

# CUNNINGHAM TOWNSHIP BUDGET

Fiscal Year 2012 - 2013  
July 1, 2012 - June 30, 2013

**Cunningham Township  
205 West Green Street  
Urbana, Illinois 61801**

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Fiscal Year 2012 - 2013  
July 1, 2012 - June 30, 2013

Cunningham Township  
205 West Green Street  
Urbana, Illinois 61801  
(217) 384-4144  
[carol.township@gmail.com](mailto:carol.township@gmail.com)

## *Elected Officials*

<i>Supervisor</i>	Carol A. Elliott
<i>Assessor</i>	Dan Stebbins
<i>Town Clerk</i>	Phyllis D. Clark

## *Township Board*

Laurel Lunt Prussing, Chair  
Charlie Smyth, Ward 1  
Eric Jakobsson, Ward 2  
Robert E. Lewis, Ward 3  
Brandon C. Bowersox-Johnson, Ward 4  
Dennis P. Roberts, Ward 5  
Heather D. Stevenson, Ward 6  
Diane W. Marlin, Ward 7

## Table of Contents

2012 - 2013 Budget and Appropriation Ordinance .....	4
Letter of Transmittal .....	5
Consolidated Financial Summary .....	7
Consolidated Revenue and Expenditure Summary .....	8
Town Fund	
Description of Divisions .....	9
Revenue Detail .....	11
Administration Division Expenditure Detail .....	12
Assessor Division Expenditure Detail .....	14
Grants Division Expenditure Detail .....	15
Division Totals .....	16
General Assistance Fund	
Description of Division .....	17
Revenue Detail .....	18
Expenditure Detail .....	19
Division Totals .....	20
Total Budget Expenditures, All Funds .....	20
Supplementary Expenditures Information (Salaries) .....	21

Ordinance No. T-2012-07-002

Whereas all legal requirements have been complied with:

Now therefore be it ordained by the Township Board of the Town of Cunningham, County of Champaign, State of Illinois, in meeting assembled as follows:

That the fiscal year of this Town is hereby fixed and declared to be from July 1, 2012 - June 30, 2013

That the following budget, incorporated herein, containing an estimate of receipts of the Town and General Assistance funds, is hereby adopted as the budget of this Town and General Assistance funds, and shall be in full force and effect from and after this date;

That there is an estimate of the beginning balance of July 1, 2012 in the amount of

Town Fund	\$ 586,111.00
General Assistance Fund	\$ 650,086.00
Total All Funds	\$1,236,197.00

That the estimate of cash to be received during the Fiscal year, from all sources is

Town Fund	\$ 615,474.00
General Assistance Fund	\$ 656,374.00
Total All Funds	\$1,271,848.00

That the estimate of expenditures for each of the aforementioned funds is

Town Fund	\$ 929,209.00
General Assistance Fund	\$ 999,703.00
Total All Funds	\$1,928,912.00

That the ending balance at the end of the Fiscal Year, June 30, 2013 is estimated to be

Town Fund	\$ 272,376.00
General Assistance Fund	\$ 306,757.00
Total All Funds	\$ 579,133.00

That the following budget is the Annual Appropriation Ordinance of this Town, passed by the Township board of the Town of Cunningham as required by law, and shall be in full force and effect from and after this date. Adopted on July 2, 2012, by the Township Board of the Town of Cunningham in the County of Champaign, State of Illinois, in meeting assembled.

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Chair, Township Board

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Town Clerk

July 2, 2012

Dear Township Board,

This document is the final budget document for the fiscal year 2012-2013. The tentative budget document has been available for inspection for at least 30 days prior to a public hearing scheduled for July 2, 2012 at 7:00pm.

This document contains an estimate of revenue and expenditures for the fiscal year beginning July 1, 2012, revenue and expenditure information for fiscal year 2011, and original and amended budget amounts for fiscal year 2012. The budget for fiscal year 2012 was amended primarily due to large increases in the General Assistance personal allowance and medical care line items. The columns to the far right on each page indicate the percentage of each budget line item of the division, fund and budget.

The budget includes a line item in each fund for potential re-payment of property taxes to Carle Hospital. The amounts budgeted are based on information received from the Champaign County Treasurer.\*

\*Revised by Champaign County Treasurer 5/22/12

Revenue year 2004 (FY 08)	Revenue year 2005 (FY 07)	Revenue year 2006 (FY 08)	Revenue year 2007 (FY 09)	Revenue year 2008 (FY 10)	Revenue year 2009 (FY 11)	Revenue year 2010 (FY 12)	Revenue Year 2011 (FY 13)	Total
\$46,928.00	\$49,059.00	\$52,550.00	\$58,978.00	\$65,361.00	\$66,564.00	\$68,577.00	\$71,369.00	\$479,386.00

This expense item is budgeted as an expense in Town Administration (1/4), Town Fund Assessor (1/4) and General Assistance (1/2).

The other factors taken into consideration when creating the budget document:

**Revenues**

Property Tax

Requested in Levy Ordinance Filed December 2011	Capped Extension	*Adjusted Extension	Rate
Town Fund = 626,225.00	Town Fund = 610,019.00	Town Fund= 601,719.00	Town = .1015
GA Fund = 609,278.00	GA Fund = 593,419.00	GA Fund = 601,719.00	GA = .1015
<b>TOTAL = 1,235,503.00</b>	<b>TOTAL = 1,203,438.00</b>	<b>TOTAL = 1,203,438.00</b>	<b>Tot = .2030</b>

**\*Adjusted by Township Supervisor**

**Expenditures - Personnel**

The compensation for elected officials was approved in July of 2008 for the officers elected in April 2009; compensation will increase on an annual basis, instead of allowing an increase only every four years. The term of office for the Township Supervisor, Township Clerk, and Township Board began May 18, 2009. The Township Assessor term of office began January 1, 2010. Increase for staff employees is 3% and those employees qualifying for longevity pay will receive an additional 1%.

The IMRF employer rate for calendar year 2012 is 14.37%; the preliminary contribution rate for 2013 is 17.30%. The budget reflects six months expense at the current year's rate, and six months expense at the rate effective January 1, 2013.

Any increase in health insurance premiums is not known at this time; however, a 10% increase is generally budgeted.

**Expenditures - Town Fund Grants Division**

The tentative budget decreases the amount budgeted from \$118,000 in FY 12 to \$100,000 for FY 13. The additional \$18,000 budgeted for FY 12 was proposed as a one-time increase to make up for a loss in social service funding in the City of Urbana budget.

**Expenditures - General Assistance Fund Division**

General Assistance case numbers have continued to be high; amounts budgeted for FY 13 are anticipated to be about the same amount.

Any changes to the final budget document will be presented at the July 2012 meeting, or whenever the final document appears on the agenda to be adopted. The final draft may include changes in either revenues or expenditures, which is not unusual.

Sincerely,

Carol Elliott  
Cunningham Township Supervisor

CONSOLIDATED FINANCIAL SUMMARY

FISCAL YEAR 2011-2012 (Amended)

	Town Fund	Gen Ass't Fund	Total
Balance July 1, 2011	\$512,936.00	\$726,912.00	\$1,239,848.00
Revenues	\$688,087.00	\$563,133.00	\$1,251,220.00
Total Available	\$1,201,023.00	\$1,290,045.00	\$2,491,068.00
Expenditures	\$614,912.00	\$639,959.00	\$1,254,871.00
Balance June 30, 2012	\$586,111.00	\$650,086.00	\$1,236,197.00

FISCAL YEAR 2012-2013

Balance July 1, 2012	\$586,111.00	\$650,086.00	\$1,236,197.00
Revenues	\$615,474.00	\$656,374.00	\$1,271,848.00
Total Available	\$1,201,585.00	\$1,306,460.00	\$2,508,045.00
Expenditures	\$929,209.00	\$999,703.00	\$1,928,912.00
Balance June 30, 2013	\$272,376.00	\$306,757.00	\$579,133.00
Expenditures w/o Carle tax	\$689,517.00	\$760,010.00	\$1,449,527.00
Balance June 30, 2013 (excl. Carle tax)	\$512,068.00	\$546,450.00	\$1,058,518.00

CONSOLIDATED REVENUE  
AND EXPENDITURE  
SUMMARY, FISCAL YEAR  
2012-2013

	TOWN FUND	GEN ASS'T FUND	TOTAL
	original	original	original
REVENUES			
Property Tax - Current	\$601,719.00	\$601,719.00	\$1,203,438.00
Property Tax - Prior	\$300.00	\$200.00	\$500.00
Pers. Prop. Replacement Tax	\$12,000.00	\$12,000.00	\$24,000.00
In Lieu of Taxes	\$500.00	\$500.00	\$1,000.00
Mobile Home Tax	\$55.00	\$55.00	\$110.00
Interest Income	\$900.00	\$900.00	\$1,800.00
SSI Reimbursement	\$0.00	\$40,000.00	\$40,000.00
Misc. Income	\$0.00	\$1,000.00	\$1,000.00
TOTAL	\$615,474.00	\$656,374.00	\$1,271,848.00

EXPENDITURES

PERSONNEL SERVICES	\$425,817.00	\$93,350.00	\$519,167.00
MATERIALS AND SUPPLIES	\$3,850.00	\$11,050.00	\$14,900.00
OPERATIONS & CONTR.	\$467,542.00	\$891,203.00	\$1,358,745.00
CAPITAL OUTLAY	\$32,000.00	\$4,100.00	\$36,100.00
TOTAL	\$929,209.00	\$999,703.00	\$1,928,912.00

## Descriptions of General Town Fund Divisions

General Town Fund includes three separate divisions: Administration, Assessor, and Grants

### Administration Division

The Cunningham Township government serves an area with the same geographical boundaries as the City of Urbana. Property annexed in to the City of Urbana is automatically annexed in to the township. The Urbana City Council members serve ex-officio as the Township Board of the Town of Cunningham. The Township Board meets in regular session on the first Monday of every month at 7:00p.m in the city council chambers of the Urbana City building, 400 S. Vine Street. The meeting is televised live on the local cable access channel, channel 6. The Township Committee on the Budget is comprised of all board members and meets as needed on the fourth Monday of each month at 7:00pm, also in the city building. Township board and committee meetings are open to the public and subject to Illinois regulations on the Open Meetings Act. Township meeting agendas and minutes are available on the City of Urbana web site, as well as miscellaneous financial documents and reports: [www.urbanaininois.us](http://www.urbanaininois.us) , follow the link to Mayor, Boards, Township Board.

The functions carried out in the Administration Division are the township's budget preparation and analysis for all funds, financial management and forecasting, property tax levy recommendations, maintenance of the township building and legal and accounting services.

The elected Cunningham Township Supervisor oversees this division. Compensation and benefits for the following elected officials are included in the Administration budget: Cunningham Township Supervisor, Cunningham Town Clerk, and Cunningham Town Board. Employees in this division are the Accounting Manager (1).

### The Annual Town Meeting

The Annual Town Meeting is held in April of every year, the second Tuesday of April, unless that date conflicts with Passover.

The date and time and place of the meeting is set by statute. It is required to be held the second Tuesday in April each year. It must be held after 6 pm. It must be held at a convenient place in the township. Most importantly taking into consideration handicapped accessibility, available parking, adequate seating, accommodations, and a time that will attract the most participants.

The public notice requirements are completed by the Clerk and in his/her absence, the Supervisor *or, in the clerk's absence, the supervisor assessor, or collector.* (60 ILCS 1/30-10). The statement of time, place and agenda are to be approved by the township at a meeting prior to the April Annual Town Meeting. Written notices must be posted in (3) of the most public places in the township. If a local newspaper is published in the township, it is required to be posted in that publication. New in 2009, electors may submit items for agenda consideration prior to or on March 1. The agenda is then

approved by the Town Board at least ten days prior to the Annual Town Meeting.

The Clerk is responsible for administration of the meeting. The Clerk is the **only** elected official acting in an official capacity. All other elected township officials attend the meeting as members of the township. The selection of the Moderator is an important step in the **ANNUAL TOWN MEETING** process. The moderator is elected by nominations from the floor. The oath of office of moderator is administered by the Clerk. The moderator can be a currently elected township official, as they are attending the meeting as a resident of the township and not as an elected official.” *(From Township Officials of Illinois Township Perspective Magazine, March 2008)*

### Assessor Division

The Cunningham Township Assessor determines fair market value of property and sets the assessment at one-third of fair market value.

The elected Cunningham Township Assessor oversees this division. Compensation and benefits for the elected Assessor are included in this division’s budget. Full time employees in this division are the Chief Deputy Assessor (1), Deputy Assessor (1), and Secretary (1). There are no part time positions.

### Grants Division

The purpose of the Grants Division is to provide or help provide or help finance health services and various human services, especially for low-income individuals and households. Since the elimination of Federal Revenue Sharing in FY 1986-1987, the Township has levied taxes in Town Fund to replace Revenue Sharing and continues to provide grants for community services.

The Township’s Grants program is part of a joint program of the City of Urbana and Cunningham Township. The City Council/Township Board members award grants to specific agencies or programs and divide the financial responsibility among the two units of local government. The Grants Division is administered by the Supervisor’s office in partnership with the City of Urbana Community Development Grants Management Division.

TOWN FUND REVENUES

	FY 11 budget	FY 11 amended	FY 11A final	FY 12 budget	FY 12A amended	FY 12 est final	FY 12 % rec'd	FY 13 budget	FY 13 % fund	FY 13 % budget
Property Tax - Current	\$637,098.00	\$637,098.00	\$634,490.00	\$676,798.00	\$676,798.00	\$673,260.00	99.48%	\$601,719.00	97.77%	47.31%
Property Tax - Prior	\$150.00	\$19,000.00	\$18,376.00	\$300.00	\$300.00	\$0.00	0.00%	\$300.00	0.05%	0.02%
Personal Prop. Repl. Tax	\$12,000.00	\$14,388.00	\$14,388.00	\$14,000.00	\$14,000.00	\$12,689.00	90.64%	\$12,000.00	1.95%	0.94%
In Lieu of Taxes	\$500.00	\$500.00	\$475.00	\$500.00	<b>\$1,282.00</b>	\$1,282.00	100.00%	\$500.00	0.08%	0.04%
Mobile Home Tax	\$60.00	\$60.00	\$58.00	\$60.00	\$60.00	\$56.00	93.33%	\$55.00	0.01%	0.00%
Interest Income	\$1,200.00	\$1,200.00	\$986.00	\$1,200.00	\$1,200.00	\$800.00	66.67%	\$900.00	0.15%	0.07%
Miscellaneous Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	0.00%
<b>TOTAL</b>	<b>\$651,008.00</b>	<b>\$672,246.00</b>	<b>\$668,773.00</b>	<b>\$692,858.00</b>	<b>\$693,640.00</b>	<b>\$688,087.00</b>	<b>99.20%</b>	<b>\$615,474.00</b>	<b>100.00%</b>	<b>48.39%</b>

## TOWN FUND ADMINISTRATION

	FY 11 budget	FY 11 amended	FY 11 final	FY 12 budget	FY 12A amended	FY 12 est. final	FY 12 % expended	FY 13 budget	FY 13 %division	FY 13 % fund	FY 13 %budget
<b>PERSONNEL</b>											
Supervisor's Salary	\$52,722.00	\$52,722.00	\$52,721.00	\$54,101.00	<b>\$54,305.00</b>	\$54,305.00	100.00%	\$55,932.00	13.63%	6.02%	2.90%
Clerk's Salary	\$5,073.00	\$5,073.00	\$5,073.00	\$5,206.00	<b>\$5,225.00</b>	\$5,225.00	100.00%	\$5,382.00	1.31%	0.58%	0.28%
Board's Salary	\$4,000.00	\$4,000.00	\$3,596.00	\$4,000.00	\$4,000.00	\$3,703.00	92.58%	\$4,000.00	0.97%	0.43%	0.21%
Salaries - Other	\$47,000.00	\$47,000.00	\$46,484.00	\$51,000.00	\$51,000.00	\$49,000.00	96.08%	\$51,000.00	12.43%	5.49%	2.64%
Separation Pay	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	0.00%	\$1,000.00	0.24%	0.11%	0.05%
Health Insurance	\$16,000.00	\$16,000.00	\$15,574.00	\$17,500.00	<b>\$17,665.00</b>	\$17,665.00	100.00%	\$20,000.00	4.87%	2.15%	1.04%
IMRF	\$12,000.00	\$15,000.00	\$14,947.00	\$17,332.00	\$17,332.00	\$17,021.00	98.21%	\$17,500.00	4.26%	1.88%	0.91%
FICA	\$8,500.00	\$8,500.00	\$7,823.00	\$8,750.00	\$8,750.00	\$8,104.00	92.62%	\$8,900.00	2.17%	0.96%	0.46%
Unemployment Comp	\$600.00	\$205.00	\$205.00	\$182.00	\$182.00	\$83.00	45.60%	\$100.00	0.20%	0.01%	0.01%
<b>TOTAL PERSONNEL</b>	<b>\$146,395.00</b>	<b>\$148,500.00</b>	<b>\$146,423.00</b>	<b>\$158,571.00</b>	<b>\$158,959.00</b>	<b>\$155,106.00</b>	<b>97.58%</b>	<b>\$163,814.00</b>	<b>39.92%</b>	<b>17.63%</b>	<b>8.49%</b>
<b>MATERIALS AND SUPPLIES</b>											
Office Supplies	\$1,200.00	\$1,200.00	\$1,166.00	\$1,200.00	\$1,200.00	\$581.00	48.42%	\$1,200.00	0.29%	0.13%	0.06%
Office Supplies - Computer	\$500.00	\$200.00	\$0.00	\$500.00	\$500.00	\$0.00	0.00%	\$1,000.00	0.24%	0.11%	0.05%
Miscellaneous	\$100.00	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00	0.00%	\$100.00	0.02%	0.01%	0.01%
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>\$1,800.00</b>	<b>\$1,450.00</b>	<b>\$1,166.00</b>	<b>\$1,750.00</b>	<b>\$1,750.00</b>	<b>\$581.00</b>	<b>33.20%</b>	<b>\$2,300.00</b>	<b>0.56%</b>	<b>0.25%</b>	<b>0.12%</b>
<b>OPERATIONS AND CONTRACTUAL</b>											
Carle Property Tax Refund	\$85,636.00	\$85,636.00	\$0.00	\$102,916.00	\$102,916.00	\$0.00	0.00%	\$119,846.00	29.20%	12.90%	6.21%
Dues and Subscriptions	\$1,100.00	\$1,000.00	\$909.00	\$1,100.00	\$1,100.00	\$977.00	88.82%	\$1,100.00	0.27%	0.12%	0.06%
Travel	\$25.00	\$25.00	\$0.00	\$25.00	\$25.00	\$0.00	0.00%	\$50.00	0.01%	0.01%	0.00%
Training	\$150.00	\$150.00	\$0.00	\$200.00	<b>\$200.00</b>	\$0.00		\$200.00	0.05%	0.02%	0.01%
Legal	\$13,000.00	\$23,590.00	\$23,590.00	\$24,000.00	<b>\$47,000.00</b>	\$47,000.00	100.00%	\$50,000.00	12.18%	5.38%	2.59%
Janitor Services	\$1,500.00	\$1,338.00	\$1,338.00	\$1,405.00	\$1,405.00	\$1,405.00	100.00%	\$1,475.00	0.36%	0.16%	0.08%
Maintenance - Equipment	\$500.00	\$300.00	\$275.00	\$500.00	\$500.00	\$261.00	52.20%	\$500.00	0.12%	0.05%	0.03%
Maintenance - Building & Grounds	\$20,000.00	\$20,000.00	\$15,224.00	\$15,000.00	\$15,000.00	\$14,593.00	97.29%	\$15,000.00	3.66%	1.61%	0.78%
Accounting & Auditing	\$8,500.00	\$8,500.00	\$8,436.00	\$9,500.00	\$9,500.00	\$8,686.00	91.43%	\$9,800.00	2.39%	1.05%	0.51%
Postage	\$1,000.00	\$1,000.00	\$979.00	\$1,000.00	\$1,000.00	\$1,000.00	100.00%	\$1,000.00	0.24%	0.11%	0.05%
Printing	\$800.00	\$800.00	\$689.00	\$800.00	<b>\$880.00</b>	\$880.00	100.00%	\$1,000.00	0.24%	0.11%	0.05%
Utilities	\$8,000.00	\$6,500.00	\$5,751.00	\$7,000.00	\$7,000.00	\$5,289.00	75.56%	\$6,000.00	1.46%	0.65%	0.31%
Vehicle Service	\$300.00	\$100.00	\$48.00	\$100.00	\$100.00	\$66.00	66.00%	\$300.00	0.07%	0.03%	0.02%
Computer Service/Maintenance	\$500.00	\$200.00	\$153.00	\$200.00	\$200.00	\$0.00	0.00%	\$500.00	0.12%	0.05%	0.03%
General Insurance	\$9,000.00	\$9,000.00	\$7,793.00	\$9,000.00	\$9,000.00	\$7,793.00	86.59%	\$9,500.00	2.31%	1.02%	0.49%

TOWN FUND ADMINISTRATION,  
cont'd

	FY 11 budget	FY 11 amended	FY 11 final	FY 12 budget	<b>FY 12A amended</b>	FY 12 est. final	FY 12 % expended	FY 13 budget	FY 13 %division	FY 13 % fund	FY 13 %budget
TOTAL OPER. & CONTRACT.	\$150,011.00	\$158,139.00	\$65,185.00	\$172,746.00	\$195,826.00	\$87,950.00	44.91%	\$216,271.00	52.70%	23.27%	11.21%
CAPITAL OUTLAY											
Equipment Purchase/Replacement	\$1,000.00	\$2,500.00	\$1,671.00	\$2,500.00	\$2,500.00	\$416.00	16.64%	\$2,500.00	0.61%	0.27%	0.13%
<b>Equip. Purchase/Repl. Computers</b>								\$3,500.00	0.85%	0.38%	0.18%
Vehicle Replacement	\$5,000.00	\$5,000.00	\$0.00	\$8,000.00	\$8,000.00	\$0.00		\$12,000.00	2.92%	1.29%	0.62%
Building Replacement/Improvements	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$141.00	1.41%	\$10,000.00	2.44%	1.08%	0.52%
TOTAL CAPITAL OUTLAY	\$16,000.00	\$17,500.00	\$1,671.00	\$20,500.00	\$20,500.00	\$557.00	2.72%	\$28,000.00	6.82%	3.01%	1.45%
TOTAL TOWN FUND ADMIN.	\$314,206.00	\$325,589.00	\$214,445.00	\$353,567.00	<b>\$377,035.00</b>	\$244,194.00	64.77%	\$410,385.00	100.00%	44.16%	21.28%

TOWN FUND ASSESSOR

	FY 11 budget	FY 11 amended	FY 11 final	FY 12 budget	FY 12A amended	FY 12 est final	FY 12 % expended	FY 13 budget	FY 13 % division	FY 13 % fund	FY 13 % budget
<b>PERSONNEL</b>											
Assessor's Salary	\$57,000.00	\$57,000.00	\$56,935.00	\$58,644.00	\$58,644.00	\$58,644.00	100.00%	\$60,403.00	14.42%	6.50%	3.13%
Salaries - Other	\$132,000.00	\$134,000.00	\$133,268.00	\$121,000.00	<b>\$95,000.00</b>	\$93,328.00	98.24%	\$125,000.00	29.85%	13.45%	6.48%
Separation Pay	\$4,500.00	\$5,788.00	\$5,787.00	\$1,000.00	\$1,000.00	\$0.00		\$1,000.00	0.24%	0.11%	0.05%
Health Insurance	\$32,000.00	\$30,000.00	\$29,686.00	\$33,000.00	\$33,000.00	\$24,662.00	74.73%	\$31,300.00	7.47%	3.37%	1.62%
IMRF	\$23,000.00	\$29,000.00	\$28,958.00	\$30,000.00	\$30,000.00	\$25,440.00	84.80%	\$29,500.00	7.04%	3.17%	1.53%
FICA	\$15,000.00	\$16,000.00	\$13,911.00	\$14,000.00	\$14,000.00	\$11,484.00	82.03%	\$14,500.00	3.46%	1.56%	0.75%
Unemployment Comp	\$1,559.00	\$1,200.00	\$1,146.00	\$641.00	\$641.00	\$254.00	39.63%	\$300.00	0.07%	0.03%	0.02%
<b>TOTAL PERSONNEL</b>	<b>\$265,059.00</b>	<b>\$272,988.00</b>	<b>\$269,691.00</b>	<b>\$258,285.00</b>	<b>\$232,285.00</b>	<b>\$213,812.00</b>	<b>92.05%</b>	<b>\$262,003.00</b>	<b>62.56%</b>	<b>28.20%</b>	<b>13.58%</b>
<b>MATERIALS &amp; SUPPLIES</b>											
Office Supplies	\$1,500.00	\$1,000.00	\$833.00	\$1,500.00	\$1,500.00	\$795.00	53.00%	\$1,500.00	0.36%	0.16%	0.08%
Misc. Expense	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00	0.00%	\$50.00	0.01%	0.01%	0.00%
<b>TOTAL MAT. &amp; SUPPLIES</b>	<b>\$1,550.00</b>	<b>\$1,050.00</b>	<b>\$833.00</b>	<b>\$1,550.00</b>	<b>\$1,550.00</b>	<b>\$795.00</b>	<b>51.29%</b>	<b>\$1,550.00</b>	<b>0.37%</b>	<b>0.17%</b>	<b>0.08%</b>
<b>OPERATIONS, CONTR.</b>											
Carle Property Tax Refund	\$85,636.00	\$85,636.00	\$0.00	102,916.00	102,916.00	0.00	0.00%	\$119,846.00	28.61%	12.90%	6.21%
Dues and Subscriptions	\$4,000.00	\$4,000.00	\$2,588.00	\$4,000.00	\$4,000.00	\$2,134.00	53.35%	\$4,000.00	0.96%	0.43%	0.21%
Travel	\$500.00	\$200.00	\$0.00	\$100.00	\$100.00	\$0.00	0.00%	\$100.00	0.02%	0.01%	0.01%
Training	\$5,000.00	\$5,000.00	\$3,237.00	\$4,000.00	\$4,000.00	\$2,127.00	53.18%	\$4,000.00	0.96%	0.43%	0.21%
Janitor Services	\$1,500.00	\$1,338.00	\$1,338.00	\$1,405.00	\$1,405.00	\$1,405.00	100.00%	\$1,475.00	0.35%	0.16%	0.08%
Maintenance - Equipment	\$1,000.00	\$500.00	\$154.00	\$500.00	\$500.00	\$500.00	100.00%	\$500.00	0.12%	0.05%	0.03%
Postage	\$5,000.00	\$1,000.00	\$740.00	\$3,000.00	\$3,000.00	\$3,000.00	100.00%	\$3,000.00	0.72%	0.32%	0.16%
Printing	\$2,000.00	\$2,000.00	\$1,409.00	\$2,000.00	\$2,000.00	\$771.00	38.55%	\$2,000.00	0.48%	0.22%	0.10%
Appraisals	\$5,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$400.00	40.00%	\$1,000.00	0.24%	0.11%	0.05%
Computer Service	\$5,000.00	\$5,000.00	\$2,029.00	\$5,000.00	\$5,000.00	\$450.00	9.00%	\$7,600.00	1.81%	0.82%	0.39%
<b>Computer Software Maint.</b>								\$3,450.00	0.82%	0.37%	0.18%
Vehicle Service	\$400.00	\$100.00	\$97.00	\$200.00	\$200.00	\$138.00	69.00%	\$300.00	0.07%	0.03%	0.02%
Telephone	\$4,000.00	\$3,600.00	\$3,434.00	\$4,000.00	\$4,000.00	\$3,269.00	81.73%	\$4,000.00	0.96%	0.43%	0.21%
<b>TOTAL OPERATIONS</b>	<b>\$119,036.00</b>	<b>\$108,374.00</b>	<b>\$15,026.00</b>	<b>\$128,121.00</b>	<b>\$128,121.00</b>	<b>\$14,194.00</b>	<b>11.08%</b>	<b>\$151,271.00</b>	<b>36.12%</b>	<b>16.28%</b>	<b>7.84%</b>
<b>CAPITAL OUTLAY</b>											
Equipment Purchase/Replacement	\$4,000.00	\$2,500.00	\$1,671.00	\$4,000.00	\$4,000.00	\$1,117.00	27.93%	\$4,000.00	0.96%	0.43%	0.21%
Computer Software Purchase				\$22,000.00	\$22,000.00	\$22,000.00	100.00%	\$0.00	0.00%	0.00%	0.00%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$4,000.00</b>	<b>\$2,500.00</b>	<b>\$1,671.00</b>	<b>\$26,000.00</b>	<b>\$26,000.00</b>	<b>\$23,117.00</b>	<b>88.91%</b>	<b>\$4,000.00</b>	<b>0.96%</b>	<b>0.43%</b>	<b>0.21%</b>
<b>TOTAL ASSESSOR DIV.</b>	<b>\$389,645.00</b>	<b>\$384,912.00</b>	<b>\$287,221.00</b>	<b>\$413,956.00</b>	<b>\$387,956.00</b>	<b>\$251,918.00</b>	<b>64.93%</b>	<b>\$418,824.00</b>	<b>100.00%</b>	<b>45.07%</b>	<b>21.71%</b>

TOWN FUND GRANTS

	FY 11 budget	FY 11 amended	FY 11 final	FY 12 budget	FY 12A amended	FY 12 est final	FY 12 % expended	FY 13 budget	FY 13 %div	FY 13 %fund	FY 13 %budget
HUMAN SERVICES											
A Woman's Fund											
Center for Women in Transition				\$13,000.00	\$13,000.00	\$13,000.00	100.00%	\$23,000.00	23.00%	2.48%	1.19%
Center for Women in Transition AWP				\$21,000.00	\$21,000.00	\$21,000.00	100.00%	\$20,000.00	20.00%	2.15%	1.04%
CCRPC Court Diversion	\$5,238.00	\$5,238.00	\$5,238.00	\$5,300.00	\$5,300.00	\$5,300.00	100.00%				
Court Appointed Special Advocate				\$4,800.00	\$4,800.00	\$4,800.00	100.00%	\$5,000.00	5.00%	0.54%	0.26%
Crisis Nursery				\$17,700.00	\$17,700.00	\$17,700.00	100.00%	\$22,000.00	22.00%	2.37%	1.14%
Ch. Co. Health Care Consumers											
Ch Co. Operation Snowball											
The Conservatory				\$3,100.00	\$3,100.00	\$3,100.00	100.00%				
CUAP											
The Daily Bread				\$1,300.00	\$1,300.00	\$1,300.00	100.00%				
Don Moyer Boys & Girls Club											
E. Cen. IL Refugee Ass't Ctr											
Eastern IL Foodbank				\$15,000.00	\$15,000.00	\$15,000.00	100.00%	\$15,000.00	15.00%	1.61%	0.78%
Family Service RSVP	\$3,407.00	\$3,407.00	\$3,407.00								
Family Service Sr. Transport	\$4,558.00	\$4,558.00	\$4,558.00								
Family Service Sr. Counseling	\$793.00	\$793.00	\$793.00								
Family Service Counseling	\$3,800.00	\$3,800.00	\$3,800.00								
Family Service Homecare	\$13,472.00	\$13,472.00	\$13,472.00								
Family Service Meals on Wheels	\$8,632.00	\$8,632.00	\$8,632.00								
Family Service First Call	\$5,186.00	\$5,186.00	\$5,186.00								
Frances Nelson/CHIC	\$3,276.00	\$3,276.00	\$3,276.00								
Homestead	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	100.00%	\$6,000.00	6.00%	0.65%	0.31%
GCAP	\$3,204.00	\$3,204.00	\$2,402.00					\$3,000.00	3.00%	0.32%	0.16%
Independent Media Center				\$5,400.00	\$5,400.00	\$5,400.00	100.00%				
Mental Health Center Roundhse	\$6,301.00	\$6,301.00	\$6,301.00								
PACE Personal Assistance	\$6,867.00	\$6,867.00	\$6,867.00	\$6,100.00	\$6,100.00	\$6,100.00	100.00%				
PACE Housing Education	\$5,153.00	\$5,153.00	\$5,153.00	\$6,100.00	\$6,100.00	\$6,100.00	100.00%				
Planned Parenthood				\$8,000.00	\$8,000.00	\$8,000.00	100.00%				
Prairie Center	\$10,843.00	\$10,843.00	\$10,843.00								
Rape Advocacy	\$3,270.00	\$3,270.00	\$3,270.00								
Salvation Army				\$6,000.00	\$6,000.00	\$6,000.00		\$6,000.00	6.00%	0.65%	0.31%
TOTAL HUMAN SERVICES											
TOTAL GRANTS	\$90,000.00	\$90,000.00	\$89,198.00	\$118,800.00	\$118,800.00	\$118,800.00		\$100,000.00	100.00%	10.76%	5.18%

	FY 11 budget	FY 11 <b>amended</b>	FY 11 <b>final</b>	FY 12 budget	FY 12 amended	FY 12 est final	FY 12 % expended	FY 13 <b>budget</b>	FY 13 % div	FY 13 % fund	FY 13 % budget
TOWN FUND											
ADMINISTRATION	\$314,206.00	<b>\$325,589.00</b>	<b>\$214,445.00</b>	\$353,567.00	\$377,035.00	\$244,194.00	64.77%	\$410,385.00		44.16%	21.28%
ASSESSOR	\$389,645.00	<b>\$384,912.00</b>	<b>\$287,221.00</b>	\$413,956.00	\$387,956.00	\$251,918.00	64.93%	\$418,824.00		45.07%	21.71%
GRANTS	\$90,000.00	\$90,000.00	\$89,198.00	\$118,800.00	\$118,800.00	\$118,800.00	100.00%	\$100,000.00		10.76%	5.18%
<b>TOTAL TOWN FUND</b>	<b>\$793,851.00</b>	<b>\$800,501.00</b>	<b>\$590,864.00</b>	<b>\$886,323.00</b>	<b>\$883,791.00</b>	<b>\$614,912.00</b>	<b>69.58%</b>	<b>\$929,209.00</b>		<b>100.00%</b>	<b>48.17%</b>

## Description of General Assistance Fund

The General Assistance Fund has only one division - General Assistance.

General Assistance is an income maintenance program administered throughout Illinois by township supervisors with the exception of the City of Chicago; since there are no townships in the City of Chicago, the Department of Human Services administered General Assistance in Chicago. However, the Department of Human Services eliminated state-funded General Assistance effective July 1, 2011. Cunningham Township continues to follow regulations written by the Department of Human Services for downstate General Assistance (along with local revisions to those regulations); the regulations are no longer available on the State of Illinois Department of Human Services web site, but are available on the Township Officials of Illinois site, [www.toi.org](http://www.toi.org). The Cunningham Township Caseworker is in the process of preserving the regulations in another format to replace what has been on the web site.

The purpose of General Assistance is to provide benefits to low-income persons who do not qualify for cash benefits from other "categorical" programs administered by the Department of Human Services and the Social Security Administration. Adults who do not have children under the age of 18 and adults who are not considered permanently disabled (by Social Security standards) tend not to be eligible for other types of public assistance, such as Temporary Aid to Needy Families (TANF - formerly known as Aid to Families with Dependent Children) and Supplemental Security Income (SSI) and therefore could be eligible for General Assistance. The eligibility rules and benefit levels vary from township to township. A township can adopt any set of General Assistance standards as long as those standards fall within Illinois statutory requirements. .

General Assistance recipients are required to participate in the Community Work and Training Program unless deemed unable to work by a physician. The goal of the Community Work and Training Program is to empower recipients to overcome obstacles in finding suitable employment. Recipients can fulfill this requirement by participating in education or job training programs, or by working a fixed amount of hours at a work site. General Assistance recipients receive a medical card to cover basic medical expenses.

Cunningham Township provides General Assistance to persons who reside within the township boundaries (i.e., the City of Urbana) although a person can be homeless and still qualify. The maximum grant for one adult is \$243.00 monthly and is subject to change.

The Township Supervisor and staff employees in the General Assistance division participate in various community networking organizations.

Full time employees in this division are the Caseworker (1) and the Community Work and Training Coordinator/Receptionist (1). From time to time, Cunningham Township is fortunate to have the opportunity to provide a seven month internship for students pursuing a degree from the University of Illinois School of Social Work. The township pays a small stipend to students who work in the office Monday - Thursday.

GENERAL ASSISTANCE  
FUND REVENUES

	FY 11 budget	FY 11 amended	FY 11 final	FY 12 budget	<b>FY 12A amended</b>	FY 12 est final	FY 12 % expended	FY 13 budget	FY 13 % fund	FY 13 % budget
Property Tax - Current	\$494,787.00	\$494,787.00	\$492,693.00	\$499,873.00	\$499,873.00	\$497,222.00	99.47%	\$601,719.00	91.67%	47.31%
Property Tax - Prior	\$150.00	\$14,423.00	\$14,423.00	\$200	\$200	\$0.00	0.00%	\$200.00	0.03%	0.02%
Personal Prop. Repl. Tax	\$12,000.00	\$14,388.00	\$14,387.00	\$14,000.00	\$14,000.00	\$12,690.00	90.64%	\$12,000.00	1.83%	0.94%
In Lieu of Taxes	\$500.00	\$500.00	\$370.00	\$300.00	<b>\$862.00</b>	\$862.00	100.00%	\$500.00	0.08%	0.04%
Mobile Home Tax	\$50.00	\$50.00	\$45.00	\$50.00	\$50.00	\$42.00	84.00%	\$55.00	0.01%	0.00%
Interest Income	\$1,200.00	\$1,200.00	\$1,221.00	\$1,200.00	\$1,200.00	\$788.00	65.67%	\$900.00	0.14%	0.07%
<b>SSI Reimbursements</b>				\$30,000.00	<b>\$46,000.00</b>	\$46,000.00	100.00%	\$40,000.00	6.09%	3.15%
Miscellaneous Income	\$20,000.00	\$30,000.00	\$28,473.00	\$200.00	<b>\$5,529.00</b>	\$5,529.00	100.00%	\$1,000.00	0.15%	0.08%
TOTAL	\$528,687.00	\$555,348.00	\$551,612.00	\$545,823.00	<b>\$567,714.00</b>	\$563,133.00	99.19%	\$656,374.00	100.00%	51.61%

## GENERAL ASSISTANCE FUND

## EXPENDITURES

	FY 11 budget	FY 11 amended	FY 11A final	FY 12 budget	FY12A amended	FY 12 est final	FY 12 % expended	FY 13 budget	FY 13 % fund	FY 13 % budget
PERSONNEL										
Salaries - Other	\$65,000.00	\$28,000.00	\$27,156.00	\$62,000.00	\$62,000.00	\$52,395.00	84.51%	\$62,000.00	6.20%	3.21%
Separation Pay	\$500.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	0.00%	\$1,000.00	0.10%	0.05%
Health Insurance	\$14,000.00	\$7,000.00	\$6,534.00	\$15,000.00	<b>\$13,795.00</b>	\$13,795.00	100.00%	\$15,600.00	1.56%	0.81%
IMRF	\$7,000.00	\$4,000.00	\$3,558.00	\$10,390.00	\$10,390.00	\$8,436.00	81.19%	\$9,800.00	0.98%	0.51%
FICA	\$5,000.00	\$3,000.00	\$2,097.00	\$4,820.00	\$4,820.00	\$3,928.00	81.49%	\$4,750.00	0.48%	0.25%
Unemployment Comp	\$1,100.00	\$600.00	\$577.00	\$589.00	\$589.00	\$316.00	53.65%	\$200.00	0.02%	0.01%
<b>TOTAL PERSONNEL</b>	<b>\$92,600.00</b>	<b>\$42,600.00</b>	<b>\$39,922.00</b>	<b>\$93,799.00</b>	<b>\$92,594.00</b>	<b>\$78,870.00</b>	<b>85.18%</b>	<b>\$93,350.00</b>	<b>9.34%</b>	<b>4.84%</b>
MATERIALS & SUPPLIES										
Office Supplies	\$1,000.00	\$1,000.00	\$776.00	\$1,000.00	\$1,000.00	\$700.00	70.00%	\$1,000.00	0.10%	0.05%
<b>Office Supplies/Comp Sftware</b>								\$500.00	0.05%	0.03%
Miscellaneous Expense	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00	0.00%	\$50.00	0.01%	0.00%
Work/Training/Transp. Sup	\$8,000.00	\$8,000.00	\$6,675.00	\$8,000.00	\$8,000.00	\$8,000.00	100.00%	\$9,500.00	0.95%	0.49%
<b>TOTAL MAT. &amp; SUP.</b>	<b>\$9,050.00</b>	<b>\$9,050.00</b>	<b>\$7,451.00</b>	<b>\$9,050.00</b>	<b>\$9,050.00</b>	<b>\$8,700.00</b>	<b>96.13%</b>	<b>\$11,050.00</b>	<b>1.11%</b>	<b>0.57%</b>
OPERATIONS & CONTR.										
Carle Property Tax Refund	\$171,272.00	\$171,272.00	\$0.00	\$205,832.00	\$205,832.00	\$0.00	0.00%	\$239,693.00	23.98%	12.43%
Dues and Subscriptions	\$75.00	\$75.00	\$50.00	\$100.00	<b>\$25.00</b>	\$25.00	100.00%	\$100.00	0.01%	0.01%
Travel	\$100.00	\$50.00	\$0.00	\$50.00	<b>\$65.00</b>	\$65.00	100.00%	\$60.00	0.01%	0.00%
Training	\$150.00	\$50.00	\$0.00	\$200.00	<b>\$0.00</b>	\$0.00	ERR	\$200.00	0.02%	0.01%
Medical Care	\$180,000.00	\$215,000.00	\$214,657.00	\$215,000.00	<b>\$175,000.00</b>	\$173,308.00	99.03%	\$220,000.00	22.01%	11.41%
Personal Allowances	\$220,000.00	\$275,000.00	\$270,909.00	\$275,000.00	<b>\$371,000.00</b>	\$371,000.00	100.00%	\$420,000.00	42.01%	21.77%
Janitor Service	\$3,000.00	\$2,676.00	\$2,676.00	\$2,810.00	\$2,810.00	\$2,810.00	100.00%	\$2,950.00	0.30%	0.15%
Maintenance - Equipment	\$500.00	\$500.00	\$275.00	\$500.00	\$500.00	\$261.00	52.20%	\$500.00	0.05%	0.03%
Postage	\$2,000.00	\$2,000.00	\$1,546.00	\$2,000.00	<b>\$200.00</b>	\$185.00	92.50%	\$2,000.00	0.20%	0.10%
Printing	\$1,000.00	\$600.00	\$497.00	\$1,000.00	\$1,000.00	\$694.00	69.40%	\$1,000.00	0.10%	0.05%
Vehicle Service	\$200.00	\$50.00	\$0.00	\$50.00	\$50.00	\$25.00	50.00%	\$200.00	0.02%	0.10%
Telephone	\$4,000.00	\$3,600.00	\$3,418.00	\$4,000.00	\$4,000.00	\$3,380.00	84.50%	\$4,000.00	0.00%	0.21%
Computer Service/Maintenance	\$500.00	\$200.00	\$72.00	\$300.00	\$300.00	\$75.00	25.00%	\$500.00	0.05%	0.03%
<b>TOTAL OPER. &amp; CONTR.</b>	<b>\$582,797.00</b>	<b>\$671,073.00</b>	<b>\$494,100.00</b>	<b>\$706,842.00</b>	<b>\$760,782.00</b>	<b>\$551,828.00</b>	<b>72.53%</b>	<b>\$891,203.00</b>	<b>89.15%</b>	<b>46.20%</b>
CAPITAL OUTLAY										
Equipment Purchase/Replacement	\$2,000.00	\$2,500.00	\$1,671.00	\$2,500.00	<b>\$1,000.00</b>	\$561.00	56.10%	\$2,500.00	0.25%	0.13%
<b>Equip. Purch/Repl. Computers</b>								\$1,600.00	0.16%	0.08%

GEN. ASST FUND, cont'd

	FY 11 budget	FY 11 amended	FY 11A final	FY 12 budget	<b>FYA amended</b>	FY 12 est final	FY 12 % expended	<b>FY 13 budget</b>	FY 13 % fund	FY 13 % budget
TOTAL CAPITAL OUTLAY	\$2,000.00	\$2,500.00	\$1,671.00	\$2,500.00	\$1,000.00	\$561.00	56.10%	\$4,100.00	0.41%	0.21%
TOTAL GENERAL ASST	\$686,447.00	\$725,223.00	\$543,144.00	\$812,191.00	<b>\$863,426.00</b>	\$639,959.00	74.12%	\$999,703.00	100.00%	51.83%
TOTAL TOWN FUND	\$793,851.00	\$800,501.00	\$590,864.00	\$886,323.00	\$883,791.00	\$614,912.00	69.58%	\$929,209.00		48.17%
TOTAL GA FUND	\$686,447.00	\$725,223.00	\$543,144.00	\$812,191.00	\$863,426.00	\$639,959.00	74.12%	\$999,703.00		51.83%
TOTAL BUDGET	\$1,480,298.00	\$1,525,724.00	\$1,134,008.00	\$1,698,514.00	\$1,747,217.00	\$1,254,871.00	71.82%	\$1,928,912.00		100.00%

Supplementary Expenditures Information (Salaries)

Township Employees

**Town Fund Administration**

<b>Position</b>	<b>FY 11</b>	<b>FY 12</b>	<b>FY 13</b>
Director of Accounting, Ass't to Supervisor (1)*	46,484	49,000	50,975

**Town Fund Assessor**

<b>Position</b>	<b>FY 11</b>	<b>FY 12</b>	<b>FY 13</b>
Chief Deputy Assessor (1)	41,000	42,230	43,497
Assessor (2-FY11; 1 FY 12, 1 FY 13)	75,190	38,722	39,884
Office Assistant/Secretary (1)		24,000	24,720

**General Assistance Fund**

<b>Position</b>	<b>FY 11</b>	<b>FY 12</b>	<b>FY 13</b>
Caseworker (1)	vacant	31,868	32,824
Receptionist/Casework Ass't (1)	22,601	position change	
Casework Ass't/Workfare Coordinator (1)*		27,350 (new position)	28,452

\*longevity increase applies

Elected Officials

<b>Position</b>	<b>5/10 - 5/11</b>	<b>5/11 - 5/12</b>	<b>5/12 - 5/13</b>
Supervisor (1)	52,525	54,100	55,723
Town Clerk (1)	5,054	5,205	5,362
Town Board **(8)	39.51	40.69	42

<b>Position</b>	<b>1/11-12/11</b>	<b>1/12 - 12/12</b>	<b>1/13/ - 12/13</b>
Assessor (1)	57,777	59,510	61,296

\*\*per meeting attended

Increases are effective at the anniversary date of the term of office. The anniversary of the terms of the offices of Supervisor, Town Clerk, and Town Board is the third Monday in May. The anniversary of the term of office for the Assessor is January 1.