

Agenda

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, JANUARY 16, 2024,
 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. Citizen Comments
6. Approval of Minutes of a Regular Meeting held on December 19, 2023, at 6:00 p.m.
7. Authorize bills for payment for December

Township Fund

Assessor’s Office	\$ 14,449.08	
Community Support	\$1,738.00	
Youth Services	\$0	
Senior Services	\$479.38	
Operating Expenses	\$78,390.08	
Township Fund Total Expenses		\$95,056.54

General Assistance Fund

Public Support	\$21,229.20	
Operating Expenses	\$8,319.70	\$29,548.90
General Assistance Fund Total Expenses		

FICA Total Expenses **\$3,585.59**

IMRF Total Expenses **\$1,056.93**

TOTAL Bills: \$142,993.14

8. Receive and Place on File – Decennial Committee Report
9. Consider approval of Accounting Agreement with Lauterbach & Amen
10. Consider approval of SWALCO Agreement
11. CEJA Grant Update
12. Discussion in regards to Zion Township establishing a Zion Township Arts and Beautification Commission
13. Assessor’s Report
14. Supervisor’s Report/Announcements
15. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, DECEMBER 19, 2023 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

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Chairman Neal called the meeting to order.

On call of the roll the following answered present: Trustees, Fischer, Holmes, Frierson, McDowell, and Chairman Neal. Assessor Davis was also present. Trustee McDowell arrived at 6:25 p.m.

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

AGENDA CHANGES

It was moved by Trustee Fischer, seconded by Trustee Frierson to accept the Township meeting agenda with the following change:

Correct Item 7 to read November in lieu of October

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

CITIZEN COMMENTS

There were no Citizen Comments.

MINUTES

It was moved by Trustee Frierson seconded by Trustee Fischer that the minutes of a Regular Meeting held on November 21, 2023 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 Fischer, aye; Holmes, abstain; Frierson, aye; and Chairman Neal, aye. Motion carried.

BILLS

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

Township Fund

Assessor's Office	\$ 22,711.19	
Community Support	\$8,712.18	
Youth Services	\$0	
Senior Services	\$676.40	
Operating Expenses	\$54,815.41	
Township Fund Total Expenses		\$86,915.18

General Assistance Fund

Public Support	\$18,482.81	
Operating Expenses	\$31,232.61	\$49,715.42
General Assistance Fund Total Expenses		

FICA Total Expenses **\$4,790.08**

IMRF Total Expenses **\$1,572.46**

TOTAL Bills: **\$142,993.14**

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

2023 TAX LEVY ORDINANCE

Chairman Neal welcomed Business Manager, Sandra Usher to the meeting and noted that she asked her to attend to see how Board meetings are run and to answer any questions moving forward. She asked Ms. Usher to share Plan A & Plan B and what they are doing and why.

Ms. Usher stated that during prior discussions the levy amount that was submitted was \$1,020,000. This includes \$565,000 for the General Town Fund, \$365,000 for the General Assistance Fund, 50,000 for IMRF and \$40,000 for FICA. These figures were based on the receipt of the CEJA Grant. While they are going through the process for the CEJA Grant, there is no timeframe as to when funds will be received and that leaves Zion Township needing to increase the levy. They are proposing a .13% increase from the prior years' levy, but once the CEJA funds are received, they will abate the levy and revert back to the levy originally discussed. Chairman Neal thanked Trustee Frierson for asking the question; what would they be levying if they didn't receive the Grant, and to City Administrator David Knabel noting that the City would be levying the funds because if they do not receive the funds it will put them in a really bad spot. She noted that it would be the same for the Township. She is looking forward to receiving the Grant and being able to substantiate the reduction of taxes.

It was moved by Trustee Fischer, seconded by Trustee Holmes that Ordinance 2023-02 be passed, levying taxes in the amount of 1,175.000 for all town purposes for Zion Township, Lake County, Illinois, for the tax year 2023, collectible in 2024. The vote on roll call was: Trustees Fischer, aye; Holmes, aye; Frierson, aye; and Chairman Neal, aye. Motion carried. Ordinance passed.

2024 ANNUAL TOWNSHIP MEETINGS CALENDAR

It was moved by Trustee Frierson, seconded by Trustee Holmes to approve the 2024 Annual Township Meetings Calendar as presented. The vote on roll call was: Trustees: Fischer, aye; Holmes, aye; Frierson, aye; and Chairman Neal, aye. Motion carried.

ASSESSOR'S REPORT

- We had our Annual Lake County Township Assessors meeting. The Board of Review overall actions for hearings across the County has a whole were as follows:
 - Increases .6%
 - No changes 73.6%
 - Reductions 25.8%
- We are due to receive our tentative factor the 3rd week in January. Once our books are reopened, we will move forward with working on our upcoming projects for the year.
- Legislative updates: Governor did not sign the tax bill. There was a long list of things that did not change: 1) The Senior Freeze income limit 2) In 100% Disabled is still capped at \$250,000 assessed value 3) No 100% benefit for WWII Veterans that are still living regardless of disability 4) No 50% benefit to surviving spouses of Emergency Responders. This may be revisited at some point in time. Updates will be given if and when they are received.
- Our office will be closed Dec 22nd, 25th for Christmas and Dec 29th, Jan 1st for New Years. Happy holidays to all!

Trustee Fischer asked if the Governor is just not signing the bill or if he is vetoing it. Assessor Davis stated she did not recall but would go back and look at the information. She noted that at the time, she was highlighting the things that would impact Zion. Trustee Fischer stated that some of the changes would make a difference to how much people will pay depending on their circumstance.

SUPERVISOR'S REPORT

- Monthly Client Services is Attached.
- The Queen Bees of Zion Red Hat Society is in full swing, with a Christmas Party held at the Shiloh House with 35 attendees. Any ZB ladies over the age of 50 wishing to join the group, please call Zion Township at 847-872-2811.
- The next Zion Quarterly will be coming out in January of 2024. For items to be included for future magazines, email ZBQuarterly@gmail.com.
- The Elf Network has made a HUGE impact again this year! 100 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), Kiwanis of Zion-Benton (a team of elves!), STEM Cell Nurses Unit at City of Hope, The Zion-Benton Moose Lodge, United Methodist Church and the Zion Township Team worked together to serve approximately 250 Zion children. Great job everyone!!!
- Zion Township now accepts credit cards for payment!
- Zion Township is waiting to receive funding from the CEJA Grant in the amount of \$244,000.
- The office will be closed on December 21st from 10:30am – 1:00 pm for the staff Christmas, December 22 and 25 for Christmas and December 29th and January 1st for New Years, January 15th for Martin Luther King Day, and on Friday, January 26th for a Staff Retreat.
- Zion Township will have minimal staffing through January 5, 2024. ALL financial assistance has been suspended through January 8, 2024.
- A senior health insurance counselor will be at Zion Township on Mondays and Tuesdays. For those Seniors 65 and older they can get counseled on Insurance.
- Zion resident Janet Eppers collects Christmas lights and takes them to a recycling place and donates the money to organizations. A banner will be placed on a truck in the Township parking lot indicating Christmas lights recycling which will be picked up by Ms. Eppers and taken to get recycled.

Chairman Neal also noted that two meetings ago, Trustee Fischer asked them to look into how the calls were being handled and to see if there was a more efficient way to do it. After bringing it back to the team, Adriana Ortiz wanted to take a look at it and try and figure it out. Ms. Ortiz is now making all the calls and then telling people exactly what they need and then she turns it over to a case manager. It has removed the stress from others and they have been able to get caught up. Ms. Usher noted that it has streamlined on how the bills are getting paid.

Chairman Neal also noted an article that was in the News Sun regarding the tree lighting at the Zion Park District.

Trustee McDowell arrived at 6:25 p.m.

DECENNIAL COMMITTEE REPORT

Chairman Neal stated an updated Decennial Report was sent to the Committee earlier today as an Assessor's Report has been added. Assessor Davis shared the information included in the Report. Trustee Holmes thanked Assessor Davis for all she does. Laura Murrie added that it was a pleasure to be on the Committee. Chairman Neal stated her team will be analyzing the last few pages of the report at their staff retreat.

Trustee Holmes noted one of the comments made was that the Township has done so well over the years and it could be why there is an increase in servicing clients and feels it is a good connection. Chairman Neal noted that at the Townships Officials Conference there was a program on Trauma Informed Care Treatment for Frontline workers. The individual talked about how to help residents that are in trauma but also specifically about the teams and how they desperately need to take care of themselves too as this work can burn you out. She has been talking with Robin Smith to see if they could bring this person in for all the taxing bodies Frontline workers to do an in-service to get better information. She will also like to bring the individual in to their staff retreat.

Chairman Neal thanked Rose Salata and Laura Murrie for volunteering to be on the Committee.

It was moved by Rose Salata, seconded by Laura Murrie to approve the Decennial Committee Report as presented. The vote on roll call was: Trustees: Fischer, aye; Holmes, aye; McDowell, aye; Frierson, aye; and Chairman Neal, aye. Motion carried.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee McDowell, seconded by Trustee Frierson, and unanimously approved the meeting be adjourned at 6:43 p.m. Motion carried.

Town Clerk

**Zion Township
Balance Sheet
As of December 31, 2023**

Assets

Current Assets

Checking - PNC	\$	1,350,181.44
Petty Cash		<u>75.00</u>

Total Current Assets 1,350,256.44

Property and Equipment

Land		157,198.00
Land Improvements		6,100.00
Buildings		903,720.00
Furniture & Equipment		122,704.00
Vehicles		32,364.00
Less Accumulated Depreciation		<u>(402,125.00)</u>

Net Property and Equipment 819,961.00

Total Assets \$ 2,170,217.44

Liabilities and Fund Balance

Current Liabilities

Total Current Liabilities 0.00

Long-Term Liabilities

Debt Certificates		<u>305,000.00</u>
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Total Long-Term Liabilities 305,000.00

Total Liabilities 305,000.00

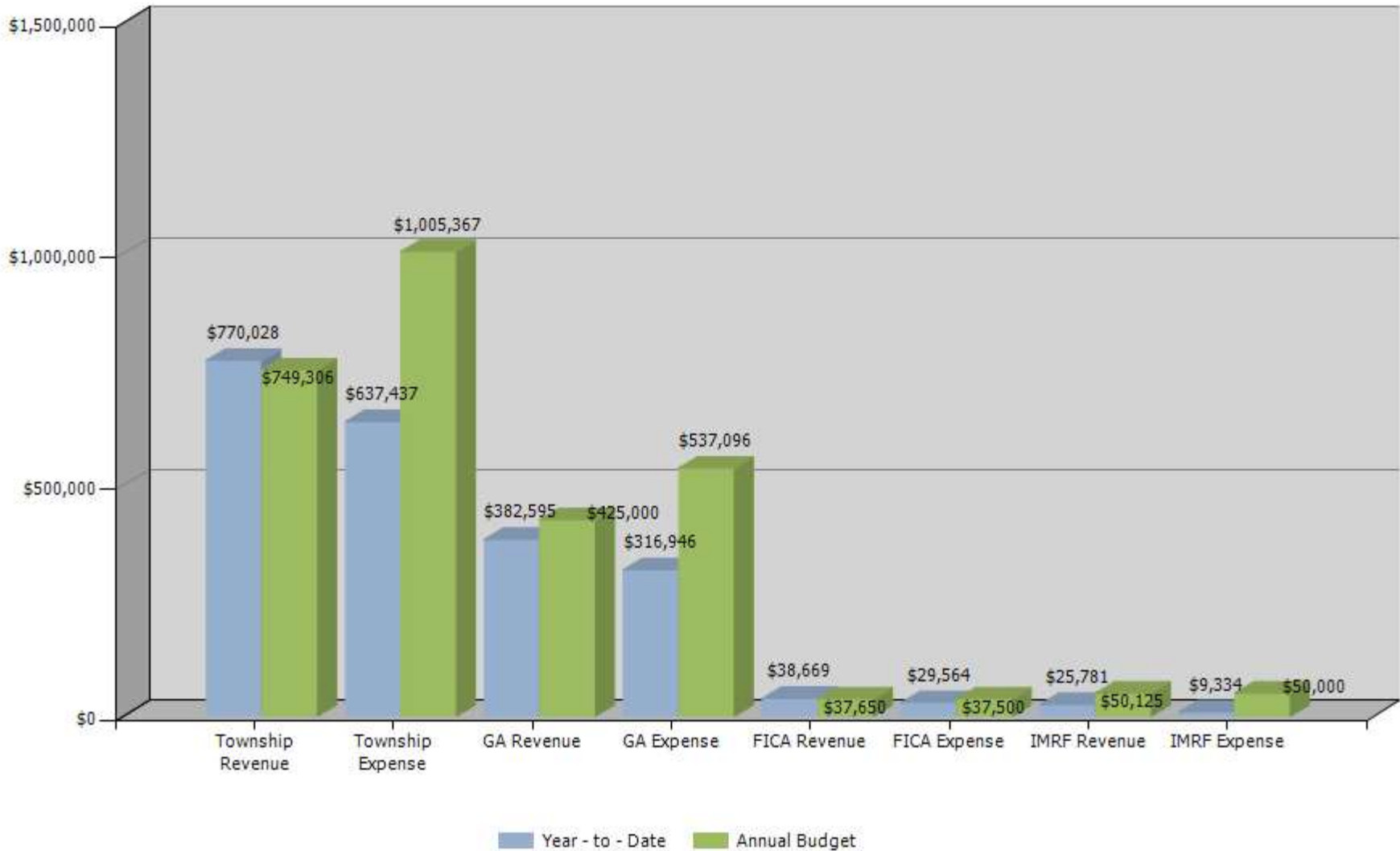
Fund Balance

Invested in Capital Assets		514,961.00
Fund Balance		1,126,464.52
Excess Revenues less Expenses		<u>223,791.92</u>

Total Fund Balance 1,865,217.44

Total Liabilities and Fund Balance \$ 2,170,217.44

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 8 Months Ended December 31, 2023**



**Zion Township
Income Statement
Actual vs. Budget
As of December 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>					
<u>Revenue</u>					
Property Tax	\$ 10,921.63	\$ 644,458.13	\$ 545,786.00	\$ (98,672.13)	-18.08%
Replacement Tax	4,512.32	61,118.80	40,000.00	(21,118.80)	-52.80%
Interest Income	7.05	57.04	1,000.00	942.96	94.30%
Miscellaneous Income	14,673.31	63,794.06	161,520.00	97,725.94	60.50%
Senior Resource Day	<u>0.00</u>	<u>600.00</u>	<u>1,000.00</u>	<u>400.00</u>	<u>40.00%</u>
Total Revenue	<u>30,114.31</u>	<u>770,028.03</u>	<u>749,306.00</u>	<u>(20,722.03)</u>	<u>-2.77%</u>
<u>Expenses</u>					
<u>Personnel</u>					
Salary - Supervisor	6,721.80	60,463.84	87,385.00	26,921.16	30.81%
Salary - Assessor	6,500.24	58,502.16	84,503.00	26,000.84	30.77%
Salary - Town Clerk	926.67	7,413.36	11,120.00	3,706.64	33.33%
Salary - Town Board	666.65	5,333.20	8,000.00	2,666.80	33.34%
Salary - Township Staff	4,547.62	42,421.58	82,104.82	39,683.24	48.33%
Health/Dental	2,921.31	49,868.81	88,588.55	38,719.74	43.71%
Worker's Comp.	626.24	1,672.54	3,500.00	1,827.46	52.21%
SUTA	0.00	315.43	2,400.00	2,084.57	86.86%
Educational Benefits	0.00	0.00	2,000.00	2,000.00	100.00%
Other Benefits	<u>870.70</u>	<u>2,575.01</u>	<u>3,520.00</u>	<u>944.99</u>	<u>26.85%</u>
	<u>23,781.23</u>	<u>228,565.93</u>	<u>373,121.37</u>	<u>144,555.44</u>	<u>38.74%</u>
<u>Contractual Services</u>					
Rental Equipment	979.39	2,714.89	7,190.00	4,475.11	62.24%
Utilities	677.86	4,939.42	7,405.00	2,465.58	33.30%
Accounting Services	1,104.18	10,762.55	16,285.35	5,522.80	33.91%
Legal Services	0.00	23.08	3,000.00	2,976.92	99.23%
Professional/Technical Services	117.13	44,217.76	53,000.00	8,782.24	16.57%
Liability Insurance	0.00	14,409.00	14,550.00	141.00	0.97%
Bank Charges	<u>51.76</u>	<u>461.31</u>	<u>650.00</u>	<u>188.69</u>	<u>29.03%</u>
	<u>2,930.32</u>	<u>77,528.01</u>	<u>102,080.35</u>	<u>24,552.34</u>	<u>24.05%</u>

**Zion Township
Income Statement
Actual vs. Budget
As of December 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 - Continued</u>					
Other Operating Expenses					
Maintenance	802.07	12,507.88	17,635.00	5,127.12	29.07%
Postage	0.00	1,161.00	1,200.00	39.00	3.25%
Office Supplies	530.16	3,713.38	4,500.00	786.62	17.48%
Computer Accessories	906.00	4,793.13	5,972.00	1,178.87	19.74%
Dues/Subscriptions	0.00	1,004.20	2,240.00	1,235.80	55.17%
Publishing/Advertising	0.00	16,498.72	16,070.00	(428.72)	-2.67%
Travel/Meetings	421.80	3,090.18	3,580.00	489.82	13.68%
Training/Conferences	0.00	2,853.38	3,000.00	146.62	4.89%
Training Materials	0.00	401.64	500.00	98.36	19.67%
	<u>2,660.03</u>	<u>46,023.51</u>	<u>54,697.00</u>	<u>8,673.49</u>	<u>15.86%</u>
Capital Outlay					
Principal	48,156.00	48,156.00	46,982.00	(1,174.00)	-2.50%
Interest	862.50	1,881.00	2,037.00	156.00	7.66%
	<u>49,018.50</u>	<u>50,037.00</u>	<u>49,019.00</u>	<u>(1,018.00)</u>	<u>-2.08%</u>
Community Support					
Disaster Relief	0.00	8,216.00	7,000.00	(1,216.00)	-17.37%
Emergency Transportation Assistance	10.00	585.00	750.00	165.00	22.00%
Community Certificates and Awards	128.00	3,855.84	5,000.00	1,144.16	22.88%
Health Care Grant	1,600.00	35,116.80	100,000.00	64,883.20	64.88%
Substance Abuse Counseling	0.00	3,000.00	3,000.00	0.00	0.00%
Food Pantry	0.00	3,000.00	3,000.00	0.00	0.00%
Clothing Pantry	0.00	1,000.00	1,000.00	0.00	0.00%
Emergency Shelter	0.00	1,500.00	1,500.00	0.00	0.00%
Family Resource Center/Keeping Family Covered	0.00	1,000.00	1,000.00	0.00	0.00%
	<u>1,738.00</u>	<u>57,273.64</u>	<u>122,250.00</u>	<u>64,976.36</u>	<u>53.15%</u>

**Zion Township
Income Statement
Actual vs. Budget
As of December 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 - Continued</u>					
Youth Services:					
Summer Work Program					
Supervisor Wages - YS	0.00	7,529.50	9,000.00	1,470.50	16.34%
Worker's Comp. - YS	0.00	30.64	200.00	169.36	84.68%
SUTA - SWP	0.00	34.13	610.00	575.87	94.40%
Operating Expenses - YS	0.00	4,223.12	6,540.00	2,316.88	35.43%
Drug Testing/Counseling Services	0.00	1,000.00	1,000.00	0.00	0.00%
Miscellaneous Expense - YS	0.00	0.00	250.00	250.00	100.00%
	<u>0.00</u>	<u>12,817.39</u>	<u>17,600.00</u>	<u>4,782.61</u>	<u>27.17%</u>
Total Youth Services	<u>0.00</u>	<u>12,817.39</u>	<u>17,600.00</u>	<u>4,782.61</u>	<u>27.17%</u>
Senior Services:					
Senior Meals					
Meals-on-Wheels	0.00	0.00	300.00	300.00	100.00%
Senior Luncheons	0.00	3,000.00	3,000.00	0.00	0.00%
	<u>0.00</u>	<u>3,000.00</u>	<u>3,300.00</u>	<u>300.00</u>	<u>9.09%</u>
Senior Transportation					
1/2 Fare Taxi Tickets	0.00	1,739.50	4,500.00	2,760.50	61.34%
Dial-a-Ride	0.00	0.00	10,000.00	10,000.00	100.00%
Weekly Shopping	0.00	3,000.00	3,000.00	0.00	0.00%
	<u>0.00</u>	<u>4,739.50</u>	<u>17,500.00</u>	<u>12,760.50</u>	<u>72.92%</u>
Senior Support					
Senior Resource Day	0.00	519.99	3,000.00	2,480.01	82.67%
Senior Birthday Cards	42.90	1,127.31	1,500.00	372.69	24.85%
Senior Farmer's Market/Red Hat	436.48	9,480.89	10,000.00	519.11	5.19%
	<u>479.38</u>	<u>11,128.19</u>	<u>14,500.00</u>	<u>3,371.81</u>	<u>23.25%</u>
Total Senior Services	<u>479.38</u>	<u>18,867.69</u>	<u>35,300.00</u>	<u>16,432.31</u>	<u>46.55%</u>

**Zion Township
Income Statement
Actual vs. Budget
As of December 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 - Continued</u>					
Assessor's Office:					
Personnel					
Salaries - AO	9,945.37	87,856.75	146,300.00	58,443.25	39.95%
Health/Dental - AO	1,695.59	36,034.69	32,629.65	(3,405.04)	-10.44%
Worker's Comp. - AO	391.40	1,954.70	4,200.00	2,245.30	53.46%
SUTA - AO	0.00	351.91	2,200.00	1,848.09	84.00%
Liability Insurance - AO	0.00	1,700.00	1,700.00	0.00	0.00%
Education Benefits under the Assessor's Page	0.00	0.00	2,000.00	2,000.00	100.00%
Other Employee Benefits - AO	420.00	840.00	1,600.00	760.00	47.50%
	<u>12,452.36</u>	<u>128,738.05</u>	<u>190,629.65</u>	<u>61,891.60</u>	<u>32.47%</u>
Contractual Services					
Building Rent - AO	0.00	518.40	0.00	(518.40)	0.00%
Equipment Rent - AO	704.95	5,296.81	7,670.00	2,373.19	30.94%
Professional Services - AO	354.18	3,353.22	5,500.00	2,146.78	39.03%
Telephone - AO	594.95	4,040.88	7,100.00	3,059.12	43.09%
Appraisals/Legal Service - AO	0.00	0.00	22,000.00	22,000.00	100.00%
	<u>1,654.08</u>	<u>13,209.31</u>	<u>42,270.00</u>	<u>29,060.69</u>	<u>68.75%</u>
Other Operating Expenses					
Equipment Maintenance - AO	200.00	850.00	2,200.00	1,350.00	61.36%
Postage - AO	0.00	0.00	100.00	100.00	100.00%
Office Supplies - AO	15.11	481.06	2,400.00	1,918.94	79.96%
Computer Accessories - AO	104.25	712.64	1,800.00	1,087.36	60.41%
Dues/Subscriptions - AO	0.00	306.95	500.00	193.05	38.61%
Publishing - AO	0.00	1,380.00	1,700.00	320.00	18.82%
Printing - AO	0.00	0.00	500.00	500.00	100.00%
Travel/Meetings - AO	0.00	258.46	2,500.00	2,241.54	89.66%
Training/Conferences - AO	0.00	363.90	6,000.00	5,636.10	93.94%
Miscellaneous Expense - AO	23.28	23.28	700.00	676.72	96.67%
	<u>342.64</u>	<u>4,376.29</u>	<u>18,400.00</u>	<u>14,023.71</u>	<u>76.22%</u>
Capital Outlay					
Total Assessor's Office	<u>14,449.08</u>	<u>146,323.65</u>	<u>251,299.65</u>	<u>104,976.00</u>	<u>41.77%</u>
Total Expenses	<u>95,056.54</u>	<u>637,436.82</u>	<u>1,005,367.37</u>	<u>367,930.55</u>	<u>36.60%</u>
Excess Revenues less Expenses	<u>\$ (64,942.23)</u>	<u>\$ 132,591.21</u>	<u>\$ (256,061.37)</u>	<u>\$ (388,652.58)</u>	

**Zion Township
Income Statement
Actual vs. Budget
As of December 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>General Assistance Fund</u>					
<u>Revenue</u>					
Property Tax	\$ 5,369.81	\$ 316,858.60	\$ 385,000.00	\$ 68,141.40	17.70%
Replacement Tax	4,512.32	61,118.79	0.00	(61,118.79)	0.00%
Interest Income	3.47	28.03	0.00	(28.03)	0.00%
Other Income	3,150.00	4,590.00	40,000.00	35,410.00	88.53%
Total Revenue	<u>13,035.60</u>	<u>382,595.42</u>	<u>425,000.00</u>	<u>42,404.58</u>	<u>9.98%</u>
<u>Expenses</u>					
<u>Personnel</u>					
Salary - Township Staff	14,498.75	124,491.28	165,900.00	41,408.72	24.96%
Health/Dental	2,016.62	47,750.35	110,078.22	62,327.87	56.62%
Worker's Comp.	939.36	2,993.12	2,300.00	(693.12)	-30.14%
SUTA	0.00	346.75	2,000.00	1,653.25	82.66%
Educational Benefits	0.00	2,000.00	4,000.00	2,000.00	50.00%
	<u>17,454.73</u>	<u>177,581.50</u>	<u>284,278.22</u>	<u>106,696.72</u>	<u>37.53%</u>
<u>Contractual Services</u>					
Rental Equipment	652.93	3,143.31	4,795.00	1,651.69	34.45%
Utilities	451.90	3,292.92	4,586.00	1,293.08	28.20%
Accounting Services	754.17	7,412.49	11,185.33	3,772.84	33.73%
Professional/Technical Services	78.09	508.59	1,275.00	766.41	60.11%
Telephone	0.00	575.00	0.00	(575.00)	0.00%
Liability Insurance	0.00	6,715.00	6,800.00	85.00	1.25%
Bank Charges	28.24	251.69	360.00	108.31	30.09%
	<u>1,965.33</u>	<u>21,899.00</u>	<u>29,001.33</u>	<u>7,102.33</u>	<u>24.49%</u>
<u>Other Operating Expenses</u>					
Maintenance	505.00	7,520.47	8,670.00	1,149.53	13.26%
Maintenance - Equipment	0.00	154.80	0.00	(154.80)	0.00%
Postage	0.00	619.20	800.00	180.80	22.60%
Office Supplies	268.16	2,469.70	2,900.00	430.30	14.84%
Computer Accessories	849.29	3,103.32	4,162.00	1,058.68	25.44%
Dues/Subscriptions	0.00	500.00	1,384.50	884.50	63.89%
Publishing/Advertising	0.00	1,889.93	1,800.00	(89.93)	-5.00%
Travel/Meetings	32.88	916.03	300.00	(616.03)	-205.34%
Training/Conferences	153.81	3,220.16	2,500.00	(720.16)	-28.81%
Training Materials	0.00	0.00	300.00	300.00	100.00%
	<u>1,809.14</u>	<u>20,393.61</u>	<u>22,816.50</u>	<u>2,422.89</u>	<u>10.62%</u>
<u>Capital Outlay</u>					
Principal	0.00	0.00	0.00	0.00	0.00%
Interest	0.00	0.00	0.00	0.00	0.00%
Capital Equipment	0.00	0.00	0.00	0.00	0.00%
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

**Zion Township
Income Statement
Actual vs. Budget
As of December 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>General Assistance Fund - Continued</u>					
Public Assistance					
Flat Grants	6,884.70	72,494.76	120,000.00	47,505.24	39.59%
Job Training	100.00	4,491.26	12,000.00	7,508.74	62.57%
Medical & Dental	135.00	4,291.38	3,500.00	(791.38)	-22.61%
Medical Reserve	0.00	0.00	25,000.00	25,000.00	100.00%
Emergency Assistance	1,200.00	15,792.41	40,000.00	24,207.59	60.52%
Client Payment Service Fees	0.00	2.14	300.00	297.86	99.29%
Transient Aid	0.00	0.00	200.00	200.00	100.00%
	<u>8,319.70</u>	<u>97,071.95</u>	<u>201,000.00</u>	<u>103,928.05</u>	<u>51.71%</u>
Community Support					
Total Expenses	<u>29,548.90</u>	<u>316,946.06</u>	<u>537,096.05</u>	<u>220,149.99</u>	<u>40.99%</u>
Excess Revenues less Expenses	<u>\$ (16,513.30)</u>	<u>\$ 65,649.36</u>	<u>\$ (112,096.05)</u>	<u>\$ (177,745.41)</u>	

**Zion Township
Income Statement
Actual vs. Budget
As of December 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>FICA Fund</u>					
<u>Revenue</u>					
Property Tax	\$ 655.26	\$ 38,665.23	\$ 37,500.00	\$ (1,165.23)	-3.11%
Interest Income	<u>0.42</u>	<u>3.42</u>	<u>150.00</u>	<u>146.58</u>	<u>97.72%</u>
Total Revenue	<u>655.68</u>	<u>38,668.65</u>	<u>37,650.00</u>	<u>(1,018.65)</u>	<u>-2.71%</u>
<u>Expenses</u>					
Employer FICA	<u>3,585.59</u>	<u>29,563.89</u>	<u>37,500.00</u>	<u>7,936.11</u>	<u>21.16%</u>
	<u>3,585.59</u>	<u>29,563.89</u>	<u>37,500.00</u>	<u>7,936.11</u>	<u>21.16%</u>
Total Expenses	<u>3,585.59</u>	<u>29,563.89</u>	<u>37,500.00</u>	<u>7,936.11</u>	<u>21.16%</u>
Excess Revenues less Expenses	<u>\$ (2,929.91)</u>	<u>\$ 9,104.76</u>	<u>\$ 150.00</u>	<u>\$ (8,954.76)</u>	
<u>IMRF Fund</u>					
<u>Revenue</u>					
Property Tax	\$ 436.87	\$ 25,778.32	\$ 50,000.00	\$ 24,221.68	48.44%
Interest Income	<u>0.28</u>	<u>2.29</u>	<u>125.00</u>	<u>122.71</u>	<u>98.17%</u>
Total Revenue	<u>437.15</u>	<u>25,780.61</u>	<u>50,125.00</u>	<u>24,344.39</u>	<u>48.57%</u>
<u>Expenses</u>					
Employer IMRF	<u>1,056.93</u>	<u>9,334.02</u>	<u>50,000.00</u>	<u>40,665.98</u>	<u>81.33%</u>
	<u>1,056.93</u>	<u>9,334.02</u>	<u>50,000.00</u>	<u>40,665.98</u>	<u>81.33%</u>
Total Expenses	<u>1,056.93</u>	<u>9,334.02</u>	<u>50,000.00</u>	<u>40,665.98</u>	<u>81.33%</u>
Excess Revenues less Expenses	<u>\$ (619.78)</u>	<u>\$ 16,446.59</u>	<u>\$ 125.00</u>	<u>\$ (16,321.59)</u>	

**Zion Township
Income Statement
Summary Actual vs. Budget
As of December 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	\$ 30,114.31	\$ 770,028.03	\$ 749,306.00	\$ (20,722.03)	-2.77%
<u>Operating Expenses</u>					
Personnel	23,781.23	228,565.93	373,121.37	144,555.44	38.74%
Contractual Services	2,930.32	77,528.01	102,080.35	24,552.34	24.05%
Other Operating Expenses	2,660.03	46,023.51	54,697.00	8,673.49	15.86%
Capital Outlay	49,018.50	50,037.00	49,019.00	(1,018.00)	-2.08%
Total Operating Expenses	<u>78,390.08</u>	<u>402,154.45</u>	<u>578,917.72</u>	<u>176,763.27</u>	<u>30.53%</u>
Community Support	1,738.00	57,273.64	122,250.00	64,976.36	53.15%
Youth Services:					
Summer Work Program	0.00	12,817.39	17,600.00	4,782.61	27.17%
Total Youth Services	<u>0.00</u>	<u>12,817.39</u>	<u>17,600.00</u>	<u>4,782.61</u>	<u>27.17%</u>
Senior Services:					
Senior Meals	0.00	3,000.00	3,300.00	300.00	9.09%
Senior Transportation	0.00	4,739.50	17,500.00	12,760.50	72.92%
Senior Support	479.38	11,128.19	14,500.00	3,371.81	23.25%
Total Senior Services	<u>479.38</u>	<u>18,867.69</u>	<u>35,300.00</u>	<u>16,432.31</u>	<u>46.55%</u>
Assessor's Office:					
Personnel	12,452.36	128,738.05	190,629.65	61,891.60	32.47%
Contractual Services	1,654.08	13,209.31	42,270.00	29,060.69	68.75%
Other Operating Expenses	342.64	4,376.29	18,400.00	14,023.71	76.22%
Total Assessor's Office	<u>14,449.08</u>	<u>146,323.65</u>	<u>251,299.65</u>	<u>104,976.00</u>	<u>41.77%</u>
Total Expenses	<u>95,056.54</u>	<u>637,436.82</u>	<u>1,005,367.37</u>	<u>367,930.55</u>	<u>36.60%</u>
Excess Revenues less Expenses	<u>\$ (64,942.23)</u>	<u>\$ 132,591.21</u>	<u>\$ (256,061.37)</u>	<u>\$ (388,652.58)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 13,035.60	\$ 382,595.42	\$ 425,000.00	\$ 42,404.58	9.98%
<u>Expenses</u>					
Personnel	17,454.73	177,581.50	284,278.22	106,696.72	37.53%
Contractual Services	1,965.33	21,899.00	29,001.33	7,102.33	24.49%
Other Operating Expenses	1,809.14	20,393.61	22,816.50	2,422.89	10.62%
Public Support	8,319.70	97,071.95	201,000.00	103,928.05	51.71%
Total Expenses	<u>29,548.90</u>	<u>316,946.06</u>	<u>537,096.05</u>	<u>220,149.99</u>	<u>40.99%</u>
Excess Revenues less Expenses	<u>\$ (16,513.30)</u>	<u>\$ 65,649.36</u>	<u>\$ (112,096.05)</u>	<u>\$ (177,745.41)</u>	
<u>FICA Fund</u>					
Revenues	\$ 655.68	\$ 38,668.65	\$ 37,650.00	\$ (1,018.65)	-2.71%
Expenses	<u>3,585.59</u>	<u>29,563.89</u>	<u>37,500.00</u>	<u>7,936.11</u>	<u>21.16%</u>
Excess Revenues less Expenses	<u>\$ (2,929.91)</u>	<u>\$ 9,104.76</u>	<u>\$ 150.00</u>	<u>\$ (8,954.76)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 437.15	\$ 25,780.61	\$ 50,125.00	\$ 24,344.39	48.57%
Expenses	<u>1,056.93</u>	<u>9,334.02</u>	<u>50,000.00</u>	<u>40,665.98</u>	<u>81.33%</u>
Excess Revenues less Expenses	<u>\$ (619.78)</u>	<u>\$ 16,446.59</u>	<u>\$ 125.00</u>	<u>\$ (16,321.59)</u>	

Zion Township
Statement of Cash Receipts, Disbursements and Changes in Fund Balance
Governmental Funds
For the 8 Months Ended December 31, 2023

	<u>General Fund</u>	<u>General Assistance Fund</u>	<u>IMRF Fund</u>	<u>FICA Fund</u>	<u>Total Governmental Funds</u>
Cash Receipts					
Property Tax	\$ 644,458.13	\$ 316,858.60	\$ 25,778.32	\$ 38,665.23	1,025,760.28
Replacement Tax	61,118.80	61,118.79	0.00	0.00	122,237.59
Interest Income	57.04	28.03	2.29	3.42	90.78
Miscellaneous Income	63,794.06	0.00	0.00	0.00	63,794.06
Senior Resource Day	600.00	0.00	0.00	0.00	600.00
Other Income	0.00	4,590.00	0.00	0.00	4,590.00
Total Receipts	<u>770,028.03</u>	<u>382,595.42</u>	<u>25,780.61</u>	<u>38,668.65</u>	<u>1,217,072.71</u>
Cash Disbursements					
General Government	498,441.10	0.00	9,334.02	29,563.89	537,339.01
Public Assistance	0.00	316,946.06	0.00	0.00	316,946.06
Community Services	88,958.72	0.00	0.00	0.00	88,958.72
Debt Service	0.00	0.00	0.00	0.00	0.00
Principal	48,156.00	0.00	0.00	0.00	48,156.00
Interest	1,881.00	0.00	0.00	0.00	1,881.00
Total Disbursements	<u>637,436.82</u>	<u>316,946.06</u>	<u>9,334.02</u>	<u>29,563.89</u>	<u>993,280.79</u>
Excess Revenues less Expenses	132,591.21	65,649.36	16,446.59	9,104.76	223,791.92
Fund Balance - Beginning Balance	<u>868,334.29</u>	<u>229,738.08</u>	<u>18,475.15</u>	<u>9,917.00</u>	<u>1,126,464.52</u>
Fund Balance - Ending Balance	<u><u>1,000,925.50</u></u>	<u><u>295,387.44</u></u>	<u><u>34,921.74</u></u>	<u><u>19,021.76</u></u>	<u><u>1,350,256.44</u></u>

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Adriana Ortiz				31713	12/06/23	<u>95.38</u>
10-6150	Other Benefits	Cell phone stipend #6248	35.00			
20-6100	Health/Dental	Medical copay reimbursement @50%: 6248	60.38			
AmeriSave Mortgage				31714	12/06/23	<u>400.00</u>
20-8540	Emergency Assistance	EA Client Shelter: #23202	400.00			
Barbara Steinpas				31715	12/06/23	<u>250.00</u>
20-8500	Flat Grants	GA Client Rent: #11812	250.00			
Cheri Neal				31716	12/06/23	<u>1,332.90</u>
10-6150	Other Benefits	Cell phone stipend: #1182	35.00			
10-6330	Office Supplies	Office items	-9.70			
10-6370	Travel/Meetings	Mileage and Meals	117.49			
10-6100	Health/Dental	Medical copay reimbursement @50%: 1182	1,180.12			
10-6340	Computer Accessories	Apple backup storage	9.99			
Chi Town Cleaning Services				31717	12/06/23	<u>200.00</u>
10-7220	Equipment Maintenance - AO	Office Cleaning 11/4-11/24	100.00			
10-7220	Equipment Maintenance - AO	Office Cleaning 9/27-10/1 - reissue check from #31610	100.00			
Comcast				31718	12/06/23	<u>637.03</u>
10-6235	Utilities	Monthly Cable, Internet and Fax Service	382.22			
20-6235	Utilities	Monthly Cable, Internet and Fax Service	254.81			
ComEd				31719	12/06/23	<u>81.64</u>
20-8500	Flat Grants	GA Client Utility: #21616	81.64			
De Lage Laden Financial Services				31720	12/06/23	<u>519.95</u>
10-6220	Rental Equipment	Monthly Copy Machine Lease	311.97			
20-6220	Rental Equipment	Monthly Copy Machine Lease	207.98			
Hope - Child & Family Counseling, Inc				31721	12/06/23	<u>39.38</u>
20-6100	Health/Dental	Medical copay @50%: 6248	39.38			
Lauterbach & Amen LLP				31722	12/06/23	<u>1,912.53</u>
10-6240	Accounting Services	Accounting Services for November	1,050.00			

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
20-6240	Accounting Services	Accounting Services for November	700.00			
20-6240	Accounting Services	Time Works Plus - Timekeeping	54.17			
10-7155	Professional Services - AO	Time Works Plus - Timekeeping	54.18			
10-6240	Accounting Services	Time Works Plus - Timekeeping	54.18			
MC Services				31723	12/06/23	<u>195.22</u>
10-6255	Professional/Technical Services	Consulting Work	117.13			
20-6255	Professional/Technical Services	Consulting Work	78.09			
Navitas Credit Corp				31724	12/06/23	<u>248.19</u>
10-6220	Rental Equipment	Monthly Phone System	148.91			
20-6220	Rental Equipment	Monthly Phone System	99.28			
Nayeli Cardenas				31725	12/06/23	<u>35.00</u>
10-6150	Other Benefits	Cell phone stipend: 22057	35.00			
NAz Motel				31726	12/06/23	<u>350.00</u>
20-8500	Flat Grants	GA Client Rent: #21952	350.00			
North Shore Water Reclamation District				31727	12/06/23	<u>30.18</u>
10-6235	Utilities	Sewer	18.11			
20-6235	Utilities	Sewer	12.07			
Pitney Bowes				31728	12/06/23	<u>477.18</u>
10-6220	Rental Equipment	Postage Machine Rental	286.31			
20-6220	Rental Equipment	Postage Machine Rental	190.87			
Warehouse Direct				31729	12/06/23	<u>137.39</u>
10-6330	Office Supplies	Office Supplies: Folders, Creamer, Coffee and wipes	82.43			
20-6330	Office Supplies	Office Supplies: Folders, Creamer, Coffee and wipes	54.96			
Arizmendi G				31730	12/14/23	<u>500.00</u>
10-6305	Maintenance	Monthly lawncare agreement and holiday appreciation	300.00			
20-6305	Maintenance	Monthly lawncare agreement and holiday appreciation	200.00			
Armando Cardenas				31731	12/14/23	<u>50.00</u>
10-6305	Maintenance	Holiday Appreciation	30.00			
20-6305	Maintenance	Holiday Appreciation	20.00			

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Capital One 20-8500	Flat Grants	GA Client clothing and car service: #21943 & 5104	580.12	31732	12/14/23	<u>580.12</u>
Comcast 20-8500	Flat Grants	GA Client Utility: #8988	44.80	31733	12/14/23	<u>44.80</u>
ComEd 10-6235 20-6235	Utilities Utilities	Monthly Electric Service Monthly Electric Service	214.52 143.01	31734	12/14/23	<u>357.53</u>
Daniela Villagomez 10-6569	Health Care Grant	Whole Study workers: 11/25 - 12/8	400.00	31735	12/14/23	<u>400.00</u>
Golden Touch Cleaning 10-6305 20-6305	Maintenance Maintenance	Office Cleaning 4 days and holiday appreciation Office Cleaning 4 days and holiday appreciation	175.00 125.00	31736	12/14/23	<u>300.00</u>
Horizon Village Apartments 20-8500	Flat Grants	GA Client Rent: #2307	7.00	31737	12/14/23	<u>7.00</u>
Illinois Public Risk Fund 10-6120 10-7020 20-6120	Worker's Comp. Worker's Comp. - AO Worker's Comp.	TF (.40) AO (.20) GA (.60)	626.24 391.40 939.36	31738	12/14/23	<u>1,957.00</u>
Lake County Housing Authority 20-8500	Flat Grants	GA Client Rent: #8364	52.00	31739	12/14/23	<u>52.00</u>
Lake County Township Assessor's Association 10-7050	Other Employee Benefits - AO	LCTAA (Christmas Party)	150.00	31740	12/14/23	<u>150.00</u>
Lake Forest Bank & Trust 10-6402 10-6400	Interest Principal	Interest payment Principal Payment	862.50 48,156.00	31741	12/14/23	<u>49,018.50</u>
Lighthouse Casualty Management 20-8500	Flat Grants	GA Client Utility: #2307	43.52	31742	12/14/23	<u>43.52</u>
Living Pono Counseling				31743	12/14/23	<u>110.00</u>

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-6100	Health/Dental	Medical copay @50%: #18814	110.00			
Living Pono Counseling 10-6100	Health/Dental	Medical copay @50%: 18814	182.90	31744	12/14/23	<u>182.90</u>
Melanie Jamison 10-6569	Health Care Grant	Whole Study workers: 11/25 - 12/8	400.00	31745	12/14/23	<u>400.00</u>
North Shore Gas 10-6235 20-6235	Utilities Utilities	Monthly Gas Services Monthly Gas Services	63.01 42.01	31746	12/14/23	<u>105.02</u>
Purchase Power 10-6220 20-6220	Rental Equipment Rental Equipment	Postage Machine Postage Machine	232.20 154.80	31747	12/14/23	<u>387.00</u>
Riverside Management & Leasing Corp. 20-8500	Flat Grants	GA Client Rent: #19269	14.00	31748	12/14/23	<u>14.00</u>
Sandra Usher 10-6100 10-6150	Health/Dental Other Benefits	Medical copay reimbursement @50%: 18814 Cell phone stipend: #18814	129.43 35.00	31749	12/14/23	<u>164.43</u>
Tianna McDade 10-6569	Health Care Grant	Whole Study workers 11/25 -12/8	400.00	31750	12/14/23	<u>400.00</u>
Tyric Frierson 10-6569	Health Care Grant	Whole Study workers: 11/25 - 12/8	400.00	31751	12/14/23	<u>400.00</u>
Horizon Village Apartments 20-8500	Flat Grants	GA Client Rent: #20436	350.00	31752	12/14/23	<u>350.00</u>
Amy Onan 10-6150 20-6380	Other Benefits Training/Conferences	Cell phone stipend: #20236 Mileage	0.70 20.31	31753	12/20/23	<u>21.01</u>
Bill Brady 20-8540	Emergency Assistance	EA Client Rent: #19954	400.00	31754	12/20/23	<u>400.00</u>

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Cash				31755	12/20/23	<u>700.00</u>
10-6150	Other Benefits	Christmas Appreciation: #6248, 18814, 5708, 20236, 22057	500.00			
10-7050	Other Employee Benefits - AO	Christmas Appreciation: 20250, 19705	200.00			
City of Zion				31756	12/20/23	<u>400.00</u>
20-8540	Emergency Assistance	EA Client Utility: #22361	400.00			
Coalition to Reduce Recidivism				31757	12/20/23	<u>100.00</u>
20-8510	Job Training	Government Membership	100.00			
Colette Davis				31758	12/20/23	<u>288.07</u>
10-7010	Health/Dental - AO	Medical copay reimbursement: #21048	288.07			
ComEd				31759	12/20/23	<u>350.00</u>
20-8500	Flat Grants	GA Client Utility: #22426	350.00			
ComEd				31760	12/20/23	<u>47.70</u>
20-8500	Flat Grants	GA Client Utility: #22397	47.70			
ComEd				31761	12/20/23	<u>17.38</u>
20-8500	Flat Grants	GA Client Utility: #12557	17.38			
ComEd				31762	12/20/23	<u>78.27</u>
20-8500	Flat Grants	GA Client Utility: #17842	78.27			
De Lage Laden Financial Services				31763	12/20/23	<u>233.25</u>
10-7120	Equipment Rent - AO	Copier	233.25			
Golden Touch Cleaning				31764	12/20/23	<u>250.00</u>
10-6305	Maintenance	Office Cleaning 4 days	150.00			
20-6305	Maintenance	Office Cleaning 4 days	100.00			
Grace Gamboa				31765	12/20/23	<u>405.90</u>
10-6150	Other Benefits	Cell phone stipend 3 months: 5708	105.00			
20-6370	Travel/Meetings	Mileage	32.88			
20-6100	Health/Dental	Medical copay reimbursement: 5708	268.02			
Humana Insurance Company				31766	12/20/23	<u>933.13</u>

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-6100	Health/Dental	Humana Insurance: 1182 & 18814, 22057 half	285.61			
10-7010	Health/Dental - AO	Humana Insurance: 19705 & 11390, 11390	271.77			
20-6100	Health/Dental	Humana Insurance: 6248 & 5708, 22057 half	375.75			
Impact Networking, LLC 10-7390	Miscellaneous Expense - AO	Copies overage	23.28	31767	12/20/23	<u>23.28</u>
J&B Auto Service 20-8500	Flat Grants	GA Client Utility: Auto Service: 5104	299.53	31768	12/20/23	<u>299.53</u>
Michelle Buttera 10-7010	Health/Dental - AO	Medical copay reimbursement: #19705	232.69	31769	12/20/23	<u>232.69</u>
North Shore Gas 20-8500	Flat Grants	GA Client Utility: #22397	114.20	31770	12/20/23	<u>114.20</u>
North Shore Gas 20-8500	Flat Grants	GA Client Utility: #17842	142.19	31771	12/20/23	<u>142.19</u>
North Suburban Medical S.C. 20-6100	Health/Dental	Medical copay: #6248	36.90	31772	12/20/23	<u>36.90</u>
North Suburban Medical S.C. 20-6100	Health/Dental	Medical Copay: 6248	58.80	31773	12/20/23	<u>58.80</u>
PNC Bank 10-6305	Maintenance	Gas fill up to TOI	57.07	31774	12/20/23	<u>4,397.79</u>
10-6330	Office Supplies	Office Supplies: Emergency Supplies, Office Lamp, Coffee Cups, Laminating Sheets, Frame, 2024 planner	243.59			
10-6340	Computer Accessories	Monthly Subscriptions: Mailchimp, Adobe office suite, Squarespace, Amazon prime	110.30			
10-6370	Travel/Meetings	Meetings: Zinnia Planning, Staff Meeting, Finance Meeting, Meeting with Mayor and Rep Mason	149.09			
10-6530	Emergency Transportation Assistance	ETA bus Pass: 23189	10.00			
10-6830	Senior Outreach	Senior Building Visit	42.90			

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
20-6330	Office Supplies	Office Supplies: Emergency Supplies, Office Lamp, Coffee Cups, Laminating Sheets, Frame, 2024 planner	64.16			
20-8500	Flat Grants	GA Client Utilities: 22697, 2307, 23093, 21616, 8364, 17842, 19269, 21582, 22281, 8501, 12712, 13315, 19269	3,378.61			
20-8520	Medical & Dental	GA Client Medical ; 11812, 21943	135.00			
20-6380	Training/Conferences	Tickets to HACES	133.50			
20-6340	Computer Accessories	Monthly Subscriptions: Mailchimp, Adobe office suite, Squarespace, Amazon prime	73.57			
PNC Bank				31775	12/20/23	<u>1,256.01</u>
10-7230	Office Supplies - AO	Cards, Name badges and tissue	15.11			
10-7120	Equipment Rent - AO	Costar	471.70			
10-7160	Telephone - AO	Comcast	594.95			
10-7240	Computer Accessories - AO	Microsoft	104.25			
10-7050	Other Employee Benefits - AO	Cell phone stipend: 21048	70.00			
Rodriguez Exterminating				31776	12/20/23	<u>150.00</u>
10-6305	Maintenance	Extermination inspection and Treatment	90.00			
20-6305	Maintenance	Extermination inspection and Treatment	60.00			
The Sheridan Oxford House				31777	12/20/23	<u>350.00</u>
20-8500	Flat Grants	GA Client Rent: 23140	350.00			
William Mason				31778	12/20/23	<u>300.00</u>
10-7155	Professional Services - AO	IT Support	300.00			
Cheri Neal				31779	12/21/23	<u>433.98</u>
10-6150	Other Benefits	Cell Phone Stipend: #1182	35.00			
10-6330	Office Supplies	Supplies `	-9.70			
10-6370	Travel/Meetings	Mileage ands Meals	155.22			
10-6100	Health/Dental	Medical copay @ 50%#1182	51.32			
10-6150	Other Benefits	Christmas gift cards for employee	90.00			
10-6870	Senior Farmer's Market/Red Hat	Red Hat Christmas appreciation	102.15			
10-6340	Computer Accessories	Apple backup storage	9.99			
Pronto Signs & Engraving				31780	12/21/23	<u>128.00</u>
10-6568	Community Certificates and Awards	Banner for Truck	128.00			

Zion Township Check Register

All Bank Accounts
December 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
PNC Bank						
10-6340	Computer Accessories	Laptop/Accessible program	775.72	50092	12/31/23	<u>2,592.09</u>
20-6340	Computer Accessories	Laptop/Accessible program	775.72			
10-6330	Office Supplies	Purifier Packets	223.54			
20-6330	Office Supplies	Purifier Packets	149.04			
20-8500	Flat Grants	GA Clients Utility: 22281,21964,21947	333.74			
10-6870	Senior Farmer's Market/Red Hat	Red Hat Christmas Celebration	334.33			
Illinois Municipal Retirement						
10-2113	IMRF Withholding	EE	2,787.92	50093	12/31/23	<u>3,844.86</u>
40-9510	Employer IMRF	ER	1,056.94			
Check List Total						<u><u>81,500.82</u></u>
Summary						
Township Fund	62,998.71					
Assessor's Office	3,600.65					
General Assistance Fund	13,844.52					
IMRF Fund	<u>1,056.94</u>					
Total	<u><u>81,500.82</u></u>					

Zion Township
Journals with GL Description

December 1, 2023 - December 31, 2023

Date	Reference	Account	GL Description	Description	Amount
Journal: Month-End					
12/31/23	Bank Fee	10-6290	Bank Charges	Bank Fee - 64.7%	51.76
12/31/23	Bank Fee	20-6290	Bank Charges	Bank Fee - 35.3%	28.24
12/31/23	Bank Fee	10-1110	Checking - PNC	Bank Fee	(80.00)
12/31/23	Cash	10-1111	PNC - Allocated Cash	Allocated Cash	20,062.99
12/31/23	Cash	20-1111	PNC - Allocated Cash	Allocated Cash	(16,513.30)
12/31/23	Cash	30-1111	PNC - Allocated Cash	Allocated Cash	(2,929.91)
12/31/23	Cash	40-1111	PNC - Allocated Cash	Allocated Cash	(619.78)
12/31/23	Interest Income	10-1110	Checking - PNC	To record Interest Income	11.22
12/31/23	Interest Income	10-4320	Interest Income	To record Interest Income	(7.05)
12/31/23	Interest Income	20-4320	Interest Income	To record Interest Income	(3.47)
12/31/23	Interest Income	40-4320	Interest Income	To record Interest Income	(0.28)
12/31/23	Interest Income	30-4320	Interest Income	To record Interest Income	(0.42)
Transaction Balance for Month-End					<u><u>0.00</u></u>

Transaction Totals

Total Debits	<u>20,154.21</u>
Total Credits	<u>20,154.21</u>
Account Hash Total	<u>0.0000</u>

Distribution count = 12



ZION TOWNSHIP

LEADERSHIP • ADVOCACY • RESOURCES

Cheri L. Neal - Supervisor

ZION TOWNSHIP DECENNIAL COMMITTEE REPORT

I. UNIT OF GOVERNMENT SUBMITTING THIS REPORT

Name of Township: Zion

II. INFORMATION ABOUT OUR TOWNSHIP

This is a report of the Zion Township Decennial Committee on Local Government Consolidation. The committee was formed in accordance with Public Act 102-1088. Additionally;

- a. We are located in Lake County. There are eighteen townships in our county.
- b. The population of our Township is twenty-four thousand, six hundred and forty-one (24,641) people, as of the 2020 census.
- c. We have four full time employees in the Township Supervisor's Office along with one part time and two seasonal employees. The Township Assessor's Office has two full time employees. (This does not include elected officials).
- d. We have no Road District.
- e. Our annual budget for 2023 is: \$1,629,963.30.
- f. Our Township's equalized assessed valuation for 2023 is \$431,372,505.
- g. Our Mission: We lead. We empower. We advocate. We connect residents to resources, services, and solutions.
- h. Our Vision: We make Zion better.
- i. Our Core Values:
 - i. Humility: We are servants of the Zion community.
 - ii. Encourage and Educate: We support our residents and equip them with knowledge.
 - iii. Appreciation: We value partnerships that assist our residents.
 - iv. Reverence: We respect each person's journey.
 - v. Tenacity: We don't give up on believing in the best.

III. INFORMATION ABOUT OUR COMMITTEE

On May 16, 2023, the Zion Township board appointed the following members to serve on the Townships Decennial Committee:

A. Committee Members:

- Township Supervisor, Cheri Neal
- Trustee Mike McDowell
- Trustee Richard Frierson
- Trustee Christopher Fischer
- Trustee Jacqueline Holmes
- Township Assessor, Colette Davis
- Resident, Rose Salata
- Resident, Laura Murrie

Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the township board (Supervisor and Trustees) and two residents appointed by the Supervisor. The residents can be the Assessor, Highway Commissioner, Clerk or Collector, if you have one, or other residents of the Township, but these officials are not required to be on this Committee. The Supervisor may appoint more than two residents if deemed appropriate.

B. Dates that our Committee Met (50 ILCS 70/20)

First (Organizational) Meeting: May 16, 2023

Second Meeting: June 20, 2023

Third Meeting: July 18, 2023

Fourth Meeting: August 15, 2023

Fifth Meeting: September 19, 2023

Final Meeting: October 17, 2023

Duties of the committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. The committee shall also collect data, research, and analysis as necessary to prepare a report for presentation to the Lake County board.

The Report shall summarize its work and findings, which will include recommendations in respect to increased accountability and efficiency.

IV. PROGRAMS OFFERED BY OUR TOWNSHIP

A: Our Township offers the following key services and programs to support those in our community:

- General Assistance
- Emergency Assistance
- Emergency Transportation Assistance
- Disaster Relief

B: Other services offered

- Passport Processing
- Benefit Access
- Regional Transportation Authority (RTA)
- Voter's Registration
- Faxing
- Notary Services

Other programs offered are listed throughout the report.

V. SOCIAL SERVICE AGREEMENTS

A. We partner with the following not for profit organizations to offer social services:

Collaborative Programs/Initiatives offered by Zion Township:

- Senior Resource Day
 - Each April, Zion Township in cooperation with Zion Park District, The Grove at the Lake, and Benton Township coordinates a Senior Resource Day in which seniors who attend can visit booths and obtain important information regarding local resources that are available to them. This event hosts nearly 200 seniors and over 50 vendors each year and includes a comprehensive resource guide to be utilized throughout the year.

- Secretary of State (SOS) Mobile Unit Event
 - Each October, Zion Township partners with the Zion-Benton Public Library to bring the SOS to the community to assist residents with the Rules of the Road Class and renewing IDs.
 - Space is provided at the library to host the mobile unit for residents.
 - Zion Township coordinates this event securing logistics and registration.
 - SOS mails out letters to area seniors.

- Summer Work Program (SWP)
 - The SWP hires up to 35 youth ages 14-15 each summer in collaboration with the Lake County (LC) Workforce Development Program, the ZB Library and the Zion Park District.
 - The LC Workforce Development Program hires the youth, and Zion Township coordinates with other agencies to place youth at a variety of locations. Zion Township submits biweekly timesheets to the County to ensure each youth is paid. Zion Township also hires two mentors to run the crews for those youth that are not placed at work site locations.
 - Zion Park District: For the summer work program, Zion Township hires two mentors to oversee two crews. 60% of the work completed by crews is for the Zion Park District. In turn for work being completed by the youth, the Zion Park District pays one of the mentor's salaries.
 - Zion-Benton Township High School: The parent orientation and training day are held each year at New Tech Campus. Additionally, students provide labor to assist with cleaning lockers in the summer.
 - Nicasa services the SWP program with urine drug screens for each youth hired into the program. Nicasa also provides an evaluation for any youth testing positive for any mind-altering substance not prescribed by a medical doctor.
 - Training Facilitators
 - Community Partners for Affordable Housing: Financial Literacy
 - Nicasa: Teen Court
 - Student Placement Locations:
 - ZB Library, Assessor's Office, Zion Park District
 - Incredible outcomes include:
 - having over 1,000 youth graduate; since 2001 (this program was established during prior administration but no stats were found).

- Partnering with the ZBTHS Librarian Deb Will for a summer reading program and being featured in the American Library Association Report;
 - Numerous hours of beautification performed by the youth for agencies and seniors, including assisting seniors with yard work, cleaning high school lockers, adopt a highway, cleaning parks, and area streets, painting playground equipment and picnic tables.
- Elf Network Program
 - This program was created to help coordinate Christmas gift distribution of several agencies throughout the community including Christ Community Church, Kiwanis, Santa’s Helpers, Zion Elementary Dist. 6 & Zion Benton High School Dist. 126 and others, serving anywhere from 40-80 families in Zion.
- Queen Bees of Zion Red Hat Society
 - This group was established in partnership with the Zion Park District in 2004 and was recently revamped with the loss of the two founders: Oachi Gallegher and Noma Blanton. The group takes a monthly trip with a few overnight trips scheduled in as well. The group goals are:
 - To Have Fun and Make Memories
 - To spread cheer – by always dressing up and representing as Red Hatters wearing red and purple attire and a red hat, except for the birthday month when you can wear a purple hat.
 - To support those doing good works by attending events, sending notes, and being an encourager.

Members must be over the age of 50 and live or work (or have lived or worked) in the Zion Benton community and be committed to making our community even better by being cheerleaders for good!
- Zion Quarterly
 - The Zion Quarterly is a collaborative effort among taxpayer-based entities within Zion to communicate with residents, combining resources for the purposes of saving money and providing a shared audience with comprehensive community news and events, reaching approximately 11,135 homes.
 - City of Zion
 - Zion Park District
 - Zion Elementary Dist. 6
 - Zion-Benton High School Dist. 126
 - Zion-Benton Public Library
 - Zion Township Supervisor’s and Assessor’s Offices
 - State Rep. Joyce Mason
 - Senator Mary Eldy-Allen
 - College of Lake County
 - Coalition for Healthy Communities
- Senior Birthday Cards
 - Zion Township had a partnership with Aspire, formerly North Point Resources, for over 20 years with the adults with disabilities designing birthday cards that are sent out to all Zion seniors in our File Maker system. Since Aspire moved out of the community, the Supervisor’s Office has

partnered with ZBTHS and their Transitions Program for students with different abilities. Included in each cards:

- CJ's free donut coupon
 - Culver's free custard
 - ZB Library note pad
 - Zion Township provides a refrigerator magnet and birthday confetti for each card.
- Community Gift Cards
 - Zion Township partners with area businesses to provide \$5 gift cards that are fully reimbursable to the business. Gift cards are awarded as prizes or appreciation at community events.
 - Businesses include:
 - N & T's Restaurant
 - Culver's
 - It's All Good
 - Healthyums
 - Zion Shell Gas Station
 - CJ's Coffee House
 - Zion Park District
 - Piggly Wiggly
 - Caught ya cards
 - In partnership with the Coalition for Healthy Communities and Community of Character Initiative, Zion Township created Caught Ya Cards to give out to those caught doing good things in the community. This was a partnership with Piggly Wiggly providing a free cookie, CJs providing a free donut, or Zion Culver's providing a free single custard cone. Although this program is not currently active, it is on hand for future application.

Collaborations/Programs to Address Transportation Issues:

- Transportation Partnership between Zion Township and My Father's Business
 - A 15-passenger van was purchased to be utilized by both groups.
 - My Father's Business (MFB)
 - Usage of the van to support the operations of this basketball and youth mentorship program.
 - Zion Township (ZT)
 - Usage of the van for the Summer Work Program, monthly Red Hat Society trips, and other Zion Township needs as they arise.
 - ZT serves as the primary owner with MFB contributing \$15,000 toward the purchase.
 - Vehicle insurance is covered by Zion Township, while MFB provides separate coverage for their drivers.
 - Maintenance is covered by Zion Township
 - The vehicle is serviced by the City of Zion yearly and as needed.

- Senior ½ price Taxi Tickets – Partnering with area Taxi companies, Zion Township subsidizes \$2.50 of \$5 charge for rides in Zion for seniors over the age of 65.
- Zion Park District
 - Provides transportation for weekly shopping trips. ZT provides \$3,000 stipend.
- Emergency Transportation Program
 - One-time assistance available to any Zion resident. Providing a Pace bus pass or gas voucher to get them to where they need to go if they have no funds to get there.
- PACE Bus Program
 - Provides curb-to-curb transportation to medical facilities and local shopping in the Zion-Benton area Monday – Friday, 8:30am to 5:30pm. Bus goes to the Gurnee and Waukegan area Tuesdays and Thursdays from 8:30am to 3:30pm.

Financial Partnerships to Assist Residents:

- Community Action Partnership of Lake County
 - LIHEAP (Low Income Energy Assistance Program)
 - Zion Township helps Zion residents with filling out applications, copying required documents, getting required signatures, sending completed applications and all required forms to the CAP Energy Assistance program. Zion Township also acts as a liaison between clients and CAP.
- Salvation Army
 - Zion Township submits referrals to help Zion residents with financial assistance up to \$900 within a twelve-month period.
- Mother’s Trust Foundation
 - Zion Township is a direct referral to assist families in crisis or with financial assistance up to \$1000 to allow children to participate in an activity that the family may not be able to afford & other life issues.

Financial Partnerships by Providing a Yearly Stipend to Key Agencies that Assist Residents:

- Abiding Love Ministries \$2,000
 - Abiding Love Ministries provides meals and food to residents in need and specifically is available to all GA clients.
- Community Partners for Affordable Housing \$2,500
 - Providing financial counseling services to Emergency Assistance clients and all Zion Township residents. Two 2-hour (4 hours total) financial capability workshops are offered per month. Additionally, at least 4 homebuyer and or post purchase education programs, and two 1-hour (2 hours total) financial awareness workshops are offered as well.

- Keeping Families Covered \$1,000
 - Keeping Families Covered helps organizations working with families in crisis by providing children’s clothing/shoes (birth to size 8), maternity wear, baby care equipment, children’s books, disposable diapers (babies, toddlers, adults), wipes, infant formula, and period supplies.
- Love INC \$1,000
 - Provides Zion residents with furniture, household items and life skills classes.
- NICASA \$3,000
 - Provides services to Zion Township General Assistance clients and residents for substance abuse related or anger management services that are deemed appropriate. Will also provide evaluation for any client testing positive for any mind-altering substance not prescribed by a medical doctor.
- PADS \$1,500
 - Offering outreach, support, and or prevention for the homeless.
- The Giving Point Food Pantry \$1,000
 - Providing food each Monday to Zion residents in need.
- Zion Park District \$6,000
 - Provides the meals for monthly luncheons for Zion seniors and transportation for regularly scheduled shopping trips.
- United Way of Lake County: 2-1-1 \$1,000
 - Directing residents to ZT for services. This call center is of huge benefit to Zion Township, referring residents who are not aware of township services as ZT is a main referral at 211.

Strategic Partnerships to Enhance the Zion Community:

- Coalition for Healthy Communities:
 - The benefits of this partnership are too many to list but the highest impact has been with the Zion-Benton Leadership Academy. Graduating over 100 diverse adults since 2012, this program has done more to infuse local leadership than any other effort. Assessor Davis, Supervisor Neal and Business Manager Sandra Usher contribute significant time to this program to guarantee its success.
 - Additionally, Assessor Davis created the Jr ZBLA for youth in the community, with 51 graduates to date, making a major impact on the leadership development of our youth.
 - We are excited for the fruits of a collaborative grant that was received via the Healthcare Foundation of Northern Lake County to complete a Whole Health Wellness Study to substantiate resources needed to assist our community in being it’s best.
 - BUZ (Building Up Zion) – the Coalition was VERY supportive in creating a volunteer group to raise funds and initiate projects to improve the community. This list includes a community garden, two murals, cornstalks downtown in the fall, benches re-placed downtown, a cutting garden by the train station, with more projects on the horizon.

- Civic Groups:
 - Illinois Sunrise Rotary, Kiwanis of Zion-Benton, the ZB Moose Lodge, Zion Woman’s Club, Illinois Dunesland Garden Club, the Zion Area Exchange Club and the Winthrop Harbor Lions Club have all been significant partners.

- Job Center of Lake County:
 - Zion Township continues to find ways to partner with the Job Center to enhance our residents’ lives.

- Zion Leaders Meeting:
 - Made up of the key leadership positions: Mayor, City Administrator, Fire Chief, Police Chief, Township Supervisor and Assessor, Library Director, Park District Director, Dist 6 and Dist 126 School Superintendents, this team works together to find ways to both collaborate and support each other in achieving our best outcomes. This includes hosting quarterly dialogues with residents to gain a clearer perspective and communicate most effectively, looking for ways to save tax dollars, apply for grants together, brainstorm other topics of concern and work together to address those.

- Zion Historical Society Esther’s Well Restoration Project
 - Working with Trustee McDowell, Supervisor Neal took on helping to raise the necessary funds to recommission Esther’s Well.
 - Partnerships include Zion Historical Society, the Boy Scout Troop 363, area churches, Daughters of the American Revolution, Illinois Dunesland Garden Club, We Heart Zion.

- Carthage College Partnership:
 - Zion Township, along with the Zion Leaders Group, is launching a new partnership with the Public Relations/Communications degree program to assist ZT in assessing our current structure to have a greater impact and then, to work with Carthage to put together a plan to co-market 2024 community events as well as a rebranding initiative to change the way the City of Zion has been branded over the years.

- Zinnias for Zion and Monarch City USA
 - Zion Township has been working to bring new energy into the community with Zinnias and Monarchs. This effort has been supported substantially by the:
 - ZB Library, with them hosting the Coloring Contest with Culver’s each July
 - Zion Park District providing their grounds to host an annual event, and also providing a band.
 - City of Zion Hotel/Motel Tax Grant to promote the event.
 - The ZB Library, ZPD & City of Zion distributing Zinnia seeds.

VI. REVIEW OF LAWS, TOWNSHIP POLICIES, TOWNSHIP RULES AND PROCEDURES, TOWNSHIP TRAINING MATERIALS, AND OTHER DOCUMENTS

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

- State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)
- Illinois Open Meetings Act (5 ILCS 120)
- Policy on public comment
- Designation of OMA officer (5 ILCS 120/1.05(a)) – **Township Clerk Sheryl Spooner**
- All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))
- Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03)
- Illinois Freedom of Information Act (5 ILCS 140)
- Designation of FOIA officer (5 ILCS 140/3.5(a)) – **Sheryl Spooner & Sandra Usher**
- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of Types or Categories of FOIA Records under Township’s Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1) - **Lake County State’s Attorney**
- All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)
- Sexual harassment prevention training (775 ILCS 5/2-109(c)) – **Completed 11/1/2023**
- Our Intergovernmental Agreements
- Our Social Service Agreements or Contracts
- Our budget and financial documents
- State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)
- Our budget and financial documents
- Reports on government efficiency, including “Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments” by Wendell Cox (2016); “Local Democracy and Townships in the Chicagoland Area,” by Wendell Cox, (January 2012)

VII. STUDIES ON GOVERNMENTAL EFFICIENCIES REVIEWED.

VIII. WHAT HAVE WE DONE WELL

- Hiring the best team
- Development mentality – always looking at how to improve processes
- Managed increased volume of clients and calls as needed – with some months, calls doubling.
- Our desire to do things the right and best way and to model and support others.
- Accountability – admit when we are wrong and to learn from shortcomings
- Cultivating a safe and welcoming environment
- Being a part of the solution, not the problem – most of the time. 😊
- Having a YES mentality
- Following best practices
- Creating the Queen Bees of Zion Red Hat Society and transitioning with loss of leadership
- Evolution of the Senior Resource Expo – enabled us to build strong relationships with many agencies
- Agency presentations at staff meetings
- Coordination with other agencies – sharing with other agencies makes everybody better.
- Worked with Zion leadership to create the Zion Quarterly – paper version for the 32% of our community of seniors.
- Coordinated the Christmas distribution and created strong partnerships with Christ Community Church, Santas Helpers, Kiwanis, Petsmart, Toys for Tots and others.
- Evolved the Summer Work Program to meet the needs of the youth in our community to help them succeed, with over 1,000 youth successfully completing the program under the current administration.
- Expanded communication to the community for them to know what services we provide, which is evident by the increase in calls and GA participants.
- Helping to shift the energy of the community with helping to create and expand the Zion-Benton Leadership Academy, making the Zinnia the Zion Flower, the Zinnia and Monarch Festival, Building Up Zion (BUZ) – Coalition for Healthy Communities (CHC), murals and more.
- Always looking for ways to be more efficient and effective – welcoming input and feedback and always improving.
- Identify existing programs/services to address needs of Township residents thereby negating spending time and efforts creating duplicate programs/services in house.
- Outreach efforts to various demographics of Township residents
- Programs for seniors
- Programs for Zinnia and Monarch Festivals
- Inter-connections with other charitable groups
- Provides a list of other resources and what they do

IX. AWARDS AND RECOGNITIONS

Our Township has received the following awards, distinctions, and recognitions:

- Township Officials of Illinois
 - Professional development in Public Service
 - 2001, 2002, 2003, 2004

- AITCOY
 - Youth Organization Award for outstanding dedication in helping youth: 2005
 - Staff Award for dedication to the youth in the Zion Community and the Summer Work Program: 2015

- ITASCSC
 - Innovative Senior Program Award for Dedication and Commitment to Senior Services: 2003 & 2005

- Additionally, our Township and team have received the following distinctions and recognitions:
 - 2007 YWCA of Lake County Community Leadership Award
 - 2008 Most Influential African American Freedom Award
 - 2008 Pillar of the Community Award
 - 2010 Outstanding Community Supporter Coalition for Healthy Communities
 - 2013 LC Boys and Girls Club Award
 - 2020 Mothers Trust Foundation Service Partner Award
 - Being sought out for our expertise in holding dialogues around the value of townships, thanks to the study we commissioned in 2017.
 - 2023 Black Lives Matter Woman of Worth
 - 2023 Proclamation by Illinois Senator Edly-Allen establishing a day of recognition of the City of Zion's Official Flower – the Zinnia.

X. OUR COMMITTEE’S RECOMMENDATIONS REGARDING INCREASED ACCOUNTABILITY AND EFFICIENCY ARE INCLUDED IN THE LISTS BELOW.

A. WHAT CAN WE DO BETTER OR MORE EFFICIENTLY

- Look at a better way to streamline the intake process
- Expand Senior Resource Day participants to include SNAP and Low-Income Internet information/sign-up tables so as to enable our lower income seniors of eligible services. Additionally, since many seniors still have land line phones, have City table on hand so seniors can register their home phones on the Blackboard platform and thereby be informed of important area notices.
- Better promote shopping transportation partnership with Zion Park District to Aldi, Piggly Wiggly, Jewel and Walmart for Zion seniors.
- Build on the success of Senior Resource Day and host a bi-lingual Family Resource Day so as to advise residents of programs/services that may be available to them (HeadStart, SNAP, WIC, Low Income Internet, ESL classes, Adult Literacy, etc.) as well as share information regarding the Township’s other functions/services.
- Seek out ways to connect our veterans with services.

B. WHAT INEFFICIENCIES DID WE IDENTIFY/WHAT ARE OUR NEXT STEPS

- Marketing and Communication
 - Working with Carthage College intern on an evaluation.
 - Staff going through various trainings including social media, marketing, etc.
 - Regular updates to website
 - Make sure Monthly Board Meeting agendas are posted on the Township website along with meeting minutes. Reorganize the Township Videos with most recent first. The Township needs to comply with the OMA and provide governance transparency to the residents.
 - Partner with local congregations to share information in their weekly bulletins/church announcements.
 - Stay involved in key organizations – Coalition to Reduce Recidivism, Latino Coalition and CHC
 - Administering the Zion Quarterly to reach ALL residents – both English and Spanish speaking.
 - Continue to seek out ways to communicate with seniors that have no computers, smart phones, texting ability
 - Reach out to local radio programs to share information on Zion Township
 - Investigate situation with Comcast Community Channel to run board meetings and community bulletin board
- How to manage the overwhelming number of resident requests.
 - Revised the way we do intakes – 1 person doing callbacks, explaining what items are needed, collecting those items before turning over to a case manager – with a 1-week deadline (with grace) to turn those items in.
- Update all job descriptions
- Continue to support and promote 211 as a 24-hour hotline
- More uniform accounting from different agencies (helping 13,000 people versus helping 800 families) by revising form sent to agencies that Zion Township supports to better tabulate impact for report.

C. OTHER OPPORTUNITIES MOVING FORWARD TO IMPROVE COMMUNITY

- a. Community Grant Writer funded by all area taxing bodies
- b. Encourage, support and engage in a county-wide dialogue on homelessness, working collaboratively to provide comprehensive services that address the issues and support those impacted by homelessness in a compassionate, dignified and effective way.
- c. Implement Circles, USA, a proven program that includes hiring individuals who live in poverty as consultants, working with a coach and supporters to move out of poverty to uncovering the barriers and addressing them in a systemic way.
- d. To potentially form advisory committees to take a closer look at services for seniors, disabled, veterans, the Latino community and youth, and garner feedback and collaboration on how to make our community even better. To act on these suggestions and track the successes of each.
- e. To build a strong partnership with Legacy Foundation to provide encouragement and life skills training for GA clients in the future.
- f. To implement an impactful, sought after Parenting Program and Support Group.
- g. Investigate implementing SHIP (Senior Health Insurance Program)
- h. To be a part of addressing the Mental Health Crisis, collaborating to bring in resources that truly support residents of all ages and backgrounds.
- i. To support ideas/initiatives that come out of the wellness study being conducted by the Coalition for Healthy Communities, including:
 - i. Support any efforts to create a Community Center
 - ii. Initiate creating a Latino Resource Center
 - iii. Launch a Circles USA Projects (CirclesUSA.org)
- j. Work with Carthage College in partnership to utilize student internships to bring a new lens to make even more changes for the better, ie branding, event promotion, sharing our city's unique history and more.
- k. Expand the Red Hat Society, embracing the unique gifts and talents that each member brings and engaging those seniors in contributing to make the community even better, starting a Blue Hat Society for senior men.
- l. Continuing to expand the Zinnias for Zion effort and the Zinnia and Monarch Festival to make it a nationally recognized initiative that draws people and builds our reputation as an inviting place to visit. This expansion would include hosting a yearly Joy Conference, as Zinnias represent Joy in Zen culture, with a one-day event in February to infuse positive energy into the community with fun, motivational speakers, vendors, and food.
- m. To continue to be mindful of our stakeholders, doing all we can to offer the best services and keep taxes down.
- n. Continue to present all we do to organizations and taxing bodies.

Zion Township Assessor Decennial Report

Accomplishments

Saved on cost of Personnel.

Changed to a 50% paperless environment.

More visibility via Outreach and social media.

Gained access to more automated data for Commercial/Industrial properties.

Upgraded our computer systems to allow for work life balance and efficient automation services.

Cross-trained staff for more knowledge and accuracy.

Developed a new way to communicate with our new homeowners by sending out welcome letters explaining the exemption options and sharing what the Township as a whole has to offer.

Updated the Employee Handbook.

Completed objection /evidence for NON-Homestead Exemption applications submitted to the BOR.

Lowered the percentage of reductions/ changes for our annual hearings.

Created a process and procedures manual as a template for all employees.

Increased the accuracy of our Database via in-depth review of characteristics and discoveries.

Focus

Identifying the most efficient way to monitor improvements/characteristics of homes that are NOT completed according to code (Permits).

Identifying more ways to educate the taxpayers on all aspects of the assessment process.

Update ways to streamline annual renewal process requests in our office.

Ongoing project of updating photos in our database.

Future collaborations with offices who play a role in the assessment/tax bill process.

Staying abreast of legislative changes.

Consistent monitoring of our sales ratios.

Identifying red flags in each neighborhood.

Capturing most recent data for Commercial, Industrial and Apartments to use as needed.

Note: This report must be filed with the Lake County Clerk no later than 18 months after your first committee meeting.

Submitted by: _____
Chairman, Decennial Efficiency Committee of Zion Township

Date: _____



November 14, 2023

Members of the Board of Directors
Zion Township
Zion, Illinois

We are pleased to confirm our understanding of the services we are to provide for the Zion Township.

It is our understanding that Lauterbach & Amen, LLP will provide accounting assistance and TimeWorksPlus to Zion Township. Such assistance will be arranged between the Township and Lauterbach & Amen, LLP and will be billed for the years ended April 30, 2024 and April 30, 2025, as follows:

	For the Year Ended April 30, 2024	For the Year Ended April 30, 2025
Payroll and Monthly Accounting Assistance	\$1,750 Monthly	\$1,775 Monthly
TimeWorks	\$162.5 Monthly	\$167 Monthly

If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

The Township agrees that during the term of this agreement and for a period of twelve months thereafter, the Township shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Township to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person’s annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Zion Township, Illinois.

By: _____

Title: _____

SWALCO TEXTILE BIN COLLECTION PROGRAM – SITE AUTHORIZATION

BIN OWNER:

Name: Wipeco, Inc. (CTR is a division of Wipeco, Inc.)
 171 S. Gary Ave.
 Carol Stream, IL 60188
 Contact: Justin Woycke
 Phone: (708) 544-7247
 FAX: (708) 544-7248

SITE HOST (LOCATION OF BIN):

Name: _____
 Address: _____

 Contact: _____
 Phone: _____

PROPERTY OWNER/AUTHORIZED AGENT:

Name: _____
 Title: _____
 Phone: _____
 Email: _____
 Signature: _____ Date: _____

By signing above, the property owner/authorized agent approved the placement of a clothing/textile collection bin on the premises per the specifications listed below.

SWALCO CONTACT:

Name: Merleanne Rampale
 Programs, Education & Outreach Director, SWALCO
 Phone: (847) 377-4954

EQUIPMENT (TEXTILE RECYCLING BIN) DESCRIPTION

<u>Item</u>	<u>Number</u>	<u>Description</u>	<u>Value</u>
Textile Recycling Bin	N/A	Approx. 4.25'x4.25'x7' White Recycling Bin	\$1,500.00

LOCATION & DESCRIPTION - INCLUDING PHOTOS TO BE ATTACHED/SENT

I have attached/enclosed 3-6 photos indicating the proposed location for the bin from different angles and distances to be approved by SWALCO & CTR Reps.

There will be 2 **keys** for each collection container. One for route driver one for site. Please let us know the specific location that your key will be kept and staff who will have access to it:

Key Location (be specific): _____

Staff with Access to Key: _____

The bin will be accessible 24/7 or

Other (Please note times and details if not 24/7 and any other notes/info) _____

TERMS AND CONDITIONS

1. The BIN OWNER shall maintain the equipment at his own cost and expense. He shall keep the equipment in a good state of repair, normal wear and tear excepted.
2. The BIN OWNER has the right to exchange the equipment listed above for equal equipment at any time.
3. The SITE HOST shall not remove or move the equipment from the location listed above without prior written approval of the BIN OWNER.
4. The equipment shall be delivered to SITE HOST and returned to BIN OWNER at the BIN OWNER's risk, cost, and expense.
5. The SITE HOST shall allow BIN OWNER to enter SITE HOST's premises where the equipment is stored or used at all reasonable times to locate and inspect the state and condition of the equipment.
6. The SITE HOST shall not pledge or encumber the equipment in any way. Both the BIN OWNER and the SITE HOST can terminate this agreement at any time with two weeks prior written notice to the other for any reason. SITE HOST should contact SWALCO to notify. OWNER agrees to pick-up the equipment within 10 business days of such termination.
7. The BIN OWNER makes no warranty of any kind regarding the equipment, except that OWNER shall replace the equipment with identical or similar equipment if the equipment fails to operate in accordance with the manufacturer's specifications and operation instructions.
8. These terms are accepted by the SITE HOST upon delivery of the terms to the SITE HOST or the agent or other representative of SITE HOST.



**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE
ZION TOWNSHIP, ILLINOIS AND THE SOLID WASTE AGENCY OF LAKE
COUNTY, ILLINOIS REGARDING THE TOWNSHIP HOSTING AND
MAINTAINING A SITE TO COLLECT CLOTHING AND TEXTILES**

THIS AGREEMENT (“Agreement”) is entered this 17th day of January, 2024, by and between the Zion Township, Illinois (“TOWNSHIP”) and the Solid Waste Agency of Lake County, Illinois (“AGENCY”).

WITNESSETH:

WHEREAS, the TOWNSHIP is a unit of local government organized and existing under the laws of the State of Illinois; and

WHEREAS, the AGENCY is a municipal corporation and public body politic and corporate of the State of Illinois which was created by Intergovernmental Agreement pursuant to Section 3.2 of the Intergovernmental Cooperation Act, 5 ILCS 220/3.2 and Article VII, Section 10 of the 1970 Constitution of the State of Illinois; and

WHEREAS, one of the purposes of the AGENCY is to implement the Lake County Solid Waste Management Plan (“PLAN”) as adopted by the Lake County Board on September 12, 1989 and amended from time to time thereafter; and

WHEREAS, the TOWNSHIP will be a collaborative partner of the AGENCY, which may allow for additional opportunities to collaborate and partner in other ways and on other projects with the AGENCY, and

WHEREAS, the AGENCY is authorized by the Intergovernmental Cooperation Act to plan, construct, reconstruct, acquire, own, lease, equip, extend, improve, manage, operate, maintain, repair, close and finance waste projects; and

WHEREAS, the AGENCY operates a community-wide clothing and textile collection program; and

WHEREAS, the AGENCY has entered into and maintains an agreement with Chicago Textile and Recycling, a Division of Wipeco, Inc., (“the Contractor”); and

WHEREAS the AGENCY and the TOWNSHIP want to expand the Clothing and Textile Collection Program to all TOWNSHIP and local residents; by adding a collection location at the TOWNSHIP, and

WHEREAS, the TOWNSHIP has indicated their desire to host and contribute a collection location in order to participate, promote and further the Clothing & Textile Collection Program; and

WHEREAS, the TOWNSHIP has agreed to host and maintain a site by adding a collection location at the TOWNSHIP, to collect clothing and textiles from residents.

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises and obligations expressed herein and other good and valuable consideration, the sufficiency, adequacy and receipt of which are hereby acknowledged, IT IS HEREBY AGREED by and between the parties as follows:

SECTION 1. Incorporation of Recitals. The parties agree that the recitals have been incorporated by reference into the rest of the Agreement as if fully set forth herein.

SECTION 2. Definitions.

- A. “Clothing and Textiles” means all acceptable clothing and textiles contained in the attached list contained in Exhibit I. The list of acceptable items shall not be modified without prior written notice from the AGENCY.
- B. “Contract” means a Contract entered into between the Agency and a contractor for the processing, reuse, recycling and repurposing of the collected materials. The agency currently has a contract with Chicago Textile Recycling, a Division of Wipeco, Inc.
- C. “Per Pound Credit” means the number calculated by multiplying the weight of the materials collected by the value of the material per pound accordance with the terms of the Contract.
- D. “Revenue Share or Member/Partner Portion of the Per Pound Credit” means an appropriation of one third (33.3 percent) of the total amount of the Per Pound Credit provided in accordance with the terms of the Contract.
- E. “Insurance” means the following:

<u>Types of Insurance</u>		<u>Limits</u>
General Liability	Each Occurrence	\$1,000,000
Commercial Liability	Damage to rented Premises	\$50,000 each occurrence
Per Occurrence	Medical Expenses	\$5,000 any one person
	Personal Injury	\$1,000,000
	General Aggregate	\$2,000,000
	Products –Comp/OP	\$2,000,000
	Professional	\$1,000,000

SECTION 3. AGENCY Responsibilities:

- A. Maintain the Contract with a contractor during the pendency of this contract or any extension thereto, providing for the pick-up, processing, recycling and repurposing of all Clothing and Textiles collected.
- B. Provide for the pick-up of Clothing and Textiles collected from the TOWNSHIP via the contractor.

- C. Report to the TOWNSHIP that volume of Clothing and Textiles collected through the TOWNSHIP at the collection point/s (as reported to the AGENCY by its Contractor).
- D. Provide a Member/Partner Portion of the Per Pound Credit to the TOWNSHIP based on materials collected at the TOWNSHIP host collection point/points/site. Prepare and deliver to the TOWNSHIP a check made payable to the TOWNSHIP for the Member/Partner Portion of Per Pound Credit, to be paid on annual (or as needed) basis.
- E. Acquire and maintain Insurance that includes coverage for the Agency's program and operations at the TOWNSHIP collection site/s with such coverage in place throughout the term of this agreement.
- F. Provide technical advice, assistance and support to the TOWNSHIP concerning the collection of Clothing and Textiles.
- G. Help to promote the collection program and assist TOWNSHIP staff with advertising resources and information, including but not limited to newsletter articles, blurbs for websites or e-blasts, statistics and fun facts, etc.
- H. Indemnify, and hold harmless the TOWNSHIP, and their respective officers, employees, and agents from and against all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, or actions and reasonable attorneys' fees and defend the indemnified parties in any suit, including appeals, for personal injury to, or death of, any person or persons, or for loss or damage to property, including the execution and performance of this Agreement. Said indemnification shall be only for acts, occasioned by the AGENCY's employees, agents, independent contractors, including the Contractor or any other person or entity performing services on behalf of the AGENCY. The AGENCY is not, however, required to protect, indemnify or hold harmless any indemnified party for loss or claim resulting from performance (or nonperformance) of the indemnified party's obligations or the negligence or willful misconduct of any indemnified party. The AGENCY's aforesaid indemnity is for the exclusive benefit of the indemnified parties and in no event, shall such indemnity inure to the benefit of any third person.

SECTION 4. TOWNSHIP Responsibilities:

- A. Establish, operate and maintain the TOWNSHIP host collection site to collect Clothing and Textiles.
- B. Provide thirty (30) days' notice to AGENCY as to the location, operating hours and storage requirements for clothing and textiles.
- C. Advertise or otherwise inform and promote to the community as to the availability of the site to accept Clothing and Textiles.

- D. Provide the Agency and the Contractor with 72 hours notice, when there is a need to have the Contractor provide a special/additional pickup of Clothing and Textiles collected.
- E. Indemnify, and hold harmless the AGENCY, and its Members their respective officers, employees, and agents from and against all liabilities, actions, damages, claims, demands, judgments, losses, costs expenses, suits, or actions and reasonable attorney's fees and defend the indemnified parties in any suit including appeals, for personal injury to, or death of, any person or persons, or for loss or damage to property, including the execution and performance of this Agreement. Said indemnification shall be only for acts, occasioned by the TOWNSHIP employees, agents, independent contractors, officers, members or any person or entity performing services on behalf of the TOWNSHIP. The TOWNSHIP is not, however, required to protect, indemnify or hold harmless any indemnified party for loss or claim resulting from performance (or nonperformance) of the indemnified party's obligations or the negligence or willful misconduct of any indemnified party. The TOWNSHIP's aforesaid indemnity is for the exclusive benefit of the indemnified parties and in no event, shall such indemnity inure to the benefit of any third person. The TOWNSHIP in no way takes or claims ownership or accepts liability for the materials accepted, transported and delivered to/at the host site or transported and delivered to the Contractor, processed, reused, recycled or disposed by the Contractor.

SECTION 5. Term. The term of this Agreement shall begin upon the execution of this Agreement and shall remain in full force and effect for a period of two (2) years, as long as the AGENCY maintains its Contract with Chicago Textile Recycling, a Division of Wipeco, Inc., or other similar agreement with another contractor for the processing, recycling and repurposing of Clothing and Textiles. This Agreement shall be automatically extended for two-year period(s) unless either Party has terminated this Agreement. This Agreement may be terminated by thirty (30) days written notice by either party.

SECTION 6. Entire Agreement. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and all prior or contemporaneous agreements, understanding, representations and statements, oral or written, are merged herein. This Agreement may be modified only by written instrument executed by the parties.

SECTION 7. Waiver. No consent or waiver, express or implied, as to any provisions of this Agreement shall constitute a consent or waiver of any other provisions, whether similar or dissimilar, of this Agreement.

SECTION 8. Captions. The captions of this Agreement are inserted for convenience of reference only, and do not define, describe, or limit the scope or intent of this Agreement.

SECTION 9. Notices. Notices to the parties shall be in writing and delivered by personal service or by U.S. certified or registered mail, postage prepaid, to the parties at the following addresses:

If to the Agency: Executive Director, Solid Waste Agency of Lake County
1311 North Estes Street
Gurnee, IL 60031
Fax Number (847) 336-9374

Chairman, Solid Waste Agency of Lake County
(Same Address)

If to the Zion Township:
Township Supervisor/Administrator
Zion Township
1015 27th Street
Zion, IL 60099

Either party may change the address for notices to such party by written notice to the other. Notice given by personal service shall be effective upon the date delivered, if delivered, or the date of attempted delivery, if refused. Notice given by mail shall be effective on the third business day after posting.

IN WITNESS WHEREOF, the parties have executed this Agreement pursuant to the ordinances or resolutions adopted by the relevant authorities of the respective parties.

**SOLID WASTE AGENCY OF
LAKE COUNTY, ILLINOIS**

ZION TOWNSHIP
Zion Township Offices
1015 27th Street
Zion, IL 60099

By _____
Chairman of the Board of Directors

By _____
Supervisor/Administrator/Manager

Attest:

By _____
Staff

By _____
Staff

**EXHIBIT I.
Items Specifications- Clothing and Textile Collection Program**

Due to processing capabilities, and the capabilities of their associates, Chicago Textile Recycling, a Division of Wipeco, Inc. must limit collections based on the following requirements. This list may not be comprehensive. The program is full circle – new and gently used items will be reused and allow the program to accept worn, torn or stained items for recycling. If you have questions, please contact SWALCO.

Packaging Specifications

Ensure all items are clean, dry and free of odors. **Items that are stained or torn will also be accepted.** Hangers should be removed. **Ensure all items are in sealed plastic bags. Due to processing limitations, Chicago Textile Recycling, a Division of Wipeco, Inc. CANNOT accept items of ANY KIND that are WET/DIRTY/ ODOROUS/MOLDY or SEVERLY DAMAGED.**

Clothing and Household Textiles

List of Acceptable Items:

Clothing Items

Blouses	Coats	Dresses
Pants	Shirts	Socks
Swimsuits	Suits	Tuxedos
Sweaters	Undergarments	Ties
Socks	Jeans	Hats
Jackets	Scarves	Sweatshirts
Pet Clothing	Halloween Costumes	

Household Textiles

Bedspreads	Sheets	Blankets
Drapes	Sofa Covers	Quilts
Towels	Washcloths	Curtains
Comforters	Duvets	Table Linens

List of Unacceptable Items:

Household Textiles

Pillows	Sleeping Bags	Mattresses
Rugs	Carpet	Cushions
Foam Furniture	Foam Mats	
Vinyl Shower Curtains		

Purses/Belts/Accessories

List of Acceptable Items:

Purses	Handbags
Backpacks	Duffel or Tote bags
Belts	Scarves
Hats	

Soft Toys

List of Acceptable Items:

Stuffed Animals	Plush Toys
-----------------	------------

List of Unacceptable Items:

Hard Plastics Toys	Wooden Toys
Dolls	

Paired Shoes – need to be collected separately via SWALCO’s Reuse-A-Shoe program

Please direct people to your community Reuse-A-Shoe program or contact SWALCO for information on this separate program to collect shoes/footwear. If you do not participate in Reuse-A-Shoe, please direct residents to a Reuse-A-Shoe drop-off site nearest you. There are numerous year-round sites around the region. Visit Swalco.org for a complete list.

List of Acceptable Items:

Paired Shoes – All sizes, types and brands of footwear, with exceptions below

List of Unacceptable Footwear Items:

Ice Skates, Rollerblades and Winter Boots

Always Unacceptable Items

Pillows and Cushions
Rugs and Carpeting
Mattresses
Nylons
Fabric Scraps
Large Luggage
Wet Items; Odorous or Moldy Items
Dishes & Kitchen Supplies
Tools, Lamps, Furniture & Appliances
Blinds
Wood
Paper, including Wrapping Paper
Office Supplies
Games, Puzzles and Hard Toys
Books, Figurines
Car Seats & Strollers
Electronics
Figurines
Children’s Items toys (other than stuffed animals/plush toys), car seats, strollers, etc.
Glass, Metal and Plastic Items

Assessor Monthly Report

- We are reviewing and updating all property data and completing inspections as well as continuing with ongoing projects.
- It's time to review your exemptions and renew any that are required. Such as the Veterans and Senior Freeze exemptions. Feel free to call our office and we will make appointments to assist those that need help or do not have online access.
- The Senior Citizen Tax Deferral Program may defer part or all your property taxes on your personal residence if you qualify. The deferral is like a loan against the property's fair market value. Applications will be accepted through March 1st. For more details, reach out to the LC Treasurer's office. (Holly Kim)

Zion Township Updates – 1/16/23

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

- Zion Township will be closed for the Staff Retreat held on Friday, January 26th at Zion Township.
- The office was closed January 15th for Martin Luther King Day.
- Approve SWALCO Agreement for a Textile Bin behind Zion Township Garage.
- CEJA Grant Update
- The Decennial Report has been filed with the Lake County Board.
- Discussion in regards to Zion Township establishing a Zion Township Arts and Beautification Commission.
- Lauterbach & Amen, accounting assistance and TimeWorksPlus approve accounting agreement

ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- Zion Township is now a SHIP (Senior Health Insurance Program) Site! For those who need direction on their medicare benefits, call to make an appointment.
- The next Zion Quarterly was mailed out at the beginning of January, 2024. For items to be included for future magazines, email ZBQuarterly@gmail.com.
- We are planning for the 2024 Resource Day Expo on Wednesday, April 17, 2024.
- JR Zion-Benton Leadership Academy applications are available at ZBLA.info.
- Plans are also under way for the 2024 Summer Work Program.
- The Queen Bees of Zion Red Hat Society spent January 11 shopping in downtown Zion, in a focus group at the ZB Library, eating lunch at ZoGo's, being taught by 4th graders at West Elementary the power of mindfulness and at Deck of Flavors for an ice cream cap for the day. To join the Red Hatters, women over the age of 50 that live or work or have lived or worked in the ZB community should contact Zion Township.

Monthly Report

December 2023

Programs & Services

Community

- Incoming Calls: 639
 - 2022: 512
 - 2021: 552
- Notary: 7
- Medical Equipment Pantry: 2
- Passports: 11
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 2
- Senior Birthday Cards: 83

Financial Counseling Certificates: 2

Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 10

Benefit Access Online Applications Processing: 6

Initial Screenings Total: 43

Resource Referrals

- Resource Appointments: 45
- Total People Referred: 74
- Total Referrals Made: 144

Zion Township Direct Referrals: 74

Referrals to Partner Agencies

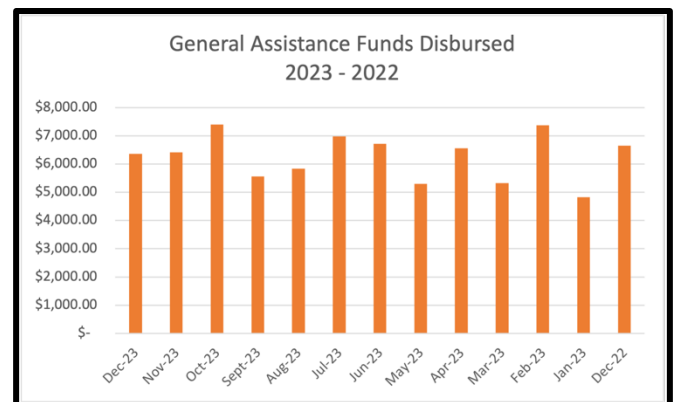
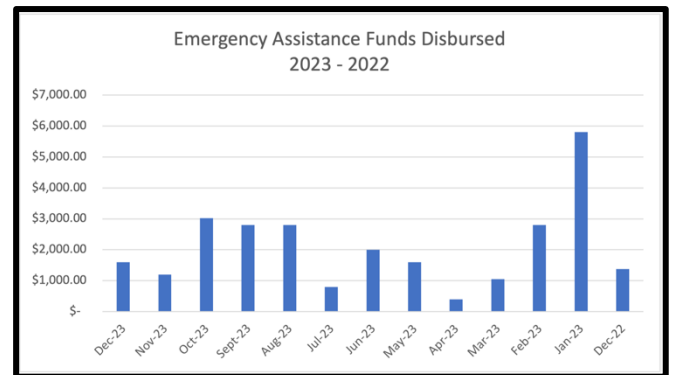
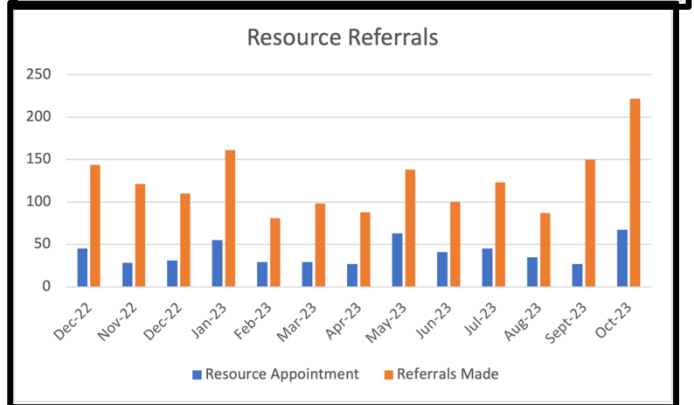
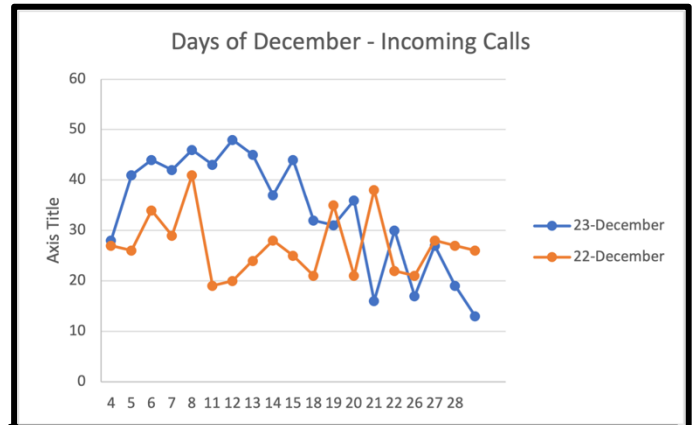
- Community Action Partnership of Lake County: 40
- Community Partners for Affordable Housing: 1
- Lake County Job Center: 1
- Love INC: 3
- Mother's Trust: 8
 - Applications submitted: 3
 - Applications approved: 2/\$2,000
- Prairie State Legal: 2
- Rebuilding Together: 1
- Salvation Army: 13
 - Applications submitted: 4
 - Applications approved: 4/\$3,600

Case Manager Appointments: 71

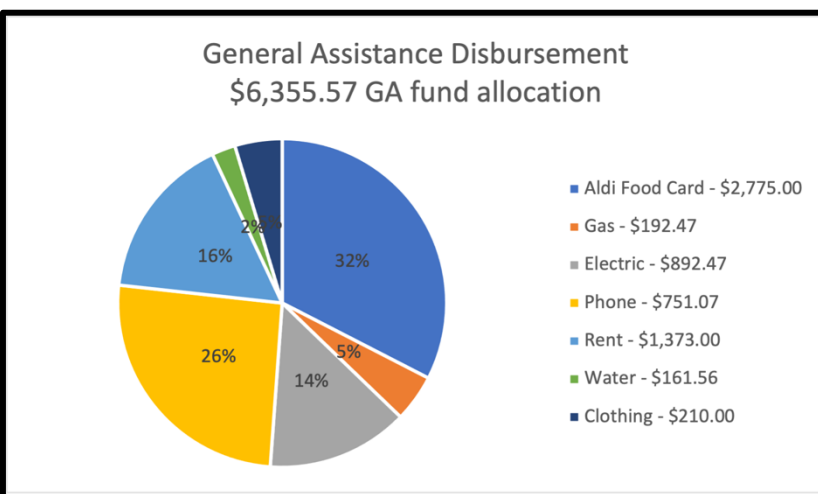
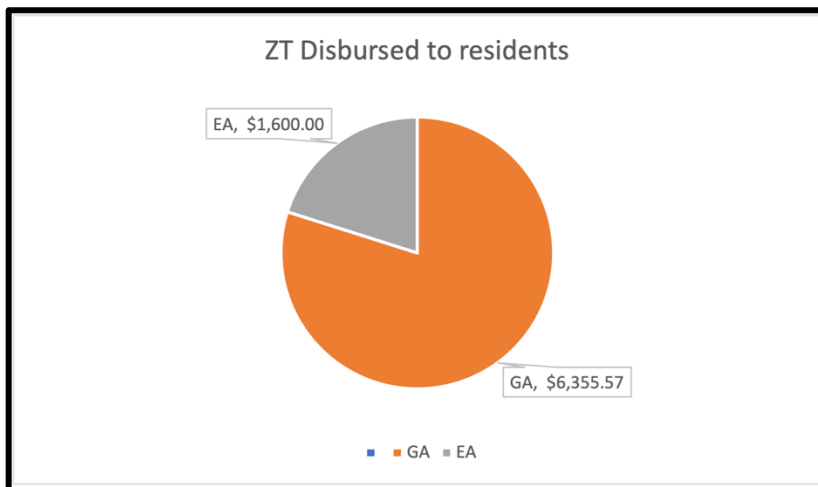
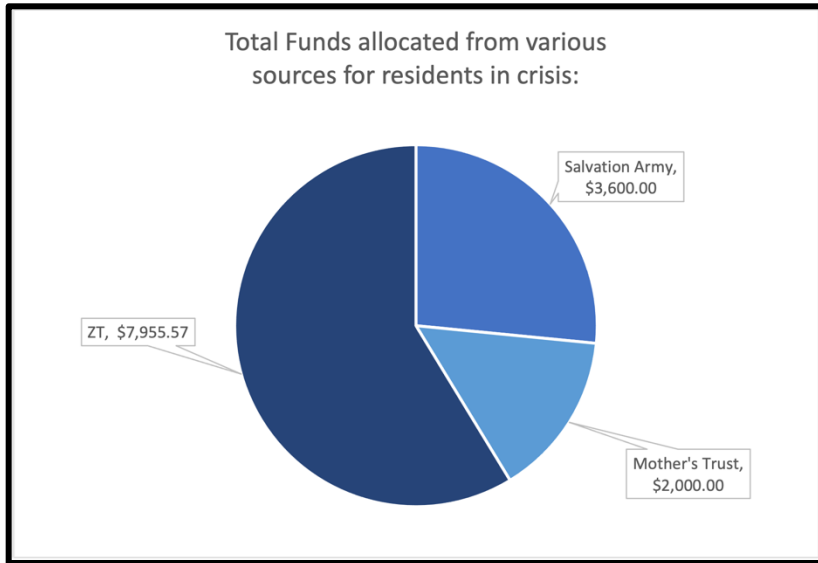
(Sum of Resource, GA, and EA)

LIHEAP/

- Applications submitted: 40
- Total funds accessed for Zion: Report not yet available



Assistance Programs



General Assistance

- Appointments: 22
- Application issued: 5
- Submitted Applications: 1
- New Recipients: 1
- Denials: 0
- **Flat Grant Approvals: 22/\$6,3355.57**
 - Transportation: 7
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Evaluations: 0
 - Counseling: 0
 - Record Expungement: 0
- Completions (terminations): 2
 - Employed: 0
 - SSI Approved: 0
 - Relocation: 1
 - Other: 1
- Suspended: 1

Emergency Assistance

- Appointments: 4
- Total People: 4
- **Approved Applications: 4/\$1,600**
 - Housing: 3
 - Utilities: 1
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 0
- EA Pending Applications: 0

Disaster Relief

- **Applications submitted: 0**
- Applications approved: 0/\$0

Emergency Transportation Assistance

- Gas Vouchers: 1
- Bus Pass:
- Train/Other: 0
- Total Funds Spent: \$60

Submitted by: ZT Staff

Township Supervisor: _____

Christy Neal