



# CUNNINGHAM TOWNSHIP AMENDED TENTATIVE BUDGET

**Fiscal Year 2014 - 2015  
July 1, 2014 - June 30, 2015**

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

## CUNNINGHAM TOWNSHIP TENTATIVE BUDGET

Fiscal Year 2014 - 2015  
July 01, 2014 - June 30, 2015

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

### Elected Officials

Supervisor	Michelle L. Mayol
Assessor	Dan Stebbins
Town Clerk	Phyllis D. Clark

### Township Board

Charlie Smyth, Ward 1  
Eric Jakobsson, Ward 2  
Carol C. Ammons, Ward 3  
Bill Brown, Ward 4  
Dennis P. Roberts, Ward 5  
Michael P. Madigan, Ward 6  
Diane W. Marlin, Ward 7

Laurel Lunt Prussing, Chair

(Mayor Prussing chairs the Town Board meetings but is not a board member)

May 05, 2014

Dear Township Board,

This document is the tentative budget document for the fiscal year 2014-2015. The tentative budget document must be available for inspection for at least 30 days prior to a public hearing before the Budget and Appropriation Ordinance can be adopted by the Township Board (per *Illinois Compiled Statutes, Local Government, Illinois Municipal Budget Law, 50 ILCS, 330/3*). If the board designates this document as the tentative document, a public hearing could be scheduled for June 02, 2014 prior to the Town Board meeting, and the final document could be adopted at that meeting. The Budget and Appropriation Ordinance must be adopted within the first three months of the fiscal year. A notice will be published in the newspaper scheduling the public hearing, and the document will be posted on the City of Urbana web site.

The budget includes a line item in each fund for potential repayment of property taxes to Carle Foundation Hospital and Presence Covenant Medical Center. The amounts budgeted are based on additional information I received from the Champaign County Treasurers office on April 17, 2014. The Township now has \$594,414 budgeted in FY2015 in the event that we have to re-pay Carle Foundation Hospital. The Township also has \$4,187 budgeted in FY2015 in the event that we have to re-pay Presence Covenant Medical Center. **New parcels were added to Carle Foundation Hospital for tax years 2007-2011. That added an additional \$115,025 to the possible repayment to Carle.**

The Carle and Presence possible repayment expense is budgeted as an expense in Town Administration (1/4), Town Fund Assessor (1/4) and General Assistance (1/2). Each now having their own expense line item in the budget.

The IMRF employer rate for calendar year 2013 was 17.30%; the rate for 2014 is 14.79%. According to the IMRF website, the estimated rate for calendar year 2015 is 15.93%.

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

Sincerely,

Michelle L. Mayol  
Cunningham Township Supervisor

Ordinance No.

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 01, 2014 - June 30, 2015

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 01, 2014 in the amount of

Town Fund	\$ 826,149.00
General Assistance Fund	\$ 966,605.00
Total All Funds	\$ 1,792,754.00

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

Town Fund	\$ 658,060.00
General Assistance Fund	\$ 685,298.00
Total All Funds	\$ 1,343,358.00

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

Town Fund	\$ 1,059,794.00
General Assistance Fund	\$ 842,165.00
Total All Funds	\$ 1,901,959.00

That the ending balance at the end of the Fiscal Year, June 30, 2015 is estimated to be

Town Fund	\$ 424,415.00
General Assistance Fund	\$ 809,738.00
Total All Funds	\$ 1,234,153.00

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 07, 2014, 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

## **Descriptions of General Town Fund Divisions**

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

### Administration Division

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, legal services 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 the Cunningham Town Board. The full-time employee in this division is the Director of Accounting (1). There are no part-time positions.

### Social Service Grants Division (Town Fund)

The purpose of the Grants Division is to provide, help provide or help finance health services and various human services, especially for low-income individuals. 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. The Township Supervisor is responsible for this division.

### 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) and Deputy Assessors (2). There are no part-time positions.

<b>TOWN FUND ADMINISTRATION DIVISION</b>			
DESCRIPTION	<b>FY2014 BUDGET</b>	<b>FY 2014 YTD</b>	<b>FY2015 BUDGET</b>
<b>REVENUES</b>			
PROPERTY TAX-CURRENT	\$541,096.00	\$259,298.07	\$642,190.00
PROPERTY TAX-PRIOR YEARS	\$300.00	\$523.94	\$1,500.00
PERSONAL PROPERTY REPLACEMENT TAX	\$10,000.00	\$11,752.78	\$13,000.00
IN LIEU OF TAXES	\$500.00	\$650.50	\$750.00
MOBILE HOME TAXES	\$60.00	\$48.69	\$70.00
INTEREST INCOME	\$1,000.00	\$183.70	\$500.00
MISCELLANEOUS INCOME	\$50.00	\$1,200.00	\$50.00
<b>REVENUE TOTALS</b>	<b>\$553,006.00</b>	<b>\$273,657.68</b>	<b>\$658,060.00</b>
<b>PERSONNEL</b>			
SUPERVISOR'S SALARY	\$55,795.00	\$46,436.00	\$56,281.00
CLERK'S SALARY	\$5,362.00	\$4,468.00	\$5,416.00
BOARD'S SALARY	\$4,000.00	\$2,892.48	\$4,800.00
SALARIES-OTHER	\$41,000.00	\$34,166.80	\$42,230.00
SEPARATION PAY	\$0.00	\$0.00	\$500.00
HEALTH INSURANCE	\$22,500.00	\$19,074.00	\$24,750.00
IMRF	\$17,000.00	\$11,942.82	\$16,000.00
FICA	\$8,422.00	\$6,276.68	\$9,000.00
UNEMPLOYMENT COMPENSATION INSURANCE	\$100.00	\$119.14	\$200.00
<b>PERSONNEL TOTALS</b>	<b>\$154,179.00</b>	<b>\$125,375.92</b>	<b>\$159,177.00</b>

<b>TOWN FUND ADMINISTRATION DIVISION</b>			
<b>DESCRIPTION</b>	<b>FY2014 BUDGET</b>	<b>FY 2014 YTD</b>	<b>FY2015 BUDGET</b>
<b>EXPENDITURES</b>			
CITY OF URBANA MAINTENANCE *New	\$0.00	\$0.00	\$1,100.00
CITY OF URBANA IT/IS MAINTENANCE *New	\$0.00	\$0.00	\$520.00
CITY OF URBANA PAYROLL & A/P CHECK PRINTING *New	\$0.00	\$0.00	\$120.00
CITY OF URBANA JANITORIAL SERVICE	\$1,500.00	\$1,475.00	\$0.00
OFFICE SUPPLIES	\$2,000.00	\$1,156.24	\$2,200.00
OFFICE SUPPLIES - COMPUTER	\$800.00	\$511.00	\$500.00
MISCELLANEOUS EXPENSE	\$50.00	\$0.00	\$25.00
DUES & SUBSCRIPTIONS	\$1,100.00	\$1,100.80	\$1,300.00
TRAVEL	\$100.00	\$0.00	\$100.00
TRAINING	\$1,578.00	\$336.04	\$2,000.00
LEGAL	\$50,000.00	\$42,764.09	\$70,000.00
AUDIT	\$9,500.00	\$7,703.00	\$7,500.00
MAINTENANCE - EQUIPMENT	\$500.00	\$279.27	\$300.00
MAINTENANCE - BUILDING & GROUNDS	\$20,000.00	\$19,484.49	\$20,000.00
VEHICLE MAINTENANCE	\$150.00	\$154.85	\$500.00
POSTAGE	\$800.00	\$734.28	\$700.00
PRINTING	\$1,000.00	\$948.47	\$800.00
COMPUTER SERVICE	\$300.00	\$0.00	\$400.00
UTILITIES	\$6,000.00	\$4,177.38	\$6,000.00
GENERAL INSURANCE	\$9,500.00	\$7,890.00	\$9,500.00
EQUIPMENT PURCHASE/REPLACEMENT	\$2,100.00	\$1,140.80	\$0.00
VEHICLE REPLACEMENT	\$14,500.00	\$0.00	\$14,000.00
EQUIPMENT PURCHASE (under \$5,000) *New	\$3,000.00	\$1,528.09	\$4,500.00
EQUIPMENT PURCHASE (over \$5,000) *New	\$0.00	\$0.00	\$5,100.00
BUILDING REPAIRS/MAINTENANCE (under \$10,000) *New	\$0.00	\$0.00	\$5,000.00
BUILDING REPAIRS/MAINTENANCE (over \$10,000) *New	\$0.00	\$0.00	\$20,000.00





<b>TOWN FUND ASSESSOR DIVISION</b>			
DESCRIPTION	FY2014 BUDGET	FY 2014 YTD	FY2015 BUDGET
<b>PERSONNEL</b>			
ASSESSOR'S SALARY	\$60,403.00	\$51,079.60	\$60,710.00
SALARIES-OTHER	\$124,000.00	\$99,901.00	\$124,000.00
SEPARATION PAY	\$1,000.00	\$0.00	\$500.00
HEALTH INSURANCE	\$37,500.00	\$34,940.40	\$42,000.00
IMRF	\$29,500.00	\$22,370.76	\$32,000.00
FICA	\$15,000.00	\$10,987.80	\$16,000.00
UNEMPLOYMENT COMPENSATION INSURANCE	\$300.00	\$212.85	\$500.00
<b>PERSONNEL TOTALS</b>	<b>\$267,703.00</b>	<b>\$219,492.41</b>	<b>\$275,710.00</b>
<b>EXPENDITURES</b>			
CITY OF URBANA MAINTENANCE *New	\$0.00	\$0.00	\$1,100.00
CITY OF URBANA PAYROLL & A/P CHECK PRINTING *New	\$0.00	\$0.00	\$120.00
CITY OF URBANA JANITORIAL SERVICE	\$1,500.00	\$1,475.00	\$870.00
OFFICE SUPPLIES	\$1,200.00	\$854.00	\$1,500.00
MISCELLANEOUS EXPENSE	\$50.00	\$0.00	\$50.00
DUES & SUBSCRIPTIONS	\$4,000.00	\$2,416.90	\$4,000.00
TRAVEL	\$100.00	\$15.12	\$100.00
TRAINING	\$4,000.00	\$0.00	\$4,000.00
MAINTENANCE-EQUIPMENT	\$500.00	\$220.20	\$500.00
VEHICLE MAINTENANCE	\$300.00	\$385.65	\$500.00
POSTAGE	\$3,000.00	\$1,284.48	\$3,000.00
PRINTING	\$2,000.00	\$559.24	\$2,000.00
APPRAISALS	\$1,000.00	\$0.00	\$1,000.00
COMPUTER SERVICE	\$2,000.00	\$810.00	\$2,000.00
COMPUTER SOFTWARE-MAINT	\$4,050.00	\$4,681.32	\$5,000.00
TELEPHONE	\$4,000.00	\$2,804.66	\$4,000.00





## **Description of General Assistance Fund**

The General Assistance Fund has only one division - General Assistance (GA).

General Assistance is an income maintenance program administered throughout Illinois by township supervisors. The Department of Human Services eliminated state-funded General Assistance effective July 01, 2011. Cunningham Township follows regulations written by the Township Supervisors of Illinois. A copy is available for review at the Cunningham Township office.

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 Assistance to Needy Families (TANF) 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.

Cunningham Township provides General Assistance to persons who reside within the township boundaries (i.e., the City of Urbana). Homelessness is not a barrier. The maximum monthly grant for one adult is currently \$245.00.

General Assistance recipients are required to participate in the Community Work Program unless deemed unable to work by a physician. The goal of the Community Work Program is to encourage personal responsibility and foster independence with an end result of maintaining suitable employment. Recipients can fulfill this requirement by participating at a worksite for a fixed amount of hours every month. General Assistance recipients are eligible for Medicaid under the Affordable Care Act (ACA). The Affordable Care Act is currently 100% federally funded. This program is guaranteed for the first three years. After 2016, if the funding falls below 90%, the program disappears. This means that the Township would then be responsible for paying General Assistance recipients medical services, like it did in the past.

The full time employee in this division is the Caseworker/CWP Director (1) and part time in this division is the Receptionist (1).



<b>GENERAL ASSISTANCE DIVISION</b>			
DESCRIPTION	FY2014 BUDGET	FY 2014 YTD	FY2015 BUDGET
<b>EXPENDITURES</b>			
CITY OF URBANA PAYROLL & A/P CHECK PRINTING *New	\$0.00	\$0.00	\$120.00
CITY OF URBANA MAINTENANCE *New	\$0.00	\$0.00	\$1,100.00
CITY OF URBANA IT/IS MAINTENANCE *New	\$0.00	\$0.00	\$520.00
CITY OF URBANA JANITORIAL SERVICE	\$3,000.00	\$1,475.00	\$1,734.00
OFFICE SUPPLIES	\$1,293.00	\$808.19	\$1,880.00
OFFICE SUPPLIES/COMP SOFTWARE	\$800.00	\$511.00	\$800.00
MISCELLANEOUS EXPENSE	\$50.00	\$0.00	\$50.00
WORK/TRAINING SUPPLIES	\$9,300.00	\$1,320.00	\$2,700.00
DUES & SUBSCRIPTIONS	\$50.00	\$43.00	\$100.00
TRAVEL	\$100.00	\$0.00	\$100.00
TRAINING	\$1,000.00	\$416.48	\$2,500.00
MEDICAL CARE	\$181,000.00	\$90,094.55	\$179,000.00
PERSONAL ALLOWANCES	\$425,000.00	\$205,085.52	\$259,000.00
CLIENT EMPLOYMENT VERIFICATION *New	\$0.00	\$0.00	\$2,000.00
MAINTENANCE-EQUIPMENT	\$500.00	\$170.34	\$500.00
VEHICLE MAINTENANCE	\$200.00	\$310.87	\$500.00
POSTAGE	\$2,000.00	\$1,900.00	\$2,000.00
PRINTING	\$1,000.00	\$988.84	\$1,000.00
COMPUTER SERVICE	\$500.00	\$0.00	\$500.00
TELEPHONE	\$4,000.00	\$2,794.93	\$4,000.00
EQUIPMENT PURCHASE (under \$5,000) *New	\$2,500.00	\$2,506.45	\$4,500.00
EQUIPMENT PURCHASE (over \$5,000) *New	\$0.00	\$0.00	\$7,000.00
EQUIPMENT PURCHASE/REPLACEMENT	\$1,000.00	\$476.99	\$0.00
CARLE PROPERTY TAX REFUND	\$239,693.00	\$0.00	\$297,206.00
PRESENCE PROPERTY TAX REFUND *New	\$0.00	\$0.00	\$2,093.00

<b>GENERAL ASSISTANCE DIVISION</b>			
<b>DESCRIPTION</b>	<b>FY2014 BUDGET</b>	<b>FY 2014 YTD</b>	<b>FY2015 BUDGET</b>
<b>EXPENDITURES</b>			
<b>TOTAL EXPENDITURES</b>	<b>\$872,986.00</b>	<b>\$308,902.16</b>	<b>\$770,903.00</b>
<b>ALL GENERAL ASSISTANCE DIVISION TOTALS</b>	<b>\$969,686.00</b>	<b>\$385,438.08</b>	<b>\$842,165.00</b>
<b>**ALL GENERAL ASSISTANCE DIVISIONS TOTAL MINUS CARLE EXPENDITURE</b>			<b>\$297,206.00</b>
<b>**ALL GENERAL ASSISTANCE DIVISIONS TOTAL MINUS PRESENCE EXPENDITURE</b>			<b>\$2,093.00</b>
<b>**ALL GENERAL ASSISTANCE DIVISIONS TOTAL</b>			<b>\$542,866.00</b>
<b>TOTAL FY 2015 BUDGET EXPENSES</b>	<b>\$1,901,959.00</b>		
<b>MINUS ALL CARLE &amp; PRESENCE EXPENDITURES</b>	<b>\$598,601.00</b>		
<b>THIS MONEY IS IN OUR SURPLUS</b>			
<b>TOTAL FY 2015 BUDGET EXPENSES</b>	<b>\$1,303,358.00</b>		