



CUNNINGHAM TOWNSHIP

DRAFT BUDGET

Fiscal Year 2019 - 2020
July 1, 2019 - June 30, 2020

Cunningham Township
205 West Green Street
Urbana, Illinois 61801

CUNNINGHAM TOWNSHIP DRAFT BUDGET

Fiscal Year 2019 - 2020
July 01, 2019 - June 30, 2020

Cunningham Township
205 West Green Street
Urbana, Illinois 61801
(217) 384-4144
Supervisor@cunninghamtownship.org

Elected Officials

Supervisor	Danielle Chynoweth
Assessor	Wayne T. Williams Jr.
Town Clerk	Charlie Smyth

Township Board

Diane Marlin, Chair
Maryalice Wu, Ward 1
Eric Jakobsson, Ward 2
Aaron Ammons, Ward 3
Bill Brown, Ward 4
Dennis P. Roberts, Ward 5
H. Dean Hazen, Ward 6
Jared T. Miller, Ward 7

Budget Memo from the Township Supervisor

May 2, 2019

Dear Cunningham Township Board,

Created in 1928, the Cunningham Township is a local taxing body focused on **equity**. Our Assessor division provides independent assessments of properties so that all property owners pay their fair share. Our Supervisor oversees programs to support the lowest income households in Urbana – providing a non- duplicated safety net for Urbana households dealing with the devastation of homelessness, joblessness, or disability. The Assessor, Supervisor, Clerk, and Town Board are elected by and accountable to the people of Urbana.

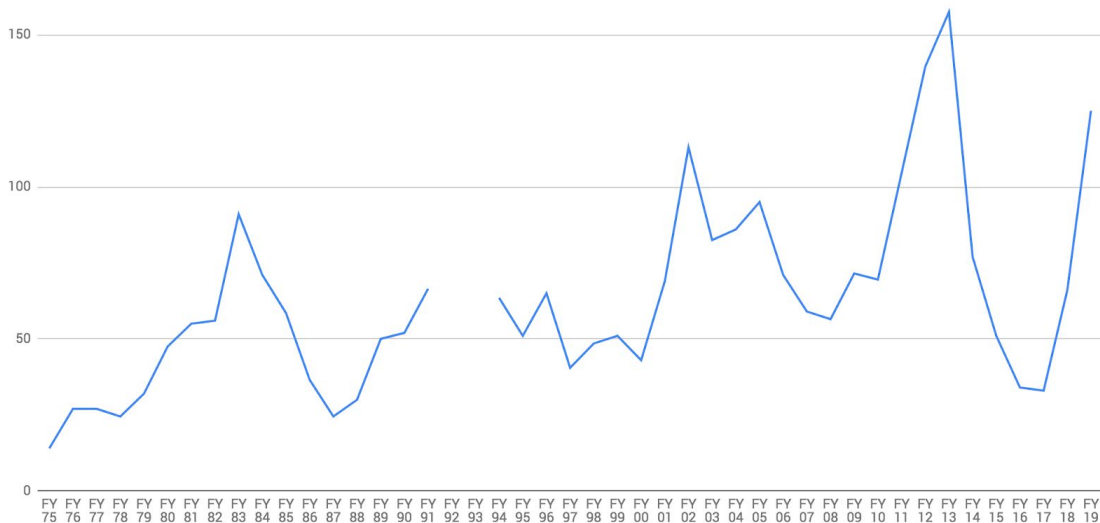
CONTEXT

Our community is one of contrasts – with a large and largely invisible impoverished constituency living alongside a flourishing and vibrant academic community. On child homelessness: **650 school aged children were registered as homeless in 2015-2016**. Over the past 5 years, child homelessness in Champaign County has increased an estimated 132%. **Champaign-Urbana is facing a housing crisis for low income residents as wages do not keep up with rent and cost of living. Champaign County residents are the most rent burdened in the state** – with roughly a third of residents severely rent burdened. “In Champaign County, an individual earning minimum wage would have to work 73 hours a week to afford a two-bedroom apartment and utilities.” In Urbana, 66.4% of renters are rent burdened. Last year, county wide, centralized intake for the homeless fielded over 2800 calls for homeless and rental assistance services. Champaign County currently lacks year round emergency shelters for men, women, families, or children over the age of 6.

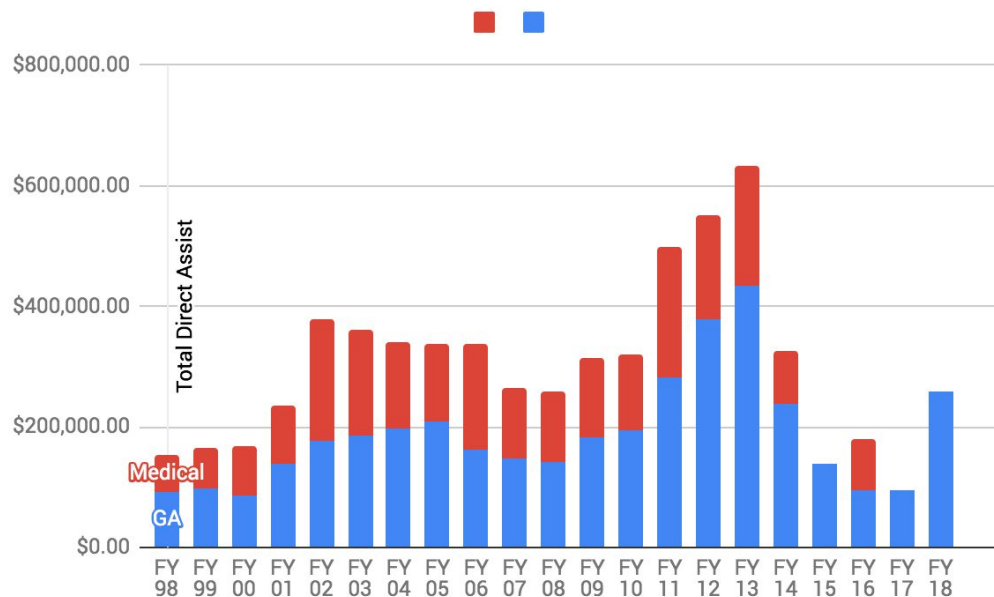
GENERAL ASSISTANCE

By state law, Cunningham Township is required by **General Assistance**, which provides temporary support for residents who are disabled or out of work. Disabled residents are awaiting their federal disability determinations and may receive advocacy from our office to do so. When they receive SSI or SSDI, Cunningham Township is reimbursed by Social Security Administration for the General Assistance we provided during the timeframe SSA determines the resident was eligible for payments. Unemployed residents participate in Community Workfare and receive support seeking employment through our relationships with Salt and Light, WorkNet and Regional Planning Commission. Parents of children are eligible to receive GA as long as they have a pending TANF application. General Assistance is meant to be gap funding and ends when participants receive other cash assistance or sufficient income.

Historically the number of Urbana residents requiring supports fluctuates based on the following: 1) the health of the economy 2) federal and state policies and practices regarding medical and disability payments 3) The accessibility of the program itself. Below is a chart of the median number of households in a given year receiving General Assistance from 1975 to present. Note there is a wide variety from 20-176 cases, with an average of 62 cases in this time span, and with missing data from 1992 to 1994.



This second graph shows the amount of payments in dollars for general assistance and medical assistance since 1998. Note that the expansion of Medicaid by the Affordable Care Act 2014 generally coincides with a reduction in medical payments. We are still compiling historical data on general assistance payments, but in 1982 it was \$130 per month, 20 years later in 2002, payments were \$204 per month, in 2012 \$223 and they are now \$265. City of Champaign assistance is currently \$280.



EMERGENCY ASSISTANCE

Emergency Assistance is an optional program some townships in Illinois provide including Cunningham, . In response to the crisis in affordable housing and homelessness in Urbana, the Cunningham Township Supervisor launched a **Homeless Assistance Program** in December of 2017 which supports Urbana residents who are homeless or at risk of homelessness. This assistance currently provides up to \$600 once in a two year period to prevent eviction or homeless residents move into housing. Residents must have income that is at least twice rental but under 150% of the poverty level. From December 2017 to July of 2018, we provided a hotel voucher program for 60 homeless families in Urbana with no other shelter options. That program provided significant one-of-a-kind data on the needs of homeless families, but ultimately was closed in favor of investing in rental assistance and a future emergency shelter. In the 17 months between December 2017 and April 30 of 2019, we have assisted 173 Urbana households including 399 people 205 of them children. A breakdown is below:

Program Component	# Residents	# Households	# Children
Eviction Prevention	95	37	
Rental Assistance	142	76	
Motel voucher (discontinued)	162	60	
TOTAL	399	173	205

SOCIAL SERVICE FUNDING

Cunningham Township has a long standing, trusted partnership with the City of Urbana to distribute grants to social service agencies through the Consolidate Social Service Funding Program (CSSF) with the aim of supporting low-income Urbana residents. In the current year, the program granted \$237,500 total to 21 non-profit organizations in grants ranging from \$1,000 to \$30,000. An overview of the existing program is provided in the [CSSF FY19 Annual Report](#).

Over the years, the funding allocation has shifted, as the Township has shown a surplus and the City has faced budget cuts. Cunningham Township now distributes \$175,000 a significant portion (14.3%) of its overall income to other agencies through the grants program. **The township CSSF amount represents 50% of the entire projected General Assistance levy.** Some history of this shift: The city council reduced the City of Urbana contribution from over \$200,000 in FY 2015 to \$75,000 for the years since. The same council, operating as the town board increased township's share to \$175,000, while cutting the overall CSSF budget by \$50,000 to \$250,000.

LEVY

In 2014, the Town Board, upon the recommendation of the prior Supervisor, voted to decrease the tax levy for General Assistance collectible in 2015, due to a significant reduction in client numbers. Beginning in 2016, the GA fund collections were reduced by approximately \$200,000 per year. (See chart below.)

	2015	2016	2017
General Town Fund	\$706,492	\$782,948	\$783,318
General Assistance Fund	\$542,866	\$343,447	\$343,447
Total Taxes Levied	\$1,303,358	\$1,126,395	\$1,126,765

The participant rolls have since returned to anticipated levels of between 90 and 120. **As a result, personal allowance projections for this year (\$414,000 for 125 participants) exceed the overall levy amount (\$349,717 budgeted in FY 19).** The difference has been made up by spending from township surplus.

NEXT YEAR'S BUDGET

The FY20 Budget for Cunningham Township, presented here, focuses on addressing homelessness and poverty in Urbana, namely:

- **\$336,000 is budgeted in the general assistance program.** The personal allowance amount - which is \$265 - has not kept up with inflation. **We have budgeted an increase to \$280, to match that at City of Champaign Township.**
- **\$60,000 is budgeted for rental assistance and eviction prevention** which will be used to move homeless residents into permanent housing and prevent homelessness for low income residents of Urbana facing evictions. Based on a monthly average of 8-10 households served last year, we estimate 100 Urbana households will be served at an average of \$600.
- **A total of \$175,000 is budgeted for the Consolidated Social Service Fund** - \$137,000 in this grant cycle and \$38,000 set aside for rapid response grants as needed.
- A rollover of the \$50,000 unexpended last year in the Town Fund for “Other Grants,” specifically to provide a **matching grant for shelter for women and women with children.** This past year, the boards for the United Way and Community Foundation voted to provide \$30,000 in support each for Courage Connection to provide this service, but the organization declined with a shift in leadership.
- Our service provision has grown enormously with well over 100 walk-ins per month and about **600 residents served per year.** We have grown from 26 active GA clients in May of 2017 to 108 active cases for May 2018. In Homeless Assistance, we expect to serve 100 families in FY 2020, up from zero May 2017.
- **We have increased staff hours, but have been able to control costs** since a majority of our staff elect to work part time - due to family or school commitments - foregoing health care and retirement benefits.
- The budget includes \$10,000 for **yearly bus passes for general assistance participants doing workfare,** which is a legal requirement. This is down from an estimated \$14,000 spent in the current year due to our partnership with PACE to provide DASH passes to residents with a disability and more stringent requirements for workfare participants.
- Our **Internship program** plays a central role in supporting our full time staff while getting real world experience in a public aid office. We have increased the budget for this program given that we anticipate adding 2-4 full time interns from the UI School of Social Work starting January 2020 through our Affiliation Agreement.
- The budget includes **\$3,000 for the Township garden project** which serves as a tool for outreach, community workfare, and direct service with the provision of fresh food.

Some notes on Income:

- We await the tax extension for next year. The levy increase is capped at 2.1% of the highest of the last 3 years so, without additional valuation, we could capture about \$7,300 more dollars in the GA fund next year. I have estimated 115 GA participants (we are currently at 108).
- We continue to negotiate **increases in interest rate payments** with Busey bank and have expanded to include the Illinois Fund.
- Cunningham Township launched an “**angel fund**” for individual donors to give to the general assistance fund and received donations from a number of organizations, churches and individuals. We have budgeted \$4,000 in income this year.
- Cunningham Township was one of five communities nationwide to receive a technical assistance grant to implement **SOAR - a process that doubles the chances of a successful application for federal disability payments in half the time.** We are leading cohort of 8 SOAR trained case managers in the county, and will be implementing the SOAR process for our

participants who are homeless or at risk of homelessness. We expect a modest increase in the SSI reimbursements as a result.

Some Administrative Items to note:

- This budget uses the “**Town Fund - Other**” class for income and expenses shared in common between the Supervisor and Assessor. Appropriate administrative costs are also split with the General Assistance fund.
- Cunningham Township made a contribution in FY19 to lower the **IMRF liability** and saw an initial reduction of contributions to 8.05%
- Cunningham Township pays 50% of all lawyer fees in **defending the lawsuit filed by Carle Hospital** -- costs split with the City of Urbana. What is at stake is hundreds of millions on the line for the School District, Park District, City, County, and Township.
- The budget includes several **technological enhancements**. VisualGA has ongoing annual costs at \$3400/year and we plan to add another seat at \$2500. We plan to purchase 2 more computers to accommodate the interns and volunteers - and an overhead projector for staff meetings and trainings.
- **Building Repairs** includes \$7,000 to render the lobby more comfortable for participants and to do some painting.
- For **health care** expenses, we have estimated at this year’s costs.

Overall, Township income is estimated at \$1.25 million dollars. This comes from a modest property tax, personal property replacement tax from the state, along with social security reimbursements, dividends from our insurance provider, interest, and private donations.

Cunningham Township is currently holding \$598,601 in reserves across both the Town fund and GA fund in the case of property tax refunds to Carle and/or Presence Hospitals. The amounts are held as follows:

	Supervisor	Assessor	General Assistance	TOTAL
6810 – Carle Property Tax Refund	\$148,604	\$148,604	\$297,206	\$594,414
6820 – Presence Property Tax Refund	\$1,047	\$1,047	\$2,093	\$4,187

As for process, this tentative budget must be available for inspection for at least 30 days before the Budget and Appropriation Ordinance can be adopted by the Township Board. **It is requested that the board designates this document as the tentative budget at the May 6, 2019 meeting and have the final vote June 3, 2019.** The Budget and Appropriation Ordinance must be adopted within the first three months of the fiscal year. Please see the draft adopting ordinance here:

https://www.urbanailinois.us/sites/default/files/attachments/Ordinance_T-2018-06-002.pdf

Sincerely,

Danielle Chynoweth, Cunningham Township Supervisor

Budget Memo from the Township Assessor

May 1, 2019

FY 2020 in the Cunningham Township Assessor's office will present the challenge of moving toward a more technologically advanced system that reduces dependence on paper while providing better access to information for the public. This is in addition to 2020 being the quadrennial reassessment year for Cunningham Township by the Illinois Department of Revenue. Per IDOR guidelines and policy, all property is to be viewed, inspected, and valued once every four years. That fourth year is referred to as a general reassessment year (or a quad year.)

In preparation for the upcoming quad year Township Assessor staff have painstakingly gone through our collection of property record cards to get a general idea of prior maintenance and general reliability of information contained therein. As a result of these efforts we have discovered an error rate of about 15%. Errors include outdated information in the records as well as incorrect information. All of this missing or incorrect information would be useful in determining values.

There are properties listed as 1-story homes when they are in fact 2-story homes and vice versa. The outdated information includes things like porches and decks that have not been picked up under the previous administration. Enclosed living spaces that were previously not enclosed are also appearing in our list of errors. This missing information would be useful to determine value include information like bedroom and bathroom count. The proposed FY 2020 budget addresses these deficiencies by temporarily increasing personnel spending for this year so we can get to a point general data reliability. This will facilitate our transition to using market based regression to value residential property.

Most notable this budget proposes increasing FTE by one while maintaining 3 part-time interns. This temporary personnel increase will allow for a full quadrennial reassessment to be done per IDOR guidelines instructing the Township Assessor staff to physically view, inspect, and value all 8665 residential parcels in Cunningham Township.

Training remains a priority in FY 2020 specifically because year 2020 is a quad reassessment year. All staff will need to learn modern assessment techniques, including valuing property using market regression.

The Cunningham Township Assessor's Office website will appear in the 1st quarter of FY 2020. This will allow the public to be able to perform basic searches about property record cards without having to call or email our office. Condo and commercial cards will be accessible on the website at a later date.

The Appraisal fees line item has been increased to accommodate our response to a potential increase in commercial appeals filed with the Board of Review. The township will need to provide defending appraisals to the Board of Review in some cases.

The Cunningham Township Assessor's office has a long and proud history of providing fair and accurate assessments to taxpayers, as well as exemplary service to the public. One of the cornerstones of that success has been ongoing professional education and training of staff and officials. In order to continue to deliver on our promise of fair and equitable assessments, we need funding in our budget for basic expenses, as well as expanded personnel for our staff. Let's make assessments great again.

Sincerely,

Wayne T. Williams Jr., Cunningham Township Assessor

Descriptions of General Town Fund Divisions

General Town Fund includes three divisions: Supervisor, Assessor, and Administration.

Supervisor Division

The Supervisor's Division leads the township's administration and finances - with budget preparation and analysis for all funds, financial management and forecasting, property tax levy, FOIA response, IMRF retirement, health care, maintenance of the township building and grounds, legal services and accounting services. These are done with input from the Assessor.

The Supervisor's office includes social service grants which are designed to help finance health services, rent assistance, homeless assistance, and other various human services, for low-income individuals, children and senior citizens through grants to local agencies. The Township's Social Service Grants program is part of a joint program of the City of Urbana and Cunningham Township.

The Supervisor also conducts public education - seeking to address the roots of poverty— lack of employment, unequal distribution of wealth and income, and discrimination—through program development, policy change, and public education. We produce white papers and educate local leaders on the local conditions of poverty, discrimination, state of social services, and gaps in the safety net, advocating for systems change as needed.

Compensation and benefits for the following elected officials are included in the Administration budget: Township Supervisor. There are two part time employee in this division: Office Administrator and Operations Support.

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.

Administration Division

Shared income and expenses within the town fund are now accounted for in the administration division. Compensation and benefits for the following elected officials are included in the Administration budget: Township Clerk. There are no additional employees.

Description of General Assistance Fund

The General Assistance Fund has one division - General Assistance (GA). This fund supports the following programs: General Assistance, Homeless Assistance which has two line items: Rental Assistance/Eviction Prevention and Emergency Assistance, and Advocacy.

General Assistance is an income maintenance program administered throughout Illinois by Township Supervisors. The purpose of General Assistance is to provide benefits to low-income persons who have applications pending for, or do not qualify for benefits from other cash assistance programs administered by the Department of Human Services and the Social Security Administration. 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 uses the General Assistance Handbook of the Township Officials of Illinois. A copy is available for review at the Cunningham Township Supervisor's office.

Cunningham Township provides General Assistance to qualifying persons who reside within the Township boundaries (i.e., the City of Urbana city limits). The maximum monthly personal allowance for one adult is currently \$265 with a proposed raise to \$280 in the coming year. Every participant receiving General Assistance also receives transportation assistance in the form of a yearly bus pass, if needed. General Assistance also goes to support medical needs not covered under Medicaid or other local charitable programs. These may include dentures, eye glasses, etc.

Those who receive personal allowances earn these allowances by participating in one of three tracks:

- 1) **Job Search, Training, and Work** track is to contribute to the training and experience of employable recipients and assist such recipients in obtaining employment. Participants engage in educational activities, such as GED completion or special certification and make steps towards employment with support from Cunningham Township staff.
- 2) **Workfare Program** track is designed to benefit the local community through labor performed by recipients who cannot reasonably be expected to benefit from training and job search activities or otherwise be aided to obtain employment. They serve at local non -profit and government agencies for the amount of their check divided by the minimum wage in Illinois.
- 3) **Exempt Track** is for individuals 60 years and older or with a demonstrated disability who are not able to participate in JSTW or CWP. These individuals may receive advocacy support in pursuing social security disability (SSI or SSDI).

Homeless Assistance supports low income Urbana residents who are in the life-threatening circumstance of living without shelter. This program fills the gap when emergency and transitional shelters either do not exist or cannot accommodate a resident. It also prevents homelessness by keeping residents with sufficient income from being evicted. Township can provide an income-qualifying household payment towards stopping eviction. If the resident is homeless, township can provide rental assistance. For those in a documented life or death situation, limited hotel stays or short term rentals may be provided. Homeless Assistance is a one-time assistance is available to a household once in a 2-year period. Every participant receiving Homeless Assistance also receives transportation assistance in the form of a yearly bus pass, if needed.

The Township advocacy program supports any participant who needs additional services, such as disability, mental health, substance abuse, health care navigation, child care, education or other, is referred to the appropriate agency and follow up is provided to ensure they receive the support needed. In doing so, we can identify gaps and systems issues and work with funding and agency partners to resolve these.

There are two full time case manager positions in this division focused on housing and employment, and two part time employees: a case manager and advocate focused on disability support.

DRAFT ORDINANCE NO. T-2019-05-001

**AN ORDINANCE APPROVING THE ANNUAL BUDGET AND APPROPRIATION ORDINANCE
(FISCAL YEAR 2019-2020)**

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, 2019 - June 30, 2020;
That the following budget, incorporated herein, containing an estimate of receipt 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, 2019 in the amount of

Town Fund	\$1,024,777
General Assistance Fund	\$1,455,673
Total All Funds	\$2,330,450

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

Town Fund	\$837,054
General Assistance Fund	\$410,149
Total All Funds	\$1,247,203

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

Town Fund	\$918,821
General Assistance Fund	\$782,798
Total All Funds	\$1,701,619

That the ending balance at the end of the Fiscal Year, June 30, 2020 is estimated to be

Town Fund	\$943,010
General Assistance Fund	\$1,083,024
Total All Funds	\$2,026,034

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 June 3, 2019 by the Township Board of the Town of Cunningham in the County of Champaign, State of Illinois, in meeting assembled.

_____ Township Clerk	_____ Date	_____ Township Chair	_____ Date
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Expense	<u>Supervisor</u>			
	(Town Fund)			
	Mar 1, 19	Budget	%	FY 20 Budget
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$21	\$0	100%	\$100
6010 · SUPERVISOR'S SALARY	\$45,566	\$62,354	73%	\$63,254
6013 · SALARIES - OTHERS	\$24,757	\$35,750	69%	\$44,200
6040 · HEALTH INSURANCE	\$13,316	\$22,077	60%	\$18,000
6050 · IMRF	\$17,113	\$25,998	66%	\$10,745
6060 · FICA	\$5,157	\$8,002	64%	\$9,016
6070 · UNEMPLOYMENT COMP INS	\$271	\$200	136%	\$2,730
Total 6000 · PERSONNEL	\$106,201	\$154,381	69%	\$148,045
6100 · ADMINISTRATION				
6110 · TRAINING	\$245	\$3,000	8%	\$2,000
6120 · TRAVEL	\$482	\$1,000	48%	\$1,000
6210 · LEGAL	\$0	\$0	0%	\$0
6215 · ADMIN SERVICES	\$208	\$0	100%	\$3,000
6220 · AUDIT SERVICES	\$22	\$0	100%	\$0
6230 · DUES & SUBS	\$47	\$200	24%	\$100
6240 · COMPUTER SERVICE	\$799	\$1,500	53%	\$0
6250 · BUILD URBANA TAX REFUND	\$0	\$0	0%	\$0
6260 · GENERAL INSURANCE	\$0	\$0	0%	\$0
6270 · APPRAISALS	\$0	\$0	0%	\$0
6283 · JANITORIAL	\$1,275	\$0	100%	\$0
6310 · OFFICE SUPPLIES	\$0	\$1,500	0%	\$1,000

6320 · COMPUTER SOFTWARE	\$614	\$2,000	31%	\$200
6330 · MISCELLANEOUS EXPENSES	\$61	\$500	12%	\$500
6340 · POSTAGE	\$1,451	\$200	725%	\$600
6350 · PRINTING	\$209	\$500	42%	\$500
6360 · PUBLISHING	\$0	\$0	0%	\$0
6410 · EQUIPMENT MAINTENANCE	\$39	\$800	5%	\$200
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$2,610	\$3,500	75%	\$2,000
TOTAL ADMIN	\$8,062	\$14,700	55%	\$11,100
6600 · CSSF GRANTS				\$137,000
6600 · CSSF GRANTS - Other	\$0	\$50,000	0%	\$38,000
Total 6600 · CSSF GRANTS	\$118,250	\$225,000	53%	\$175,000
6700 · PROGRAMS				
6701 · OTHER GRANTS	\$0	\$50,000	0%	\$0
6750 · INTERN/VOLUNTEER PROGRAM	\$0	\$6,500	0%	\$10,400
6760 · EVENT EXPENSE	\$373	\$500	75%	\$1,500
Total 6700 · PROGRAMS	\$373	\$57,000	1%	\$11,900
Total Expense	\$232,885	\$451,081	52%	\$346,045

Expense	<u>Assessor</u>			
	(Town Fund)			
	Mar 1, 19	Budget	%	FY 20 Budget
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$149	\$0	100%	\$416.00
6011 · ASSESSOR'S SALARY	\$47,934	\$65,759	73%	\$66,659.00
6013 · SALARIES - OTHERS	\$72,089	\$125,000	58%	\$130,000.00
6040 · HEALTH INSURANCE	\$27,775	\$44,352	63%	\$69,267.00
6050 · IMRF	\$29,087	\$50,551	58%	\$23,265.90
6060 · FICA	\$8,619	\$14,826	58%	\$20,475.91
6070 · UNEMPLOYMENT COMP INS	\$1,584	\$450	352%	\$5,250.00
6000 · PERSONNEL - Other	\$0	\$0	0%	\$71,000.00
Total 6000 · PERSONNEL	\$187,237	\$300,938	62%	\$386,333.81
6100 · ADMINISTRATION				
6110 · TRAINING	\$7,901	\$12,000	66%	\$12,000.00
6120 · TRAVEL	\$9,175	\$8,000	115%	\$8,000.00
6215 · ADMIN SERVICES	\$17,250	\$31,000	56%	\$15,000.00
6230 · DUES & SUBS	\$3,430	\$4,000	86%	\$4,920.00
6240 · COMPUTER SERVICE	\$2,231	\$3,500	64%	\$1,600.00
6270 · APPRAISALS	\$0	\$6,000	0%	\$30,000.00
6310 · OFFICE SUPPLIES	\$1,296	\$1,000	130%	\$1,500.00
6320 · COMPUTER SOFTWARE	\$10,078	\$8,300	121%	\$4,000.00
6330 · MISCELLANEOUS EXPENSES	\$476	\$500	95%	\$500.00
6340 · POSTAGE	\$2,065	\$4,000	52%	\$9,075.00
6350 · PRINTING	\$1,618	\$1,100	147%	\$2,500.00

6410 · EQUIPMENT MAINTENANCE	\$74	\$500	15%	\$500.00
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$8,025	\$5,000	160%	\$5,000.00
6450 · COMPUTER SOFTWARE MAINT	\$3,900	\$8,000	49%	\$8,400.00
TOTAL ADMIN	\$67,519	\$92,900	73%	\$102,995.00
 Total Expense	 \$254,756	 \$393,838	 65%	 \$489,329

Town Fund - Other

(Town Fund)

	Mar 1, 19	Budget	%	FY 20 Budget
Income				
4010 · PROPERTY TAX - CURRENT	\$356,488	\$789,588	45%	\$799,719
4011 · PROPERTY TAX - PRIOR YEARS	\$57	\$0	100%	\$75
4012 · PPRT	\$9,506	\$12,000	79%	\$12,000
4013 · IN LIEU OF TAXES	\$1,507	\$3,000	50%	\$2,000
4014 · MOBILE HOME TAXES	\$50	\$60	84%	\$60
4015 · COLLECTOR INTEREST	\$173	\$50	346%	\$200
4020 · INTEREST INCOME	\$14,429	\$12,250	118%	\$20,000
4040 · MISCELLANEOUS INCOME	\$2,176	\$3,000	73%	\$3,000
Total Income	\$384,386	\$819,948	47%	\$837,054
Expense				
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$2	\$0	100%	\$0
6012 · CLERK'S SALARY	\$2,704	\$3,700	73%	\$3,700
6060 · FICA	\$33	\$283	12%	\$283
Total 6000 · PERSONNEL	\$2,738	\$3,983	69%	\$3,983
6100 · ADMINISTRATION				
6210 · LEGAL	\$26,496	\$30,000	88%	\$25,000
6215 · ADMIN SERVICES	\$3,719	\$6,700	56%	\$5,000
6220 · AUDIT SERVICES	\$6,125	\$4,000	153%	\$3,500
6230 · DUES & SUBS	\$1,005	\$1,500	67%	\$1,200

6240 · COMPUTER SERVICE	\$300	\$900	33%	\$2,400
6250 · BUILD URBANA TAX REFUND	\$2,269	\$1,000	227%	\$3,000
6260 · GENERAL INSURANCE	\$0	\$2,500	0%	\$6,000
6283 · JANITORIAL	\$2,400	\$2,700	89%	\$3,564
6310 · OFFICE SUPPLIES	\$0	\$2,385	0%	\$500
6330 · MISCELLANEOUS EXPENSES	\$91	\$500	18%	\$500
6350 · PRINTING	\$296	\$1,000	30%	\$400
6360 · PUBLISHING	\$0	\$0	0%	\$1,200
6410 · EQUIPMENT MAINTENANCE	\$278	\$0	100%	\$400
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$102	\$500	20%	\$1,000
6420 · MAINTENANCE-BUILDING & GROUNDS	\$1,880	\$1,200	157%	\$2,300
6421 · BLDG REPAIRS/MAINT (< \$10,000)	\$0	\$7,000	0%	\$7,000
6430 · UTILITIES	\$4,913	\$5,500	89%	\$4,000
6440 · TELEPHONE AND INTERNET	\$7,397	\$7,200	103%	\$6,000
6450 · COMPUTER SOFTWARE MAINT	\$0	\$0	0%	\$4,000
6520 · VEHICLE MAINTENANCE	\$0	\$2,000	0%	\$2,000
TOTAL ADMIN	\$57,269	\$76,585	75%	\$78,964
Total Expense	\$60,266	\$80,568	75%	\$82,947
Net Income	\$324,120	\$739,380	44%	\$754,107

6800 - CAPITAL FUND \$150,000

6801 · TAX REFUND (POTENTIAL)

6810 · CARLE PROPERTY TAX REFUND \$0 \$0 0% \$297,208

6820 · PRESENCE PROPERTY TAX REFUND \$0 \$0 0% \$2,094.00

Total 6800 · TAX REFUND (POTENTIAL) \$0 \$0 0% \$299,302

	<u>Total Town Fund</u>			
	Mar 1, 19	Budget	%	FY 20 Budget
Income				
4010 · PROPERTY TAX - CURRENT	\$356,488	\$789,588	45%	\$799,719
4011 · PROPERTY TAX - PRIOR YEARS	\$57	\$0	100%	\$75
4012 · PPRT	\$9,506	\$12,000	79%	\$12,000
4013 · IN LIEU OF TAXES	\$1,507	\$3,000	50%	\$2,000
4014 · MOBILE HOME TAXES	\$50	\$60	84%	\$60
4015 · COLLECTOR INTEREST	\$173	\$50	346%	\$200
4020 · INTEREST INCOME	\$14,429	\$12,250	118%	\$20,000
4040 · MISCELLANEOUS INCOME	\$2,176	\$3,000	73%	\$3,000
Total Income	\$384,386	\$819,948	47%	\$837,054
Expense				
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$171	\$0	100%	\$516
6010 · SUPERVISOR'S SALARY	\$45,566	\$62,354	73%	\$63,254
6011 · ASSESSOR'S SALARY	\$47,934	\$65,759	73%	\$66,659
6012 · CLERK'S SALARY	\$2,704	\$3,700	73%	\$3,700
6013 · SALARIES - OTHERS	\$96,846	\$160,750	60%	\$174,200
6040 · HEALTH INSURANCE	\$41,091	\$66,429	62%	\$87,267
6050 · IMRF	\$46,199	\$76,549	60%	\$34,011
6060 · FICA	\$13,809	\$23,111	60%	\$29,775
6070 · UNEMPLOYMENT COMP INS	\$1,855	\$650	285%	\$7,980
6000 · PERSONNEL - Other	\$0	\$0	0%	\$71,000
Total 6000 · PERSONNEL	\$296,176	\$459,302	64%	\$538,362

6100 · ADMINISTRATION

6110 · TRAINING	\$8,146	\$15,000	54%	\$14,000
6120 · TRAVEL	\$9,657	\$9,000	107%	\$9,000
6210 · LEGAL	\$26,496	\$30,000	88%	\$25,000
6215 · ADMIN SERVICES	\$21,177	\$37,700	56%	\$23,000
6220 · AUDIT SERVICES	\$6,147	\$4,000	154%	\$4,000
6230 · DUES & SUBS	\$4,482	\$5,700	79%	\$6,220
6240 · COMPUTER SERVICE	\$3,330	\$5,900	56%	\$4,000
6250 · BUILD URBANA TAX REFUND	\$2,269	\$1,000	227%	\$3,000
6260 · GENERAL INSURANCE	\$0	\$2,500	0%	\$6,000
6270 · APPRAISALS	\$0	\$6,000	0%	\$30,000
6283 · JANITORIAL	\$3,675	\$2,700	136%	\$3,564
6310 · OFFICE SUPPLIES	\$1,296	\$4,885	27%	\$3,000
6320 · COMPUTER SOFTWARE	\$10,691	\$10,300	104%	\$4,200
6330 · MISCELLANEOUS EXPENSES	\$628	\$1,500	42%	\$1,500
6340 · POSTAGE	\$3,515	\$4,200	84%	\$9,675
6350 · PRINTING	\$2,123	\$2,600	82%	\$3,400
6360 · PUBLISHING	\$0	\$0	0%	\$1,200
6410 · EQUIPMENT MAINTENANCE	\$392	\$1,300	30%	\$1,100
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$10,736	\$9,000	119%	\$8,000
6420 · MAINTENANCE-BUILDING & GROUND	\$1,880	\$1,200	157%	\$2,300
6421 · BLDG REPAIRS/MAINT (< \$10,000)	\$0	\$7,000	0%	\$7,000
6430 · UTILITIES	\$4,913	\$5,500	89%	\$4,000
6440 · TELEPHONE AND INTERNET	\$7,397	\$7,200	103%	\$6,000
6450 · COMPUTER SOFTWARE MAINT	\$3,900	\$8,000	49%	\$12,400
6520 · VEHICLE MAINTENANCE	\$0	\$2,000	0%	\$2,000

TOTAL ADMIN	\$132,849	\$184,185	72%	\$193,559
6600 · CSSF GRANTS				\$137,000
6600 · CSSF GRANTS - Other	\$0	\$50,000	0%	\$38,000
Total 6600 · CSSF GRANTS	\$118,250	\$225,000	53%	\$175,000
6700 · PROGRAMS				
6701 · OTHER GRANTS	\$0	\$50,000	0%	\$0
6750 · INTERN/VOLUNTEER PROGRAM	\$0	\$6,500	0%	\$10,400
6760 · EVENT EXPENSE	\$632	\$500	126%	\$1,500
Total 6700 · PROGRAMS	\$632	\$57,000	1%	\$11,900
Total Expense	\$547,907	\$925,487	59%	\$918,821
Net Income	-\$163,521	-\$105,539	155%	-\$81,767
6800 - CAPITAL FUND				\$150,000
6801 · TAX REFUND (POTENTIAL)				
6810 · CARLE PROPERTY TAX REFUND	\$0	\$0	0%	\$297,208
6820 · PRESENCE PROPERTY TAX REFUND	\$0	\$0	0%	\$2,094
Total 6800 · TAX REFUND (POTENTIAL)	\$0	\$0	0%	\$299,302
BEGINNING BALANCE				\$1,024,777
END BALANCE				\$943,010

	<u>Total GA Fund</u>			
	Mar 1, 19	Budget	%	FY 20 Budget
Income				
4010 · PROPERTY TAX - CURRENT	\$156,444	\$349,717	45%	\$350,874
4011 · PROPERTY TAX - PRIOR YEARS	\$25	\$0	100%	\$50
4012 · PPRT	\$9,506	\$12,000	79%	\$12,000
4013 · IN LIEU OF TAXES	\$1,029	\$2,000	51%	\$2,000
4014 · MOBILE HOME TAXES	\$22	\$25	88%	\$25
4015 · COLLECTOR INTEREST	\$173	\$0	100%	\$200
4020 · INTEREST INCOME	\$14,429	\$11,750	123%	\$20,000
4030 · SSI REIMBURSEMENTS	\$7,460	\$25,000	30%	\$20,000
4035 · DONATIONS	\$1,775	\$5,000	36%	\$4,000
4040 · MISCELLANEOUS INCOME	\$750	\$0	100%	\$1,000
Total Income	\$191,614	\$405,492	47%	\$410,149
Expense				
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$82	\$0	100%	\$100
6013 · SALARIES - OTHERS	\$62,405	\$88,000	71%	\$98,760
6040 · HEALTH INSURANCE	\$15,980	\$26,907	59%	\$24,000
6050 · IMRF	\$10,302	\$23,320	44%	\$9,876
6060 · FICA	\$4,957	\$7,975	62%	\$10,340
6070 · UNEMPLOYMENT COMP INS	\$1,116	\$700	159%	\$3,200
Total 6000 · PERSONNEL	\$94,842	\$146,902	65%	\$146,276

6100 · ADMINISTRATION

6110 · TRAINING	\$0	\$4,500	0%	\$4,000
6120 · TRAVEL	\$343	\$1,500	23%	\$1,000
6210 · LEGAL	\$61,988	\$30,000	207%	\$25,000
6215 · ADMIN SERVICES	\$6,724	\$6,700	100%	\$8,000
6220 · AUDIT SERVICES	\$0	\$4,000	0%	\$2,000
6230 · DUES & SUBS	\$84	\$150	56%	\$100
6240 · COMPUTER SERVICE	\$2,722	\$900	302%	\$1,000
6250 · BUILD URBANA TAX REFUND	\$2,269	\$0	100%	\$3,000
6260 · GENERAL INSURANCE	\$0	\$2,500	0%	\$3,000
6283 · JANITORIAL	\$0	\$2,700	0%	\$1,782
6310 · OFFICE SUPPLIES	\$1,785	\$600	298%	\$1,500
6320 · COMPUTER SOFTWARE	\$5,300	\$3,000	177%	\$5,000
6330 · MISCELLANEOUS EXPENSES	\$0	\$500	0%	\$500
6340 · POSTAGE	\$57	\$500	11%	\$2,000
6350 · PRINTING	\$452	\$750	60%	\$750
6360 · PUBLISHING	\$519	\$1,000	52%	\$750
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$1,410	\$3,000	47%	\$3,000
6420 · MAINTENANCE-BUILDING & GROUNDS	\$2,149	\$2,500	86%	\$2,500
6421 · BLDG REPAIRS/MAINT (< \$10,000)	\$0	\$0	0%	\$0
6430 · UTILITIES	\$0	\$0	0%	\$2,000
6440 · TELEPHONE AND INTERNET	\$0	\$0	0%	\$2,000
6450 · COMPUTER SOFTWARE MAINT	\$0	\$0	0%	\$2,000
6520 · VEHICLE MAINTENANCE	\$15	\$0	100%	\$0
TOTAL ADMIN	\$85,815	\$64,800	132%	\$70,882

6700 · PROGRAMS

6701 · OTHER GRANTS	\$0	\$0	0%	\$50,000
6710 · WORK/TRAINING SUPPLIES	\$13,234	\$8,300	159%	\$9,840
6720 · MEDICAL CARE	\$0	\$500	0%	\$500
6730 · PERSONAL ALLOWANCES (GA)	\$289,263	\$412,500	70%	\$386,400
6731 · EMERGENCY ASSISTANCE	\$20,902	\$24,000	87%	\$2,000
6732 · RENTAL ASSIST/EVICTION PREVENT	\$52,958	\$36,000	147%	\$72,000
6740 · CLIENT EMPLOYMENT VERIFICATION	\$889	\$2,000	44%	\$1,500
6750 · INTERN/VOLUNTEER PROGRAM	\$4,813	\$16,250	30%	\$36,400
6760 · EVENT EXPENSE	\$1,546	\$3,000	52%	\$3,000
6770 · OTHER SERVICES FOR CLIENTS (Angel Fund)	\$375	\$0	100%	\$4,000
Total 6700 · PROGRAMS	\$383,979	\$502,550	76%	\$565,640
Total Expense	\$564,636	\$714,252	79%	\$782,798
Net Income	-\$373,022	-\$308,76		-\$372,649

6800 - CAPITAL FUND

\$0

6801 · TAX REFUND (POTENTIAL)

6810 · CARLE PROPERTY TAX REFUND	\$0	\$0	0%	\$297,206
6820 · PRESENCE PROPERTY TAX REFUND	\$0	\$0	\$0	\$2,093
Total 6800 · TAX REFUND (POTENTIAL)	\$0	\$0	0%	\$299,299

BEGINNING BALANCE				\$1,455,673
END BALANCE				\$1,083,024

TOTAL TOWNSHIP FUNDS

	Mar 1, 19	Budget	%	FY 20 Budget
Income				
4010 · PROPERTY TAX - CURRENT	\$512,932	\$1,139,305	45%	\$1,150,593
4011 · PROPERTY TAX - PRIOR YEARS	\$82	\$0	100%	\$125
4012 · PPRT	\$19,012	\$24,000	79%	\$24,000
4013 · IN LIEU OF TAXES	\$2,537	\$5,000	51%	\$4,000
4014 · MOBILE HOME TAXES	\$72	\$85	85%	\$85
4015 · COLLECTOR INTEREST	\$346	\$50	692%	\$400
4020 · INTEREST INCOME	\$28,858	\$24,000	120%	\$40,000
4030 · SSI REIMBURSEMENTS	\$7,460	\$25,000	30%	\$20,000
4035 · DONATIONS	\$1,775	\$5,000	36%	\$4,000
4040 · MISCELLANEOUS INCOME	\$2,926	\$3,000	98%	\$4,000
Total Income	\$576,000	\$1,225,440	47%	\$1,247,203
Expense				
6000 · PERSONNEL				
6009 · PAYROLL EXPENSES	\$254	\$0	100%	\$616
6010 · SUPERVISOR'S SALARY	\$45,566	\$62,354	73%	\$63,254
6011 · ASSESSOR'S SALARY	\$47,934	\$65,759	73%	\$66,659
6012 · CLERK'S SALARY	\$2,704	\$3,700	73%	\$3,700
6013 · SALARIES - OTHERS	\$159,251	\$248,750	64%	\$272,960
6040 · HEALTH INSURANCE	\$57,071	\$93,336	61%	\$111,267
6050 · IMRF	\$56,501	\$99,869	57%	\$43,887
6060 · FICA	\$18,767	\$31,086	60%	\$40,115
6070 · UNEMPLOYMENT COMP INS	\$2,971	\$1,350	220%	\$11,180

6000 · PERSONNEL - Other	\$0	\$0	0%	\$71,000
Total 6000 · PERSONNEL	\$391,018	\$606,204	65%	\$684,638
6100 · ADMINISTRATION				
6110 · TRAINING	\$8,146	\$19,500	42%	\$18,000
6120 · TRAVEL	\$9,999	\$10,500	95%	\$10,000
6210 · LEGAL	\$88,483	\$60,000	147%	\$50,000
6215 · ADMIN SERVICES	\$27,901	\$44,400	63%	\$31,000
6220 · AUDIT SERVICES	\$6,147	\$8,000	77%	\$6,000
6230 · DUES & SUBS	\$4,566	\$5,850	78%	\$6,320
6240 · COMPUTER SERVICE	\$6,052	\$6,800	89%	\$5,000
6250 · BUILD URBANA TAX REFUND	\$4,537	\$1,000	454%	\$6,000
6260 · GENERAL INSURANCE	\$0	\$5,000	0%	\$9,000
6270 · APPRAISALS	\$0	\$6,000	0%	\$30,000
6283 · JANITORIAL	\$3,675	\$5,400	68%	\$5,346
6310 · OFFICE SUPPLIES	\$3,081	\$5,485	56%	\$4,500
6320 · COMPUTER SOFTWARE	\$15,991	\$13,300	120%	\$9,200
6330 · MISCELLANEOUS EXPENSES	\$628	\$2,000	31%	\$2,000
6340 · POSTAGE	\$3,572	\$4,700	76%	\$11,675
6350 · PRINTING	\$2,575	\$3,350	77%	\$4,150
6360 · PUBLISHING	\$519	\$1,000	52%	\$1,950
6410 · EQUIPMENT MAINTENANCE	\$392	\$1,300	30%	\$1,100
6411 · EQUIPMENT PURCHASE (< \$5,000)	\$12,146	\$12,000	101%	\$11,000
6420 · MAINTENANCE-BUILDING & GROUNDS	\$4,029	\$3,700	109%	\$4,800
6421 · BLDG REPAIRS/MAINT (< \$10,000)	\$0	\$7,000	0%	\$7,000
6430 · UTILITIES	\$4,913	\$5,500	89%	\$6,000

6440 · TELEPHONE AND INTERNET	\$7,397	\$7,200	103%	\$8,000
6450 · COMPUTER SOFTWARE MAINT	\$3,900	\$8,000	49%	\$14,400
6520 · VEHICLE MAINTENANCE	\$15	\$2,000	1%	\$2,000
TOTAL ADMIN	\$218,664	\$248,985	88%	\$264,441
6600 · CSSF GRANTS				\$137,000
6600 · CSSF GRANTS - Other	\$0	\$50,000	0%	\$38,000
Total 6600 · CSSF GRANTS	\$118,250	\$225,000	53%	\$175,000
6700 · PROGRAMS				
6701 · OTHER GRANTS	\$0	\$50,000	0%	\$50,000
6710 · WORK/TRAINING SUPPLIES	\$13,234	\$8,300	159%	\$9,840
6720 · MEDICAL CARE	\$0	\$500	0%	\$500
6730 · PERSONAL ALLOWANCES (GA)	\$289,263	\$412,500	70%	\$386,400
6731 · EMERGENCY ASSISTANCE	\$20,902	\$24,000	87%	\$2,000
6732 · RENTAL ASSIST/EVICTION PREVENT	\$52,958	\$36,000	147%	\$72,000
6740 · CLIENT EMPLOYMENT VERIFICATION	\$889	\$2,000	44%	\$1,500
6750 · INTERN/VOLUNTEER PROGRAM	\$4,813	\$22,750	21%	\$46,800
6760 · EVENT EXPENSE	\$2,178	\$3,500	62%	\$4,500
6770 · OTHER SERVICES FOR CLIENTS (Angel Fund)	\$375	\$0	100%	\$4,000
Total 6700 · PROGRAMS	\$384,612	\$559,550	69%	\$577,540
Total Expense	\$1,112,544	\$1,639,739	68%	\$1,701,619
Net Income	-\$536,543	-\$414,299	130%	-\$454,416

6800 - CAPITAL FUND					\$150,000
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6801 - TAX REFUND (POTENTIAL)					
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6810 - CARLE PROPERTY TAX REFUND	\$0	\$0	0%	\$594,414
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6820 - PRESENCE PROPERTY TAX REFUND	\$0	\$0	\$0	\$4,187
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Total 6800 - TAX REFUND (POTENTIAL)	\$0	\$0	0%	\$598,601
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BEGINNING BALANCE					\$2,480,450
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END BALANCE					\$2,026,034
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