

NOTICE OF SPECIAL MEETING OF

FINANCE COMMITTEE ECONOMIC DEVELOPMENT & MARKETING

Scheduled for
Wednesday, April 10, 2019
beginning at 5:30 p.m. in the

Council Chambers located at the
Village Hall of Tinley Park
16260 South Oak Park Avenue
Tinley Park, Illinois

A copy of the agenda for this meeting is attached hereto and can be found at
www.tinleypark.org.

Kristin A. Thirion
Clerk
Village of Tinley Park

**NOTICE OF SPECIAL MEETING OF THE
FINANCE COMMITTEE**

Notice is hereby given that a special meeting of the Finance Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 5:30 p.m. on Wednesday, April 10, 2019, in Council Chambers at the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, Illinois.

The agenda is as follows:

1. OPEN THE MEETING
2. CONSIDER THE APPROVAL OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON JANUARY 29, 2019.
3. DISCUSS ENGAGEMENT LETTER WITH SIKICH LLB TO CONDUCT THE ANNUAL FINANCIAL AUDIT OF THE VILLAGE FOR FISCAL YEAR ENDING APRIL 30, 2019.
4. REVIEW MARCH 2019 FINANCIAL REPORT.
5. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Special Meeting of the Finance Committee
January 29, 2019 – 6:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: J. Curran, Chairman
M. Pannitto, Village Trustee
C. Berg, Village Trustee

Members Absent: None

Other Board Members Present: M. Glotz, Village Trustee

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
B. Bettenhausen, Village Treasurer
D. Spale, Village Attorney
P. Hoban, Economic Development Manager
R. Zimmer, Executive Assistant to the Mayor
L. Godette, Deputy Village Clerk

Item #1 - The Special Finance Committee meeting was called to order at 6:30 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON NOVEMBER 27, 2018 – Motion was made by Trustee Pannitto, seconded by Trustee Berg, to approve the minutes of the Finance Committee meeting held on November 27, 2018. Vote by voice call. Chairman Curran declared the motion carried.

Item #3 – REVIEW DECEMBER FINANCIAL REPORT – B. Bettenhausen, Village Treasurer presented a revenues update for December 2018. A summary status of revenues for Sales Tax, Home Rule Sales Tax, Use Tax, Income Tax, Property Tax, Video Gaming Tax, Motor Fuel Tax and Commuter Parking were the subjects of the report.

<u>Revenue</u>	<u>December 2018</u>	<u>Year to Date</u>
Sales Tax	-2.3%	5.0%
Home Rule Sales Tax	2.4%	6.4%
Use Tax	16.0%	12.7%
Income Tax	9.2%	8.8%
Video Gaming	17.5%	28.4%
Motor Fuel Taxes	0.2%	8.2%

Item #4 – RECEIVE COMMENTS FROM THE PUBLIC - No comments from the public.

ADJOURNMENT

Motion was made by Trustee Berg, seconded by Trustee Pannitto, to adjourn this Special Meeting of the Finance Committee. Vote by voice call. Chairman Curran declared the motion carried and adjourned the meeting at 6:35 p.m.

DRAFT

March 12, 2019

The Board of Trustees
Mr. David Niemeyer, Village Manager
Mr. Brad Bettenhausen, Treasurer
Village of Tinley Park
16250 South Oak Park Avenue
Tinley Park, IL 60477

Gentlemen:

This engagement letter (the "Agreement") between Sikich LLP, an Illinois limited liability partnership, ("Sikich," "we," "us" or "our") and Village of Tinley Park (the "Client," "you" or "your") sets forth the mutual agreements of the parties regarding the audit of the Client's basic financial statements for the year ended April 30, 2019 (the "Services").

The Services will include an audit of the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information and the related notes to the financial statements, which collectively comprise the basic financial statements of the Client as of and for the year ended April 30, 2019.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information ("RSI"), such as management's discussion and analysis ("MD&A"), to supplement the Client's 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. As part of our Services, we will apply certain limited procedures to the Client's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual, for the General Fund and any major special revenue funds.
3. Schedule of Changes in the Employer's Total OPEB Liability and Related Ratios for the Other Postemployment Benefit Plan
4. Schedule of Changes in the Employer's Net Pension Liability and Related Ratios for the Illinois Municipal Retirement Fund and Police Pension Fund.
5. Schedule of Employer Contributions for the Illinois Municipal Retirement Fund and Police Pension Fund.
6. Schedule of Investment Returns for the Police Pension Fund.
7. Notes to Required Supplementary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies the Client's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Schedule of Expenditures of Federal Awards
2. Supplemental Financial Information
3. Consolidated Year End Financial Report

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that other information.

1. Introductory Section
2. Statistical Section

AUDIT OBJECTIVE

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. If required, the objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements.

If required, the *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Client's internal control or on compliance and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Client's internal control and compliance. If required, the Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; and if required, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such opinions and to render the required reports.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the Agreement.

AUDIT PROCEDURES - GENERAL

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. 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 will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and, if required, Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. If required, we will include such matters in the reports required for a Single Audit.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal awards programs; compliance with laws, regulations, contracts and grant agreements; and other responsibilities required by generally accepted auditing standards.

AUDIT PROCEDURES - INTERNAL CONTROL

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements.

Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, and if required, Government Auditing Standards and the Uniform Guidance.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Client's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures, if required, will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the Client's major programs. The purpose of these procedures will be to express an opinion on the Client's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

EXAMINATION OF MANAGEMENT'S ASSERTION OF COMPLIANCE

We will also examine management's assertion that the Client complied with the provisions of subsection (q) of Section 11-74.4-3 of the Illinois Tax Increment Redevelopment Allocation Act (Illinois Public Act 85-1142) (the ITIRAA) during the year ended April 30, 2019. The objectives of our examination are to (1) obtain reasonable assurance about whether management's assertion is free from material misstatement based on the ITIRAA. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Accordingly, it will include examining on a test basis, your records and other procedures to obtain evidence necessary to enable us to express our opinion. We will issue a written report upon completion of our examination. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination, or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this Agreement.

Because of inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards. Our report will be intended solely for the information and use of the Mayor, the Village Board, management of the Village, the Illinois State Comptroller's Office and the joint review boards and is not intended to be and should not be used by anyone other than these specified parties.

We will plan and perform the examination to obtain reasonable assurance about whether management's assertion of compliance is free from material misstatement, based on the ITIRAA. Our Services will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors; known and suspected fraud; internal control deficiencies or noncompliance with laws or regulations that may exist.

We understand that you will provide us with the information required for our examination and that you are responsible for the accuracy and completeness of that information.

Management of the Client is responsible for its assertion and for its compliance with the provisions of subsection (q) of Section 11-74.4-3 of the Illinois Tax Increment Redevelopment Allocation Act and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the subject matter (2) additional information that we may request for the purpose of the examination, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence.

At the conclusion of the examination engagement, you agree to provide us with certain written representations in the form of a representation letter which can be included with the representations made in relation to the audit of the financial statements.

OTHER SERVICES

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Client in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These and other nonaudit Services provided do not constitute an audit under *Government Auditing Standards* and such Services will not be conducted in accordance with *Government Auditing Standards*.

Other nonaudit Services expected to be performed during our audit of the financial statements as of and for the year ended April 30, 2019 and other deliverables are as follows:

1. Prepare twenty-five (25) copies and an electronic copy (.pdf) of the comprehensive annual financial report (CAFR) of the Village (report covers, binders, dividers, introductory section, Management's Discussion and Analysis, other supplemental information and statistical section information to be provided by Village).
2. Prepare fifteen (15) copies of the management letter.
3. Prepare three (3) copies and an electronic copy of each report on compliance with provisions of 65 ILCS 5/11-74 of the Illinois Tax Increment Redevelopment Allocation Act.
4. Prepare three (3) copies, an electronic copy and electronic filing of the Illinois Comptroller Annual Financial Report.
5. Prepare six (6) copies of the report on compliance with provisions of 65 ILCS 5/11-74 of the Illinois Tax Increment Redevelopment Allocation Act.
6. Preparation of fifteen (15) copies and an electronic copy (.pdf) of the Single Audit Report, if applicable.
7. Assist the Village in submitting its comprehensive annual financial report (CAFR) to the Certificate of Achievement for Excellence in Financial Reporting Program, including preparation of the GFOA Certificate Responses and review of the application materials.

MANAGEMENT RESPONSIBILITIES

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over compliance and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met, following laws and regulations, and ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements.

You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for ensuring that management and financial information is reliable and properly reported. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements and grants. Additionally, as required by the Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance, if required. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon.

Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objective section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions, for the report and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes and any other non-audit Services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit Services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those Services; and accept responsibility for them.

ENGAGEMENT ADMINISTRATION, FEES AND OTHER

In accordance with professional standards, any discussions during the period of the Agreement between any individual representing the Client and a member of the Sikich engagement team regarding potential employment or association with the Client creates an impairment of independence for the Sikich employee and possibly Sikich. Such a situation could require us to temporarily or permanently remove that person from your engagement or to perform additional procedures or re-perform procedures, which would increase our fees. Should we not become aware of the impairment until after the conclusion of the provision of Services, Sikich's independence would be deemed to have been impaired. Please inform appropriate Client personnel to refrain from any such discussions with any Sikich staff while the engagement is ongoing and notify Anthony M. Cervini immediately if you or anyone else at the Client becomes aware that any such discussions may have occurred.

We may from time-to-time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers engaged by us.

Client hereby explicitly acknowledges and consents to Sikich's use of third-party cloud computing services to store confidential and proprietary information and other data of the Client and agrees that Sikich's use of such cloud services coupled with the use of encrypted devices, password protections and firewall protection shall constitute the best efforts of Sikich to safeguard such information and data from unauthorized disclosure. Client further agrees that, subject to applicable law, Sikich shall only be liable if it has finally judicially been determined that Sikich did not take commercially reasonable measures to protect the confidential and proprietary information and other data of the Client from unauthorized disclosure.

The assistance to be supplied by Client personnel is described in the workpaper request lists for preliminary (interim) and final fieldwork, which outline the specific schedules and information we are requesting for this Agreement. The workpaper request list will be discussed with and coordinated with Brad Bettenhausen, Treasurer. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report. This Agreement assumes that all records, documentation and information we requested in connection with our audit (and outlined in the workpaper request lists) are complete and available at the beginning of the respective phases of the engagement. It also assumes that key personnel are available to us during the duration of the audit. The accuracy of these assumptions will allow us to conduct our audit without any delays or inefficiencies for the fee noted in this Agreement. If the assumptions are not accurate and you fail to provide the records, documentation, information and key personnel required, there may be additional fees to cover our cost for the delays and possible rescheduling of the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We understand that your employees will prepare all cash, accounts receivable and other confirmations we request and will locate any documents selected by us for testing.

You may request that we perform additional services not contemplated by this Agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this Agreement. Notwithstanding the foregoing, this Agreement will not include any services related to the Affordable Care Act or consideration of taxable fringe benefits including those impacted by Affordable Care Act; in all circumstances, services related to the Affordable Care Act and other taxable fringe benefit reporting will be the subject of a separate engagement letter and will be billable under a separate hourly rate structure than the Services provided hereunder.

At the conclusion of the engagement, if required, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the Client; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our report are to be made available for public inspection.

The audit and examination documentation for this Agreement is the property of Sikich and constitutes confidential information. However, subject to applicable laws and regulations, audit and examination documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Sikich personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties.

These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, regulatory inquiry (other than that mentioned in the previous paragraph) or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request.

The audit and examination documentation for this Agreement will be retained for a minimum of seven years after the report release date or for any additional period requested by the cognizant or oversight agency for audit, or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Sikich does not keep any original client records so we will return those to you at the completion of the Services rendered under this Agreement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Final reports will be issued upon your approval of the preliminary drafts. Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service. Anthony M. Cervini is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will not exceed \$41,585 for the Village Comprehensive Annual Financial Report, \$3,750 for the TIF compliance reports, and \$2,600 for the Single Audit report (if applicable), which includes out-of-pocket costs such as report reproduction, postage, etc. These fees are based upon anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Services will be invoiced to you from time-to-time as work progresses. In accordance with Illinois Compiled Statutes, payments for all services are due within sixty days of receipt of an invoice. Invoices not paid within sixty days are subject to finance charges of 1% per month (12% annually).

We reserve the right to suspend or terminate Services for reasonable cause, such as failure to pay our invoices on a timely basis or failure to provide the information or cooperation necessary for successful performance of the Services. Our Services will be deemed to be completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

You hereby agree to indemnify and hold harmless Sikich and its partners, directors, employees, agents or subcontractors against all costs, expenses, losses, judgments, damages and liabilities (including reasonable attorneys' fees and expenses) associated with any third party claim, threat or proceeding relating to the performance of the Services by Sikich under this Agreement, other than as determined through mediation to have been caused by our own gross negligence or willful misconduct.

You agree that our maximum liability to you for any negligent errors or omissions committed by us in the performance of the Services will be limited to the amount of fees we receive from you under this Agreement, except to the extent determined to result from our gross negligence or willful misconduct. You agree that this limitation applies to any and all liability or cause of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards. Additionally, our liability as auditors shall be limited to the period covered by our audit and shall not extend to later periods for which we are not engaged as auditors or prior periods before we were engaged as auditors. In no event will Sikich be liable to you or any third party, whether a claim be in tort, contract or otherwise, for any amount in excess of the total professional fees paid pursuant to this Agreement to which the claim relates, or for any consequential, indirect, lost profit, punitive or similar damages relating to Sikich's Services provided under this Agreement.

If any dispute, controversy or claim arises in connection with the performance or breach of the Agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Mediation Rules of the American Arbitration Association. Both parties will exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy. Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation against the disclosing party. Except as agreed by both parties, the mediator will keep confidential all information disclosed during negotiations. The mediation proceedings will conclude within sixty days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

ACCEPTANCE

You acknowledge having read this Agreement in its entirety, have had full opportunity to consider its terms in consultation with your attorney, have had full and satisfactory explanation of the same and fully understand and agree to be bound by the terms of this Agreement.

Please indicate your understanding and acceptance of this Agreement and your intention to be legally bound hereby by executing this Agreement in the space provided below where indicated and return it to our offices, indicating your authorization for us to proceed on the above terms and conditions.

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Very truly yours,

By: Anthony M. Cervini, CPA, CFE
Partner
On behalf of Sikich LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Tinley Park.

By: _____

Title: _____

Date: _____



MEMORANDUM



TO: Village Board

2 April 2019

FROM: Brad L. Bettenhausen, Treasurer

RE: Revenues update - March 2019 - Fiscal Year 2019, Month 11

Attached are the monthly “dashboard” graphs summarizing the status of the revenues and expenses as we continue into the last quarter of the Fiscal Year. The summary analysis and highlights of key items are included below.

General Fund:

Sales Tax – March reporting – December sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	1,260,321	13,405,089
Last Fiscal Year	1,299,559	13,073,711
Dollars change	(39,238)	331,378
Percent change	(3.2%)	2.5%

There is a three month lag between when a taxable sale is made to when the Village’s share of the sales tax rate (1%) is distributed by the Illinois Department of Revenue.

This is the fourth consecutive reporting period where sales taxes have been less than the comparable prior period. We continue to monitor for possible signs of an economic slowdown. The high water mark for this month’s receipts occurred last year (2017). Eight of the last twelve months have established new highs.

Home Rule Sales Tax – March reporting – December sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	550,315	5,503,028
Last Fiscal Year	556,100	5,260,968
Dollars change	(5,785)	242,060
Percent change	(1.0%)	4.6%

The Home Rule Sale Tax that became effective July 1, 2014 at a rate of 0.75%. The Home Rule Sales Tax does not apply to titled property (vehicles), groceries and drugs. Like the regular sales tax, there is a three month spread between a taxable sale and our tax receipt.

As part of the State's FY2018 budget adopted under Public Act 100-0023, a 2% administrative fee was authorized to be deducted from any additional sales taxes authorized by a municipality (applicable to Home Rule and Non-Home Rule sales taxes). The fee first appeared with the August 2017 tax distributions (May liability). The administrative fee was reduced to 1.5% with the approval of the State's FY 2019 budget. The reduced fee was effective with the July 2018 distribution (April liability). This fee, and its rate change, will impact the comparative sales tax analysis reflected in the table above.

This is the second month of the fiscal year to reflect lower taxes than the comparable prior period. As with the regular sales taxes, we are continuing to monitor for signs of an economic slowdown. The high water mark for this month's receipts occurred in 2016. Seven of the last twelve months have established new highs.

For informational/comparative purposes, the Home Rule sales tax has represented approximately 41% of the regular sales tax and is a reasonable "rule of thumb" for determining a quick estimate of the HMR relative to the MT (the State abbreviations for the Home Rule and Municipal sales taxes). The range has been from a high of slightly more than 46% to a low of slightly less than 37%. The ratio will regularly fluctuate over time depending on the sales mix for the reporting period. Despite the imposition of the new administrative fee, the net sales tax remains approximately 41% of the regular sales tax. This means that, but for the administrative fee, the average proportion of HMR tax to MT would be slightly higher.

Use Tax - March reporting – December sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	204,921	1,557,668
Last Fiscal Year	181,451	1,362,932
Dollars change	23,470	194,736
Percent change	12.9%	14.3%

Use tax is the sales tax collected on out-of-state purchases shipped to Illinois (internet sales) and merchandise used by retailers where sales tax had not previously been paid. Increases in the Use Tax during this fiscal year can be partially attributable to the "Wayfair" decision that has largely made internet sales subject to sales tax.

This establishes a new high water mark for this month's receipts. All twelve of the past twelve months have established new highs.

Income Tax – March reporting (share of taxes collected in February)

	This Month	Fiscal Year to Date
This Fiscal Year	340,803	4,957,835
Last Fiscal Year	313,557	4,660,454
Dollars change	27,246	297,381
Percent change	8.7%	6.4%

The high water mark for this month’s receipts occurred in 2016. Three of the past twelve months have established new highs.

As part of the State's FY2018 budget adopted under Public Act 100-0023, a 10% reduction in the LGDF (Local Government Distributive Fund; or Income Tax) was authorized for the State’s Fiscal Year 2018 (July 2017 through June 2018). The State’s budget for Fiscal Year 2019 continued to include a reduction to the LGDF, but at a rate of 5% and was effective with the distribution for July 2018.

Property Tax

The Cook County first installment tax bill is due each year on March 1 and is calculated as an estimate based on 55% of the prior year’s total tax. The second installment, by Illinois Statutes, is due August 1 and represents the balance of the annual tax, after deducting the first installment estimate.

Will County releases tax bills at the beginning of May with the two equal installments due generally June 1 and September 1. This is consistent with the methods employed throughout most of the State with the exception of Cook County.

Within the Village fiscal year, the Cook County tax distributions in the months of May and June are generally late payments and “housekeeping” distributions of collections and adjustments for prior tax years, with July through September primarily distributions of current year second installment payments. The tax distributions occurring in the latter portion of February and continuing through March and April are primarily related to the next tax year’s first installment estimate.

The current year tax collections (tax years 2017 and 2018) for Cook County are approximately \$162,600 greater than the comparable period of last year (tax years 2016 and 2017).

Will County current tax year (2017) collections are approximately \$424,000 less than the comparable period last year (tax year 2016). This decrease is not unexpected and is the result of a) Will County being a lesser percentage of overall EAV; b) increase in the portion of the levy for Police Pension; and c) a reduction in the “look back” tax adjustment for the prior year.

Total year to date tax receipts for fiscal year 2019 are approximately \$4,600 less than the same period a year ago.

Fluctuations in property tax receipts when viewed from the Village fiscal year perspective are not uncommon and are the result of timing issues related both to when tax payments are made by property owners and when distributions are subsequently made from the respective County Treasurers. Since 2007, the Police Pension levy portion of the Village annual tax levy has been distributed directly into the pension fund accounts rather than coming into the Village General Fund first. The Village's levy, in total, has been held essentially flat since tax year 2012. As the Police Pension levy requirements have increased each year, the remaining levy deposited to the General Fund will decrease, and would be expected to result in decreasing receipts on a comparative basis when looking at only the General Fund. However, as noted, due to timing of tax payments and distributions, this expected trend can be masked, as has been reflected above. Additionally, the year to year comparative statistics by separate county will also be skewed as the percentage of Equalized Assessed Value (EAV) in the respective counties changes over time (e.g. if Will County becomes a larger percentage of the tax base, the Will County share of the overall levy also increases.)

Fluctuations in tax collections are to be expected from month to month, and year to year. As part of our normal revenue monitoring, we regularly review the overall collections versus the extended levy for each tax year. No unusual or unexpected fluctuations have been noted.

Video Gaming - March activity reporting

(Distributive share of net Video Gaming Terminal Income Tax for February)

	This Month	Fiscal Year to Date
This Fiscal Year	40,930	429,004
Last Fiscal Year	33,169	338,031
Dollars change	7,760	90,973
Percent change	23.4%	26.9%

There is a two month lag between when the gaming revenues are generated and the distribution. The first Video Gaming Terminals in Tinley Park were installed in March 2014.

Because there continues to be growth in the number of businesses offering video gaming, all of the past twelve months have established new highs for the respective months.

As of the end of the reporting period, 32 State licenses are active. The licensed establishments contain 149 gaming terminals reporting. In the comparative analysis above, the prior year represented 31 licensees and 143 machines reported.

The Illinois Gaming Board (IGB) indicates the following license application(s) has/have been approved through the IGB meeting of 1 March 2019 but is/are not included in current activity reporting. This/these establishment(s) may not have been approved for local licensing; not paid the local licensing (if locally approved) during this reporting period; or not initiated gaming operations during the current reporting period:

Los 3 Burritos #2; 8005 183rd St [State approved 2 Nov 2018]

The following application(s) is/are pending with the IGB:

Burrito Jalisco #2; 7547 159th St [State application 2 Feb 2018]

Buffalo Wild Wings; 7301 183rd St [State application 27 Sep 2018]

Primal Cut Steakhouse; 17344 OPA [State application 11 Oct 2018]

Tribes Ale House; 9501 171st St [State application 29 Oct 2018]

Other Funds:

Motor Fuel Taxes - March reporting (share of taxes collected in February)

	This Month	Fiscal Year to Date
This Fiscal Year	111,889	1,336,682
Last Fiscal Year	111,134	1,331,972
Dollars change	755	4,710
Percent change	0.7%	0.4%

There has been significant month-to-month fluctuation in the reporting since fiscal year 2010. There have been unusual fluctuations from month to month in MFT revenues over the past nine (9) plus years (since the start of the Recession). The overall trend continues to be generally along a downward path.

Nearly half of the rolling twelve months have reported less motor fuel taxes than the comparable prior period.

The high water mark for this month's revenues was established in 2007. None of the past twelve months have established new high record levels. These results are in keeping with the long term trending for this revenue source as noted previously.

Commuter Parking

The number of daily pay spaces utilized for March 2019 were down slightly more than 3% compared to the same month of the prior year. Year to date utilization was down by nearly 2%.

Because of the nature of the commuter parking permits (permits are prepaid parking, which is received regardless of use), there is not much variation in revenues from year to year for permits and thus has been excluded from the above analysis.

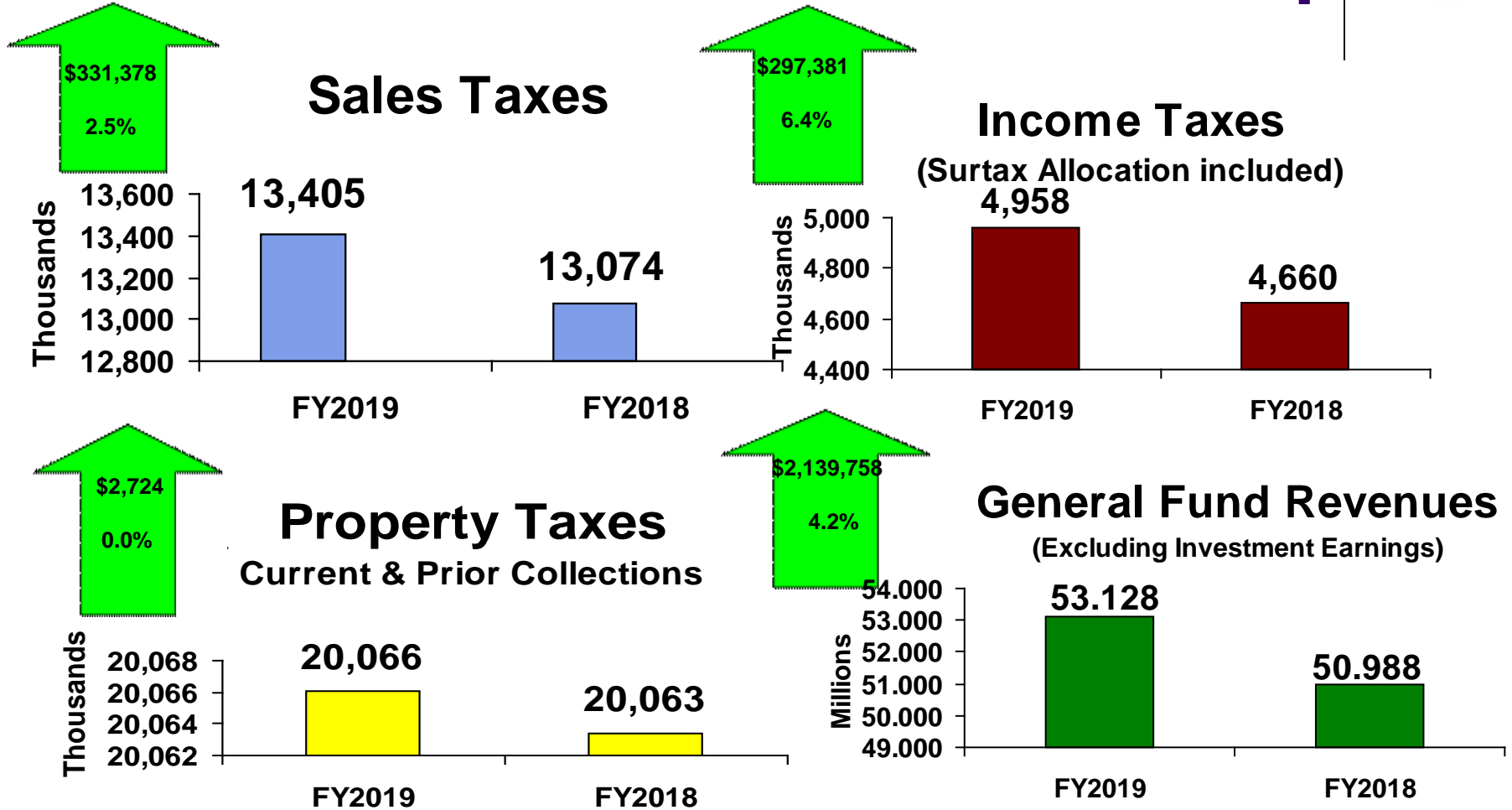
The Village Single Use Token program remains popular with commuters. An average of over 12,500 tokens have been sold per month this fiscal year. Correspondingly, during the fiscal year to date, an average of 12,100 tokens have been used per month for parking. There are approximately 32,900 unused tokens outstanding at the end of the current reporting period. This outstanding "inventory" represents approximately 2.5 months of potential future token usage.

It should be kept in mind that Commuter Parking fee revenues, at a daily rate of \$1.50, both individually and collectively are relatively minor comparatively to the other revenue items discussed in this memo.



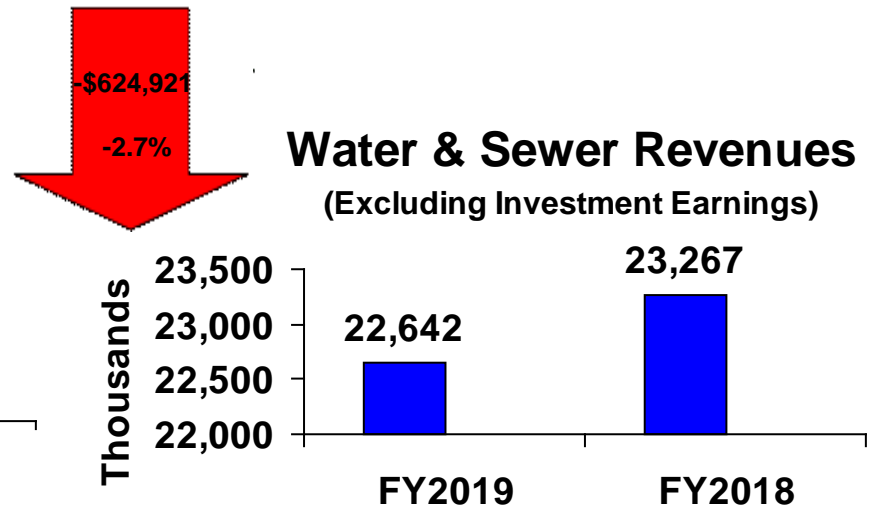
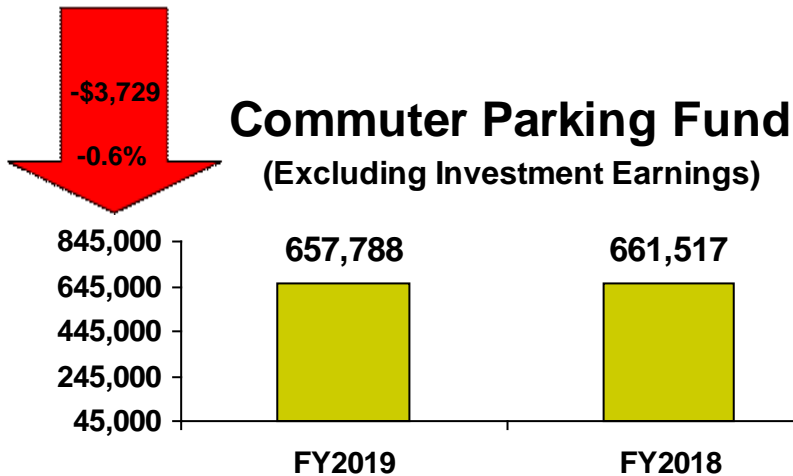
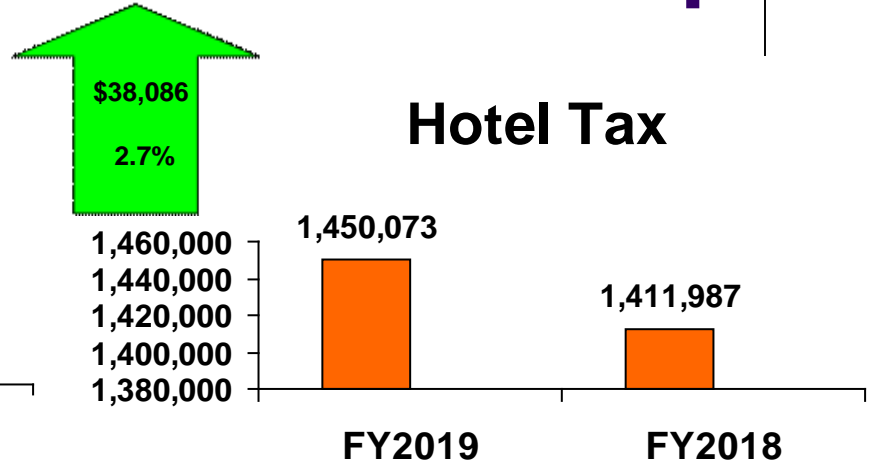
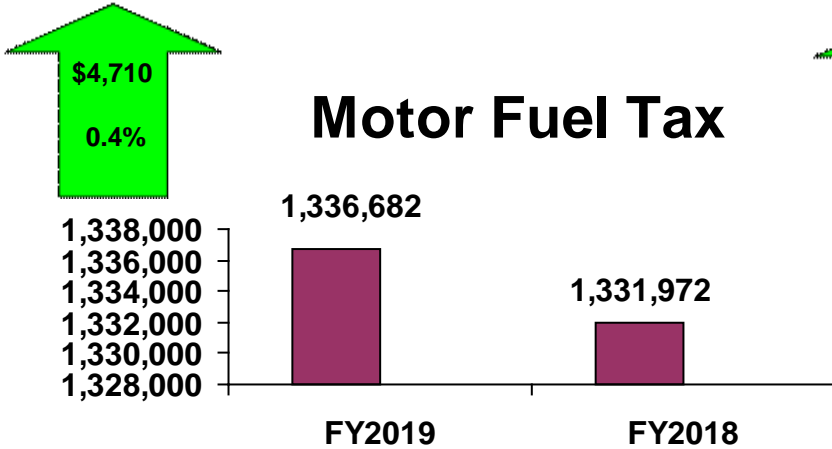
Village of Tinley Park, Illinois

March 2019 YTD Revenues Recap



Village of Tinley Park, Illinois

March 2019 YTD Revenues Recap

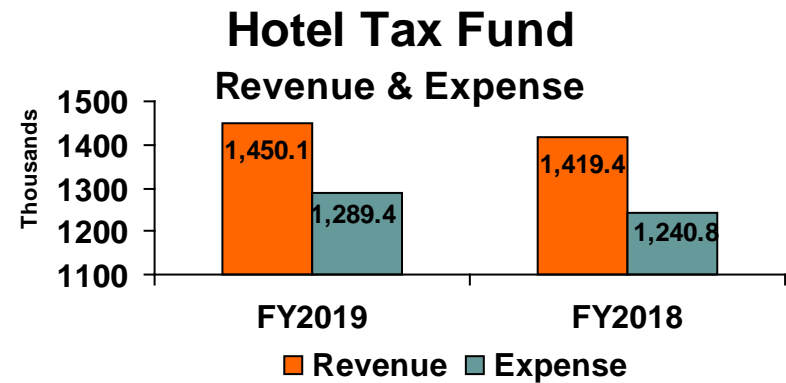
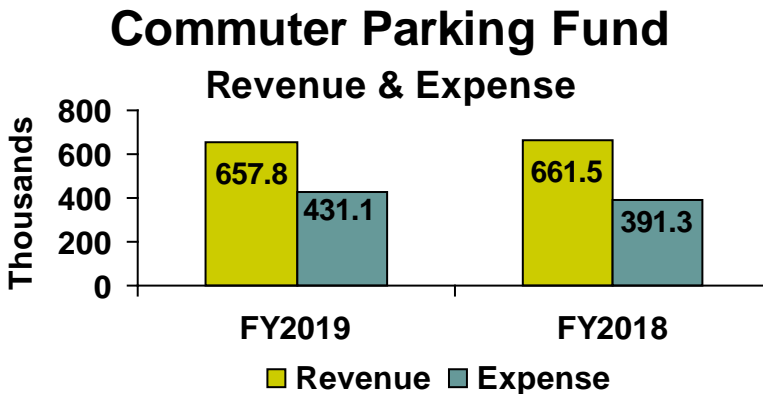
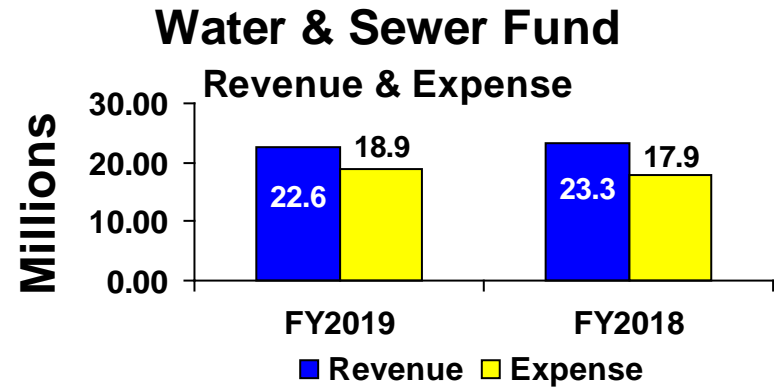
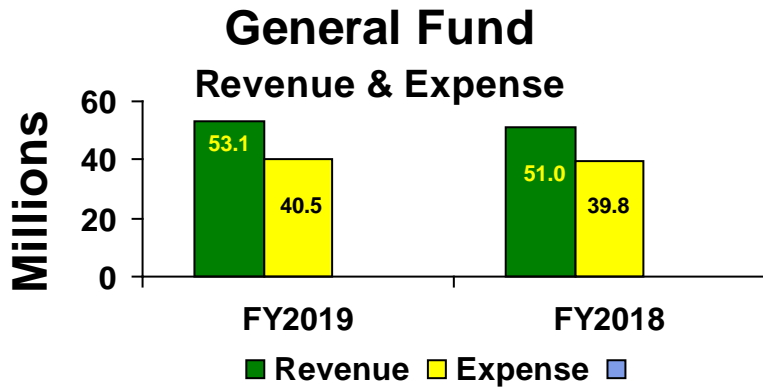




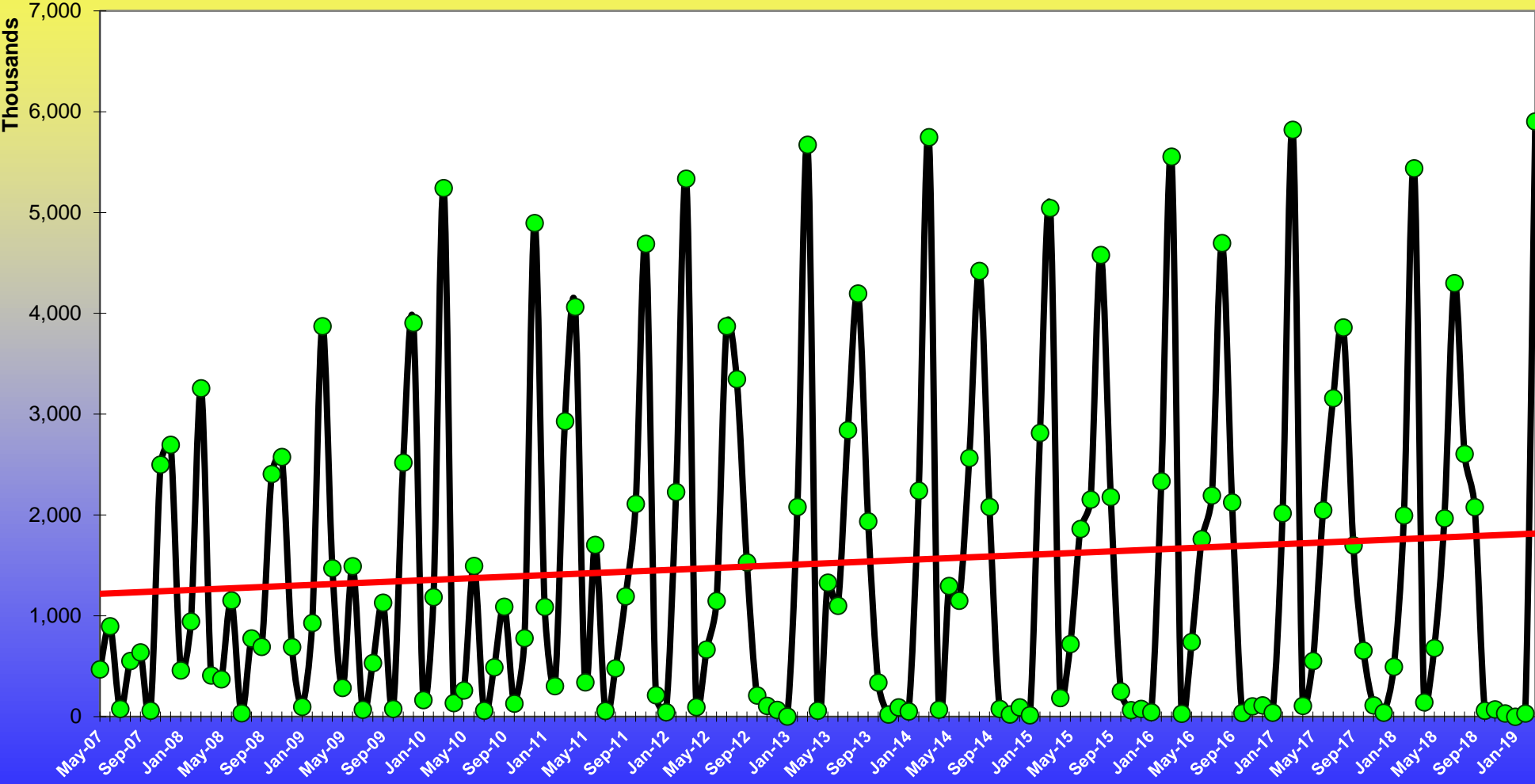
Village of Tinley Park, Illinois

Revenue/Expense Summary

March 2019 Year to Date



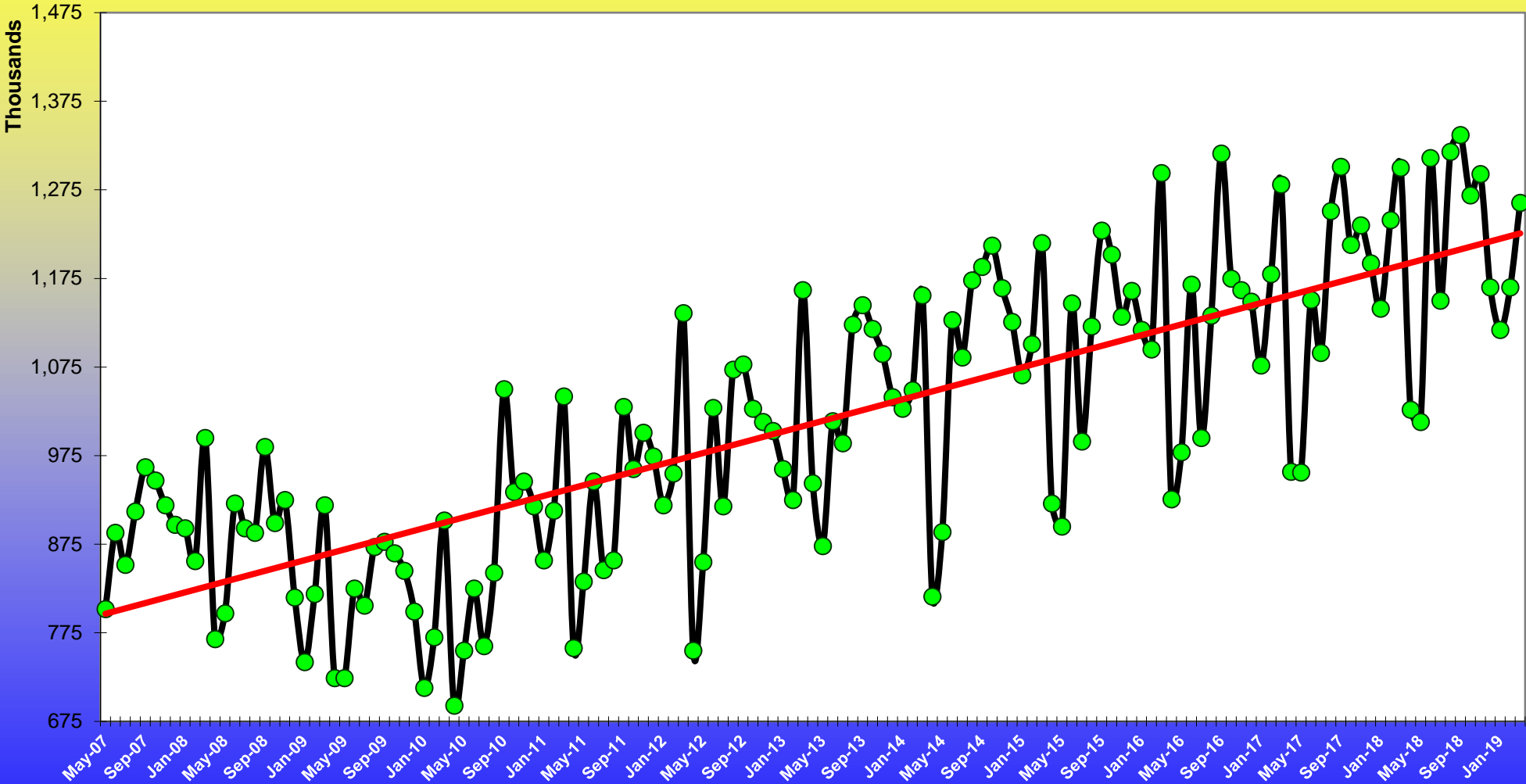
Village of Tinley Park Property Tax Revenues Monthly Fiscal Year 2008 to date



● Property Tax Revenues

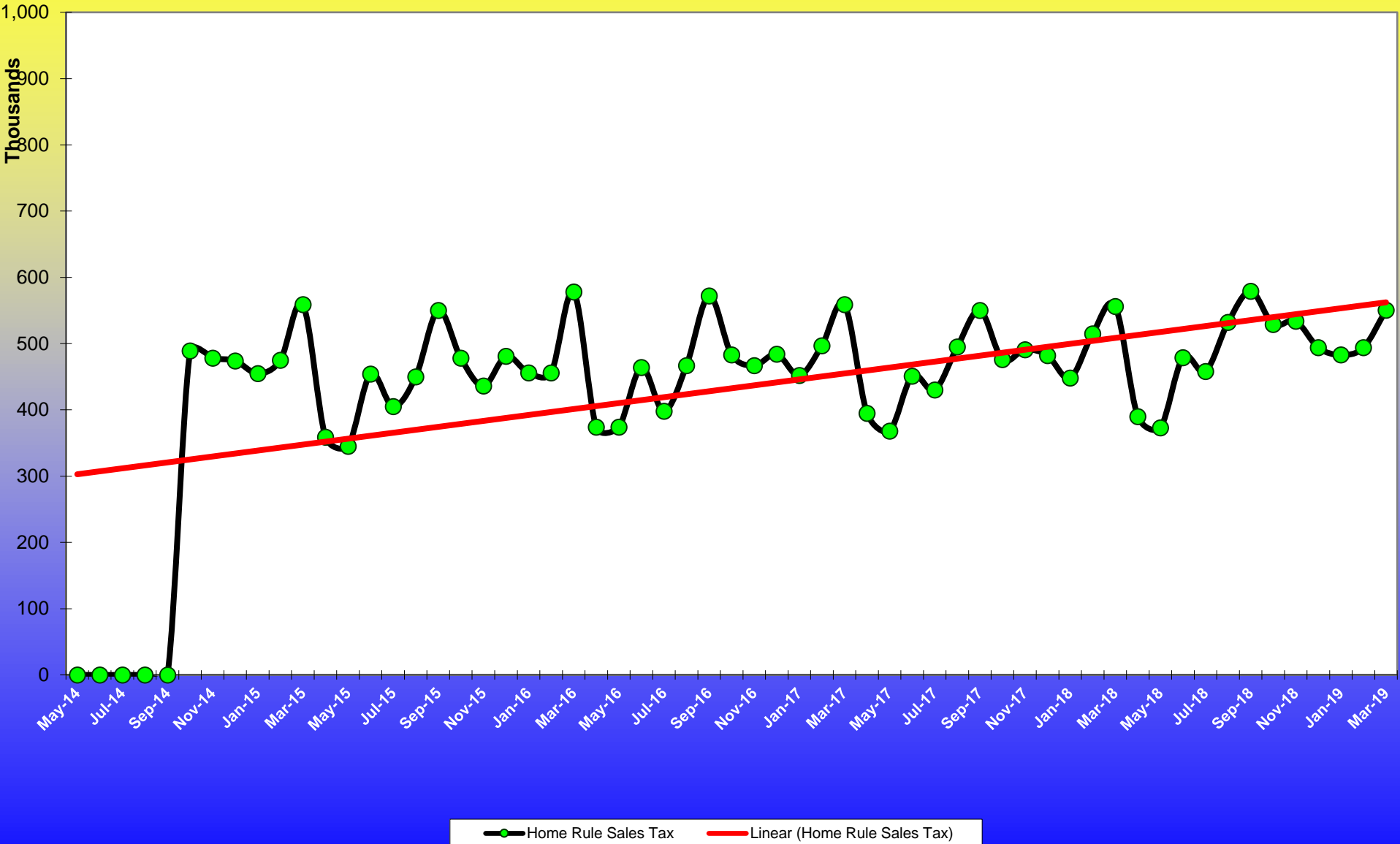
— Linear (Property Tax Revenues)

Village of Tinley Park Sales Tax Revenues Monthly Fiscal Year 2008 to date

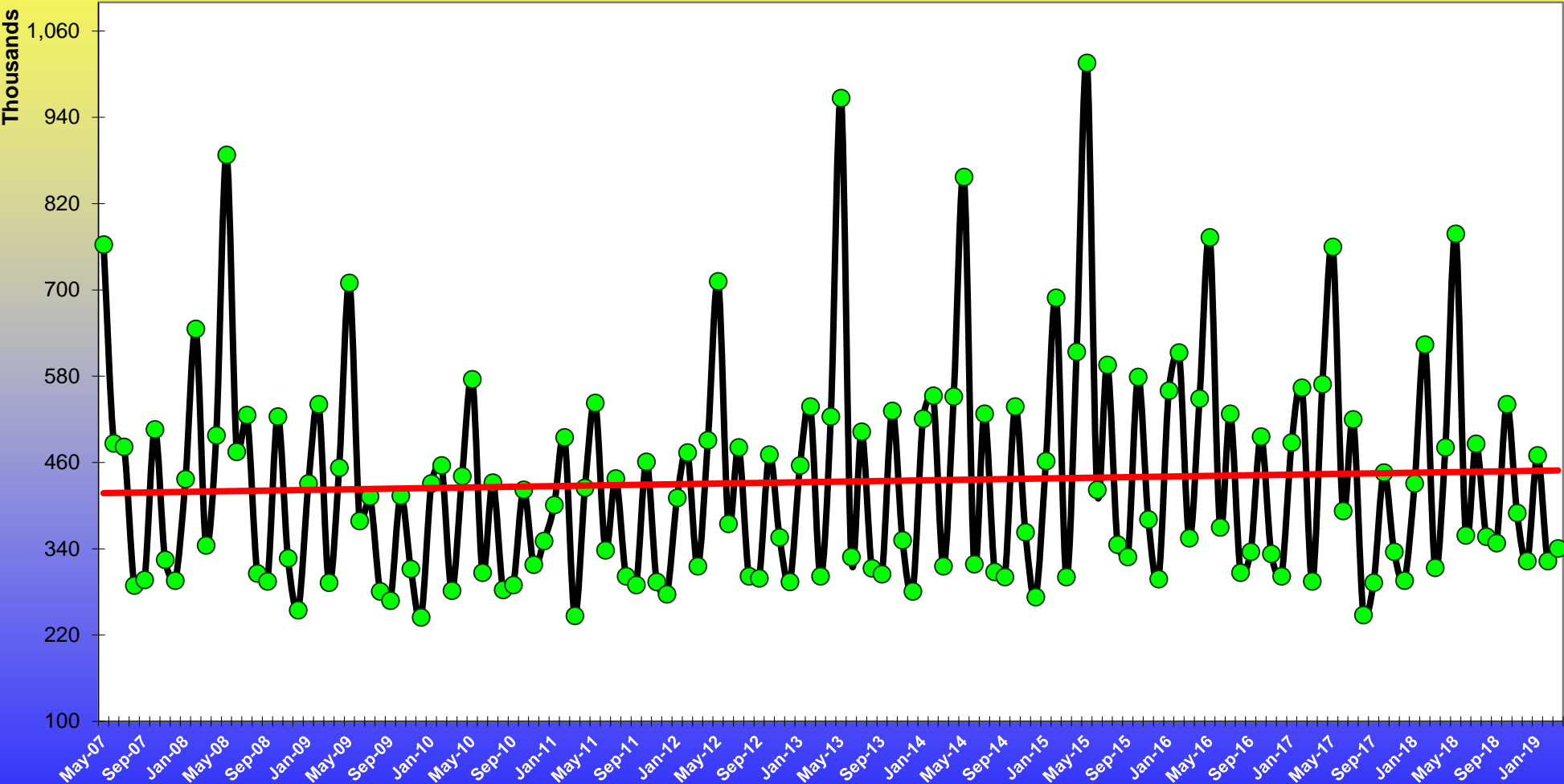


—●— Sales Tax Revenues — Linear (Sales Tax Revenues)

Village of Tinley Park Home Rule Sales Tax
Monthly Fiscal Year 2015 to date

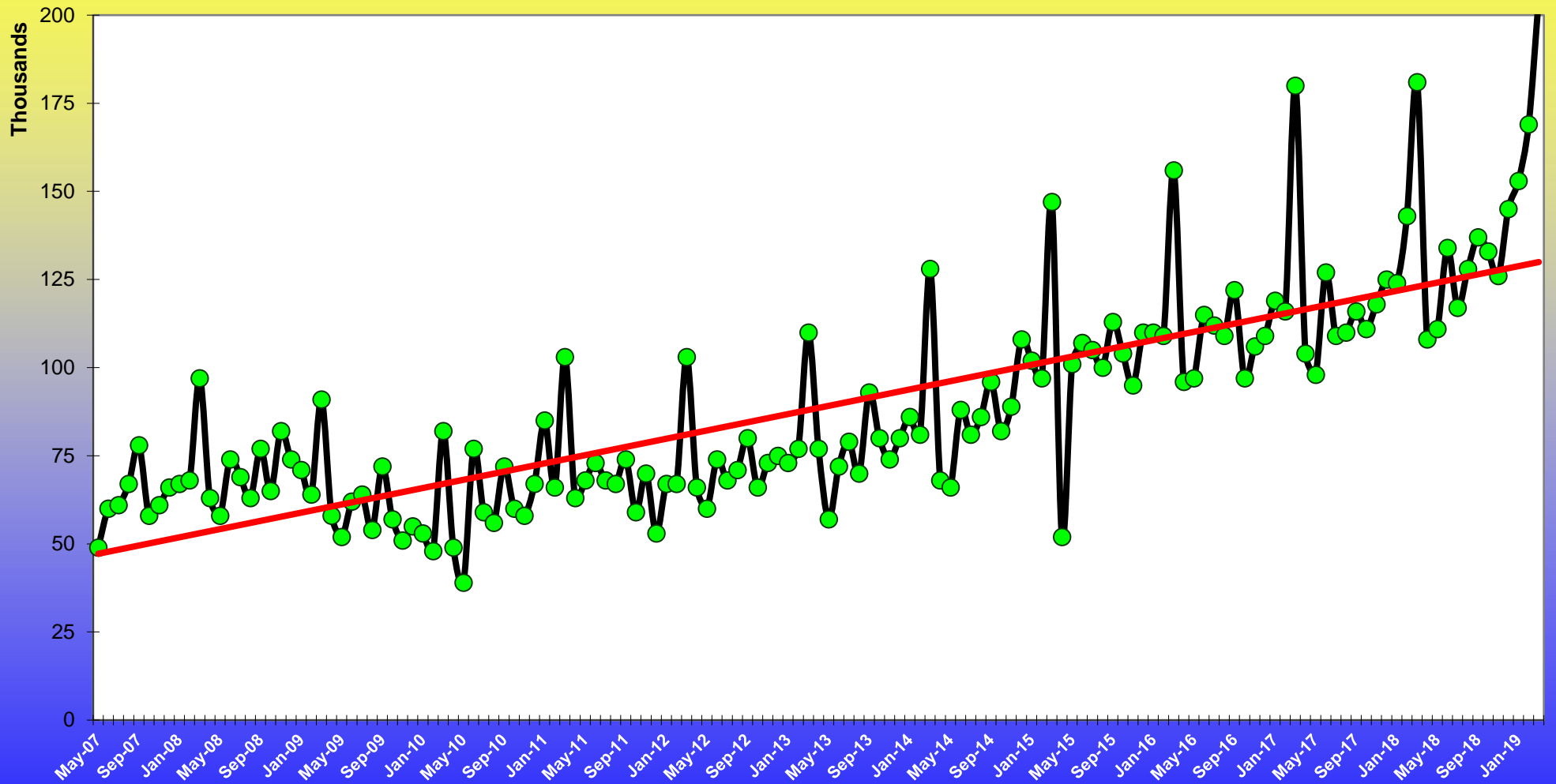


Village of Tinley Park Income Tax Revenues Monthly Fiscal Year 2008 to date



Income Tax Revenues Linear (Income Tax Revenues)

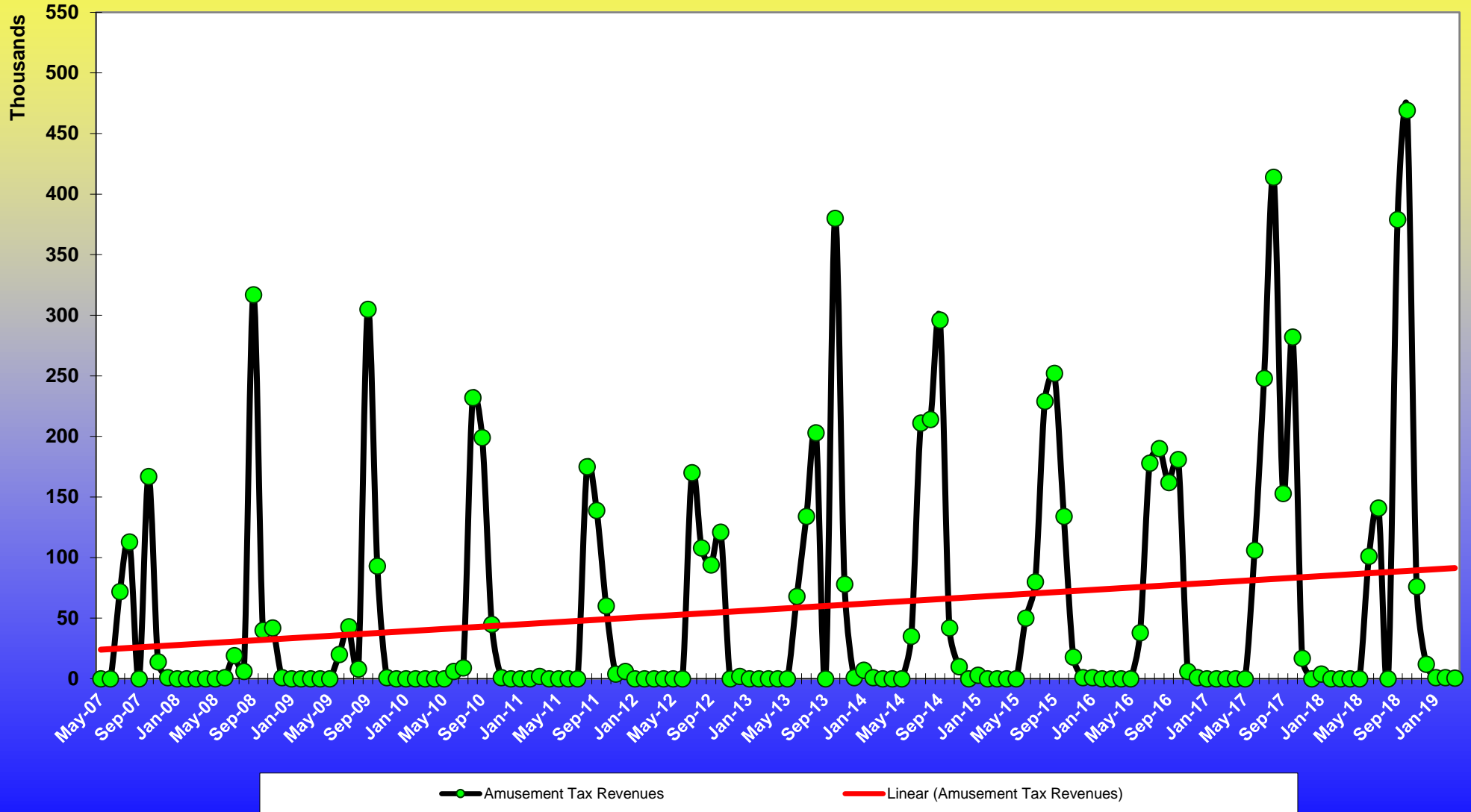
Village of Tinley Park UseTax Revenues Monthly Fiscal Year 2008 to date



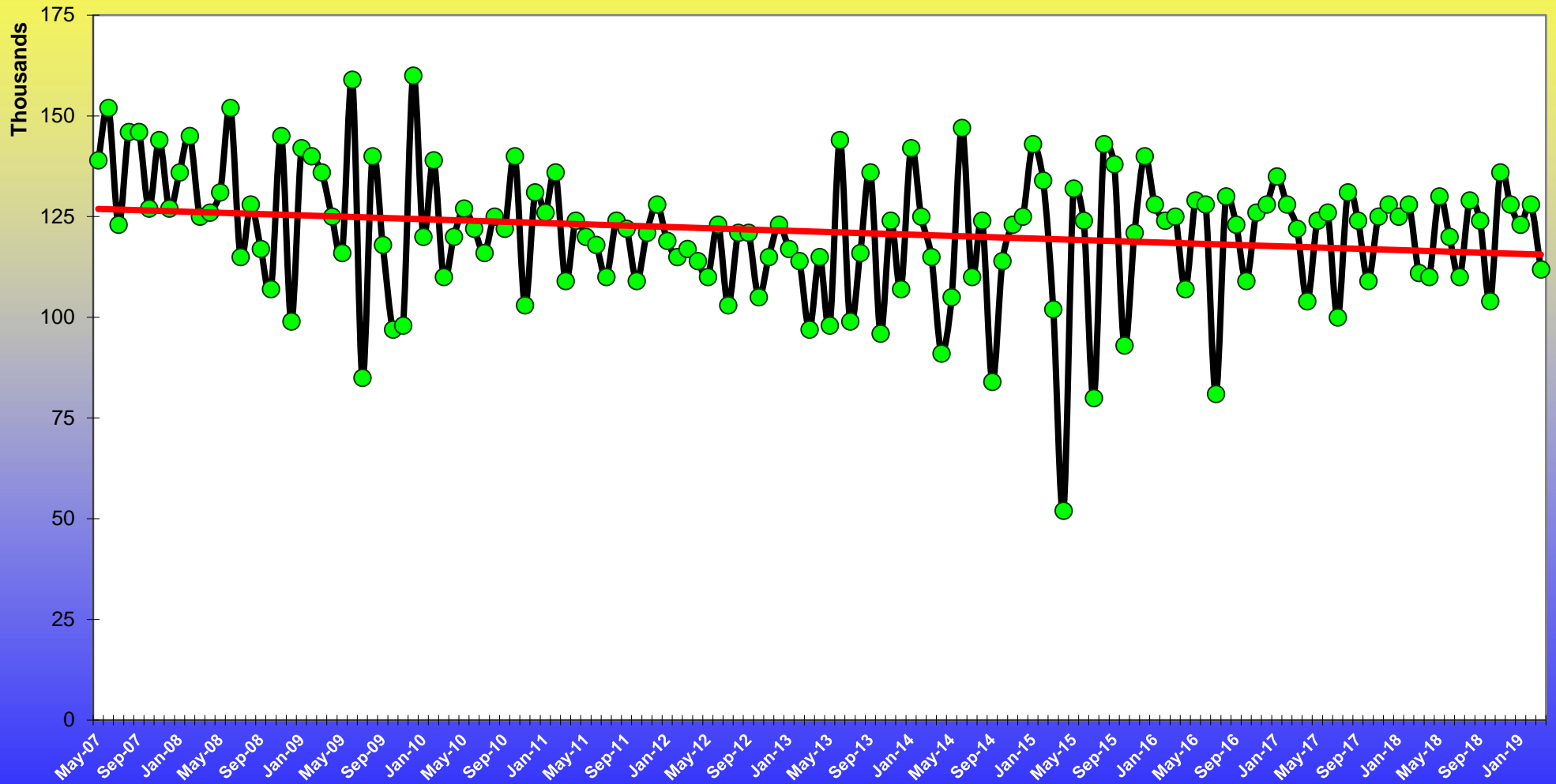
● Use Tax Revenues

— Linear (Use Tax Revenues)

Village of Tinley Park Amusement Tax Revenues Monthly Fiscal Year 2008 to date



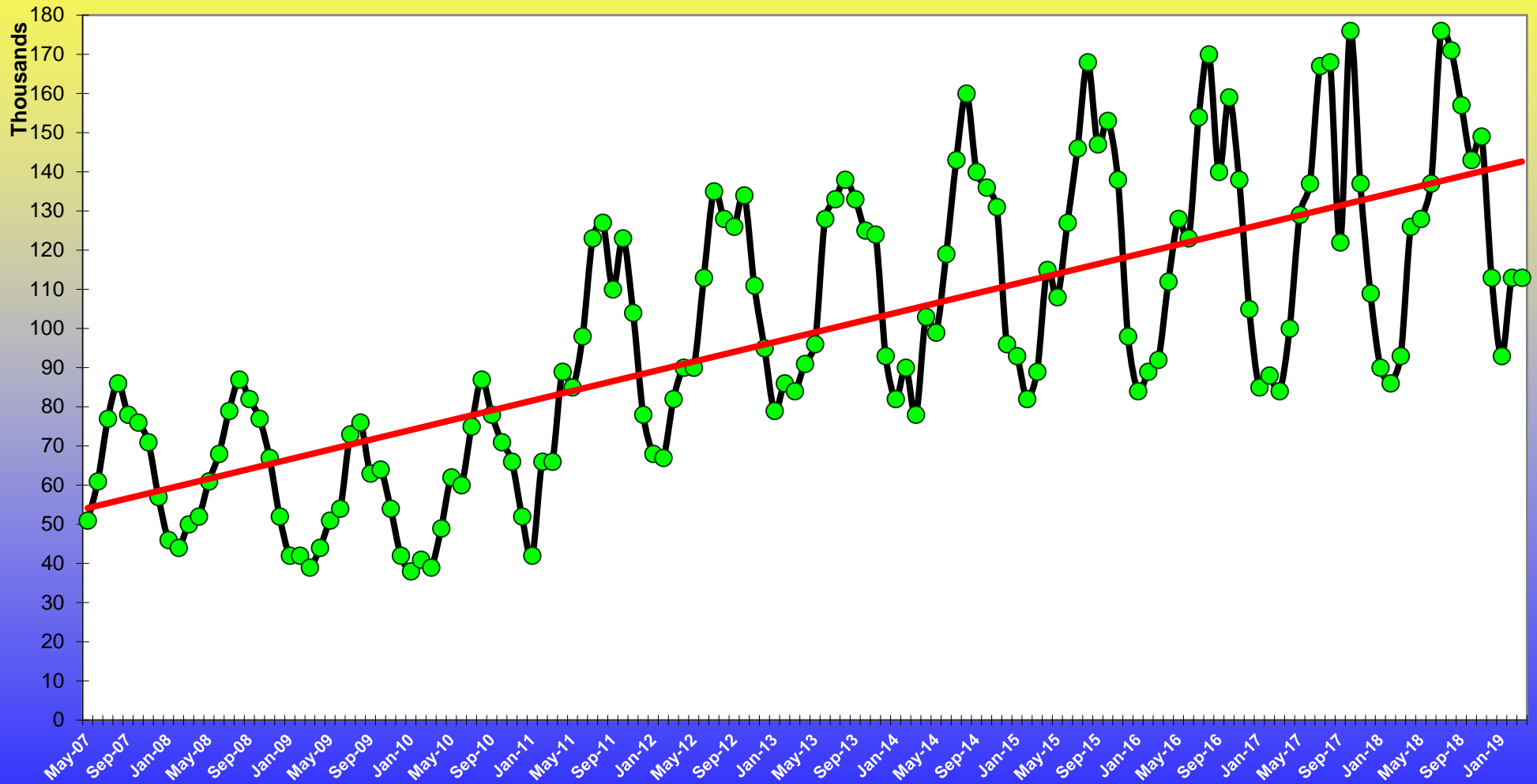
Village of Tinley Park Motor Fuel Tax Revenues Monthly Fiscal Year 2008 to date



● Motor Fuel Tax Revenues

— Linear (Motor Fuel Tax Revenues)

Village of Tinley Park Hotel Tax Revenues Monthly Fiscal Year 2008 to date



● Hotel Tax Revenues

— Linear (Hotel Tax Revenues)

Village of Tinley Park, Illinois
 General Fund
 Monthly Comparative Revenue Report
 March 2019

Print date 4/2/2019

SOURCE	2017/2018	2018/2019	2017/2018	2018/2019	2017/2018	2018/2019	YEAR TO DATE	YEAR TO DATE	YEAR TO DATE
	ACTUAL	BUDGET	PRIOR YEAR CURRENT MONTH	CURRENT YEAR CURRENT MONTH	PRIOR YEAR YEAR TO DATE	CURRENT YEAR YEAR TO DATE	PERCENT OF BUDGET	DOLLARS INCR/DECR	PERCENT INCR/DECR
Beginning Balance, May 1					\$17,584,235	\$18,827,252			
RECEIPTS									
Current R/E Tax Levies	17,612,644	17,050,000	4,690,858	5,041,940	17,480,695	17,219,117	101.0%	(261,577)	-1.5%
Prior Yrs R/E Tax Levies	(467,788)	0	(12,360)	(15,019)	(458,355)	(201,362)	#N/A	256,993	-56.1%
R/E Tax Levies Road/Brdg	561,735	570,000	85,890	94,740	559,295	561,091	98.4%	1,796	0.3%
Police Pension Tax Receipts	3,061,235	3,050,000	759,839	876,273	3,041,032	3,048,341	99.9%	7,309	0.2%
Sales Tax - General	14,101,637	14,500,600	1,299,600	1,260,354	13,074,299	13,405,386	92.4%	331,087	2.5%
Sales Tax - Home Rule	5,651,216	5,780,000	556,100	550,315	5,260,968	5,503,028	95.2%	242,060	4.6%
Sales Tax - Incentive Agreements	0	0	0	0	0	0	#N/A	0	#N/A
Sales Tax-Out of State	1,470,942	1,505,000	181,451	204,921	1,362,932	1,557,668	103.5%	194,736	14.3%
Sales Tax-Photofinishing	0	0	0	0	0	0	#N/A	0	#N/A
State Income Tax	3,569,531	3,394,000	217,671	236,586	3,235,287	3,441,729	101.4%	206,442	6.4%
Income Tax Surcharge (1 & 2)	1,572,404	1,495,000	95,886	104,218	1,425,167	1,516,106	101.4%	90,939	6.4%
Vehicle License	0	0	0	0	0	0	#N/A	0	#N/A
Building Permits	558,792	503,000	29,214	37,798	534,686	369,453	73.4%	(165,233)	-30.9%
Plan Review Fees	17,426	15,000	615	2,280	15,661	20,510	136.7%	4,849	31.0%
Business License	317,310	308,000	11,634	8,163	313,475	320,164	103.9%	6,688	2.1%
Video Gaming License	157,000	150,000	0	0	157,000	185,967	124.0%	28,967	18.5%
Contractor's License	50,350	55,000	4,400	4,400	45,050	41,210	74.9%	(3,840)	-8.5%
Fines/Fees	444,700	313,500	34,558	19,979	420,664	257,086	82.0%	(163,578)	-38.9%
Rebillables	59,494	40,000	3,668	623	57,325	79,880	199.7%	22,555	39.4%
Amusement tax	1,225,042	950,000	0	536	1,224,786	1,180,332	124.2%	(44,454)	-3.6%
Garage/Parking tax	0	0	0	0	0	0	#N/A	0	#N/A
Land Lease/Rental Income	189,196	162,000	6,929	37,524	145,995	147,539	91.1%	1,543	1.1%
Customs Seizures/FBI Reimb.	0	0	0	0	0	0	#N/A	0	#N/A
State Reimb	13,541	12,000	0	0	13,541	32,387	269.9%	18,846	Over 100% +/-
Replacement Tax	67,739	68,650	6,620	3,163	53,950	53,308	77.7%	(642)	-1.2%
OTB Handle Tax	0	0	0	0	0	0	#N/A	0	#N/A
Video Gaming Tax	366,741	475,000	31,027	37,435	333,571	393,300	82.8%	59,728	17.9%
State Reimb - Emergency Mgmt.	3,288	25,000	0	0	3,288	74,412	297.6%	71,124	Over 100% +/-
Ambulance Collections Overage	0	0	0	0	0	0	#N/A	0	#N/A
Fire Protection Services TPMHC	0	0	0	0	0	0	#N/A	0	#N/A
Salary Reserve	0	0	0	0	0	0	#N/A	0	#N/A
Insurance Reimb	38,574	25,000	10,017	1,255	38,574	63,436	253.7%	24,862	64.5%
Investment Interest	220,972	205,000	28,990	1,266	219,555	258,031	125.9%	38,476	17.5%
Investment Market Value Adj.	0	0	0	0	0	0	#N/A	0	#N/A
Transfer from Hotel/Motel Fund	611,615	850,000	36,904	64,428	573,465	673,791	79.3%	100,326	17.5%
Transfer from SSA#3 Fund	206,043	0	0	0	206,043	0	#N/A	(206,043)	-100.0%
Transfer from Legacy TIF Fund	0	48,137	0	0	0	0	0.0%	0	#N/A
Transfer from OPA TIF Fund	0	500,000	0	0	0	500,000	100.0%	500,000	#N/A
Transfer from MSN TIF Fund	0	300,000	0	0	0	0	0.0%	0	#N/A
Transfer from MSS TIF Fund	0	350,000	0	0	0	350,000	100.0%	350,000	#N/A
Transfer from State Campus TIF	0	24,295	0	0	0	24,295	100.0%	24,295	#N/A
Miscellaneous	352,363	305,000	22,191	18,639	315,865	339,303	111.2%	23,438	7.4%
Police Grants	12,992	12,000	928	1,485	12,064	6,566	54.7%	(5,498)	-45.6%
Miscellaneous Grants	1,000	0	0	0	1,000	32,584	#N/A	31,584	Over 100% +/-
Bus Services	24,945	22,790	499	1,543	21,712	19,059	83.6%	(2,653)	-12.2%
Telecom Tax & IMF Tax	282,444	280,000	23,304	24,360	258,510	242,748	86.7%	(15,762)	-6.1%
Cable Franchise	1,135,006	1,060,000	0	0	1,065,496	953,940	90.0%	(111,556)	-10.5%
Natural Gas Franchise Fee	48,526	48,000	0	0	48,526	49,379	102.9%	853	1.8%
Police Security Reimb	353,566	300,000	18,452	26,804	352,848	408,349	136.1%	55,501	15.7%
Total Receipts	53,892,219	54,751,972	8,144,884	8,646,004	51,413,972	53,128,132	97.0%	1,714,160	3.3%

YTD budget
\$50,189,308

Total funds available

\$68,998,207

\$71,955,384

Percent of year
completed
91.7%

Village of Tinley Park, Illinois
 General Fund
 Monthly Comparative Expense Report
 March 2019

DEPT.	EXPENDITURES	2017/2018	2018/2019	2017/2018	2018/2019	2018/2019	PERCENT OF BUDGET EXPENDED	YEAR TO DATE EXPENDITURES INCR/DECR	PERCENT INCR/DECR	2017/2018
		PRIOR YEAR CURRENT MONTH	CURRENT YEAR CURRENT MONTH	PRIOR YEAR YEAR TO DATE	CURRENT YEAR YEAR TO DATE					BUDGET
11	Mayor & Trustees	18,420	12,480	235,925	205,235	303,050	67.7%	(30,690)	-13.0%	255,251
12	Village Manager	49,955	59,893	707,472	771,905	950,166	81.2%	64,433	9.1%	763,152
13	Village Clerk	38,743	45,823	542,528	572,004	735,355	77.8%	29,475	5.4%	588,616
14	General Overhead	237,180	159,589	2,734,303	2,288,968	3,354,130	68.2%	(445,335)	-16.3%	3,429,798
15	Finance	97,356	79,584	1,180,246	886,676	1,260,585	70.3%	(293,571)	-24.9%	1,289,439
16	Information Technology	0	77,982	0	698,910	986,605	70.8%	698,910	#N/A	0
17	Police	935,276	1,003,891	13,157,028	13,409,313	16,210,322	82.7%	252,284	1.9%	14,225,652
19	Fire Department	362,211	334,426	3,948,417	3,704,678	4,880,385	75.9%	(243,739)	-6.2%	4,420,770
20	Fire Prevention	74,710	73,843	859,257	875,981	1,128,015	77.7%	16,724	2.0%	933,885
21	Emergency Management	230,877	210,320	2,677,184	2,605,574	3,317,115	78.6%	(71,610)	-2.7%	2,997,250
23	Road & Bridge	313,983	328,460	4,397,171	4,596,433	6,129,753	75.0%	199,262	4.5%	4,733,230
24	Electrical	83,386	66,743	927,479	814,118	1,177,797	69.1%	(113,362)	-12.2%	1,023,468
25	Municipal Buildings	83,105	66,688	976,863	1,054,418	1,455,266	72.5%	77,555	7.9%	1,073,067
33-000	Community Dev.-Administration	23,023	12,096	208,251	172,652	196,150	88.0%	(35,599)	-17.1%	236,165
33-300	Community Dev.-Bldg Dept (Insp)	77,587	79,646	1,087,480	1,082,043	1,473,118	73.5%	(5,437)	-0.5%	1,189,944
33-310	Community Dev-Planning Dept	22,977	31,715	208,916	341,068	543,830	62.7%	132,152	63.3%	249,589
33-320	Community Dev-Economic Deve	14,571	19,796	188,803	194,475	304,560	63.9%	5,673	3.0%	205,092
35	Marketing/Communications	36,904	65,473	483,829	640,933	968,970	66.2%	157,104	32.5%	522,216
41-040	Civil Service Commission	5,553	1,618	43,091	39,325	36,035	109.1%	(3,766)	-8.7%	45,089
41-044	Environmental Commission	173	215	1,950	3,500	7,450	47.0%	1,550	79.5%	2,602
41-045	Economic/Commerical Commis	137	145	4,739	5,251	36,115	14.5%	512	10.8%	8,169
41-046	Community Resources	3,842	20,034	18,543	33,119	50,160	66.0%	14,576	78.6%	45,456
41-047	Zoning Board of Appeals (ZBA)	154	54	731	944	5,270	17.9%	212	29.1%	1,122
41-048	Long Range Planning (LRPC)	538	211	6,856	3,303	15,360	21.5%	(3,553)	-51.8%	8,533
41-050	Veterans Commission	220	205	4,396	4,240	24,580	17.3%	(155)	-3.5%	4,663
41-054	Historic Preservation (HPC)	0	(2,425)	7,631	5,050	10,165	49.7%	(2,581)	-33.8%	12,631
41-056	Senior Services Commission	3,613	3,376	44,289	38,140	51,450	74.1%	(6,149)	-13.9%	48,640
41-057	Sister City Commission	46	93	1,025	4,590	5,600	82.0%	3,565	Over 100% +/-	1,262
42	Village Bus Services	2,782	2,625	46,618	28,063	56,030	50.1%	(18,555)	-39.8%	50,407
53	Pace Bus Services	6,334	6,771	69,534	78,975	96,945	81.5%	9,440	13.6%	75,640
58	Main Street Commission	9,261	0	160,939	0	0	#DIV/0!	(160,939)	-100.0%	162,280
96	Transfer to Local Roads	0	0	0	0	0	#DIV/0!	0	#N/A	0
96	Transfer to Capital Improvement	0	0	0	41,518	665,000	6.2%	41,518	#N/A	0
96	Transfer to Bond Stabilization	0	0	0	0	0	#DIV/0!	0	#N/A	0
96	Transfer to Capital Improv.-Surt	0	0	0	0	1,495,000	0.0%	0	#N/A	0
96	Transfer to Debt Service	0	0	350,000	350,000	350,000	100.0%	0	0.0%	350,000
96	Transfer to W/S Construction	0	0	0	0	0	#DIV/0!	0	#N/A	0
96	Transfer to Train Station O & M	10,000	0	60,000	75,000	150,500	49.8%	15,000	25.0%	60,000
96	Transfer to Police Pension	759,839	876,273	3,041,032	3,048,341	3,050,000	100.0%	7,309	0.2%	3,061,235
96	Transfer to Mainstreet Developn	0	0	0	0	0	#DIV/0!	0	#N/A	0
96	Transfer to Escrow	0	0	0	0	0	#DIV/0!	0	#N/A	0
97	Economic Incentives	625,889	708,802	1,315,138	1,629,371	1,702,000	95.7%	314,233	23.9%	1,315,138
98	Contingency	15,516	0	65,567	150,727	250,000	60.3%	85,160	Over 100% +/-	88,412
Total		4,144,160	4,346,443	39,763,232	40,454,836	53,432,832	75.7%	691,605	1.7%	43,477,865

Village of Tinley Park, Illinois
 Water & Sewer Revenue
 Monthly Comparative Revenue Report
 March 2019

SOURCE	2017/2018	2018/2019	2017/2018	2018/2019	2017/2018	2018/2019	YEAR TO DATE PERCENT OF BUDGET	YEAR TO DATE DOLLARS INCR/DECR	YEAR TO DATE PERCENT INCR/DECR
	ACTUAL		BUDGET	PRIOR YEAR CURRENT MONTH	CURRENT YEAR CURRENT MONTH	PRIOR YEAR YEAR TO DATE			
Beginning balance, May 1					\$8,488,145	\$9,363,439			
RECEIPTS									
Route Consumption	13,586,244	13,582,000	897,113	852,000	12,482,657	11,767,301	86.6%	(715,356)	-5.7%
Sewer Transmission	2,161,192	2,157,500	161,733	154,226	1,969,386	1,885,749	87.4%	(83,637)	-4.3%
Sewer Treatment - MWRD	849,498	850,000	866	0	848,669	822,208	96.7%	(26,461)	-3.1%
Sewer Treatment - Frankfort	325,998	390,000	126	0	325,410	402,968	103.3%	77,558	23.8%
Sewer Treatment - Amer.Wtr.	709,982	710,000	261	87	709,415	713,466	100.5%	4,050	0.6%
Misc. Consumption	13,725	9,000	4,096	0	13,713	4,777	53.1%	(8,936)	-65.2%
Sewer Tap	1,250	1,200	0	100	1,150	1,550	129.2%	400	34.8%
Water Tap	7,200	6,000	150	300	6,900	5,100	85.0%	(1,800)	-26.1%
Water Meters	34,449	29,500	426	5,648	32,896	30,098	102.0%	(2,799)	-8.5%
Construction Water	3,211	3,000	0	247	2,964	3,952	131.7%	988	33.3%
Turn On Fees	6,375	5,000	550	50	6,050	6,375	127.5%	325	5.4%
Investment Interest	89,792	75,000	11,852	0	89,792	98,687	131.6%	8,895	9.9%
Investment Market Value Adj.	0	0	0	0	0	0	#N/A	0	#N/A
Insurance Reimbursement	0	0	0	0	0	5,781	#N/A	5,781	#N/A
Miscellaneous	23,798	1,000	111	275	23,623	19,857	1985.7%	(3,766)	-15.9%
Water Resales - New Lenox	6,534,509	6,525,000	399,289	399,688	6,107,125	6,237,290	95.6%	130,165	2.1%
Water Resales - Amer.Wtr.	798,539	811,000	57,366	58,208	737,329	735,893	90.7%	(1,436)	-0.2%
Bond Refinancing						0			
Total Receipts	25,145,761	25,155,200	1,533,940	1,470,830	23,357,078	22,741,051	90.4%	(616,027)	-2.6%
		YTD budget \$23,058,933	Total Funds Available		\$31,845,223	\$32,104,490			Percent of year completed 91.7%

Village of Tinley Park, Illinois
Commuter Parking Lots
Monthly Comparative Revenue Report
March 2019

SOURCE	2017/2018 ACTUAL	2018/2019 BUDGET	2017/2018 PRIOR YEAR CURRENT MONTH	2018/2019 CURRENT YEAR CURRENT MONTH	2017/2018 PRIOR YEAR YEAR TO DATE	2018/2019 CURRENT YEAR YEAR TO DATE	YEAR TO DATE PERCENT OF BUDGET	YEAR TO DATE DOLLARS INCR/DECR	YEAR TO DATE PERCENT INCR/DECR
Beginning balance, May 1					\$1,157,847	\$1,187,925			
RECEIPTS									
Coins - 80th Avenue North	121,795	120,000	10,053	9,461	111,753	104,532	87.1%	(7,221)	-6.5%
Coins - 80th Avenue South	188,633	190,000	15,513	14,749	173,421	164,729	86.7%	(8,692)	-5.0%
Coins - Hickory	24,932	25,000	1,902	1,775	22,808	21,574	86.3%	(1,234)	-5.4%
Coins - Timber Drive	0	0	0	0	0	0	#N/A	0	#N/A
Tokens - Commuter Daily Lots	216,435	205,000	19,815	20,910	197,460	208,695	101.8%	11,235	5.7%
Permits - Oak Park Ave	10,661	10,500	2,070	1,530	10,500	10,590	100.9%	90	0.9%
Permits - Beatty Lot	91,584	90,000	10,350	9,540	83,094	83,088	92.3%	(6)	0.0%
Permits - South Street	39,390	37,800	5,040	3,990	36,420	32,942	87.1%	(3,478)	-9.6%
Permits - Hickory	0	0	0	0	0	0	#N/A	0	#N/A
Permits - Municipal	450	360	180	0	450	0	0.0%	(450)	-100.0%
Permits - Church Lot	1,800	1,800	90	90	1,710	1,890	105.0%	180	10.5%
Fines - Oak Park Ave	2,675	1,800	352	125	2,400	2,250	125.0%	(150)	-6.3%
Fines - Beatty Lot	1,450	1,100	250	400	1,225	1,975	179.5%	750	61.2%
Fines - South Street	250	500	50	50	175	600	120.0%	425	Over 100% +/-
Fines - Hickory	1,725	1,000	325	225	1,575	1,700	170.0%	125	7.9%
Fines - Municipal	75	200	0	0	75	0	0.0%	(75)	-100.0%
Fines - Church Lot	100	50	50	25	100	75	150.0%	(25)	-25.0%
Fines - 80th Avenue North	8,221	5,400	1,250	1,450	7,150	10,825	200.5%	3,675	51.4%
Fines - 80th Avenue South	12,800	6,000	1,875	1,302	11,200	13,332	222.2%	2,132	19.0%
Lease Income	0	0	0	0	0	0	#N/A	0	#N/A
Investment Interest	11,810	8,500	1,380	0	11,810	13,785	162.2%	1,974	16.7%
Investment Market Value Adj.	0	0	0	0	0	0	#N/A	0	#N/A
Miscellaneous	0	0	0	0	0	0	#N/A	0	#N/A
Total Receipts	734,786	705,010	70,545	65,621	673,327	672,582	95.4%	(745)	-0.1%
		YTD budget \$646,259	Total Funds Available		\$1,831,174	\$1,860,506			Percent of year completed 91.7%

Village of Tinley Park, Illinois
 Monthly Selected Revenue Summary
 March-19

CONFIDENTIAL

					FY 2019				FY 2019			
					Year to Date Current to Prior Year Comparison				Actual versus Budget Comparison (Note 1)			
	FY 2019 Mar-19	FY 2018 Mar-18	Dollars Difference	Percent Change	Through Mar-19	Through Mar-18	Dollars Difference	Percent Change	Year to Date Actual	Year to Date Budget	Dollars Difference	Percent Change
Sales Taxes	\$1,260,000	\$1,300,000	(\$40,000)	-3.1%	\$13,405,000	\$13,074,000	331,000	2.5%	\$13,405,000	\$12,083,000	\$1,322,000	10.9%
Home Rule Sales Tax	\$550,000	\$556,000	(\$6,000)	-1.1%	\$5,503,000	\$5,261,000	242,000	4.6%	\$5,503,000	\$4,817,000	\$686,000	14.2%
Income Taxes	341,000	314,000	27,000	8.6%	4,958,000	4,660,000	298,000	6.4%	4,958,000	4,513,000	445,000	9.9%
Property Taxes	5,903,000	5,438,000	465,000	8.6%	20,066,000	20,063,000	3,000	0.0%	20,066,000	16,750,000	3,316,000	19.8%
Motor Fuel Tax	112,000	111,000	1,000	0.9%	1,337,000	1,332,000	5,000	0.4%	1,337,000	1,192,000	145,000	12.2%
Hotel Tax	81,000	93,000	(12,000)	-12.9%	1,450,000	1,412,000	38,000	2.7%	1,450,000	1,317,000	133,000	10.1%
Commuter Parking Fund	65,000	69,000	(4,000)	-5.8%	658,000	662,000	(4,000)	-0.6%	658,000	580,000	78,000	13.4%
Water & Sewer Revenues	1,471,000	1,522,000	(51,000)	-3.4%	22,642,000	23,267,000	(625,000)	-2.7%	22,642,000	20,900,000	1,742,000	8.3%
General Fund Revenues	8,646,000	8,116,000	530,000	6.5%	53,128,000	50,988,000	2,140,000	4.2%	53,128,000	44,437,000	8,691,000	19.6%

Note 1 - Budgeted amounts are straight line amortization of annual budget (divided by 12, times number of months)

Note 2 - FY2019 Budget Assumptions as Change over FY2018 Budget

Sales Taxes	4.3% higher	Hotel Tax	3.3% higher
Home Rule	1.4% higher	Parking Fund	3.0% lower
Income Taxes	9.7% lower	Water & Sewer Rev.	2.7% higher
Prop. Taxes	0.5% lower	General Fund Rev.	1.8% higher
Motor Fuel Tax	No change		

Note 3 - FY2019 Capita Projections

		IML	IML	IML	IML	IML	IML
	Tinley	Dec-17	Feb-18	May-18	Sep-18	Dec-18	Feb-19
Income Taxes	86.22	95.80	89.00	94.87	94.87	97.90	96.30
Motor Fuel Taxes	25.22	25.75	25.55	25.25	25.25	25.55	25.45
Use Tax	26.54	26.30	26.75	27.50	27.50	29.00	29.65

* Dec 17 projections were the figures available at the time of budget preparation

Village of Tinley Park, Illinois
Summary of Building Impact Fees Collected
on behalf of Other Governmental Bodies
As of March 31, 2019

IMPACT - Print date 4/2/2019

	Current Year to Date	Cummulative Total
Park Districts		
Tinley Park Park District	\$825.00	\$1,775,589.95
Frankfort Square Park District	0.00	43,750.00
Mokena Community Park District	0.00	31,775.00
Fire Protection		
Tinley Park Fire Department	1,100.00	1,297,862.03
Fire Station	0.00	755,954.29
Tinley Park Public Library	1,665.00	1,177,810.00
Tinley Park ESDA	165.00	202,088.00
Village of Frankfort Transportation	3,074.17	83,683.58
Elementary School Districts		
Kirby (140)	0.00	1,011,250.00
Kirby - accelerated	3,800.00	7,293,961.89
Arbor Park (145)	0.00	5,810.00
Community Consolidated (146)	800.00	382,970.00
Rich Township (159)	0.00	576,600.00
Summit Hill (161)	10,065.37	5,384,197.11
High School Districts		
LincolnWay (210)	1,912.01	906,911.03
Rich Township (227)	0.00	288,400.00
Bremen (228)	400.00	111,350.00
Consolidated (230)	100.00	415,925.00
Totals	\$23,906.55	\$21,745,887.88

When First Impact Fees Collected:

Oct 1971	District 140	Feb 1991 - "Accelerated" Fees
Sep 1977	District 145	
Nov 1971	District 146	
Nov 1991	District 159	
Nov 1995	District 161	
Nov 1995	District 210	
Nov 1991	District 227	
Jul 1988	District 228	
Jul 1988	District 230	
Apr 1975	Fire Protection	Nov 1991 - Fire Station
Apr 1975	Library	
Jun 1975	Park District	
May 1979	ESDA	
July 1997	Mokena Com.Park District	
July 1997	Frkft. Sq. Park District	
March 2008	Frankfort Transportation Impact Fee	

**PUBLIC
COMMENT**

ADJOURNMENT