



VILLAGE OF OAK PARK, ILLINOIS

SINGLE AUDIT REPORT

For the Year Ended December 31, 2023



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VILLAGE OF OAK PARK, ILLINOIS
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**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE AND ON REPORT ON SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

The Honorable Village President
Members of the Village Board of Trustees
Village of Oak Park, Illinois

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Village of Oak Park, Illinois’ (the Village) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Village’s major federal programs for the year ended December 31, 2023. The Village’s major federal programs are identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Village complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Village and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Village’s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Village's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Village's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Village's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Village's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Village's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such

that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village, as of and for the year ended December 31, 2023, and the related notes to financial statements, which collectively comprise the Village's basic financial statements. We issued our report thereon dated September 20, 2024, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Sikich CPA LLC

Naperville, Illinois
September 20, 2024

VILLAGE OF OAK PARK, ILLINOIS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended December 31, 2023

Federal Grantor/Program or Cluster Title	Pass-Through	Federal ALN	Program/Grant Number	Expenditures	Amount Provided to Subrecipients
United States Department of Transportation					
Highway Planning and Construction					
Highway Planning and Construction	IL IDOT	20.205	05-00240-00-EG	\$ 537	
Highway Planning and Construction	IL IDOT	20.205	23-1439-38288	<u>91,002</u>	
Total United States Department of Transportation				<u>91,539</u>	
United States Department of Health and Human Services					
Public Health Emergency Preparedness					
Public Health Emergency Preparedness	IDPH	93.069	47580019I	42,854	
Public Health Emergency Preparedness	IDPH	93.069	48080070L	<u>50,279</u>	
Total Public Health Emergency Preparedness				<u>93,133</u>	
Immunization Cooperative Agreements					
COVID-19 Immunization Cooperative Agreements	IDPH	93.268	38180870K	<u>160,688</u>	
Total Immunization Cooperative Agreements				<u>160,688</u>	
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)					
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)	IDPH	93.323	28180569J	<u>55,226</u>	
Total COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)				<u>55,226</u>	
HIV Prevention Activities Health Department Based					
HIV Prevention Activities Health Department Based	PHIMC	93.940	N/A	<u>17,510</u>	
Total HIV Prevention Activities Health Department Based				<u>17,510</u>	
Medical Reserve Corps Small Grant Program					
Medical Reserve Corps Small Grant Program	NACCHO	93.008	MRCSEG061001-01	<u>500</u>	
Total Medical Reserve Corps Small Grant Program				<u>500</u>	

VILLAGE OF OAK PARK, ILLINOIS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)

For the Year Ended December 31, 2023

Federal Grantor/Program or Cluster Title	Pass-Through	Federal ALN	Program/Grant Number	Expenditures	Amount Provided to Subrecipients
United States Department of Health and Human Services (Continued)					
COVID-19 Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response					
COVID-19 Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response	IDPH	93.354	27680069J	\$ 58,663	
Total COVID-19 Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response				<u>58,663</u>	
Collaboration with Academia to Strengthen Public Health					
Collaboration with Academia to Strengthen Public Health	IDPH	93.967	48080471L	44,136	
Total Collaboration with Academia to Strengthen Public Health				<u>44,136</u>	
Social Services Block Grant					
Social Services Block Grant	IDPH	93.667	FCSBU06075	619	
Total Social Services Block Grant				<u>619</u>	
Total United States Department of Health and Human Services				<u>430,475</u>	
United States Department of Housing and Urban Development					
Community Development Block Grants/Entitlement Grants Cluster					
Community Development Block Grants/Entitlement Grants	N/A	*14.218	B21MC170017	445,585	\$ -
Community Development Block Grants/Entitlement Grants	N/A	*14.218	B22MC170017	762,428	252,280
Community Development Block Grants/Entitlement Grants	N/A	*14.218	B23MC170017	157,121	52,030
Community Development Block Grants/Entitlement Grants	N/A	*14.218	N/A	9,801	-
COVID-19 Community Development Block Grants/Entitlement Grants	N/A	*14.218	B20MW170017	37,739	37,739
Total Community Development Block Grants/Entitlement Grants Cluster				<u>1,412,674</u>	<u>342,049</u>
Total United States Department of Housing and Urban Development				<u>1,412,674</u>	<u>342,049</u>

VILLAGE OF OAK PARK, ILLINOIS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)

For the Year Ended December 31, 2023

Federal Grantor/Program or Cluster Title	Pass-Through	Federal ALN	Program/Grant Number	Expenditures	Amount Provided to Subrecipients
United States Department of Justice					
Bulletproof Vest Partnership Program					
Bulletproof Vest Partnership Program	N/A	16.607	N/A	\$ 8,528	
Total Bulletproof Vest Partnership Program				<u>8,528</u>	
Edward Byrne Memorial Justice Assistance Grant Program					
Edward Byrne Memorial Justice Assistance Grant Program	City of Chicago	16.738	15PBJA-21-GG-01455-JAGX	6,000	
Total Edward Byrne Memorial Justice Assistance Grant Program				<u>6,000</u>	
Total United States Department of Justice				<u>14,528</u>	
United States Department of the Treasury					
Coronavirus State and Local Fiscal Recovery Funds					
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	N/A	*21.027	N/A	7,912,401	\$ 994,429
Total Coronavirus State and Local Fiscal Recovery Funds				<u>7,912,401</u>	<u>994,429</u>
Total United States Department of the Treasury				<u>7,912,401</u>	<u>994,429</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS				<u>\$ 9,861,617</u>	<u>\$ 1,336,478</u>

*Denotes major program

The accompanying notes are an integral part of this schedule

VILLAGE OF OAK PARK, ILLINOIS

NOTES TO SCHEDULE OF EXPENDITURES

For the Year Ended December 31, 2023

Note A - Basis of Accounting

The accompanying schedule of expenditures of federal awards is a summary of the activity of the Village's federal award programs presented on the modified accrual basis of accounting in accordance with generally accepted accounting principles. Accordingly, revenues are recognized when the qualifying expenditure has been incurred and expenditures have been recognized when the fund liability has been incurred.

Note B - Subrecipients

Of the federal expenditures presented in this schedule, the Village provided federal awards to subrecipients from the Community Development Block Grant (ALN #14.218) in the amount of \$342,049 and the Coronavirus State and Local Fiscal Recovery Funds (ALN #21.027) in the amount of \$994,429.

Note C - Other Information

No noncash assistance was provided and no federal insurance was in effect.

Note D - Community Development Block Grant Loans (ALN #14.218)

The amount of loans outstanding at December 31, 2023 under the Community Development Block Grant program was \$33,055 for first time homebuyers, \$1,826,827 for development acquisition loans, \$723,460 for single family rehabilitation loans and \$149,111 for other deferred and non-deferred payment loans. These loans have no continuing compliance requirements outside of loan repayment.

Note E - 10% De Minimis Indirect Cost Rate

The Village has elected to use the 10% de minimis indirect cost rate as permitted by 2 CFR Section 200.414.

VILLAGE OF OAK PARK, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended December 31, 2023

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: *Unmodified*

Internal control over financial reporting:
Material weakness(es) identified? X yes no
Significant deficiency(ies) identified? yes X none reported

Noncompliance material to financial statements noted? yes X no

Federal Awards

Internal Control over major federal programs:
Material weakness(es) identified? yes X no
Significant deficiency(ies) identified? yes X none reported

Type of auditor's report issued on compliance for major federal programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? yes X no

Identification of major federal programs:

<u>ALN Number(s)</u>	<u>Name of Federal Program or Cluster</u>
21.027	COVID-19 Coronavirus State and Local Fiscal Recovery Funds
14.218	Community Development Block Grants/Entitlement Grants Cluster

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? X yes no

VILLAGE OF OAK PARK, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)

For the Year Ended December 31, 2023

Section II - Financial Statement Findings

Finding 2023-001 - Financial Reporting

Criteria/Specific Requirement: The Village's internal controls over GAAP financial reporting should include adequately trained personnel with knowledge and experience to prepare and/or thoroughly review GAAP based financial statements to ensure they are free from material misstatements and include all disclosures as required by the Government Accounting Standards Board (GASB).

Condition: During our audit we identified and proposed numerous audit adjustments, which were reviewed and approved by management, to present fairly the Village's basic financial statements. Details of all these adjustments are available in the separate Board Communication Report provided. These entries arose from supporting schedules not agreeing to the final trial balance and/or from our detailed testing, which identified inaccuracies, incomplete schedules or both. Some of the entries posted were material in nature. Additionally, similar entries that are undetected could result in material misstatements in the Village's financial statements in the future.

Cause and Effect: The accounting department has experienced significant turnover and also has a limited number of staff. Without consistent and adequate staffing, the financial statements may not contain properly adjusted account balances if prepared by the Village.

Recommendation: We recommend the Village implement a more thorough review process of the final trial balance and supporting schedules prior to providing them to the auditors for testing. This review should be performed by someone independent of the preparer and of the appropriate skill level.

Views of Responsible Officials: Management agrees with this finding and response is included in Corrective Action Plan.

Section III - Federal Award Findings and Questioned Costs

None

Section IV - Prior Year Audit Findings

None



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**CORRECTIVE ACTION PLAN FOR CURRENT YEAR FINDINGS
For the Year Ended December 31, 2023**

Finding: 2023-001 – Financial Reporting

Condition:

During our audit we identified and proposed numerous audit adjustments, which were reviewed and approved by management, to present fairly the Village's basic financial statements. Details of all these adjustments are available in the separate Board Communication Report provided. These entries arose from supporting schedules not agreeing to the final trial balance and/or from our detailed testing, which identified inaccuracies, incomplete schedules or both. Some of the entries posted were material in nature. Additionally, similar entries that are undetected could result in material misstatements in the Village's financial statements in the future.

Corrective Action Plan:

Village staff has implemented measures to properly review all general ledger accounts. Staff will continue to request assistance from the auditors if needed. The material weakness entries are not expected to recur in the future.

Responsible Person for Corrective Action Plan:

Donna Gayden, Interim CFO

Implementation Date of Corrective Action Plan:

September 30, 2024