAPITAL ASSETS

As of August 31, 2014, Capital Township, Illinois' capital assets were as follows:

| Primary Government | <u>Beginning, Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|---|-------------------------------|---------------------|------------------|---------------------------|
| <i>Governmental Activities</i> | | | | |
| Capital assets not being depreciated: | | | | |
| Land | \$ <u>110,844</u> | \$ _____ - | \$ _____ - | <u>110,844</u> |
| Total capital assets not being depreciated | <u>110,844</u> | _____ - | _____ - | <u>110,844</u> |
| Depreciable capital assets | | | | |
| Buildings | 798,052 | - | - | 798,052 |
| Equipment | <u>31,000</u> | _____ - | _____ - | <u>31,000</u> |
| Total capital assets at historical cost | <u>829,052</u> | _____ - | _____ - | <u>829,052</u> |
| Less accumulated depreciation for: | | | | |
| Buildings | (142,982) | (19,951) | - | (162,933) |
| Equipment | (<u>31,000</u>) | _____ - | _____ - | (<u>31,000</u>) |
| Total accumulated depreciation | (<u>173,982</u>) | (<u>19,951</u>) | _____ - | (<u>193,933</u>) |
| Depreciable capital assets net | <u>655,070</u> | (<u>19,951</u>) | _____ - | <u>635,119</u> |
| Governmental activities capital assets, net | <u>\$765,914</u> | (\$ <u>19,951</u>) | \$ _____ - | <u>\$745,963</u> |

Total depreciation expense of \$19,951 was charged to the health and welfare function on the statement of activities.

Capital Township, Illinois
SCHEDULE OF FUNDING PROGRESS
 Required Supplementary Information
 Unaudited
 For the Year Ended August 31, 2014

| Actuarial Valuation Date | Actuarial Value of Assets (a) | Actuarial Accrued Liability (AAL) --Entry Age (b) | Unfunded AAL (UAAL) (b-a) | Funded Ratio (a/b) | Covered Payroll (c) | UAAL as a Percentage of Covered Payroll ((b-a)/c) |
|--------------------------------|--|--|------------------------------------|--------------------------|---------------------------|--|
| 12/31/13 | 1,849,844 | 3,611,284 | 1,761,440 | 51.22 | 823,038 | 214.02% |
| 12/31/12 | 1,344,615 | 3,188,357 | 1,843,742 | 42.17 | 767,006 | 240.38% |
| 12/31/11 | 1,078,853 | 3,034,879 | 1,956,026 | 35.55 | 753,114 | 259.73% |

On a market value basis, the actuarial value of assets as of December 31, 2013 is \$2,497,407. On a market basis, the funded ratio would be 69.16%.

The actuarial value of assets and accrued liability cover active and inactive members who have service credit with Capital Township, Illinois. They do not include amounts for retirees. The actuarial accrued liability for retirees is 100% funded.

Capital Township, Illinois
**SCHEDULE OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCE – BUDGET AND ACTUAL**
 General Fund
 Unaudited
 For the Year Ended August 31, 2014

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual Amounts</u> |
|--------------------------------------|----------------------------|-------------------------|---------------------------|
| REVENUE | | | |
| Property taxes..... | \$ 500,000 | \$ 500,000 | \$ 496,864 |
| Replacement taxes | 240,000 | 240,000 | 245,854 |
| Assessor’s Office revenue..... | 100 | 100 | - |
| Interest..... | <u>3,500</u> | <u>3,500</u> | <u>842</u> |
| Total Revenue | <u>743,600</u> | <u>743,600</u> | <u>743,560</u> |
| EXPENDITURES | | | |
| <u>Assessor’s Office</u> | | | |
| Personnel..... | 450,000 | 450,000 | 433,467 |
| Elected official pay | 12,989 | 12,989 | 12,922 |
| Extra hire..... | 46,000 | 46,000 | 9,068 |
| FICA - employer | 31,000 | 31,000 | 26,903 |
| Medicare - employer..... | 7,201 | 7,201 | 6,292 |
| IMRF - employer | 86,000 | 86,000 | 82,996 |
| Workers compensation..... | 15,000 | 15,000 | 14,117 |
| Health insurance..... | 54,000 | 54,000 | 45,688 |
| Dental insurance..... | 2,200 | 2,200 | 1,621 |
| Life insurance..... | 500 | 500 | 267 |
| Employee assistance | 150 | 150 | 143 |
| Office supplies | 3,000 | 3,000 | 2,325 |
| Printing..... | 1,500 | 1,500 | 601 |
| Photographic expense | 3,500 | 3,500 | - |
| Travel | 9,000 | 9,000 | 11,643 |
| Equipment repair & maintenance | 1,000 | 1,000 | - |
| Postage | 2,000 | 2,000 | 35 |
| Contractual services | 1,500 | 4,500 | 4,181 |
| Professional services..... | 6,000 | 6,000 | 5,614 |
| Contingency | 1,000 | 1,000 | - |
| New equipment | <u>5,500</u> | <u>2,500</u> | <u>747</u> |
| Total Assessor’s Office..... | <u>739,040</u> | <u>739,040</u> | <u>658,630</u> |
| <u>Collector’s Office</u> | | | |
| Personnel..... | 38,400 | 38,400 | 38,285 |
| Extra hire..... | 2,500 | 300 | - |
| FICA - employer | 2,400 | 2,400 | 2,374 |
| Medicare - employer | 600 | 600 | 555 |
| IMRF - employer | 7,500 | 7,500 | 7,403 |
| Workers compensation..... | 200 | 200 | 126 |
| Office supplies | 600 | 600 | - |

Capital Township, Illinois
**SCHEDULE OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCE – BUDGET AND ACTUAL**
 General Fund
 Unaudited
 For the Year Ended August 31, 2014

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual Amounts</u> |
|---|----------------------------|-------------------------|---------------------------|
| <u>Collector's Office, (Continued)</u> | | | |
| Printing..... | \$ 3,000 | \$ 3,000 | \$ - |
| Postage | 22,000 | 22,000 | 20,155 |
| Advertising..... | 4,000 | 4,000 | 395 |
| Equipment..... | 4,000 | 4,000 | - |
| Contractual services | <u>800</u> | <u>800</u> | <u>-</u> |
| Total Collector's Office | <u>86,000</u> | <u>83,800</u> | <u>69,293</u> |
| <u>Supervisor's Office</u> | | | |
| Personnel..... | 200,000 | 200,000 | 157,069 |
| Elected official pay | 12,989 | 12,989 | 12,919 |
| Trustee pay..... | 10,012 | 10,012 | 8,256 |
| FICA - employer..... | 11,100 | 11,100 | 10,957 |
| Medicare - employer..... | 2,600 | 2,600 | 2,562 |
| IMRF - employer | 33,500 | 33,500 | 33,165 |
| Workers compensation..... | 1,000 | 1,000 | 583 |
| Printing..... | 2,500 | 2,500 | 242 |
| Meeting conference..... | 1,000 | 1,000 | 241 |
| Travel | 200 | 200 | - |
| Advertising..... | 1,500 | 1,500 | - |
| Audit | 6,500 | 6,500 | 6,200 |
| Insurance premiums | 5,000 | 5,000 | 78 |
| Unemployment insurance | 1,000 | 1,000 | - |
| Professional services..... | 10,000 | 10,000 | 1,340 |
| Attorney fees..... | 9,000 | 9,000 | 9,000 |
| New equipment | <u>15,000</u> | <u>15,000</u> | <u>-</u> |
| Total Supervisor's Office..... | <u>322,901</u> | <u>322,901</u> | <u>242,612</u> |
| Total Expenditures | <u>1,147,941</u> | <u>1,145,741</u> | <u>970,535</u> |
| Excess of revenues over (under) expenditures..... | (404,341) | (402,141) | (226,975) |
| Fund balance – beginning of year..... | <u>876,826</u> | <u>876,626</u> | <u>1,127,362</u> |
| Fund balance – end of year | <u>\$ 472,485</u> | <u>\$ 474,485</u> | <u>\$ 900,387</u> |

Capital Township, Illinois
**SCHEDULE OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCE – BUDGET AND ACTUAL**
 General Assistance Fund
 Unaudited
 For the Year Ended August 31, 2014

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual Amounts</u> |
|-------------------------------------|----------------------------|-------------------------|---------------------------|
| REVENUE | | | |
| Property taxes..... | \$1,550,000 | \$1,550,000 | \$1,538,985 |
| Chatham GA fees..... | - | - | 860 |
| Interest..... | <u>2,000</u> | <u>2,000</u> | <u>981</u> |
| Total Revenue..... | <u>1,552,000</u> | <u>1,552,000</u> | <u>1,540,826</u> |
| EXPENDITURES | | | |
| <u>Administration</u> | | | |
| Personnel..... | 245,000 | 247,000 | 245,196 |
| Exempt personnel..... | 3,000 | 3,500 | 3,102 |
| FICA - employer..... | 18,500 | 16,000 | 14,131 |
| Medicare - employer..... | 4,307 | 3,807 | 3,305 |
| IMRF - employer..... | 48,000 | 45,000 | 43,447 |
| Workers compensation..... | 2,000 | 1,500 | 1,432 |
| Health insurance..... | 45,000 | 51,500 | 51,343 |
| Dental insurance..... | 2,000 | 2,000 | 1,888 |
| Life insurance..... | 350 | 350 | 310 |
| Employee assistance..... | 250 | 250 | 167 |
| Office supplies..... | 7,000 | 7,000 | 5,724 |
| Printing..... | 300 | 300 | 172 |
| Telephone..... | 6,000 | 6,000 | 5,655 |
| Subscriptions..... | 300 | 300 | 250 |
| Equipment repair & maintenance..... | 5,000 | 5,000 | 3,477 |
| Utilities..... | 8,500 | 8,500 | 7,343 |
| Equipment rental..... | 2,000 | 2,800 | 2,624 |
| Postage..... | 2,000 | 2,000 | 1,440 |
| Contractual services..... | 2,900 | 3,900 | 3,869 |
| Security system fees..... | 2,000 | 2,000 | 443 |
| Janitorial services..... | 6,500 | 6,500 | 6,000 |
| Pest control..... | 2,500 | 1,500 | 516 |
| Garbage pick up..... | 1,500 | 2,000 | 1,764 |
| Mowing..... | 2,000 | 2,200 | 1,960 |
| Premiums..... | 4,250 | 4,250 | 4,250 |
| New equipment..... | <u>9,000</u> | <u>5,000</u> | <u>3,850</u> |
| Total Administration..... | <u>430,157</u> | <u>430,157</u> | <u>413,658</u> |

Capital Township, Illinois
**SCHEDULE OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCE – BUDGET AND ACTUAL**
 General Assistance Fund
 Unaudited
 For the Year Ended August 31, 2014

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual Amounts</u> |
|---|----------------------------|-------------------------|---------------------------|
| <u>General Assistance</u> | | | |
| GA-Transitional assistance | \$ 146,000 | \$ 146,000 | \$ 105,084 |
| GA-Rent assistance | 340,000 | 340,000 | 306,940 |
| GA-Utilities assistance..... | 351,000 | 384,000 | 389,578 |
| GA-Food assistance | 5,000 | 5,000 | 4,402 |
| GA-Eyeglass assistance | 25,000 | 25,000 | 15,118 |
| GA-Workfare payments..... | 160,000 | 225,000 | 225,991 |
| GA-Physician services | 18,000 | 18,000 | 6,601 |
| GA-Dental services | 31,000 | 31,000 | 12,101 |
| GA-Seasonal emergency..... | 15,000 | 15,000 | 1,265 |
| GA-Emergency contingency..... | 1,500 | 1,500 | - |
| GA-Prescription assistance | 175,000 | 115,000 | 85,126 |
| GA-Bus token expense | 6,000 | 8,000 | 6,700 |
| GA-Miscellaneous assistance | 1,000 | 1,000 | 819 |
| GA-Senior Services | <u>50,000</u> | <u>10,000</u> | <u>1,197</u> |
| Total General Assistance | <u>1,324,500</u> | <u>1,324,500</u> | <u>1,160,922</u> |
| Total Expenditures | <u>1,754,657</u> | <u>1,754,657</u> | <u>1,574,580</u> |
| Excess of revenues over (under) expenditures..... | (202,657) | (202,657) | (33,754) |
| Fund balance – beginning of year | <u>1,371,719</u> | <u>1,378,219</u> | <u>1,554,109</u> |
| Fund balance – end of year | <u>\$1,169,062</u> | <u>\$1,175,562</u> | <u>\$1,520,355</u> |