

**MAINE TOWNSHIP
PARK RIDGE, ILLINOIS**

ANNUAL FINANCIAL REPORT

**FOR THE FISCAL YEAR ENDED
FEBRUARY 28, 2018**

**MAINE TOWNSHIP
TABLE OF CONTENTS
FEBRUARY 28, 2018**

	<u>Exhibit</u>	<u>Page</u>
Independent Auditor's Report		1
Required Supplementary Information:		
Management's Discussion and Analysis		3
Basic Financial Statements:		
<i>Government-Wide Financial Statements</i>		
Statement of Net Position	A	10
Statement of Activities	B	11
<i>Fund Financial Statements</i>		
Balance Sheet – Governmental Funds	C	12
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	D	14
Notes to the Basic Financial Statements		17
Required Supplementary Information:		
Schedule of Changes in Net Pension Liability and Related Ratios – Illinois Municipal Retirement Fund		32
Schedule of Multiyear Contributions – Illinois Municipal Retirement Fund		33
	<u>Schedule</u>	
Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Town Fund	1	34
Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Assistance Fund	2	42
Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Road and Bridge Fund	3	45
Notes to Required Supplementary Information		49



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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Maine Township
Park Ridge, Illinois

We have audited the accompanying financial statements of the governmental activities, the major funds, and the aggregate remaining fund information of Maine Township, Park Ridge, Illinois, as of and for the year ended February 28, 2018, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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, the major funds, and the aggregate remaining fund information of Maine Township, as of February 28, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, 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.

Evans, Marshall & Pease, P.C.

Evans, Marshall & Pease, P.C.
Certified Public Accountants

Rolling Meadows, IL
June 29, 2018

REQUIRED SUPPLEMENTARY INFORMATION
Management's Discussion and Analysis

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

This section of the Maine Township's annual financial report is management's discussion and analysis (MD&A) of the Township's financial performance and provides an overall review of the Township's financial activities for the fiscal year ending February 28, 2018.

The management of the Township encourages readers to consider the information presented herein in conjunction with the basic financial statements to enhance their understanding of the Township's financial performance. Certain comparative information between the current year and the prior year is required to be presented in the MD&A and is included in this analysis.

Financial Highlights

- The Township's net position increased by \$1,440,325 to \$15,979,037 as of February 28, 2018.
- As of the close of the current fiscal year, the Township's governmental funds reported a combined ending fund balance of \$11,293,233.
- Opening net position was restated by \$687,239, and opening fund balances were restated in total by \$2,413,352.
- Town Fund senior and adult services in the amount of \$813,379 were expended to assist the senior and adults of Maine Township.
- The Township provided additional assistance and grants in the amount of \$455,260 to various organizations within Maine Township and surrounding neighborhoods.
- General Assistance Home Relief in the amount of \$163,356 was expended to assist the residents of Maine Township.
- The Township transferred \$400,000 to the Road and Bridge Fund for additional relief to the citizens of Maine Township.
- Total contractual services for road maintenance to the citizens was \$624,988, while supplies for the roads was \$36,359.
- At February 28, 2018, the Township has \$62,015 as assigned fund balance for future repairs and building improvements of the Township.

Overview of the Financial Statements

This financial report consists of three parts – management's discussion and analysis (this section), basic financial statements and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Township.

- *The statement of net position* and *statement of activities* are *government-wide* financial statements that provide both short-term and long-term information about the Township's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Township. Fund statements generally report operation in more detail than the government-wide financial statements.

The financial statements also include many notes. The notes explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

The major features of the Township's financial statements, including the portion of the Township's activities they cover and the types of information they contain, are shown in the following table:

Major Features of the Government-Wide and Fund Financial Statements

	Government-Wide Statements	Fund Financial Statements	
		Governmental Funds	Fiduciary Funds
Scope	Entire Township (except fiduciary funds)	The activities of the Township that are not fiduciary, such as general fund	Instances in which Township administers resources on behalf of someone else
Required financial statements	Statement of net position	Balance sheet	Statement of fiduciary net position
	Statement of activities	Statement of revenues, expenditures, and changes in fund balance	Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or liabilities included	All assets and liabilities, both short-term and long-term; funds do not currently contain capital assets, but they can
Type of deferred inflows/outflows of resources information	All deferred inflows and outflows of resources, financial, short-term and long-term	Generally deferred outflows of resources to be used up and deferred inflows that come due during the year or soon thereafter; no capital or debt included	Not applicable
Type of inflow/outflow information	All revenues and expenses during the year, regardless of dates of actual cash transactions	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

Government-Wide Financial Statements

The government-wide financial statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All the current year's revenues and expenditures are accounted for in the statement of activities.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Unlike a private sector company, the Township cannot readily convert fixed assets to liquid assets. Townships can, and sometimes do, convert fixed assets to cash through the sale of property; however this is a rare event and not easily accomplished.

The government-wide financial statements report the Township's net position and how they have changed throughout the year. Net position – the difference between the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources – are one way to measure the Township's financial health or position.

- Over time, increases or decreases in the Township's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the Township's overall health, one needs to consider additional non-financial factors, such as changes in the Township's property tax base and the condition of facilities.

In the government-wide financial statements, the Township's activities are presented as follows:

- *Governmental activities* – Most of the Township's basic services are included here, such as support services, community programs and administration. Property taxes finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the Township's funds, focusing on its most significant or "major" funds – not the Township as a whole. Funds are accounting devices the Township uses to keep track of specific sources of funding and spending on particular programs and to demonstrate compliance with various regulatory requirements.

- Some funds are required by state law.
- The Township establishes other funds to control and manage money for particular purposes or to show that it is properly using certain revenues.

The Township has one fund type:

Governmental funds – The Township's basic services are included in governmental funds, which generally focus on (1) how cash, and other financial assets that can readily be converted to cash, flow in and out, and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps one determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is included as a separate statement explaining the relationship (or differences) between them.

Notes to the Financial Statements

The notes are an integral part of the financial statements and provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain *Required Supplementary Information* concerning the Township's operations presented to supplement the basic financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Financial Analysis of the Township as a Whole

Statement of Net Position: The following summary data is compared with data from the preceding year. The following provides a summary of the Township's Statement of Net Position as of February 28, 2018 and February 28, 2017:

	Statement of Net Position	
	2018	(Restated) 2017
Assets:		
Current and Other Assets	\$ 20,078,988	\$ 19,322,674
Capital Assets, Net of Depreciation	6,596,873	6,072,754
Total Assets	<u>26,675,861</u>	<u>25,395,428</u>
Deferred Outflows of Resources:		
Pensions	542,974	762,117
Total Deferred Outflows of Resources	<u>542,974</u>	<u>762,117</u>
Liabilities:		
Current Liabilities	766,992	876,485
Noncurrent Liabilities:		
Due in More Than One Year	1,104,859	2,185,979
Total Liabilities	<u>1,871,851</u>	<u>3,062,464</u>
Deferred Inflows of Resources:		
Unavailable Revenues - Property Taxes	8,018,763	8,481,491
Pensions	1,349,184	74,878
Total Deferred Inflows of Resources	<u>9,367,947</u>	<u>8,556,369</u>
Net Position:		
Net Investment in Capital Assets	6,596,873	6,072,754
Restricted	4,452,586	3,754,128
Unrestricted	4,929,578	4,711,830
Total Net Position	<u>\$ 15,979,037</u>	<u>\$ 14,538,712</u>

Total Net Position: As noted earlier net position may serve as a useful indicator of the Township's financial position. The Township's overall financial position and results of operations has improved during the fiscal year ended February 28, 2018. The assets and deferred outflows of resources exceeded the liabilities and deferred inflows of resources resulting in a net position balance of \$15,979,037 as of the close of the fiscal year.

Please note that the amounts reported for governmental activities in the audit statement are different from the summary tables above because (1) capital assets used in governmental activities are not financial resources, as they are in business, and are not reported as assets in governmental funds. (2) long-term liabilities, including the IMRF Pension liability are not due in the current period and therefore not reported as liabilities in the funds.

Restricted Net Position: A portion of the Township's total net position is considered restricted. The Township's restricted net position results from portions of governmental funds that are restricted, committed, or assigned, or in any other way limit the availability of fund resources for future use. The General Assistance Fund is considered a special revenue funds; by law, funds held in a special revenue fund are restricted to the purpose of the fund.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

The Township's total restricted net position at the end of the fiscal year totaled \$4,452,586, which is an increase of \$698,458 over the prior fiscal year. There were no significant changes affecting restrictions, commitments, or other limitations to the availability of fund resources for future use.

Statement of Activities: The following is a summary of the Township's change in net position for the year ending February 28, 2018 and February 28, 2017:

	2018	2017
<i>Governmental Activities</i>		
Revenues:		
Program Revenues:		
Charges for Services	\$ 452,388	\$ 22,978
Operating Grants and Contributions	56,310	68,413
General Revenues:		
Property Taxes	7,498,902	7,435,371
Corporate Replacement Taxes	142,537	157,252
Earnings on Investments	20,501	10,785
Other	74,406	220,496
Total Revenues	8,245,044	7,915,295
Expenses:		
Governmental Activities:		
Administration, Assessor and Clerk	3,349,039	4,114,180
Senior and Adult Services	826,302	-
General Road Maintenance and Permanent Roads	1,019,270	1,557,856
MaineStay/Youth/Family Services	634,392	-
Mental Health and Community Services	455,260	-
General Assistance	194,181	893,233
Depreciation - Unallocated	134,307	-
Other	191,968	-
Total Expenses	6,804,719	6,565,269
Change in Net Position	1,440,325	1,350,026
Net Position - Beginning, as Previously Reported	13,851,473	12,501,447
Prior Period Adjustments	687,239	-
Net Position - Beginning, Restated	14,538,712	12,501,447
Net Position - Ending	\$ 15,979,037	\$ 13,851,473

Changes in Net Position: The Township's combined net position increased by \$1,440,325 to \$15,979,037 in fiscal year 2018.

The Township's total revenues were \$8,245,044 for governmental activities. Local taxes were \$7,641,439 or 92.68% of the total. Of the local taxes, \$7,498,902 was from property taxes and \$142,537 was from corporate replacement taxes. Earnings on investments were \$20,501 or 0.25%. Miscellaneous income (e.g. charges for services and operating grants and contributions) made up the remainder balance.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Total costs for all governmental programs totaled \$6,804,719. Of this total, \$3,349,039 was for administration, assessor and clerk or 49.23%. \$1,019,270 was for general road maintenance and permanent roads or 14.98%. \$826,302 was for senior and adult services or 12.14%. \$194,181 was for general assistance, or 2.85%. \$134,307 was for unallocated depreciation, and \$1,281,620 was for other services, grants to various organizations in and surrounding Maine Township.

Financial Analysis of the Township's Funds

Account balances for both funds are at a healthy level for the year ended February 28, 2018. All Township funds are considered major. As the Township closed the year, its governmental funds reported a combined fund balance of \$11,293,233, which was an increase of \$1,101,162 compared to the previous year.

General (Town) Fund

- Fund balance increased by \$402,704, resulting in an ending fund balance of \$6,840,647.
- Opening fund balance was restated by \$6,437,943, resulting in an increase from \$4,884,617 to \$6,437,943.
- The Township has \$62,015 currently on deposit within the General Fund as assigned for future repairs and building improvements of the Township.
- The General Fund transferred \$400,000 to the Road and Bridge Fund for additional relief to the citizens of Maine Township.

General Assistance Fund

- Fund balance increased by \$358,331, resulting in an ending fund balance of \$2,406,206.
- Opening fund balance was restated by \$2,047,875, resulting in an increase from \$1,672,706 to \$2,047,875.

Road and Bridge Fund

- Fund balance increased by \$340,127, resulting in an ending fund balance of \$2,046,380.
- Opening fund balance was restated by \$1,706,253, resulting in an increase from \$1,221,396 to \$2,046,380.

Township Budgetary Highlights

The Township spent \$867,212 less than the budgeted amount. The Town Fund, General Assistance Fund and Road and Bridge Fund spent \$292,197, \$185,679 and 389,336 less than the budgeted amount, respectively. The budget will continue to be monitored by the Supervisor, Administration and the Board of Trustees in hope to stay fiscally responsible to the citizens of Maine Township.

Capital Assets and Debt Administration

Capital Assets – As of February 28, 2018, the Township has \$6,596,873 net investment in capital assets including land, buildings, road and bridges, and machinery and equipment. The current year additions included road and bridges for \$590,884, and machinery and equipment for \$264,418. The Township had \$126,139 disposals of capital assets in the current fiscal year. More detailed information about capital assets can be found in Note 6 to the financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Debt Administration – The Township has long-term obligations of \$1,104,859 as of February 28, 2018, related to compensated absences and the Illinois Municipal Retirement Fund pension. More detailed information about the Township's long-term liabilities is presented in Note 7 to the financial statements.

Factors Bearing on the Township's Future

The Maine Township depends mainly on property and corporate replacement taxes. Non-tax revenues account for only a small percentage of income. The cost of running the Township and the providing of services to our clients continues to rise, while tax increases are limited to increases provided by statutes. With the taxpayers being concerned about the amount of real estate taxes they are paying, the Township must find ways to continue to help residents while holding the line on expenses.

Contacting the Township's Financial Management Team

This financial report is designed to provide a general overview of the Township's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Office of the Supervisor, Maine Township, 1700 Ballard Road, Park Ridge, IL 60068.

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BASIC FINANCIAL STATEMENTS

MAINE TOWNSHIP
STATEMENT OF NET POSITION
FEBRUARY 28, 2018

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 13,230,656
Receivables, Net of Allowance for Uncollectibles	6,776,741
Prepaid Expenses	71,591
Capital assets Not Being Depreciated:	
Land	683,000
Capital Assets, Net of Accumulated Depreciation:	
Buildings	936,001
Road and Bridges	4,520,443
Machinery and Equipment	<u>457,429</u>
Total Assets	<u>26,675,861</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pensions	<u>542,974</u>
Total Deferred Outflows of Resources	<u>542,974</u>
LIABILITIES	
Accounts Payable	218,449
Service Agency Grants Payable	455,260
Salaries and Wages Payable	81,650
Unearned Revenues	11,633
Noncurrent Liabilities:	
Due in More than One Year	<u>1,104,859</u>
Total Liabilities	<u>1,871,851</u>
DEFERRED INFLOWS OF RESOURCES	
Unavailable Revenue - Property Taxes	8,018,763
Pensions	<u>1,349,184</u>
Total Deferred Inflows of Resources	<u>9,367,947</u>
NET POSITION	
Net Investment in Capital Assets	6,596,873
Restricted for:	
General Assistance	2,406,206
Road and Bridge	2,046,380
Unrestricted	<u>4,929,578</u>
Total Net Position	<u><u>\$ 15,979,037</u></u>

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
STATEMENT OF ACTIVITIES
YEAR ENDED FEBRUARY 28, 2018

FUNCTIONS/ PROGRAMS	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Position
					Governmental Activities
GOVERNMENTAL ACTIVITIES:					
Current:					
Administration	\$ 2,772,185	\$ 136,704	\$ -	\$ -	\$ (2,635,481)
Assessor	345,000	-	-	-	(345,000)
Clerk	231,854	-	-	-	(231,854)
Office of Emergency Management	30,352	-	13,041	-	(17,311)
MaineStay/Youth/Family Services	634,392	14,952	-	-	(619,440)
Senior and Adult Services	826,302	300,732	-	-	(525,570)
Mental Health and Community Services	455,260	-	-	-	(455,260)
General Assistance	194,181	-	43,269	-	(150,912)
General Road Maintenance	341,876	-	-	-	(341,876)
Permanent Roads	677,394	-	-	-	(677,394)
Other	161,616	-	-	-	(161,616)
Depreciation - Unallocated*	134,307	-	-	-	(134,307)
Total Primary Government	\$ 6,804,719	\$ 452,388	\$ 56,310	\$ -	(6,296,021)
GENERAL REVENUES:					
Taxes:					
Property Taxes, Levied for General Purposes					7,498,902
Corporate Replacement Taxes					142,537
Social Security Reimbursement					20,900
Earnings on Investments					20,501
Other					53,506
Total General Revenues					7,736,346
CHANGE IN NET POSITION					1,440,325
NET POSITION - FEBRUARY 28, 2017, AS PREVIOUSLY REPORTED					13,851,473
PRIOR PERIOD ADJUSTMENTS:					
Deferred Outflows of Resources - Pensions					762,117
Deferred Inflows of Resources - Pensions					(74,878)
NET POSITION - FEBRUARY 28, 2017, RESTATED					14,538,712
NET POSITION - FEBRUARY 28, 2018					\$ 15,979,037

* This amount excludes the depreciation that is included in the direct expenses of the various programs.

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 28, 2018

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total Governmental Funds
ASSETS				
Cash	\$ 8,139,868	\$ 2,621,729	\$ 2,469,059	\$ 13,230,656
Receivables, Net of Allowance for Uncollectibles	3,769,361	693,110	2,314,270	6,776,741
Prepaid Expenses	52,559	4,371	14,661	71,591
Total Assets	\$ 11,961,788	\$ 3,319,210	\$ 4,797,990	\$ 20,078,988
LIABILITIES				
Accounts Payable	\$ 71,144	\$ 13,347	\$ 133,958	\$ 218,449
Service Agency Grants Payable	455,260	-	-	455,260
Salaries and Wages Payable	54,563	11,672	15,415	81,650
Unearned Revenues	11,633	-	-	11,633
Total Liabilities	592,600	25,019	149,373	766,992
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue - Property Taxes	4,528,541	887,985	2,602,237	8,018,763
Total Deferred Inflows of Resources	4,528,541	887,985	2,602,237	8,018,763
FUND BALANCES				
Restricted:				
General Assistance	-	2,401,835	-	2,401,835
Road and Bridge	-	-	2,031,719	2,031,719
Nonspendable	52,559	4,371	14,661	71,591
Assigned	62,015	-	-	62,015
Unassigned	6,726,073	-	-	6,726,073
Total Fund Balances	6,840,647	2,406,206	2,046,380	11,293,233
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 11,961,788	\$ 3,319,210	\$ 4,797,990	\$ 20,078,988

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
FEBRUARY 28, 2018

Total fund balances - governmental funds (Exhibit C) \$ 11,293,233

Amounts reported for governmental activities in the Statement of Net Position are different because:

When capital assets that are to be used in governmental activities are purchased or constructed, the cost of those assets are reported as expenditures in governmental funds. However, the Statement of Net Position includes those capital assets among the assets of the Township as a whole.

Cost of Capital Assets:		
Land	\$	683,000
Buildings		2,874,984
Roads and Bridges		6,382,413
Machinery and Equipment		<u>1,915,383</u>
Total Cost of Capital Assets		11,855,780
Accumulated Depreciation		<u>(5,258,907)</u>
Net Investment in Capital Assets		6,596,873

Certain revenues receivable by the Township and recognized in the governmental funds balance sheet do not provide current financial resources and are deferred in the Statement of Net Position.

Pensions		542,974
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Deferred charges included in the Statement of Net Position are not available to pay for current period revenues and, therefore, is not recognized in the governmental funds balance sheet.

Pensions		(1,349,184)
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Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the governmental funds.

Compensated Absences	(228,244)	
Pensions	<u>(876,615)</u>	<u>(1,104,859)</u>

Total net position of governmental activities (Exhibit A)		<u><u>\$ 15,979,037</u></u>
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The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED FEBRUARY 28, 2018

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total Governmental Funds
REVENUES				
Local Sources:				
Property Taxes	\$ 4,522,119	\$ 1,131,362	\$ 1,845,421	\$ 7,498,902
Corporate Replacement Taxes	73,030	-	69,507	142,537
Earnings on Investments	13,198	3,685	3,618	20,501
MaineStay Fees	14,952	-	-	14,952
Charges for Services	86,034	-	-	86,034
Seniors	300,732	-	-	300,732
Social Security Reimbursement	-	20,900	-	20,900
Energy Assistance Revenue	-	13,041	-	13,041
Food Pantry Cash Donations	-	43,269	-	43,269
Permit Income	-	-	50,670	50,670
Other Income	1,126	-	52,380	53,506
Total Revenues	5,011,191	1,212,257	2,021,596	8,245,044
EXPENDITURES				
Current:				
Administration	1,741,998	688,220	279,693	2,709,911
Assessor	332,234	-	-	332,234
Clerk	223,923	-	-	223,923
Office of Emergency Management	28,956	-	-	28,956
MaineStay/Youth/Family Services	606,382	-	-	606,382
Senior and Adult Services	813,379	-	-	813,379
Mental Health and Community Services	455,260	-	-	455,260
General Assistance	-	163,356	-	163,356
General Road Maintenance	-	-	346,248	346,248
Permanent Roads	-	-	980,643	980,643
Other	-	-	161,616	161,616
Capital Outlay	6,355	2,350	313,269	321,974
Total Expenditures	4,208,487	853,926	2,081,469	7,143,882
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	802,704	358,331	(59,873)	1,101,162
OTHER FINANCING SOURCES AND (USES)				
Transfer Out	(400,000)	-	-	(400,000)
Transfer In	-	-	400,000	400,000
Total Other Financing Sources and (Uses)	(400,000)	-	400,000	-

(Continued)

TOWN OF MAINE
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED FEBRUARY 28, 2018

	<u>Town Fund</u>	<u>General Assistance Fund</u>	<u>Road and Bridge Fund</u>	<u>Total Governmental Funds</u>
NET CHANGE IN FUND BALANCES	<u>\$ 402,704</u>	<u>\$ 358,331</u>	<u>\$ 340,127</u>	<u>\$ 1,101,162</u>
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED	4,884,617	1,672,706	1,221,396	7,778,719
PRIOR PERIOD ADJUSTMENTS				
Net Pension Liability	1,418,818	340,596	426,565	2,185,979
Compensated Absences	<u>134,508</u>	<u>34,573</u>	<u>58,292</u>	<u>227,373</u>
FUND BALANCE - BEGINNING, RESTATED	<u>6,437,943</u>	<u>2,047,875</u>	<u>1,706,253</u>	<u>10,192,071</u>
FUND BALANCE - ENDING	<u><u>\$ 6,840,647</u></u>	<u><u>\$ 2,406,206</u></u>	<u><u>\$ 2,046,380</u></u>	<u><u>\$ 11,293,233</u></u>

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED FEBRUARY 28, 2018

Total net change in fund balances - governmental funds (Exhibit D) \$ 1,101,162

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balance decreases by the amount of financial resources expended, whereas net assets decrease by the amount of depreciation expense charged for the year. Capital outlays for items below the Township's capitalization policy limits and repairs and maintenance are expensed.

Depreciation Expense	\$ (331,183)	
Capital Outlay	<u>855,302</u>	524,119

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. These expenses include the change in:

Compensated absences	(871)	
Pensions	<u>(184,085)</u>	<u>(184,956)</u>

Change in net position of governmental activities (Exhibit B) \$ 1,440,325

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MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Maine Township, Park Ridge, Illinois (the “Township”) was incorporated in 1850. The Township operates under the Township Act (60 ILCS) and the Revenue Code (35 ILCS) of the *Illinois Compiled Statutes* (ILCS). The Township provides the following services as authorized by its charter: maintenance of roads in the unincorporated area, senior and disabled services, mental health services including individual and family counseling, general assistance, property tax related matters and general administrative services.

The financial statements of the Township have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to governmental units (hereinafter referred to as generally accepted accounting principles or GAAP). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township’s accounting policies are described below.

A. Financial Reporting Entity

Accounting principles generally accepted in the United States of America require that the financial statements of the reporting entity include: (1) the primary government, (2) organizations for which the primary government is financially accountable, and (3) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity’s financial statement to be misleading or incomplete. The criteria provided by the governmental accounting standards have been considered and there are no agencies or entities which should be presented with the Township. In addition, the Township is not aware of any entity that would exercise such oversight that would result in the Township being considered a component unit of the entity.

B. Basis of Presentation

The Township’s basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-Wide Financial Statements

The Township’s basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the Township as a whole. They include all funds of the reporting entity except for fiduciary funds. These statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. There are no business-type activities within the Township.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses not allocated to functions are reported separately. Interest on general long-term debt is considered such an indirect expense. Depreciation expense is specifically identified by function and is included in the direct expenses of each function. 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)

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

grants and standard revenues 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.

Government Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures. Funds are organized into three major categories: governmental, proprietary, and fiduciary (There are no proprietary or fiduciary funds within the township). In turn, each category is divided into separate fund types.

C. Measurement Focus and Basis of Accounting

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. 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 levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Government Fund Financial Statements

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 Township considers revenues to be available if they are collected within thirty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The funds of the Township are described below:

Governmental Funds

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

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Special revenue funds of the Maine Township include the General Assistance Fund and the Road and Bridge Fund. The General Assistance Fund was established to assist in providing community services such as senior and disabled services, individual and family counseling, and other general assistance. The Road and Bridge Fund was established for the maintenance of roads in unincorporated areas.

Proprietary Fund Types (not included in governmental-wide statements)

There are no Proprietary Fund Types.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Fiduciary Funds (not included in governmental-wide statements)

There are no Fiduciary Fund Types.

Major and Nonmajor Funds

An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Township, is considered by the Township to be major, or meets the following criteria:

- 1) Total assets, liabilities, revenues, or expenditures of that individual governmental or proprietary fund are at least ten percent of the corresponding total for all funds of that category or type; and
- 2) Total assets, liabilities, revenues, or expenditures of the individual governmental or proprietary fund are at least five percent of the corresponding total for all governmental and proprietary funds combined.

The Township has classified all funds as major.

The funds classified as major are as follows:

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

General Assistance Fund – A special revenue fund used to account for the Township's general assistance program.

Road and Bridge Fund – A special revenue fund used to account for the maintenance of roads within the Township.

D. Net Position/Fund Balance Reporting

Government-Wide Reporting

For the Government-Wide Financial Statements, net positions are reported as follows:

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

Restricted Net Position – Consists of net positions with constraints placed on their 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. The Township's restricted net position consists of \$2,406,206 in the General Assistance Fund and \$2,046,380 in the Road and Bridge Fund.

Unrestricted Net Position – Consists of all other net positions that do not meet the definition of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Township's policy to use restricted resources first, and then unrestricted resources as they are needed.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Governmental Fund Balances

Governmental fund balances are to be classified into five major classifications; Nonspendable, Restricted, Committed, Assigned and Unassigned:

Nonspendable – The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example inventories and prepaid amounts. The Township’s nonspendable fund balance consists of \$52,559 in the Town Fund, \$4,371 in the General Assistance Fund, and \$14,661 in the Road and Bridge Fund.

Restricted – Restricted fund balances are restricted when constraints are placed on their use by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) law through constitutional provisions or enabling legislation. The Township’s restricted fund balance consists of \$2,401,835 in the General Assistance Fund, and \$2,031,719 in the Road and Bridge Fund.

Committed – Committed fund balances are amounts that can only be used for specific purposes as a result of constraints of the Board of Trustees. Committed amounts cannot be used for any other purpose unless the Board of Trustees removes those constraints by taking the same type of action (e.g., legislation, resolution, ordinance). Committed fund balances differ from restricted balances because the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation. The Township has no committed fund balance.

Assigned – Assigned fund balances are amounts that are constrained by the Township’s intent to be used for specific purposes, but are neither restricted nor committed. Assignments can be made by the Supervisor or the Board of Trustees, the highest level of decision making authority. Assignments may take place after the end of the reporting period. The Township’s assigned fund consists of \$62,015 for future repairs and building improvements.

Unassigned – Unassigned fund balance is the residual classification for the Town Fund. This classification represents the Town Fund balance that has not been assigned to other funds, and that has not been restricted, committed or assigned to specific purposes within the Town Fund. The Township’s unassigned fund balance consists of \$6,726,073 in the Town Fund.

The Township permits funds to be expended in the following order: Restricted, Committed, Assigned and Unassigned.

E. Cash and Deposits

The Township’s cash and deposits are considered to be cash on hand, savings deposit, and money market accounts.

F. Receivables

In government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends. Major receivable balances are shown on the exhibits. In fund financial statements, material receivables in governmental funds include revenue accruals that are both measurable and available.

G. Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid expenses.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

H. Compensated Absences

The government's policy permits employees to accumulate earned but unused vacation benefits, which are eligible for payment upon separation from the government service. The liability for such leave is reported as incurred in the government-wide financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements. The liability for compensated absences as of February 28, 2018 is \$228,244.

I. Capital Assets

In government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets that exceed a capitalization threshold are capitalized and valued at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets that are recorded at their estimated fair value at the date of donation. The Township capitalizes assets purchased or acquired with an original cost of \$5,000 or more for machinery and equipment, and \$20,000 or more for land, and buildings. Prior to March 1, 2004, infrastructure (road and bridges) assets were not capitalized. Depreciation of all exhaustible fixed assets is recorded as an allocation in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over estimated useful lives using the straight-line method of depreciation.

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

Buildings, infrastructure (road and bridges), and machinery and equipment of the Township are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	10-40
Infrastructure (Road and Bridges)	20
Machinery and Equipment	5-10

In the fund financial statements, fixed assets are accounted for as capital outlay expenditures upon acquisition. No depreciation is recorded in the fund financial statements.

J. Long-Term Debt

The accounting treatment of long-term debt depends on whether they are reported in the government-wide or fund financial statements. All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt for government funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payments of principal and interest reported as expenditures.

K. Estimates

Management of the Township has made certain estimates and assumptions that affect the reported amounts of assets and liabilities and contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenditures during the period. Actual results could differ from those estimates.

L. Comparative Data and Reclassifications

Comparative totals for the prior year have not been presented in the accompanying financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Township has one item that qualifies for this category – pensions (\$542,974) reported in the government-wide statement of position. This result is from the differences between expected and actual experience, the net differences projected and actual investment earnings on plan investments, changes of assumptions, and changes in proportion and differences between contributions and proportion share of contributions.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Township has two items which arise only under a modified accrual basis of accounting, which qualifies for reporting in this category. The first is unavailable revenue unavailable revenue (\$8,018,763); it is reported in both the government-wide statement of position and in the governmental funds balance sheet. The item for unavailable revenue is from property taxes. The second is pensions (\$1,349,184), which is a result of the same reasons listed for deferred outflows of resources—pensions. These items amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

N. Eliminations and Reclassifications

In the process of aggregating data for the government-wide financial statements, some amounts reported as interfund activity and balances were eliminated or reclassified.

O. Program Revenues

Amounts reported as program revenues include 1) Services provided and fees and 2) Grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. All taxes, including those dedicated for specific purposes, are reported as general revenues rather as program revenues.

P. Corporate Replacement Taxes

Corporate replacement tax revenues are allocated across funds and to other governmental entities at the same rate since inception in the 1970's. At the time, allocation was based on the size of the towns and library in relation to the rest of the area.

Q. Property Taxes

The Township must file its tax levy ordinance by the last Tuesday in December of each year. The 2016 levy, collectible in 2017 was adopted on November 22, 2016. The Township's property tax is levied each calendar year on all taxable real property located in the Township.

The County Assessor is responsible for the assessment of all taxable real property within Cook County (the County), except for certain railroad property which is assessed directly by the State. Reassessments occur based on market conditions. The County Clerk computes the annual tax for each parcel of real property and prepares tax books used by the County Collector as the basis for issuing tax bills to all taxpayers in the County.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Property taxes are collected by the County Collector and are submitted to the County Treasurer, who remits to the units their respective shares of the collections. Taxes levied in one year become due and payable in two installments on or about March 1 and August 1 during the following year.

In the government-wide financial statements revenue is recognized based on the period that the levy is intended to finance. Based upon collection histories, the Township has provided an allowance for uncollectible real property taxes equal to 1.0% of the current extension. All property taxes receivable over one year old have been written off.

NOTE 2 – CASH AND DEPOSITS

Cash and deposits are considered to be cash on hand, savings deposit, and money market accounts.

At February 28, 2018, the carrying amount of the Township's cash and deposits totaled \$13,230,656 and the bank balances totaled \$13,431,530.

Interest Rate Risk. As a means of limiting its exposure to fair value losses arising from rising interest rates, the Township's investment portfolio is limited to maturities of one year or less.

Credit Risk. Statutes authorized the Township to invest in obligations of the U.S. Treasury and U.S. Agencies' accounts and any other investments constituting direct obligations of any bank as defined by the Illinois Bank Act, certain short-term commercial paper, accounts of federally insured savings and loans, and the state treasurers' investment pool. During fiscal year ended February 28, 2018, the Township invested in money market accounts and certificates of deposits from banks, which are both not rated by nationally recognized statistical rating organizations.

Custodial Credit Risk. Custodial credit risk is the risk that in the event of a bank failure, the Township will not be able to recover the value of its deposits and investments or collateral securities. As of February 28, 2018 all of the Township's deposits are fully insured or collateralized.

NOTE 3 – RECEIVABLES

Receivable amounts are aggregated into a single accounts receivable (net of allowance for uncollectibles) line for financial statement presentation. Below is the detail of receivables for the Town Fund, the General Assistance Fund and the Road and Bridge Fund, including the applicable allowances for uncollectible accounts:

Receivables	Town	General Assistance	Road and Bridge	Total
Property Taxes	\$ 3,793,409	\$ 701,736	\$ 2,311,116	\$ 6,806,261
Corporate Replacement Taxes	20,270	-	20,271	40,541
Other Receivables	1,425	343	9,168	10,936
Gross Receivables	3,815,104	702,079	2,340,555	6,857,738
Less: Allowance for Uncollectibles	(45,743)	(8,969)	(26,285)	(80,997)
Net Receivables	<u>\$ 3,769,361</u>	<u>\$ 693,110</u>	<u>\$ 2,314,270</u>	<u>\$ 6,776,741</u>

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 4 – PROPERTY TAXES

The Township’s property tax is levied each year on all taxable real property located in the Township on or before the last Tuesday in December. The 2016 levy was adopted on November 22, 2016. Property taxes attach as an enforceable lien on property as of January 1, of the Levy year, and are payable in two installments on approximately March 1 and August 1 of the year subsequent to the levy year. The Township receives significant distributions of tax receipts approximately one month after these due dates. Taxes recorded on these financial statements are from the 2016 and 2015 tax levy years.

A summary of the past two years’ assessed valuation, tax rates, and extensions are as follows:

Tax Year	2016		2015	
	Rates	Extensions	Rates	Extensions
Equalized Assessed Valuation	\$4,307,938,671		\$366,594,763	
Town Fund				
Corporate	0.1075	\$ 4,630,707	0.1239	\$ 4,542,910
Total Town Fund	0.1075	4,630,707	0.1239	4,542,910
General Assistance Fund				
Corporate	0.0262	1,128,491	0.0302	1,107,311
Total General Assistance Fund	0.0262	1,128,491	0.0302	1,107,311
Road and Bridge Fund				
Corporate	0.0266	1,145,911	0.0306	1,121,977
IMRF	0.0017	73,234	0.0021	76,998
Social Security	0.0010	43,079	0.0012	43,999
Liability Insurance	0.0014	60,311	0.0016	58,665
Equipment and Building	0.0038	163,701	0.0043	157,663
Permanent Road	0.0215	926,206	0.0251	920,315
Total General Assistance Fund	0.0560	2,412,442	0.0649	2,379,617
Totals	0.1897	\$ 8,171,640	0.2190	\$ 8,029,838

NOTE 5 – INTERFUND TRANSFERS

The Township made interfund transfers from the Town Fund to the Road and Bridge Fund in the amount of \$400,000 for additional road and bridge resources.

Transfers are used to (1) move revenues from the fund in which statute or budget requires collection to the fund that statute or budget requires expenditures, and (2) use unrestricted revenues collected to finance various programs accounted for in other funds in accordance with budgetary authorizations.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the year ended February 28, 2018, was as follows:

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 6 – CAPITAL ASSETS (CONT'D)

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Capital assets, not being depreciated:				
Land	\$ 683,000	\$ -	\$ -	\$ 683,000
Total capital assets, not being depreciated	683,000	-	-	683,000
Capital assets, being depreciated:				
Buildings	2,874,984	-	-	2,874,984
Road and Bridges	5,791,529	590,884	-	6,382,413
Machinery and Equipment	1,777,104	264,418	126,139	1,915,383
Total capital assets, being depreciated	10,443,617	855,302	126,139	11,172,780
Accumulated depreciation:				
Buildings	1,867,108	71,875	-	1,938,983
Road and Bridges	1,665,094	196,876	-	1,861,970
Machinery and Equipment	1,521,661	62,432	126,139	1,457,954
Total accumulated depreciation	5,053,863	331,183	126,139	5,258,907
Net depreciable capital assets	5,389,754	524,119	-	5,913,873
Net total capital assets	<u>\$ 6,072,754</u>	<u>\$ 524,119</u>	<u>\$ -</u>	<u>\$ 6,596,873</u>
Depreciation was charged to function as follows:		Amount		
Governmental Activities:				
Road and Bridges		\$ 196,876		
Unallocated		134,307		
Total governmental activities depreciation expense		<u>\$ 331,183</u>		

NOTE 7 – DEBT SERVICE REQUIREMENTS

The following is a summary of the components of long-term debt for the year ended February 28, 2018:

Governmental Activity	(Restated) Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Compensated Absences	\$ 227,373	\$ 16,091	\$ 15,220	\$ 228,244	\$ -
Pensions	2,185,979	-	1,309,364	876,615	-
Totals	<u>\$ 2,413,352</u>	<u>\$ 16,091</u>	<u>\$ 1,324,584</u>	<u>\$ 1,104,859</u>	<u>\$ -</u>

Please see Note 9 for further information on Pensions (\$876,615). Debt service requirements are liquidated by all funds, because the Township employs people across the three funds.

Legal Debt Margin

At February 28, 2018, the legal debt margin for the Township was limited to 5.75% of the most recent assessed valuation available, which was from the 2016 tax levy. Based on an assessed valuation of \$4,307,938,671, the debt limit was \$247,706,474. The remaining legal debt margin was \$247,706,474.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 7 – DEBT SERVICE REQUIREMENTS (CONT'D)

Short Term Debt/Operating Leases

The Township leases office equipment (copiers, printers and whiteboard) under noncancelable operating leases. At February 28, 2018, future minimum lease payments for these leases are as follows:

Year Ending February 28,	Various Office Equipment	Supplemental Office Equipment	Total
2019	\$ 18,440	\$ 2,080	\$ 20,520
Total	\$ 18,440	\$ 2,080	\$ 20,520

Operating leases are liquidated by the Town Fund. The Township paid \$24,624 in operating lease payments during the year ended February 28, 2018.

NOTE 8 – RISK MANAGEMENT

Significant losses are covered by commercial insurance purchased from independent third parties for all major programs: property, liability and workers' compensation. During the fiscal year ended February 28, 2018, there were no significant reductions in insurance coverage. Also, there have been no settlement amounts that had exceeded insurance coverage in any of the past three years.

The Township is exposed to various risks of loss related to dental illnesses of employees. The Township is self-insured for dental health claim risks. The majority of these activities are accounted for in the Town Fund and a portion by the Road and Bridge Fund. The Township participates in the program based upon actuarial estimates of the amounts needed to pay claims. Liabilities of the program are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Changes in the balance of claims liabilities during the fiscal year are as follows:

Claims Liability - Beginning	\$ 4,280
Incurred Claims	(42,156)
Claim Payments	41,049
Claims Liability - Ending	\$ 3,173

NOTE 9 – RETIREMENT FUND COMMITMENTS

A. Illinois Municipal Retirement Fund (IMRF)

IMRF Plan Description

The Township's defined benefit pension plan for regular employees provides retirement and disability benefits, post-retirement increases, and death benefits to plan members and beneficiaries. The Township's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund. A summary of IMRF's pension benefits is provided in the *Benefits Provided* section below. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2018

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Benefits Provided

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

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

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

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

Employees Covered by Benefit Terms

As of December 31, 2017, the following employees were covered by the benefit terms:

Retirees and beneficiaries	41
Inactive, non-retired members	16
Active members	43
Total	100

Contributions

As set by statute, the Township's 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. The Township's annual contribution rate for calendar year 2017 was 12.03 percent. For the fiscal year ended February 28, 2018, the Township contributed \$289,328 to the plan. The Township also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability

The Township's net pension liability/ (asset) was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability/(asset) was determined by an actuarial evaluation as of that date.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2018

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Actuarial Assumptions

The following are the methods and assumptions used to determine total pension liability at December 31, 2017:

- The Actuarial Cost Method used was Entry Age Normal;
- The Asset Valuation Method used was Market Value of Assets;
- Price Inflation was assumed to be 2.50%;
- Salary Increases were expected to be 3.39% to 14.25%;
- The Investment Rate of Return was assumed to be 7.50%;
- Retirement Age was from an experience-based table of rates that are specific to the type of eligibility condition, last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016;
- For non-disabled retirees, an IMRF specific mortality table was used with the fully generational projection scale MP-2017 (base year 2015); the IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience;
- For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015); the IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for non-disabled lives;
- For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015); the IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience;
- The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Projected Returns/Risk	
		One Year Arithmetic	Ten Year Geometric
Equities	37%	8.30%	6.85%
International Equities	18%	8.45%	6.75%
Fixed Income	28%	3.05%	3.00%
Real Estate	9%	6.90%	5.75%
Alternatives	7%		
Private Equity		12.45%	7.35%
Hedge Funds		5.35%	5.05%
Commodities		4.25%	2.65%
Cash Equivalents	1%	2.25%	2.25%

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Single Discount Rate

A Single Discount Rate of 7.50% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

1. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and
2. The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of the most recent valuation, the expected rate of return on plan investments is 7.50%; the municipal bond rate is 3.31%; and the resulting single discount rate is 7.50%.

Changes in the Net Pension Liability/ (Asset)

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability/(Asset) (A) - (B)
Balances at December 31, 2016	\$ 11,891,830	\$ 9,705,850	\$ 2,185,980
Changes for the year:			
Service Cost	261,283	-	261,283
Interest on the Total Pension Liability	881,035	-	881,035
Differences between Expected and Actual Experience of the Total Pension Liability	(268,559)	-	(268,559)
Changes of Assumptions	(397,683)	-	(397,683)
Contributions - Employer	-	285,331	(285,331)
Contributions - Employees	-	106,733	(106,733)
Net Investment Income	-	1,690,543	(1,690,543)
Benefits Payments, including Refunds of Employee Contributions	(550,673)	(550,673)	-
Other (Net Transfer)	-	(297,166)	297,166
Net Changes	(74,597)	1,234,768	(1,309,365)
Balances at December 31, 2017	\$ 11,817,233	\$ 10,940,618	\$ 876,615

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

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

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

	Current Single Discount		
	1% Decrease	Rate Assumption	1% Increase
	6.50%	7.50%	8.50%
Total Pension Liability	\$ 13,351,934	\$ 11,817,233	\$ 10,552,532
Plan Fiduciary Net Position	10,940,618	10,940,618	10,940,618
Net Pension Liability/(Asset)	2,411,316	876,615	(388,086)

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

For the year ended February 28, 2018, the Township recognized pension expense of \$657,495. At February 28, 2018, the Township's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Deferred Amounts Related to Pensions	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 199,967	\$ 232,462
Changes of assumptions	4,717	332,965
Net difference between projected and actual earnings on pension plan investments	291,189	783,757
Total Deferred Amounts to be recognized in pension expense in future periods	495,873	1,349,184
Township pension contributions made subsequent to the measurement date	47,101	-
Total Deferred Amounts Related to Pensions	\$ 542,974	\$ 1,349,184

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

Year Ending December 31,	Net Deferred Outflows of Resources
2018	\$ (148,494)
2019	(143,030)
2020	(299,821)
2021	(261,966)
2022	-
Thereafter	-
Total	\$ (853,311)

B. Social Security/Medicare

Employees not qualifying for coverage under the Illinois Municipal Retirement Fund are considered "nonparticipating employees". These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under Social Security/Medicare.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 10 – ASSIGNED FUND BALANCE

The Township has \$62,015 currently on deposit within the Town Fund as assigned for future repairs and building improvements of the Township.

NOTE 11 – PRIOR PERIOD ADJUSTMENTS

Opening net position was restated due to a reporting error of deferred outflows (increase of \$762,117) and inflows (decrease of \$74,878) for pensions. The adjustment increased net position by \$687,239.

Opening fund balances were restated due a reporting error of net pension liability and compensated absences. The adjustment increased fund balances by the following:

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total Governmental Funds
Net Pension Liability	\$ 1,418,818	\$ 340,596	\$ 426,565	\$ 2,185,979
Compensated Absences	134,508	34,573	58,292	227,373
Total	\$ 1,553,326	\$ 375,169	\$ 484,857	\$ 2,413,352

NOTE 12 – SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the balance sheet date but before the financial statements are issued or available to be issued. There are two types of subsequent events: recognized (events that relate to conditions present at the balance sheet date) and non-recognized (events or conditions that did not exist at the balance sheet date but arose after that date).

There have been no recognized or non-recognized subsequent events that have occurred between February 28, 2018, and the date of this audit report requiring disclosure in the financial statements.

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REQUIRED SUPPLEMENTARY INFORMATION

MAINE TOWNSHIP
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
ILLINOIS MUNICIPAL RETIREMENT FUND
FOR CALENDAR YEARS ENDED DECEMBER 31, 2017, 2016 AND 2015

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total pension liability			
Service cost	\$ 261,283	\$ 259,647	\$ 259,821
Interest on the total pension liability	881,035	812,876	776,673
Difference between expected and actual experience of the total pension liability	(268,559)	361,825	(71,135)
Changes of assumptions	(397,683)	(44,964)	13,759
Benefit payments, including refunds of employee contributions	<u>(550,673)</u>	<u>(499,201)</u>	<u>(461,781)</u>
Net change in pension liability	(74,597)	890,183	517,337
Total pension liability - beginning	<u>11,891,830</u>	<u>11,001,647</u>	<u>10,484,310</u>
Total pension liability - ending (A)	<u>\$ 11,817,233</u>	<u>\$ 11,891,830</u>	<u>\$ 11,001,647</u>
Plan fiduciary net position			
Contributions - employer	\$ 285,331	\$ 312,222	\$ 298,539
Contributions - employees	106,733	110,543	106,991
Net investment income	1,690,543	616,931	45,001
Benefit payments, including refunds of employee contributions	(550,673)	(499,201)	(461,781)
Other (net transfer)	<u>(297,166)</u>	<u>96,032</u>	<u>52,325</u>
Net change in plan fiduciary net position	1,234,768	636,527	41,075
Plan fiduciary net position - beginning	<u>9,705,850</u>	<u>9,069,323</u>	<u>9,028,248</u>
Plan fiduciary net position - ending (B)	<u>\$ 10,940,618</u>	<u>\$ 9,705,850</u>	<u>\$ 9,069,323</u>
Net pension liability/(asset) - ending (A) - (B)	<u>\$ 876,615</u>	<u>\$ 2,185,980</u>	<u>\$ 1,932,324</u>
Plan fiduciary net position as a percentage of total pension liability	92.58%	81.62%	82.44%
Covered valuation payroll	\$ 2,371,831	\$ 2,456,508	\$ 2,335,989
Net pension liability as a percentage of covered valuation payroll	36.96%	88.99%	82.72%

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

MAINE TOWNSHIP
 REQUIRED SUPPLEMENTARY INFORMATION
 MULTIYEAR SCHEDULE OF CONTRIBUTIONS
 ILLINOIS MUNICIPAL RETIREMENT FUND
 FOR CALENDAR YEARS ENDED DECEMBER 31, 2017, 2016 AND 2015

Calendar Year Ending December 31	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Deficiency/ (Excess)	Covered- Employee Payroll	Contributions as a Percentage of Covered-Employee Payroll
2017	\$ 285,331	\$ 285,331	\$ -	\$ 2,371,831	12.03%
2016	312,222	312,222	-	2,456,508	12.71%
2015	298,539	298,539	-	2,335,989	12.78%

Summary of Actuarial Methods and Assumptions Used in the Calculation of the 2017 Contribution Rate*

Valuation Date:

Notes Actuarially determined contribution rates are calculated as of December 31 each year, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and Assumptions Used to Determine 2017 Contribution Rates:

Actuarial Cost Method: Aggregate entry age = normal
Amortization Method: Level percentage of payroll, closed
Remaining Amortization Period: 26-year closed period
Asset Valuation Method: 5-year smoothed market; 20% corridor
Wage Growth: 3.50%
Price Inflation: 2.75%. Approximate; No explicit price inflation assumption is used in this valuation.
Salary Increases: 3.75% to 14.50%, including inflation
Investment Rate of Return: 7.50%
Retirement Age: Experience-based table of rates that are specific to the type of eligibility condition; last updated for the 2014 valuation pursuant to an experience study of the period 2011 to 2013.
Mortality: For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Other Information:

Notes There were no benefit changes during the year.

* Based on Valuation Assumptions used in the December 31, 2015, actuarial valuation; note two year lag between valuation and rate setting.

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

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
REVENUES			
Local Sources:			
Property Taxes	\$ 4,200,000	\$ 4,522,119	\$ 322,119
Corporate Replacement Taxes	75,000	73,030	(1,970)
Earnings on Investments	5,500	13,198	7,698
MaineStay Fees	18,000	14,952	(3,048)
Charges for Services	-	86,034	86,034
Seniors	-	300,732	300,732
Other Income	82,500	1,126	(81,374)
	<u>4,381,000</u>	<u>5,011,191</u>	<u>630,191</u>
Total From Local Sources	<u>4,381,000</u>	<u>5,011,191</u>	<u>630,191</u>
Total Revenues	<u>4,381,000</u>	<u>5,011,191</u>	<u>630,191</u>
EXPENDITURES			
Administration:			
Personnel:			
Salaries	822,000	784,723	(37,277)
Unemployment Insurance	1	-	(1)
Social Security	62,000	58,167	(3,833)
Municipal Retirement	97,000	68,225	(28,775)
Health Insurance	300,000	314,146	14,146
Dental Insurance	20,000	19,011	(989)
Life Insurance	3,000	2,255	(745)
Tuition Reimbursement	1	-	(1)
	<u>1,304,002</u>	<u>1,246,527</u>	<u>(57,475)</u>
Total Personnel	<u>1,304,002</u>	<u>1,246,527</u>	<u>(57,475)</u>
Contractual Services:			
Accounting Services	28,000	27,287	(713)
Building Maintenance	50,000	25,242	(24,758)
Community Support	44,000	47,578	3,578
Conferences	5,500	3,570	(1,930)
Dues and Subscriptions	7,000	6,316	(684)
Web Site and Hosting	1,500	13,565	12,065
Equipment Leasing and Maintenance	22,000	18,527	(3,473)
Computer Technology Support	18,000	8,052	(9,948)
Print Management	5,000	4,637	(363)
General Insurance	75,000	53,166	(21,834)
Legal Services	42,000	33,102	(8,898)
Travel Expense	4,500	1,630	(2,870)
Police Protection	50,000	45,600	(4,400)

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Administration (Continued):			
Contractual Services (Continued):			
Postage	\$ 40,000	\$ 33,962	\$ (6,038)
Printing and Publishing	50,000	38,796	(11,204)
Special Programs	13,000	6,459	(6,541)
Staff Training	2,000	436	(1,564)
Telecommunication	35,000	21,268	(13,732)
Transportation	4,000	5,281	1,281
Utilities	25,000	21,110	(3,890)
Total Contractual Services	<u>523,518</u>	<u>415,584</u>	<u>(105,916)</u>
Commodities:			
Miscellaneous	1,000	509	(491)
Office Supplies	45,000	22,872	(22,128)
Operating Supplies	15,000	9,447	(5,553)
Total Commodities	<u>61,000</u>	<u>32,828</u>	<u>(28,172)</u>
Other Expenditures:			
Cleanup Project/Single Hauler Program	20,000	(5,084)	(25,084)
Code Enforcement Expense	2,000	673	(1,327)
Neighborhood Watch	4,500	3,029	(1,471)
Plan Commission	1,000	-	(1,000)
Maine Township Recovery Connections	50,000	45,060	(4,940)
Vehicle Expense	7,000	3,381	(3,619)
Total Other Expenditures	<u>84,500</u>	<u>47,059</u>	<u>(37,441)</u>
Capital Outlay			
Building	55,000	4,959	(50,041)
Building Purchase	1	-	(1)
Equipment	1	-	(1)
Total Capital Outlay	<u>55,002</u>	<u>4,959</u>	<u>(50,043)</u>
Contingencies	<u>150,000</u>	<u>-</u>	<u>(150,000)</u>
<u>Total Administration</u>	<u>2,178,022</u>	<u>1,746,957</u>	<u>(429,047)</u>

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Assessor:			
Personnel:			
Salaries	\$ 197,580	\$ 179,113	\$ (18,467)
Social Security	14,800	12,813	(1,987)
Municipal Retirement	21,500	20,009	(1,491)
Health Insurance	109,050	109,367	317
Total Personnel	<u>342,930</u>	<u>321,302</u>	<u>(21,628)</u>
Contractual Services:			
Conferences	2,000	848	(1,152)
Cook County Assessor Tie-in	1,100	1,025	(75)
Dues and Subscriptions	600	300	(300)
Equipment Leasing and Maintenance	500	350	(150)
Travel Expense	2,500	1,427	(1,073)
Postage	1,000	473	(527)
Printing and Publishing	1,500	151	(1,349)
Sidwell Maps	600	707	107
Staff Training	1,500	116	(1,384)
Total Contractual Services	<u>11,300</u>	<u>5,397</u>	<u>(5,903)</u>
Commodities:			
Miscellaneous	1,500	95	(1,405)
Office Supplies	3,200	5,440	2,240
Total Commodities	<u>4,700</u>	<u>5,535</u>	<u>835</u>
<u>Total Assessor</u>	<u>358,930</u>	<u>332,234</u>	<u>(26,696)</u>
Clerk's Office:			
Personnel:			
Salaries	137,000	128,048	(8,952)
Social Security	10,500	9,609	(891)
Municipal Retirement	17,000	15,718	(1,282)
Health Insurance	48,600	40,921	(7,679)
Dental Insurance	3,000	782	(2,218)
Life Insurance	500	324	(176)
Total Personnel	<u>216,600</u>	<u>195,402</u>	<u>(21,198)</u>

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		
	Original and Final Budget	Actual	Over (Under) Budget
Clerk's Office (Continued):			
Contractual Services:			
Conferences	\$ 2,000	\$ 853	\$ (1,147)
Dues and Subscriptions	600	332	(268)
Print Management	3,100	3,028	(72)
General Insurance	200	145	(55)
Travel Expense	2,000	997	(1,003)
Honor Flight	1,000	1,000	-
Postage	8,000	7,332	(668)
Printing and Publishing	2,500	847	(1,653)
Computer Tech Support	7,600	6,340	(1,260)
Telecommunications	1,000	64	(936)
Staff Training	500	-	(500)
	<u>28,500</u>	<u>20,938</u>	<u>(7,562)</u>
Commodities:			
Miscellaneous	250	127	(123)
Office Supplies	8,000	7,456	(544)
	<u>8,250</u>	<u>7,583</u>	<u>(667)</u>
	<u>253,350</u>	<u>223,923</u>	<u>(29,427)</u>
Office of Emergency Management:			
Personnel:			
Salaries	28,000	15,769	(12,231)
Social Security	2,200	1,206	(994)
Uniforms	1,500	387	(1,113)
	<u>31,700</u>	<u>17,362</u>	<u>(14,338)</u>
Contractual Services:			
Conferences	200	-	(200)
Dues and Subscriptions	250	50	(200)
Equipment Leasing	1	-	(1)
Citizen Corps Program	3,222	1,440	(1,782)
Utilities	4,000	3,976	(24)
Computer Tech Support	1,200	-	(1,200)
Postage	75	24	(51)
Printing and Publishing	250	-	(250)

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Office of Emergency Management (Continued):			
Contractual Services (Continued):			
Special Programs	\$ 1,500	\$ 535	\$ (965)
Special Events	1,000	155	(845)
Telecommunications	3,500	2,820	(680)
Staff Training	300	28	(272)
Total Contractual Services	17,516	9,028	(6,470)
Commodities:			
Miscellaneous	200	-	(200)
Office Supplies	5,000	603	(4,397)
Operating Supplies	1,200	139	(1,061)
Disaster Operations Supplies	3,000	628	(2,372)
Total Commodities	9,400	1,370	(8,030)
Other Expenditures:			
Volunteer Insurance	700	582	(118)
Vehicle Expense	4,000	614	(3,386)
Total Other Expenditures	4,700	1,196	(3,504)
Capital Outlay			
Building	5,000	1,396	(3,604)
Total Capital Outlay	5,000	1,396	(3,604)
<u>Total for Office of Emergency Management</u>	68,316	30,352	(35,946)
Mainstay Youth and Family Services:			
Personnel:			
Salaries	359,000	343,562	(15,438)
Social Security	27,500	25,080	(2,420)
Municipal Retirement	43,500	40,503	(2,997)
Health Insurance	134,100	146,655	12,555
Dental Insurance	9,500	6,270	(3,230)
Life Insurance	1,300	1,135	(165)
Tuition Reimbursement	1	-	(1)
Total Personnel	574,901	563,205	(11,696)

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Mainstay Youth and Family Services (Continued):			
Contractual Services:			
Community Education	\$ 500	\$ 137	\$ (363)
Summer Youth Camp	8,500	3,704	(4,796)
Garage Sale	500	202	(298)
Conferences	2,000	823	(1,177)
Dues and Subscriptions	2,500	1,874	(626)
Print Management	6,500	5,900	(600)
General Insurance	1,200	958	(242)
Travel Expense	3,500	924	(2,576)
Postage	800	420	(380)
Printing and Publishing	3,000	1,391	(1,609)
Special Programs	6,000	5,595	(405)
Computer Tech Support	7,000	6,340	(660)
Staff Training	5,000	2,260	(2,740)
Building Maintenance	1,500	-	(1,500)
Total Contractual Services	48,500	30,528	(17,972)
Commodities:			
Library	500	-	(500)
Miscellaneous	200	45	(155)
Office Supplies	11,000	12,748	1,748
Total Commodities	11,700	12,793	1,093
Other Expenditures:			
Youth Recreation Fund	3,000	(144)	(3,144)
Substance Abuse Programs	1,000	-	(1,000)
Total Other Expenditures	4,000	(144)	(4,144)
Total Mainstay Youth and Family Services	639,101	606,382	(32,719)
Senior and Adult Services:			
Personnel:			
Salaries	294,000	280,777	(13,223)
Social Security	23,000	21,086	(1,914)
Municipal Retirement	36,000	34,109	(1,891)
Health Insurance	102,600	104,685	2,085
Dental Insurance	5,000	5,787	787
Life Insurance	1,000	769	(231)
Tuition Reimbursement	1	-	(1)
Total Personnel	461,601	447,213	(14,388)

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Senior and Adult Services (Continued):			
Contractual Services:			
Conferences	\$ 2,000	\$ 866	\$ (1,134)
Dues and Subscriptions	500	125	(375)
Travel Expense	3,000	1,084	(1,916)
Postage	14,000	11,552	(2,448)
Printing and Publishing	14,500	12,197	(2,303)
Special Programs	11,500	321,212	309,712
Computer Tech Support	14,300	10,715	(3,585)
Print Management	5,000	3,856	(1,144)
Telecommunication	100	25	(75)
Staff Training	600	-	(600)
Total Contractual Services	65,500	361,632	296,132
Commodities:			
Office Supplies	11,500	4,534	(6,966)
Total Commodities	11,500	4,534	(6,966)
Total Senior and Adult Services	538,601	813,379	274,778
Mental Health and Community Services:			
Grants	468,400	455,260	(13,140)
Total Mental Health and Community Services:	468,400	455,260	(13,140)
Total Expenditures	4,504,720	4,208,487	(292,197)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(123,720)	802,704	922,388
OTHER FINANCING (USES)			
Transfer out	(400,000)	(400,000)	-
Total Other Financing (Uses)	(400,000)	(400,000)	-
NET CHANGE IN FUND BALANCE	\$ (523,720)	402,704	\$ 922,388
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED		4,884,617	

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018	
	<u>Original and Final Budget</u>	<u>Actual</u>
		<u>Over (Under) Budget</u>
PRIOR PERIOD ADJUSTMENTS		
Net Pension Liability		1,418,818
Compensated Absences		<u>134,508</u>
FUND BALANCE - BEGINNING, RESTATED		<u>6,437,943</u>
FUND BALANCE - ENDING		<u><u>\$ 6,840,647</u></u>

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
REVENUES			
Local Sources:			
Property Taxes	\$ 1,000,000	\$ 1,131,362	\$ 131,362
Social Security Reimbursement	35,000	20,900	(14,100)
Earnings on Investments	2,000	3,685	1,685
Energy Assistance Revenue	20,000	13,041	(6,959)
Food Pantry Cash Donations	50,000	43,269	(6,731)
	<u>1,107,000</u>	<u>1,212,257</u>	<u>105,257</u>
Total Local Sources	<u>1,107,000</u>	<u>1,212,257</u>	<u>105,257</u>
Total Revenues	<u>1,107,000</u>	<u>1,212,257</u>	<u>105,257</u>
EXPENDITURES			
Administration:			
Personnel:			
Salaries	422,500	399,647	(22,853)
Unemployment Insurance	1	-	(1)
Social Security	33,000	29,875	(3,125)
Municipal Retirement	50,000	47,823	(2,177)
Health Insurance	117,000	128,865	11,865
Dental Insurance	7,000	4,433	(2,567)
Life Insurance	1,000	1,191	191
Tuition Reimbursement	1	-	(1)
	<u>630,502</u>	<u>611,834</u>	<u>(18,668)</u>
Total Personnel	<u>630,502</u>	<u>611,834</u>	<u>(18,668)</u>
Contractual Services:			
Conferences	2,000	514	(1,486)
Accounting Services	8,500	8,486	(14)
Dues and Subscriptions	250	-	(250)
Print Management	8,000	7,118	(882)
General Insurance	19,000	19,562	562
Hearing Officer	1	-	(1)
Legal Services	3,500	1,650	(1,850)
Travel Expense	1,500	892	(608)
Postage	6,000	4,369	(1,631)
Printing and Publishing	5,000	3,460	(1,540)
Telecommunication	2,000	1,374	(626)
Computer Tech Support	8,000	6,290	(1,710)
Staff Training	2,500	478	(2,022)
Utilities	3,000	2,252	(748)
	<u>69,251</u>	<u>56,445</u>	<u>(12,806)</u>
Total Contractual Services	<u>69,251</u>	<u>56,445</u>	<u>(12,806)</u>

(Continued)

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Administration (Continued):			
Commodities:			
Miscellaneous	\$ 250	\$ 2,094	\$ 1,844
Office Supplies	14,500	16,697	2,197
Operating Supplies	3,000	1,150	(1,850)
Total Commodities	<u>17,750</u>	<u>19,941</u>	<u>2,191</u>
Capital Outlay			
Computer Software Development	3,000	2,350	(650)
Building Maintenance	4,000	-	(4,000)
Total Capital Outlay	<u>7,000</u>	<u>2,350</u>	<u>(4,650)</u>
Contingencies	5,000	-	(5,000)
<u>Total Administration</u>	<u>729,503</u>	<u>690,570</u>	<u>(38,933)</u>
Home Relief:			
Contractual Services:			
Medical Services	15,000	114	(14,886)
Ambulance and Paramedic Service	2,000	-	(2,000)
Client Utilities	10,000	5,913	(4,087)
Dental Services	1,500	-	(1,500)
Emergency Assistance Program	3,500	1,200	(2,300)
Food	50,000	33,887	(16,113)
Funeral and Burial Services	1	-	(1)
Client Health Insurance	1,500	134	(1,366)
Prescription Drugs	5,000	2,693	(2,307)
Catastrophic Medical Insurance	5,100	5,100	-
CWP	1,500	-	(1,500)
Shelter and Rent	100,000	71,102	(28,898)
Total Contractual Services	<u>195,101</u>	<u>120,143</u>	<u>(74,958)</u>
Commodities:			
Client Needs Services	35,000	19,803	(15,197)
Food Pantry	50,000	23,410	(26,590)
Transient	1	-	(1)
Total Commodities	<u>85,001</u>	<u>43,213</u>	<u>(41,788)</u>

(Continued)

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		
	Original and Final Budget	Actual	Over (Under) Budget
Home Relief (Continued):			
Contingencies	\$ 30,000	\$ -	\$ (30,000)
<u>Total Home Relief</u>	310,102	163,356	(146,746)
<u>Total Expenditures</u>	1,039,605	853,926	(185,679)
NET CHANGE IN FUND BALANCE	\$ 67,395	358,331	\$ 290,936
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED		1,672,706	
PRIOR PERIOD ADJUSTMENTS			
Net Pension Liability		340,596	
Compensated Absences		34,573	
FUND BALANCE - BEGINNING, RESTATED		2,047,875	
FUND BALANCE - ENDING		\$ 2,406,206	

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
REVENUES			
Local Sources:			
Property Taxes	\$ 1,900,125	\$ 1,845,421	\$ (54,704)
Corporate Replacement Taxes	41,456	69,507	28,051
Earnings on Investments	755	3,618	2,863
Permit Income	6,000	50,670	44,670
Other Income	42,000	52,380	10,380
	<u>1,990,336</u>	<u>2,021,596</u>	<u>31,260</u>
Total Local Sources	<u>1,990,336</u>	<u>2,021,596</u>	<u>31,260</u>
Total Revenues	<u>1,990,336</u>	<u>2,021,596</u>	<u>31,260</u>
EXPENDITURES			
General Road Fund:			
Administration:			
Personnel:			
Salaries	63,000	58,280	(4,720)
Health Insurance	140,000	158,485	18,485
	<u>203,000</u>	<u>216,765</u>	<u>13,765</u>
Total Personnel	<u>203,000</u>	<u>216,765</u>	<u>13,765</u>
Contractual Services:			
Alcohol and Drug Testing	800	540	(260)
Payroll Service	4,500	4,406	(94)
Accounting Services	4,800	4,945	145
Conferences	3,000	756	(2,244)
Dues and Subscriptions	1,000	730	(270)
Legal Services	6,000	2,815	(3,185)
Travel Expense	1,000	612	(388)
Postage	500	163	(337)
Printing and Publishing	8,000	7,706	(294)
Telecommunications	7,500	5,878	(1,622)
Training	2,000	77	(1,923)
	<u>39,100</u>	<u>28,628</u>	<u>(10,472)</u>
Total Contractual Services	<u>39,100</u>	<u>28,628</u>	<u>(10,472)</u>
Commodities:			
Office Supplies	2,500	1,562	(938)
	<u>2,500</u>	<u>1,562</u>	<u>(938)</u>
Total Commodities	<u>2,500</u>	<u>1,562</u>	<u>(938)</u>
Other Expenditures:			
Miscellaneous Charges	3,000	74	(2,926)
Municipal Replacement Tax	40,000	32,664	(7,336)
	<u>43,000</u>	<u>32,738</u>	<u>(10,262)</u>
Total Other Expenditures	<u>43,000</u>	<u>32,738</u>	<u>(10,262)</u>

(Continued)

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Administration (Continued):			
Capital Outlay			
Office Equipment	\$ 7,000	\$ 5,146	\$ (1,854)
Total Capital Outlay	7,000	5,146	(1,854)
Total Administration	294,600	284,839	(9,761)
Maintenance:			
Personnel:			
Salaries	150,000	143,033	(6,967)
Uniforms	6,000	5,051	(949)
Total Personnel	156,000	148,084	(7,916)
Contractual Services:			
Building Maintenance	12,000	5,447	(6,553)
Equipment Lease and Maintenance	80,000	62,294	(17,706)
Utilities	10,000	7,839	(2,161)
Rentals	4,500	-	(4,500)
Tree Removal and Spraying	50,000	22,763	(27,237)
Tree Replacement Program	15,000	-	(15,000)
Landfill Charges	2,000	284	(1,716)
Street Lighting	55,000	51,256	(3,744)
Total Contractual Services	228,500	149,883	(78,617)
Commodities:			
Gasoline and Oil	35,000	25,209	(9,791)
Operating Supplies and Material	5,000	4,446	(554)
Maintenance Equipment and Small Tools	10,000	9,694	(306)
Supplies (Equipment)	22,000	22,678	678
Supplies for the Road	5,000	4,486	(514)
Supplies for Snow Removal	65,000	(18,232)	(83,232)
Total Commodities	142,000	48,281	(93,719)
Total Maintenance	526,500	346,248	(180,252)
Contingencies	50,000	-	(50,000)
Total General Road Fund	871,100	631,087	(240,013)

(Continued)

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Permanent Road Fund:			
Personnel:			
Labor	\$ 400,000	\$ 319,296	\$ (80,704)
Total Personnel	400,000	319,296	(80,704)
Contractual Services:			
Maintenance (Roads)	600,000	567,192	(32,808)
Drainage	30,000	1,000	(29,000)
Engineering Services	30,000	42,486	12,486
Landfill Charges	15,000	11,235	(3,765)
Project Expenses	5,000	3,075	(1,925)
Total Contractual Services	680,000	624,988	(55,012)
Commodities:			
Supplies for the Roads	70,000	36,359	(33,641)
Total Commodities	70,000	36,359	(33,641)
Total Permanent Road Fund	1,150,000	980,643	(169,357)
Equipment and Building Fund:			
Capital Outlay:			
Equipment	200,000	286,716	86,716
Building	50,000	13,905	(36,095)
Off Site Storage	6,000	7,502	1,502
Total Capital Outlay	256,000	308,123	52,123
Total Equipment and Building Fund	256,000	308,123	52,123
Social Security Fund:			
Personnel:			
Social Security Tax	45,500	39,583	(5,917)
Total Personnel	45,500	39,583	(5,917)
Total Social Security Fund	45,500	39,583	(5,917)

(Continued)

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED FEBRUARY 28, 2018

	2018		Over (Under) Budget
	Original and Final Budget	Actual	
Insurance Fund:			
Personnel:			
Workmen's Compensation	\$ 30,000	\$ 11,593	\$ (18,407)
Unemployment Insurance	535	-	(535)
Total Personnel	<u>30,535</u>	<u>11,593</u>	<u>(18,942)</u>
Contractual Services:			
General Insurance	<u>41,000</u>	<u>47,499</u>	<u>6,499</u>
Total Contractual Services	<u>41,000</u>	<u>47,499</u>	<u>6,499</u>
<u>Total Insurance Fund</u>	<u>71,535</u>	<u>59,092</u>	<u>(12,443)</u>
Illinois Municipal Retirement Fund			
Personnel:			
Early Retirement Incentive	1,070	-	(1,070)
Municipal Retirement	<u>75,600</u>	<u>62,941</u>	<u>(12,659)</u>
Total Personnel	<u>76,670</u>	<u>62,941</u>	<u>(13,729)</u>
<u>Total Illinois Municipal Retirement Fund</u>	<u>76,670</u>	<u>62,941</u>	<u>(13,729)</u>
<u>Total Expenditures</u>	<u>2,470,805</u>	<u>2,081,469</u>	<u>(389,336)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(480,469)</u>	<u>(59,873)</u>	<u>420,596</u>
OTHER FINANCING SOURCES			
Transfer in	<u>400,000</u>	<u>400,000</u>	<u>-</u>
Total Other Financing Sources	<u>400,000</u>	<u>400,000</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>\$ (80,469)</u>	<u>340,127</u>	<u>\$ 420,596</u>
FUND BALANCE - BEGINNING, AS PREVIOUSLY REPORTED		1,221,396	
PRIOR PERIOD ADJUSTMENTS			
Net Pension Liability		426,565	
Compensated Absences		<u>58,292</u>	
FUND BALANCE - BEGINNING, RESTATED		<u>1,706,253</u>	
FUND BALANCE - ENDING		<u>\$ 2,046,380</u>	

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MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

The budget for all fund types is prepared on the modified accrual basis of accounting which is the same basis that is used in financial reporting. This allows for comparability between budget and actual amounts. The original and final budget was passed on April 26, 2017.

The budget lapses at the end of each fiscal year.

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

1. The Township Supervisor, Administrator, and Road Commissioner submit to the Board of Trustees a proposed budget for the fiscal year. The budget includes proposed expenses to be paid and the means of financing them.
2. Public hearings are conducted at a public meeting to obtain taxpayer comments.
3. The budget is legally adopted through a passage of a resolution.
4. The adopted budget is forwarded to the Cook County Clerk as required by law.
5. The Board of Trustees is authorized to transfer up to 10% of the total budget between line items within any fund; however, any revisions that alter the total expenses paid of any fund must be approved by the Board of Trustees after a public meeting.
6. Formal budgetary integration is employed as a management control device during the year.
7. The Board of Trustees may amend the budget (in other ways) by the same procedures required of its original adoption.

NOTE 2 – EXPENDITURES IN EXCESS OF BUDGET

During the year ended February 28, 2018, actual expenditures disbursed did not exceed budgeted expenditures across all funds.

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