STATE OF ILLINOIS **400 South Vine Street**
TOWN OF CUNNINGHAM **URBANA, ILLINOIS 61801**

ANNUAL MEETING OF THE ELECTORS OF THE TOWN OF CUNNINGHAM

MINUTES

Tuesday, April 8, 2025

The Annual Meeting of the Town of Cunningham was held at 6:00 p.m. April 8, 2025, in the Urbana City Council Chambers at 400 South Vine Street, Urbana, Illinois 61801.

CALL TO ORDER

The Town Clerk, Darcy E. Sandefur, called the meeting to order at 6:00 p.m. Elected Officials present: Danielle Chynoweth, Township Supervisor and Ivana Owona, Township Assessor. Electors present: Eric Duitsman and Simon Rosenzweig.

APPROVAL OF THE MINUTES

Town Clerk Sandefur called for the approval of the minutes of the April 9, 2024 Annual Town Minutes. Motion was made by Elector Duitsman and seconded by Elector Chynoweth for the Annual Minutes to be approved. Questions and discussion followed. Minutes were approved by unanimous voice vote.

ADOPTION OF PUBLIC INPUT GUIDELINES

Town Clerk Sandefur called for the adoption of public input guidelines, identical to those appended to City Council agendas. Motion was made by Elector Duitsman and seconded by Elector Owona to adopt the proposed public input guidelines. Motion passed by unanimous voice vote.

ELECTION OF MODERATOR

Town Clerk Sandefur called for nominations from the floor for the electors to select a moderator from the electors in attendance. Elector Owona nominated from the floor Eric Duitsman to serve as moderator, seconded by Elector Chynoweth. Eric Duitsman accepted the call to moderate this Annual Meeting. Town Clerk Sandefur called for any further nominations from the floor, seeing none, the nomination was closed. Motion passed by unanimous voice vote.

OATH OF MODERATOR

Town Clerk Sandefur proceeded to administer the Oath of Office to Moderator Duitsman.

PUBLIC PARTICIPATION

None.

PROGRAM UPDATES FROM CUNNINGHAM TOWNSHIP SUPERVISOR'S AND ASSESSORS' OFFICE

Presented by Danielle Chynoweth, Cunningham Township Supervisor and Ivana Owona, Cunningham Township Assessor. Township Assessor Owona outlined she will be speaking on the recent activities of the Assessor's Office and their upcoming plans.

Stated the 2025 assessments were conducted through sales-ratio studies to identify neighborhoods that would benefit most from a general reassessment and that Neighborhoods 2, 3, and 4 in north Urbana were found to have the most to benefit. Stated the reassessments will be conducted soon utilizing SwiftEstimator and NCSS Regression Analysis Software to consider value characteristics regularly captured through Cost Approach while also accounting for less immediately considered characteristics that affect value.

Shared a Land Value Study was conducted through viewing the past three years of land sales in Cunningham Township and its neighboring Townships, leading to updates to land values based on Site Value. Added that the Assessor's Office has also worked on assessing commercial properties within the Township valued at over $100,000.

Noted the 2/10/2025 Township Board meeting contains a more in-depth explanation on the SwiftEstimator software and recommended those who are interested to view the meeting for the finer details. Stated the goal is to approve a 3-year contract with SwiftEstimator to support the goal of reassessing 25% of Township parcels annually and having all parcels reassessed through SwiftEstimator by 2028 to mitigate costly inequalities emerging in the future.

Highlighted the volunteer roles staff within the Assessor's Office have taken on in addition to their work. Shared a staff member who is assisting the Illinois Property Assessor's Institute (IPAI) in developing a new accredited course through their Education Committee. Spoke on her own volunteering within the IPAI on the Diversity, Equity, and Inclusion Committee and in the International Association of Assessing Officers through her participance in the Executive Committee as a Co-Representative for their Illinois chapter; in the Conference Content Task Force as a member; and in the Diversity, Equity, and Inclusion Council as the Chairperson currently on the first of the position's three-year term.

Township Supervisor Chynoweth congratulated Township Assessor Owona on her reelection and shared praise for the focus on equity that she brings to the Township Assessor's Office. Thanked the staff members of Cunningham Township and highlighted the work of Nicole Philyaw, the Finance and Operations Director, as she helps assemble financial documentation and reports. Further thanked Cyrik Régibeau-Rockett, the Data and Grants Coordinator, for their work in developing the presentation. Stated the presentation will contain impacts within calendar year 2024.

Last year the General Assistance program expended $451,426.67 supporting 179 households. 266 households were supported through the Rental Assistance program totaling $221,203.58 in rent arrears coverage and $90,039.91 in move-in costs. Stated 122 people were served through the Street Outreach program totaling $13,476.09. Stated 82 families received support from the Emergency & Family Housing program utilizing $207,110.95. Stated 12 households including 13 children were supported through the Subsidized Housing program, totaling $28,799.02.

Shared 3066.94 pounds of produce were grown and distributed through the Solidarity Gardens program assisting 2089 adults and 740 children.

Stated 85 individuals were served through the Transportation Support program, totaling to $11,099.59. Shared that the Digital Inclusion program was able to assist 42 individuals, marking a decrease due to reductions in Federal programs available and an internal shift toward other forms of support. Stated 346 households were supported with utility bill assistance totaling $124,889.82. Thanked the Angel Donors for contributing $75,855.50 in donations from 102 unique donors.

REPORTS OF OFFICERS

None.

ANNUAL FINANCIAL STATEMENT OF SUPERVISOR (FISCAL YEAR 2023-2024)

Township Supervisor Chynoweth expressed financial prospects are good due to the amount of funding that was brought in through grants such ARPA, IDHS, DCEO, SMASS, and other sources such as the Angel Donor fund. Chynoweth reviewed the income and expense totals for 2024 and spoke on revenues and expenditures within the fiscal year. Stated the Cunningham Township Supervisor's Office needs to find a more suitable space for their operations and seeks to pay the amount for a new building in full rather than relying on financing. Stated that need has not negatively impacted the fund amounts in the fiscal year.

Stated rising food, rent, and utility costs have significantly increased the need for assistance programs in the community. Shared charts displaying information and statistics on poverty, case load, success rates, and participance across their programs. Provided information on the Bridge to Home Services team and the housing assistance services they provide. Highlighted the Rental Assistance program has spent $1,036,554.86 from when the program began in December 2017 to the end of 2024.

Stated $367,038.82 has been received since the beginning of the Angel Donor Fund in December 2018 to February 2024. Shared the fund is used to help flexibly meet the unmet needs of local residents and is used for the Housewarming Assistance program.

Shared information on Solidarity Gardens, the collaborating agencies, and the Free Garden Plot Program funded by the Urbana Rotary. Spoke on their Digital Equity and Inclusion Program and announced they have applied for a grant from the Illinois Broadband Office to increase the

number of operating hours for their Help Desk. Thanked their collaborators for their assistance in moving toward ending homelessness and hunger in Urbana. Emphasized the importance of local governance during times of instability within the federal administration. Questions and discussion followed.

The complete Annual Financial Report was made physically available during the meeting and can be viewed online here:
https://drive.google.com/file/d/12-dPdBlbO_fsHp76QTzZRYxzLrcPAQvx/view

TIME AND PLACE OF NEXT ANNUAL TOWN MEETING – (6:00 p.m., TUESDAY, APRIL 14 2026)

Elector Owona motioned for approval, seconded by Elector Chynoweth. Motion passed by unanimous voice vote.

ADJOURNMENT

With no further business to come before this Annual Meeting, Moderator Duitsman declared this Annual Town Meeting adjourned at 6:47 p.m.

Respectfully submitted,

Seok Hyun Cho,
Cunningham Township Deputy Clerk