

Agenda

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, FEBRUARY 21, 2023,
 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 January 17, 2023, at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment for November

Township Fund

Assessor’s Office	\$18,519.30	
Community Support	\$939.09	
Youth Services	\$-	
Senior Services	\$364.50	
Operating Expenses	\$37,100.86	
Township Fund Total Expenses		\$56,923.75

General Assistance Fund

Public Support	\$16,751.71	
Operating Expenses	\$16,751.71	\$43,123.66
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,952.92

IMRF Total Expenses \$958.68

TOTAL Bills: \$103,959.01

8. Discussion regarding the 2023/24 Budget
9. Assessor’s Report
10. Supervisor’s Report/Announcements
11. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, JANUARY 17, 2022 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

Township Clerk Spooner called the meeting to order.

TEMPORARY CHAIRMAN

Trustee Holmes was nominated to serve as Temporary Chairman in the absence of Chairman Neal. It was moved by Trustee Fischer, seconded by Trustee McDowell to approve Trustee Holmes as Temporary Chairman. The vote on roll call was: Trustees Frierson, aye; McDowell, aye; Fischer aye; Motion carried.

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

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

AGENDA CHANGES

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

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

MINUTES

It was moved by Trustee Fischer, seconded by Trustee McDowell that the minutes a Regular Meeting held on January 17, 2023 at 6:00 p.m. be approved as presented with all members having received printed copies prior to the meeting. The vote on roll call was: Trustees Frierson, aye; McDowell, aye; Fischer, aye; and Temporary Chairman Holmes, aye. Motion carried.

CITIZEN COMMENTS

Mr. William Bremner presented an article from the Tribune that detailed how to reduce the property tax burden on residents by abolishing the Township.

BILLS

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

Township Fund

Assessor's Office	\$13,046.99	
Community Support	\$1,911.00	
Youth Services	\$153.10	
Senior Services	\$(1,225.65)	
Operating Expenses	\$75,366.10	
Township Fund Total Expenses		\$89,251.54

General Assistance Fund

Public Support	\$10,518.34	
Operating Expenses	\$21,947.26	\$32,465.60
General Assistance Fund Total Expenses		

<u>FICA</u> Total Expenses	\$3,027.22
<u>IMRF</u> Total Expenses	\$2,349.87

TOTAL Bills: \$127,094.23

Trustee Frierson stated he discovered a slight discrepancy in the bills that he believes tracks to IMRF. He will review this with the Supervisor and Business Manager.

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

ASSESSOR'S REPORT

- Happy New Year! This is the year of the Quadrennial (QUAD). We will have a workshop to educate the taxpayers on the process later in the year. More to follow.
- It's time to review your exemptions and renew any that are required. Such as the Veterans and Senior Freeze exemptions. There are forms in the foyer for anyone who does not have online access. Also, feel free to call our office and we will make appointments to assist those that need help.
- We are reviewing all properties and completing inspections as well as continuing with ongoing projects.

SUPERVISOR'S REPORT/ANNOUNCEMENTS

The following information was provided:

- Monthly Client Services Report for December.
- The staff annual retreat started off with celebrating staff 2022 accomplishments and things staff wanted to celebrate. The discussion continued with identifying staff opportunities that could benefit the Zion Community. The afternoon was spent diving into reviewing the current programs and setting up goals for the 2023 programming. We also reviewed staff 2022 goals to see goals' progress and accomplishments. Adriana Ortiz and Sandra Usher led the event by facilitating and creating a packed day. Thank you, Illinois Beach State Park, for hosting Zion Township and a special thank you to our server Dawson, who made sure that we had an excellent service.
- The next Zion Quarterly came out at the beginning of January, 2023. For items to be included for future magazines, email ZBQuarterly@gmail.com.
- Next Community Dialogue is on Saturday, January 28th from 10 til noon at Zion-Benton Township High School. Discussion will include Summer Programming for residents and the Community Whole Wellness Study. ALL are encouraged to attend!
- The Elf Network has made a HUGE impact again this year! 97 families were served through a massive coordinated effort between Santa's Helpers (Zion's Elves: Rick Delisle, Dave Knopp, Christian Erzinger and John Biewer), Christ Community Church (lead elves: Kathy Richards, Pastor Mike McDowell, Pastor Leo Barnes and the CCC youth group and Jeanine Richards and Family), District 6 Social Workers, PetSmart (elf: LeNette Van Haverbeke), Family Resource Center (elves: Mary King and Esmerelda Diaz), Toys for Tots (elf: Rachel Chenier), Queen Bees of Zion Red Hat Society, Kiwanis of Zion-Benton (a team of elves!), and the Zion Township Team worked together to serve approximately 250 Zion children. Great job everyone!!!
- We are planning for the 2023 Resource Day Expo on Wednesday, April 19, 2023.
- JR ZBLA applications are available at ZBLA.info.
- Plans are also under way for the 2023 Summer Work Program.

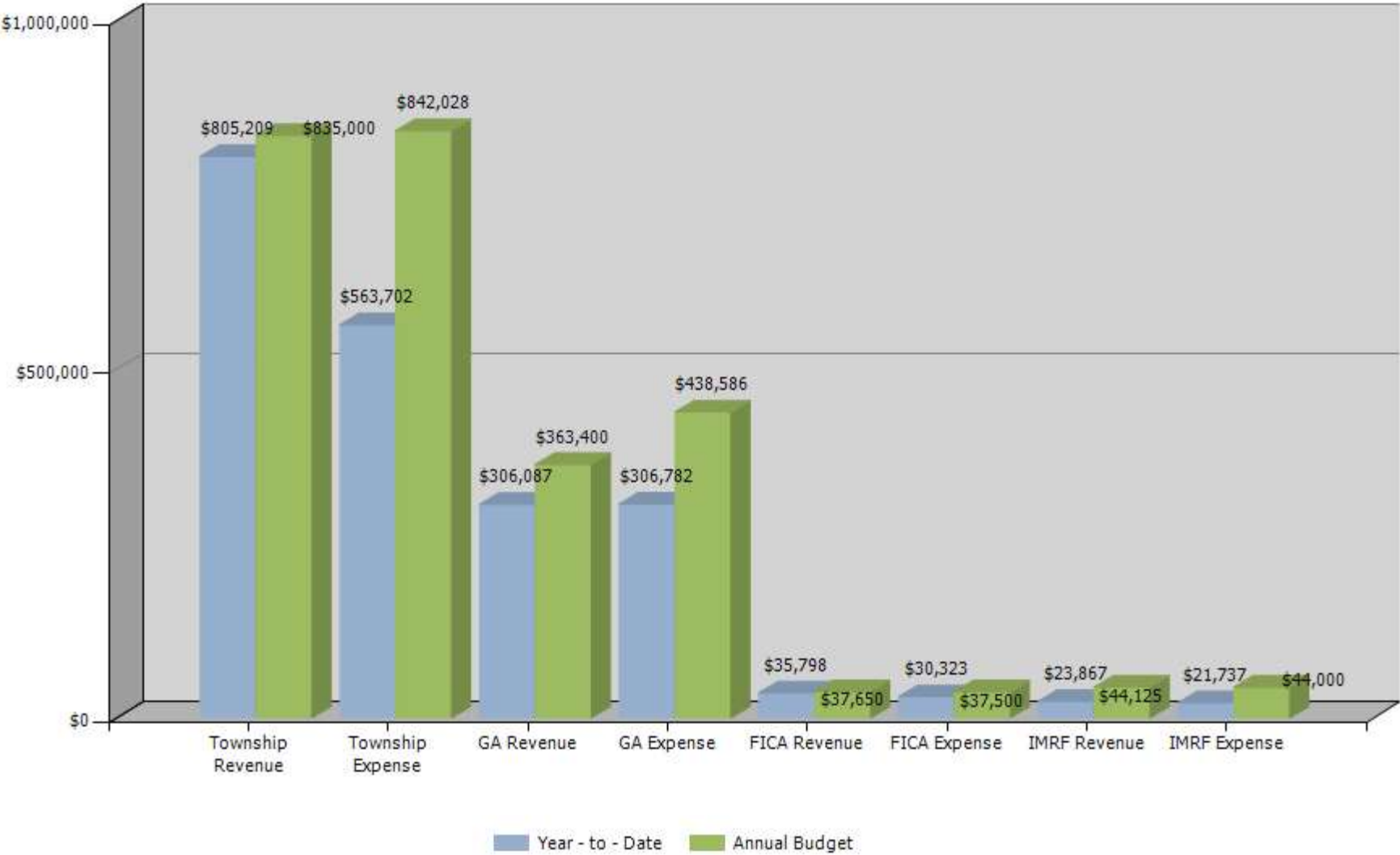
ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee McDowell, seconded by Trustee Holmes and unanimously approved the meeting be adjourned at 6:11 p.m. Motion carried.

A handwritten signature in black ink, appearing to read "S. Q. Aspin", written over a horizontal line.

Township Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 9 Months Ended January 31, 2023**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of January 31, 2023**

	<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	\$ 49,968.77	\$ 805,209.34	\$ 835,000.00	\$ 29,790.66	3.57%
<u>Operating Expenses</u>					
Personnel	28,993.73	240,898.19	324,338.00	83,439.81	25.73%
Contractual Services	5,513.60	70,993.44	99,275.00	28,281.56	28.49%
Other Operating Expenses	2,593.53	24,957.51	47,525.00	22,567.49	47.49%
Capital Outlay	0.00	46,323.00	46,325.00	2.00	0.00%
Total Operating Expenses	<u>37,100.86</u>	<u>383,172.14</u>	<u>517,463.00</u>	<u>134,290.86</u>	<u>25.95%</u>
Community Support	939.09	17,226.90	26,000.00	8,773.10	33.74%
<u>Youth Services:</u>					
Summer Work Program	0.00	11,944.78	17,600.00	5,655.22	32.13%
Total Youth Services	<u>0.00</u>	<u>11,944.78</u>	<u>17,600.00</u>	<u>5,655.22</u>	<u>32.13%</u>
<u>Senior Services:</u>					
Senior Meals	0.00	3,030.76	3,300.00	269.24	8.16%
Senior Transportation	194.50	4,987.50	17,500.00	12,512.50	71.50%
Senior Support	170.00	2,711.86	14,500.00	11,788.14	81.30%
Total Senior Services	<u>364.50</u>	<u>10,730.12</u>	<u>35,300.00</u>	<u>24,569.88</u>	<u>69.60%</u>
<u>Assessor's Office:</u>					
Personnel	14,756.72	121,954.83	186,495.00	64,540.17	34.61%
Contractual Services	982.05	9,921.71	38,770.00	28,848.29	74.41%
Other Operating Expenses	2,780.53	8,751.54	18,400.00	9,648.46	52.44%
Total Assessor's Office	<u>18,519.30</u>	<u>140,628.08</u>	<u>243,665.00</u>	<u>103,036.92</u>	<u>42.29%</u>
Total Expenses	<u>56,923.75</u>	<u>563,702.02</u>	<u>840,028.00</u>	<u>276,325.98</u>	<u>32.89%</u>
Excess Revenues less Expenses	<u>\$ (6,954.98)</u>	<u>\$ 241,507.32</u>	<u>\$ (5,028.00)</u>	<u>\$ (246,535.32)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 3.64	\$ 306,087.31	\$ 363,400.00	\$ 57,312.69	15.77%
<u>Expenses</u>					
Personnel	23,618.16	176,890.89	248,800.00	71,909.11	28.90%
Contractual Services	1,162.23	20,947.31	27,981.00	7,033.69	25.14%
Other Operating Expenses	1,591.56	14,841.90	23,855.00	9,013.10	37.78%
Public Support	16,751.71	94,102.06	137,950.00	43,847.94	31.79%
Total Expenses	<u>43,123.66</u>	<u>306,782.16</u>	<u>438,586.00</u>	<u>131,803.84</u>	<u>30.05%</u>
Excess Revenues less Expenses	<u>\$ (43,120.02)</u>	<u>\$ (694.85)</u>	<u>\$ (75,186.00)</u>	<u>\$ (74,491.15)</u>	
<u>FICA Fund</u>					
Revenues	\$ 0.44	\$ 35,797.79	\$ 37,650.00	\$ 1,852.21	4.92%
Expenses	<u>2,952.92</u>	<u>30,322.61</u>	<u>37,500.00</u>	<u>7,177.39</u>	<u>19.14%</u>
Excess Revenues less Expenses	<u>\$ (2,952.48)</u>	<u>\$ 5,475.18</u>	<u>\$ 150.00</u>	<u>\$ (5,325.18)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 0.30	\$ 23,866.59	\$ 44,125.00	\$ 20,258.41	45.91%
Expenses	<u>958.68</u>	<u>21,736.69</u>	<u>44,000.00</u>	<u>22,263.31</u>	<u>50.60%</u>
Excess Revenues less Expenses	<u>\$ (958.38)</u>	<u>\$ 2,129.90</u>	<u>\$ 125.00</u>	<u>\$ (2,004.90)</u>	

Zion Township Updates – 2/21/23

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

- The office will be closed on February 20th for President's Day.th
- Draft 2023-2024 Zion Township Budget proposal submitted for review.
- A General Assistance client submitted an appeal to the Lake County Board. The case was heard on Thursday, February 9, 2023 and Zion Township prevailed in that case.

ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- The Spring edition of the Zion Quarterly will be out the first week of April of 2023. For calendar events to be included for future magazines, email ZBQuarterly@gmail.com. Suggestions are ALWAYS welcome!
- On Wednesday, April 12th from 6-8pm, the Zion Government Leaders of each taxing body will be hosting a Community Dialogue at Zion-Benton Township High School. Food will be provided from 5:30-6pm.
- It is time to pre-order flats of Zinnias for all who are interested. Contact Zion Township for an order form. Deadline is February 24, 2023.
- The Zion Senior Resource Day will be held on Wednesday, April 19, 2023 at the Zion Park District Sports Arena from 9am til noon. The Grove at the Lake will provide take home box lunches.
- Summer Work Program applications will be available from March 1 through April 15 through The Job Center of Lake County. Youth can apply online at www.lakecountyjobcenter.com. Youth can also apply in person, fax or email. 847-377-3474, youth@lakecounty.gov. Our staff will be available to assist with this process if help is needed. The County uses a lottery system to select the candidates to move forward in the employment process.
- The Zion-Benton Leadership Academy will host a Volunteer Fair at Zion Benton Township High School on Saturday, March 3rd from 10am til noon. ALL residents encouraged to attend!

Monthly Report

January 2023

Programs & Services

Community

- **Incoming Calls: 525**
 - 2022: 419
 - 2021: 296
- Notary: 3
- Medical Equipment Pantry: 2
- Passports: 34
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 6
- Senior Birthday Cards: 64

Financial Counseling Certificates:

Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 7

Benefit Access Online Applications Processing: 7

Initial Screenings Total: 76

Resource Referrals

- **Resource Appointments: 55**
- **Total People Referred: 80**
- **Total Referrals Made: 161**

Zion Township Direct Referrals: 82

Referrals to Partner Agencies

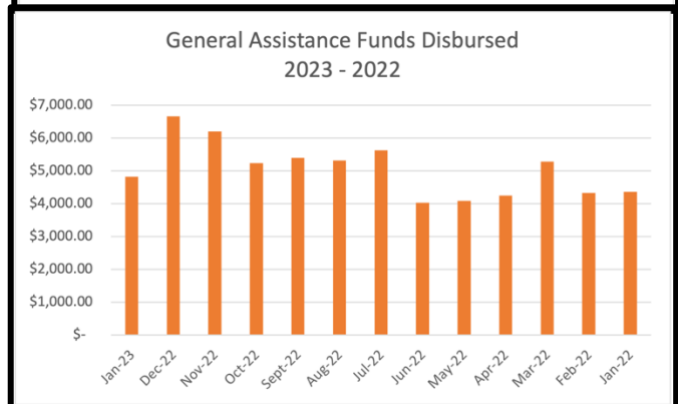
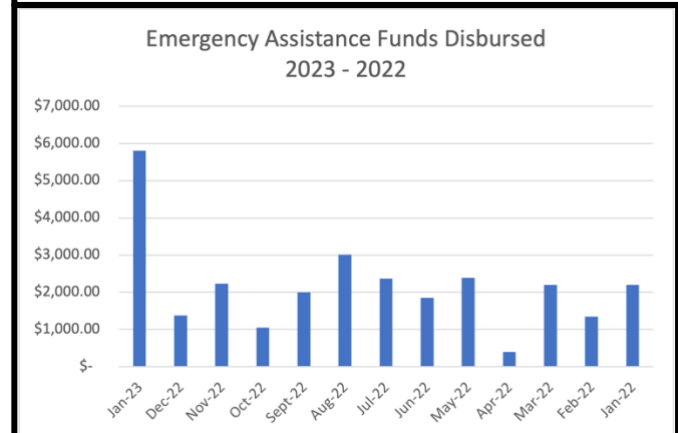
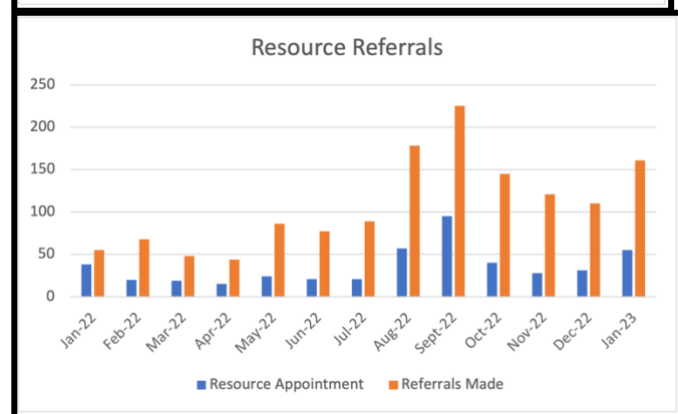
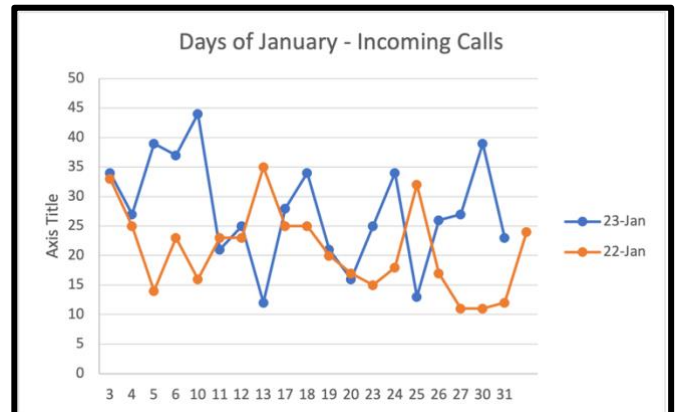
- Community Action Partnership: 28
- Community Partners for Affordable Housing: 13
- IDES: 2
- Keeping Families Covered: 7
- Love INC: 5
- Mother's Trust: 12
 - Applications submitted: 10
 - **Applications approved: 8/\$5,898.12**
- Prairie State Legal: 2
- Salvation Army: 6
 - Applications submitted: 5
 - Applications approved: 4/\$2,400

Case Manager Appointments: 92

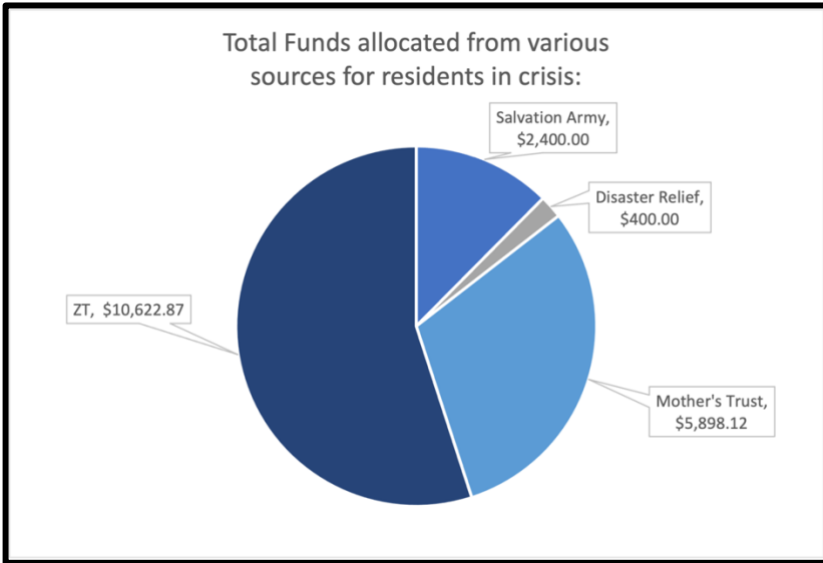
(Sum of Resource, GA, and EA)

LIHEAP

- Applications submitted: 14
- Total funds accessed for Zion: **\$9,760 for December**
- **Report not yet available for January**



Assistance Programs



General Assistance

- Appointments: 22
- Application issued: 9
- Submitted Applications: 2
- New Recipients: 2
- Denials: 0
- **Flat Grant Approvals: 21/\$5,799.03**
 - Transportation: 5
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Evaluations: 0
 - Counseling: 1
 - Record Expungement: 0
- Completions (terminations): 0
 - Employed: 0
 - SSI Approved: 0
 - Relocation: 0
 - Other: 0
- Suspended: 0

Emergency Assistance

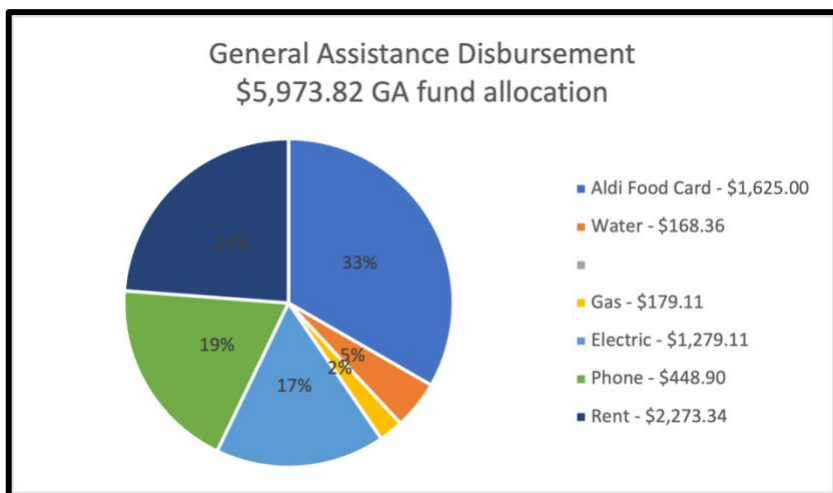
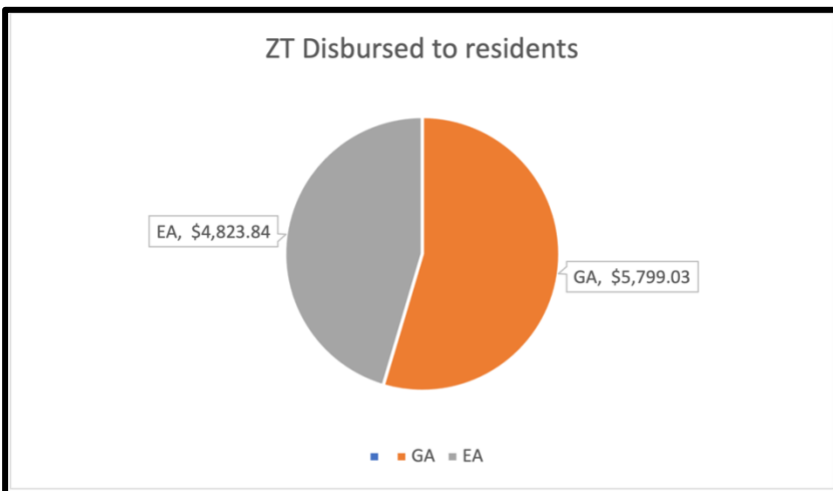
- Appointments: 15
- Total People: 13
- **Approved Applications: 13/\$4,823.84**
 - Housing: 6
 - Utilities: 6
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 1
- EA Denials: 0
- EA Pending Applications: 0

Disaster Relief

- **Applications submitted: 3**
- Applications approved: 1/\$400.00

Emergency Transportation Assistance

- Gas Vouchers: 1
- Bus Pass: 1
- Train/Other: 0
- Total Funds Spent: \$45.00



Submitted by: ZT Staff

Township Supervisor: _____

Christy Neal