



REPORT TO TOWN BOARD

FROM: Andrew J. Quarnstrom, Township Supervisor

DATE: December 1, 2020

SUBJECT: Fiscal Year 2020/2021 Budget Amendment, Ordinance 2020-1203

A. Introduction: The purpose of this Ordinance is to amend the FY 2020/2021 budget to increase revenues by \$94,800 in the Supervisor Intergovernmental Revenue account (802-41200) and increase expenditures by \$94,800 in the Profesional Services account (802801000-52000). This amendment is due to the City of Champaign Township receiving CURES funds to offset costs associated with Covid and Township operations.

B. Recommended Action: The Township Administration recommends approval of this Ordinance.

C. Summary:

The City of Champaign Township applied for and was awarded Local Coronavirus Urgent Remediation Emergency Support Program (CURES) funding for the specific purpose of offsetting operational costs to the Township due to Covid. The CURES money will help to offset the costs associated with website upgrades, cleaning and PPE, and operational changes made due to Covid. It will also provide upgrades for employee technology while working at home, an informational mailer to discuss the Township's Covid operations, and significant upgrades to remote assessment tools.

D. Background:

1. City of Champaign Township Covid Operations: Since the end of March, 2020, the City of Champaign Township has been working to keep employees and clients safe. Employees continue to provide normal daily operations but at limited staffing levels while the remainder of employees work remote. The Township has provided significant enhancements to continue and in some cases improve its operations. The expectations as this type of operational format will continue well into 2021.

E. Alternatives:

1. Approve Ordinance 2020-1203, An Ordinance Amending the City of Champaign Township Budget and Appropriation for FY 2020/2021 in the amount of \$94,800.
2. Do not approve Ordinance 2020-1203, An Ordinance Amending the City of Champaign Township Budget and Appropriation for FY 2020/2021 and provide additional guidance.

F. Discussion of Alternatives:

Alternative 1 would approve Ordinance 2020-1203, An Ordinance Amending the City of Champaign Township Buadget and Appropriation for FY 2020/2021 in the amount of \$94,800.

a. Advantages

- Approving Ordinance 2020-1203 offsets some costs already encumbered and provides additional money to increase Covid operational capacity.

b. Disadvantages

- No disadvantage to approving Ordinance 2020-1203.

Alternative 2 Do not approve Ordinance 2020-1203.

a. Advantages

- None.

b. Disadvantages

- Not amending the budget to reflect the receipt of CURES money would place a heavier burden on the Township's budget to offset costs associated with operations during Covid.

G. Community Input: Input can be given during the public comments section of the meeting at which this item is considered.

H. Budget Impact: Should the Ordinance be approved; the Township will amend its budget to reflect \$94,800 of CURES funding, all of which will be used for recouping costs and enhancing operations during the Covid pandemic.

I. Staffing Impact: Approximately 2 hours of staff time were needed to write this report.

Prepared by:

Andrew Quarnstrom
Township Supervisor