

Agenda

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, OCTOBER 18, 2022,
AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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1. Call to order
2. Roll call
3. Pledge of Allegiance to the Flag
4. Agenda Changes
5. Approval of Minutes of a Regular Meeting held on September 20, 2022, at 6:00 p.m.; approval of Minutes of a Special Meeting held on October 4, 2022 at 6:45 p.m.
6. Citizen Comments
7. Authorize bills for payment for September

Township Fund

Assessor's Office	\$17,180.34	
Community Support	\$985.10	
Youth Services	\$627.70	
Senior Services	\$581.47	
Operating Expenses	\$38,239.07	
Township Fund Total Expenses		\$57,613.68

General Assistance Fund

Public Support	\$12,215.28	
Operating Expenses	\$26,565.04	\$38,780.32
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,942.22

IMRF Total Expenses \$4,644.69

TOTAL Bills: \$103,980.91

8. Receive & Place on File: Annual Treasurer's Report
9. Consider appointing Trustee Frierson as Auditing Official as it relates to the Whistleblower Act
10. Discussion regarding Decennial Committees on Local Government Efficiency Act
11. Consider approval of Resolution for IMRF Code Section 125 Plan
12. Assessor's Report
13. Supervisor's Report/Announcements
14. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, SEPTEMBER 20, 2022 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

Chairman Neal called the meeting to order.

On call of the roll the following answered present: Trustees McDowell, Fischer, Holmes, and Chairman Neal. Assessor Davis was also present. Trustee Frierson was absent.

William Bremner led in the Pledge of Allegiance to the Flag.

AGENDA CHANGES

It was moved by Trustee McDowell, seconded by Trustee Holmes to accept the Township meeting agenda as presented.

The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; and Chairman Neal, aye. Motion carried.

MINUTES

It was moved by Trustee Holmes, seconded by Trustee McDowell that the minutes of a Regular Meeting held on August 16, 2022 at 6:00 p.m. be approved with all members having received printed copies prior to the meeting.

The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; and Chairman Neal, aye. Motion carried.

BILLS

It was moved by Trustee Fischer, seconded by Trustee Holmes that bills be authorized for payment as follows for August:

Township Fund

Assessor's Office	\$12,902.01	
Community Support	\$3,060.00	
Youth Services	\$2,272.64	
Senior Services	\$273.68	
Operating Expenses	\$40,992.54	
Township Fund Total Expenses		\$59,500.87

General Assistance Fund

Public Support	\$6,809.17	
Operating Expenses	\$21,146.91	\$27,956.08
General Assistance Fund Total Expenses		

FICA Total Expenses \$3,176.72

IMRF Total Expenses \$2,326.41

TOTAL Bills: \$92,960.08

The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; and Chairman Neal, aye. Motion carried.

PROPERTY DONATION DISCUSSION

Chairman Neal gave an update on the property donation that is being offered by the Murdoch family. She spoke with the Park District and they have decided that it is not in their best interest to take on the property. She spoke with Barbara Price who is very interested in the property. She currently manages the Community Garden of Eat'N and is hoping to make it into another community garden.

WHISTLEBLOWER ACT

Chairman Neal stated she has emailed the State's Attorney's office specifically asking if there needed to be someone at the Township or if their office could serve as the Whistleblower contact. To date she has not heard back. She forwarded the email to Trustee Frierson so that if the requirement would be to have a local official she would like to see him serve as the Whistleblower contact. She is still waiting on a response from the State's Attorney and will update the Board when she receives more information.

DECENNIAL COMMITTEES/LOCAL GOVERNMENT EFFICIENCY ACT

Chairman Neal stated the Zion Leaders Group will be having another community-wide meeting on October 15th along with the Community of Character Walk on Friday. She is hoping to see if there is any interest from the community members to serve on the Decennial Committee. She asked that the Trustees keep track of any names that they may across that would be good nominations for the committee. She would like to be able to vote on this at the October meeting. Trustee Holmes suggested gauging the interest of the public by who comes to them to volunteer to be on the committee. Chairman Neal stated she likes the idea of the different leaders promoting the recruiting of residents together to see who wants to be part of the conversations as all taxing must have community representation. Chairman Neal stated the Decennial Committee/Local Government Efficiency Act is State legislation that has been passed requiring each government agency, except for the County and municipalities put together a committee every 10 years. The committee must be assembled by June 2023. Although municipalities are not required, the Mayor indicated that he would still like to be involved in the conversations where they can all work smarter and collaborate on things, fill some gaps and make some changes to make everyone more efficient. Although the committee is not required until June 2023, she would like to start having the conversations now to talk about ideas. Trustee McDowell asked when the committee meets. Chairman Neal stated 2-3 times within the year and then every 10 years. Trustee Fischer stated the Act states meetings must be held and a report detailing the conclusions must be issued by the June date.

RECEIVE AND PLACE ON FILE AUDIT ENDING APRIL 30, 2021

It was moved by Trustee Fischer and seconded by Trustee McDowell to receive and place on file the Audit for year ending April 30, 2022. The vote on the roll: Trustees McDowell, aye; Holmes, aye; Fischer, aye; Chairman Neal, aye. Motion carried.

ASSESSOR'S REPORT

- Appeal filings were completed on August 29th. We have a total of 152 appeals for 2022. We received over half of them on the last day. Most were due to the equalization we completed in some neighborhoods. This was due to the large gap in values from sales over the last 3 years.
- We completed our first 2 days of hearings. The majority were letter. The in person and phone hearings had 1 reduction due to a prior PTAB case. We are concentrating on the upcoming commercial hearings.

- In the community: We attended the Annual Mayor's Prayer Breakfast which was a huge success. Zion Leaders Group met and we have our Quarterly meeting next month on October 15th at ZBTHS to continue the conversation on solutions and outcomes.

Township Meeting 9/20/22

SUPERVISOR'S REPORT

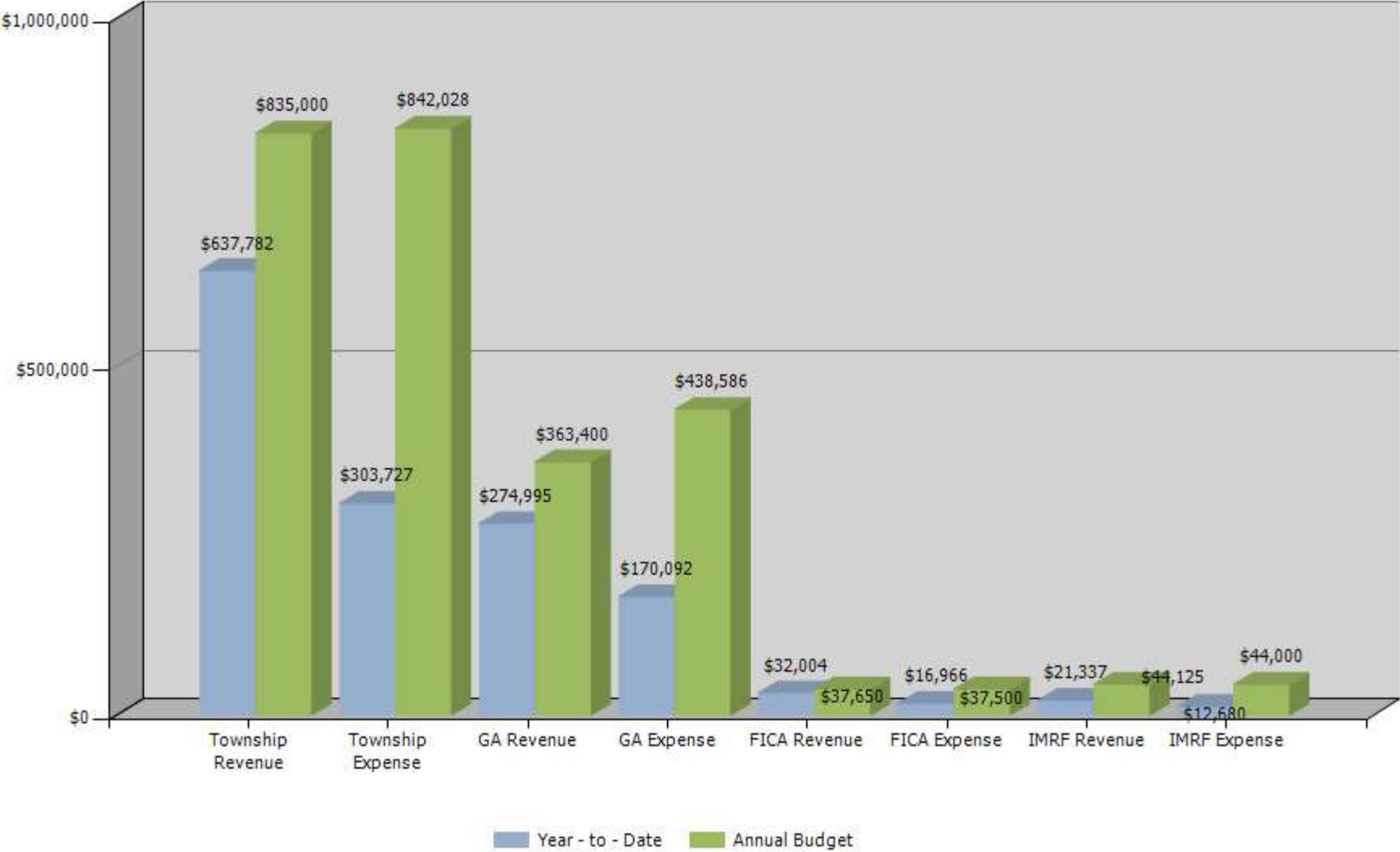
- Monthly Client Services Reports for August is Attached.
- The Zion Leaders invite all residents to the Zion Community Walk on Friday, September 23rd at 6pm at 28th and Bethel Blvd, walking to the Zion Park District Bandshell where food trucks will be stationed and the movie Remember the Titans will be aired thanks to sponsorships from Bottomline Innovations, ZBTHS, North Shore Gas, Penny's Slots, and Cancer Treatment Centers of America.
- The Zion Leaders will be hosting the next Community Dialogue on Saturday, October 15th from 10am til noon at ZBTHS. Please invite any and all Zion residents.
- The next Zion Quarterly will be out the first week of October.
- Donations are being accepted by the Zion Historical Society to help reclaim Esters Well.
- Any senior women wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today and sign up for our monthly local Red Hat Trip!
- Elf Network has kicked off! Residents will be identified based on need as well as contact through Emergency Assistance. Please send any referrals over to Nayeli@ZionTownship.org.
- The Coalition for Healthy Communities Zion Benton Leadership Academy Class of 2022 has officially kicked off! This year will see its 100th graduate of the program! This year's class includes: Aaron Denny, Hugh Collins, Tyarrie Gibson, Erna Gramer, Janina Hall, Meredith McKeown, Ridonna Ridley, Laura Rosales, Gabriel Serrano, Robin Smith, Lakedra Spurlock, and Stacey Tindal-Sanders.
- Supervisor Cheri Neal will be presenting at the Township Officials of Cook County Supervisor's Meeting on October 20th to speak on our study we completed in 2016 and the Local Government Consolidation and Efficiency Act.
- We will begin working on the Levy for 2023-24 next month.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee Holmes, seconded by Trustee Fischer, and unanimously approved the meeting be adjourned at 6:29 p.m. Motion carried.

Town Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 5 Months Ended September 30, 2022**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of September 30, 2022**

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Remaining Budget</u>
<u>Township Fund</u>					
Revenues	\$ 214,743.25	\$ 637,781.72	\$ 835,000.00	\$ 197,218.28	23.62%
<u>Operating Expenses</u>					
Personnel	30,075.00	134,450.26	324,338.00	189,887.74	58.55%
Contractual Services	5,725.15	41,670.68	99,275.00	57,604.32	58.03%
Other Operating Expenses	2,438.92	14,754.61	47,525.00	32,770.39	68.95%
Capital Outlay	0.00	1,161.50	46,325.00	45,163.50	97.49%
Total Operating Expenses	<u>38,239.07</u>	<u>192,037.05</u>	<u>517,463.00</u>	<u>325,425.95</u>	<u>62.89%</u>
Community Support	985.10	13,556.81	26,000.00	12,443.19	47.86%
<u>Youth Services:</u>					
Summer Work Program	627.70	10,648.17	17,600.00	6,951.83	39.50%
Total Youth Services	<u>627.70</u>	<u>10,648.17</u>	<u>17,600.00</u>	<u>6,951.83</u>	<u>39.50%</u>
<u>Senior Services:</u>					
Senior Meals	0.00	3,030.76	3,300.00	269.24	8.16%
Senior Transportation	311.50	4,380.00	17,500.00	13,120.00	74.97%
Senior Support	269.97	475.99	14,500.00	14,024.01	96.72%
Total Senior Services	<u>581.47</u>	<u>7,886.75</u>	<u>35,300.00</u>	<u>27,413.25</u>	<u>77.66%</u>
<u>Assessor's Office:</u>					
Personnel	14,190.46	68,915.86	186,495.00	117,579.14	63.05%
Contractual Services	1,525.88	5,626.79	38,770.00	33,143.21	85.49%
Other Operating Expenses	1,464.00	5,055.64	18,400.00	13,344.36	72.52%
Total Assessor's Office	<u>17,180.34</u>	<u>79,598.29</u>	<u>243,665.00</u>	<u>164,066.71</u>	<u>67.33%</u>
Total Expenses	<u>57,613.68</u>	<u>303,727.07</u>	<u>840,028.00</u>	<u>536,300.93</u>	<u>63.84%</u>
Excess Revenues less Expenses	<u>\$ 157,129.57</u>	<u>\$ 334,054.65</u>	<u>\$ (5,028.00)</u>	<u>\$ (339,082.65)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 105,582.09	\$ 274,994.62	\$ 363,400.00	\$ 88,405.38	24.33%
<u>Expenses</u>					
Personnel	23,309.98	99,646.33	248,800.00	149,153.67	59.95%
Contractual Services	2,188.99	13,797.72	27,981.00	14,183.28	50.69%
Other Operating Expenses	1,066.07	9,285.85	23,855.00	14,569.15	61.07%
Public Support	12,215.28	47,361.61	137,950.00	90,588.39	65.67%
Total Expenses	<u>38,780.32</u>	<u>170,091.51</u>	<u>438,586.00</u>	<u>268,494.49</u>	<u>61.22%</u>
Excess Revenues less Expenses	<u>\$ 66,801.77</u>	<u>\$ 104,903.11</u>	<u>\$ (75,186.00)</u>	<u>\$ (180,089.11)</u>	
<u>FICA Fund</u>					
Revenues	\$ 12,883.84	\$ 32,003.65	\$ 37,650.00	\$ 5,646.35	15.00%
Expenses	<u>2,942.22</u>	<u>16,965.87</u>	<u>37,500.00</u>	<u>20,534.13</u>	<u>54.76%</u>
Excess Revenues less Expenses	<u>\$ 9,941.62</u>	<u>\$ 15,037.78</u>	<u>\$ 150.00</u>	<u>\$ (14,887.78)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 8,589.72	\$ 21,337.00	\$ 44,125.00	\$ 22,788.00	51.64%
Expenses	<u>4,644.69</u>	<u>12,680.46</u>	<u>44,000.00</u>	<u>31,319.54</u>	<u>71.18%</u>
Excess Revenues less Expenses	<u>\$ 3,945.03</u>	<u>\$ 8,656.54</u>	<u>\$ 125.00</u>	<u>\$ (8,531.54)</u>	

Zion Township

Updates – 10/18/22

Mission: *We lead. We empower. We advocate. We connect residents to resources, services and solutions.*

Vision: *We make Zion better.*

Core Values: *Humility ~ Encouragement/Education ~ Appreciation ~ Reverence ~ Tenacity*

BOARD SPECIFIC ISSUES

- Whistleblower Act to be finalized.
- Decennial Committees on Local Government Efficiency Act to be discussed. Suggestions on two residents to serve on the committee.
- The Treasurer's Report to be received and to be placed on file.
- IMRF Code Sc 125 Discussion.
- We are working on the Levy for 2023-24 this month.

ZION TOWNSHIP UPDATES

- Monthly Client Services Reports for September is Attached.
- Thanks to everyone who came out for the Community Walk at the Zion Park District Band Shell and the Community Dialogue on Saturday, October 15th at ZBTHS.
- The Zion Quarterly was mailed out the first week of October.
- Donations are being accepted by the Zion Historical Society to help reclaim Esters Well.
- Any senior women wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today and sign up for our monthly local Red Hat Trip! The Red Hatters will be traveling to Georgia in November for an extended 4 day trip.
- Elf Network has kicked off! Residents will be identified based on need as well as contact through Emergency Assistance. Please send any referrals over to Nayeli@ZionTownship.org or call us at 847-872-2811.
- The Coalition for Healthy Communities Zion Benton Leadership Academy Class of 2022 graduation will take place on Saturday, November 5th at 9am at the Winthrop Harbor Yacht Club. Congratulations to this year's participants: Aaron Denny, Hugh Collins, Tyarrie Gibson, Erna Gramer, Janina Hall, Meredith McKeown, Ridonna Ridley, Gabriel Serrano, Robin Smith, Lakedra Spurlock, and Stacey Tindal-Sanders. This year will see its 100th graduate of the program!
- Zion Township staff visited senior resident buildings in Zion including Zion Senior Cottages, Carmel House, and Bethesda Village and assisted 63 residents in completing the LIHEAP (Low Income Home Energy Assistance Program) applications.
- Zion Township has been accepted again this year as a Salvation Army Extension. We will know shortly what the allocated dollar amount will be to assist us in helping residents in crisis.
- The Secretary of State Mobile Unit will be at the ZB Library on Tuesday, November 1st from 10am til 2pm.

Monthly Report

September 2022

Programs & Services

Community

- **Incoming Calls:**
 - 2022: 583
 - 2021: 705
- Notary: 5
- Medical Equipment Pantry: 0
- Passports: 15
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 3
- Senior Birthday Cards: 82

Financial Counseling Certificates: 6

Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 3

Benefit Access Online Applications Processing: 9

Initial Screenings Total: 71

Resource Referrals

- **Resource Appointments: 95**
- **Total People Referred: 127**
- **Total Referrals Made: 255**

Zion Township Directly Assisted: 134

Referrals to Partner Agencies

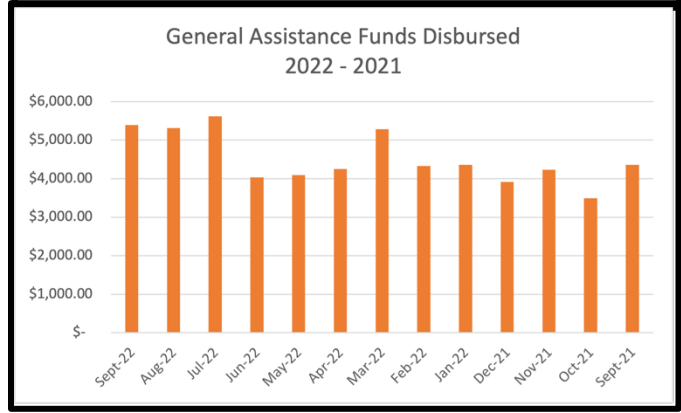
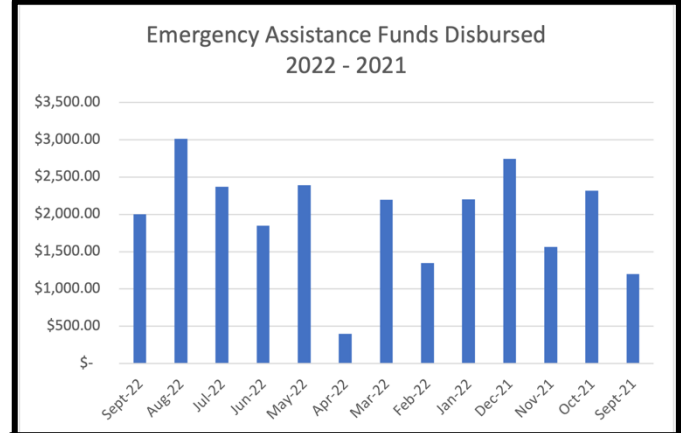
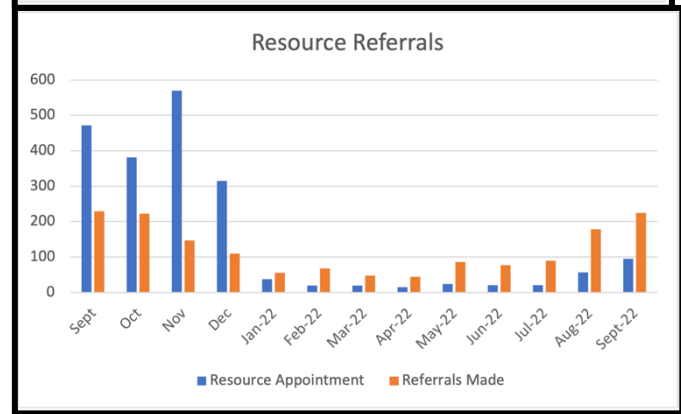
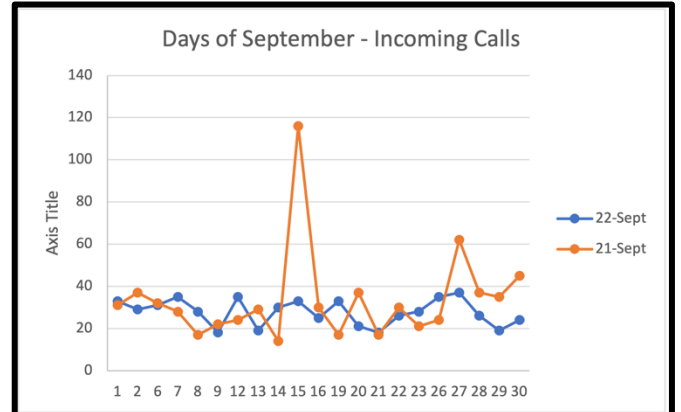
- Catholic Charities: 3
- Community Action Partnership: 70
- Community Partners for Affordable Housing: 9
- Keeping Families Covered: 6
- Lions Club: 1
- Love INC: 4
- Mother's Trust: 18
 - Applications submitted: 12
 - Applications approved: 12/\$9,379.77
- North Suburban Legal Aid Clinic: 1
- Salvation Army: 7
 - Applications submitted: 1 (pending)
 - Applications approved: 0/\$0
- Social Security Administration: 1
- Willow Creek Church: 1

Case Manager Appointments: 125

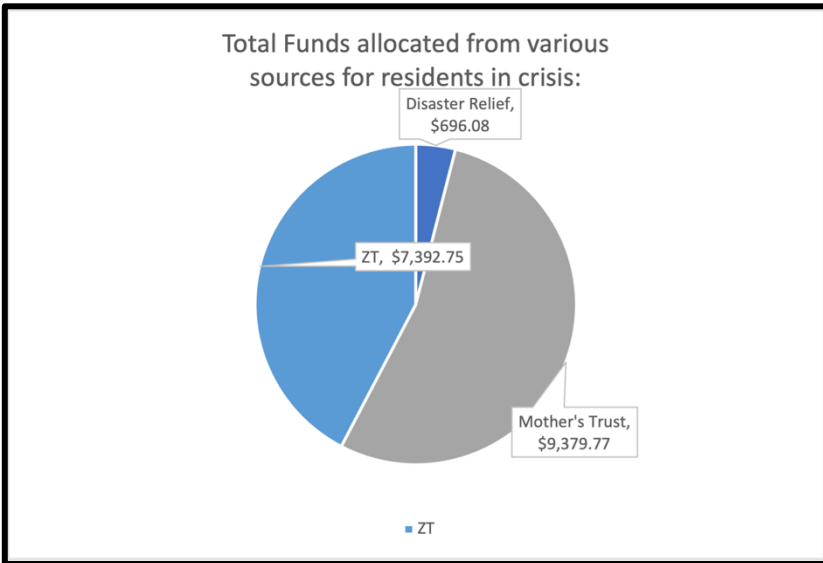
(Sum of Resource, GA, and EA)

LIHEAP

- Applications submitted: 60
- Total funds accessed for Zion: Report not yet available



Assistance Programs



General Assistance

- Appointments: 23
- Application issued: 3
- Submitted Applications: 4
- New Recipients: 4
- Denials: 0
- **Flat Grant Approvals: 21/\$5,392.75**
 - Transportation: 7
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations): 3
 - Employed: 0
 - SSI Approved: 0
 - Relocation: 0
 - Other: 3
- Suspended: 0

Emergency Assistance

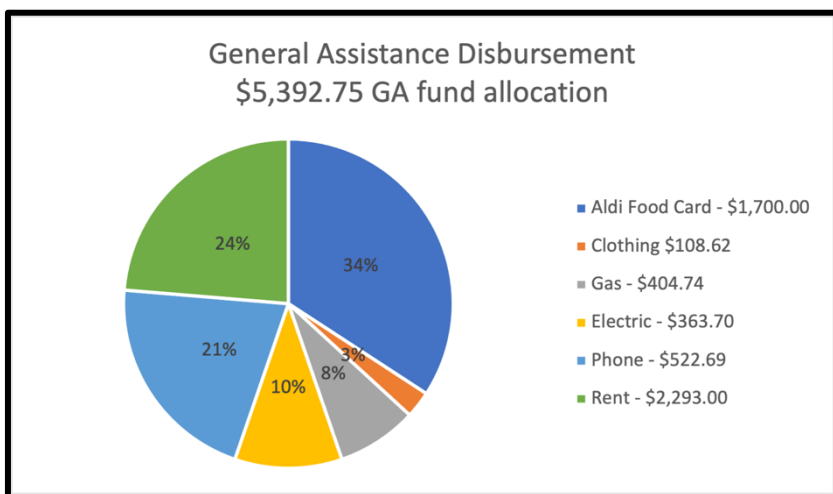
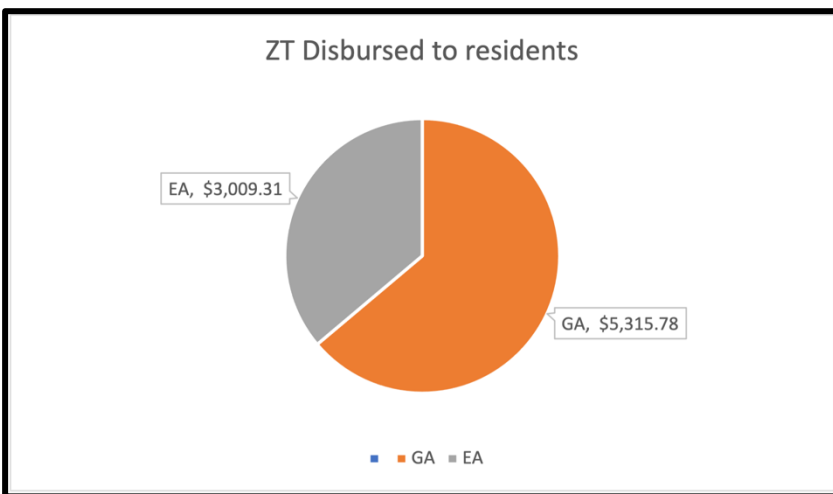
- Appointments: 7
- Total People: 6
- **Approved Applications: 5/\$2,000**
 - Housing: 4
 - Utilities: 1
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 1
- EA Pending Applications: 1

Disaster Relief

- **Applications submitted: 2**
- Applications approved: 2/\$696.08

Emergency Transportation Assistance

- Gas Vouchers: 0
- Bus Pass: 0
- Train/Other: 0
- Total Funds Spent: \$0



Submitted by: ZT Staff

Township Supervisor:

Christy Neal