

# Zion Township

**“We lead. We empower. We advocate. We connect residents to resources, services and solutions.”**

## *Agenda*

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD MARCH 17, 2020 AT 6:15 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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1. Call to order
2. Roll call
3. Pledge of Allegiance to the Flag
4. Agenda Changes
5. Approval of Minutes of a Regular Meeting held on February 18, 2020 at 6:15 p.m.
6. Citizen Comments
7. Authorize bills for payment

Assessor’s Office	\$ 14,312.28	
Community Support	\$ 29.38	
Youth Services	\$ 0.00	
Senior Services	\$ 1,202.14	
Operating Expenses	\$ 30,156.69	
Township Fund Total Expenses		\$ 45,700.70
<u>General Assistance Fund</u>		
Public Support	\$ 5,193.49	
Operating Expenses	\$ 11,901.85	
General Assistance Fund Total Expenses		\$ 17,095.34

FICA Total Expenses \$ 2,570.46

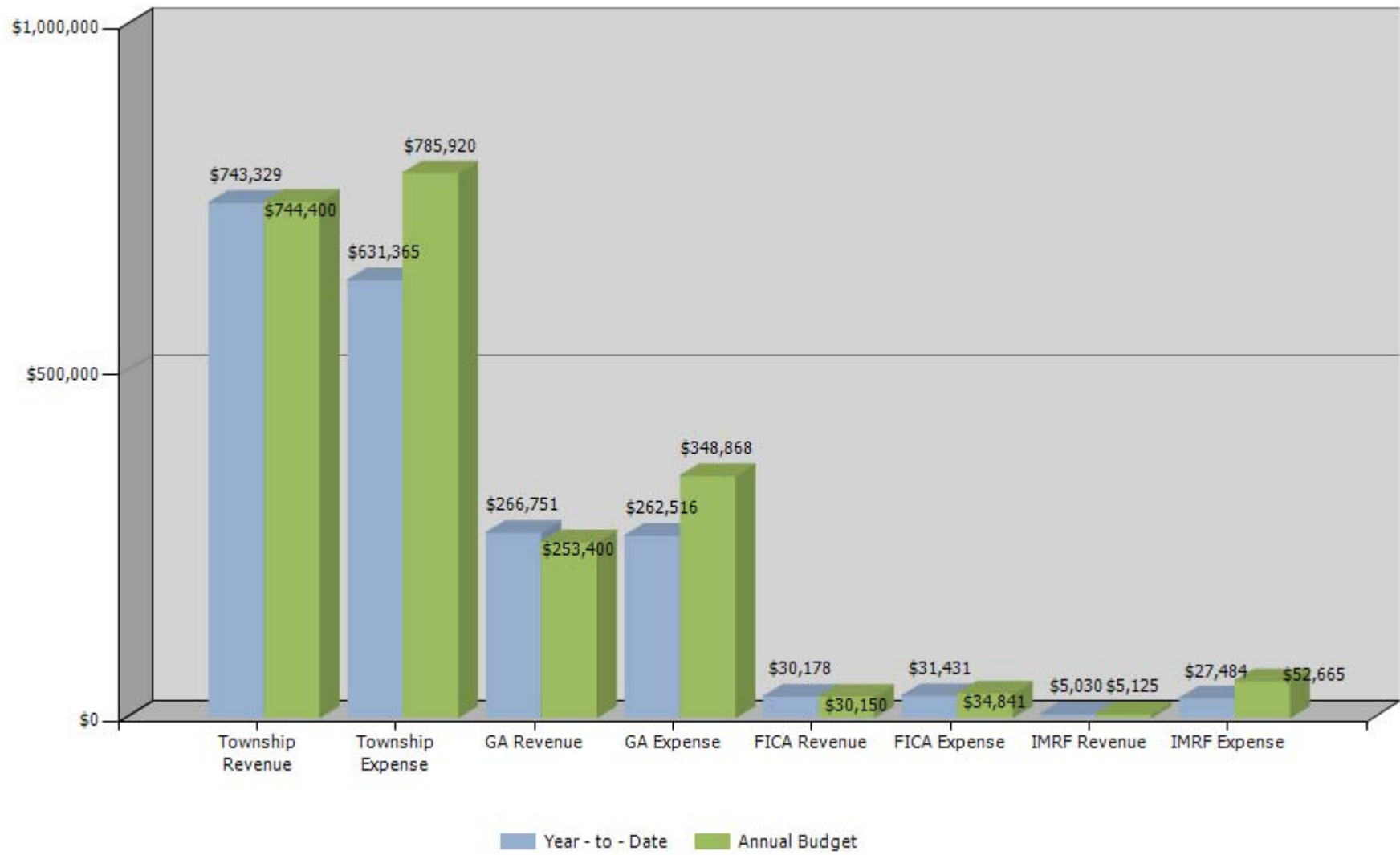
IMRF Total Expenses \$ 3,138.74

**TOTAL BILLS: \$ 68,505.24**

8. Receive & Place on File: 2019 Zion Township Annual Report per Chairman Neal
9. Consider approval of the 2020 Annual Town Meeting agenda per Chairman Neal
10. Discussion regarding Budget for Fiscal Year 2020/21 (May 1, 2020 – April 30, 2021)

11. Assessor's Report
12. Supervisor's Report/Announcements
13. Adjourn

**Zion Township  
Revenue & Expense  
Actual vs. Budget  
For the 10 Months Ended February 29, 2020**



**Zion Township  
Income Statement  
Summary Actual vs. Budget  
As of February 29, 2020**

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Remaining Budget</u>
<b><u>Township Fund</u></b>					
<b>Revenues</b>	\$ 3,923.32	\$ 743,329.17	\$ 744,400.00	\$ 1,070.83	0.14%
<b><u>Operating Expenses</u></b>					
Personnel	22,421.70	249,904.41	301,798.00	51,893.59	17.19%
Contractual Services	5,887.76	65,377.32	100,419.00	35,041.68	34.90%
Other Operating Expenses	1,847.44	29,293.75	39,760.00	10,466.25	26.32%
Capital Outlay	0.00	49,785.00	52,708.00	2,923.00	5.55%
<b>Total Operating Expenses</b>	<u>30,156.90</u>	<u>394,360.48</u>	<u>494,685.00</u>	<u>100,324.52</u>	<u>20.28%</u>
<b>Community Support</b>	29.38	13,548.69	14,750.00	1,201.31	8.14%
<b><u>Youth Services:</u></b>					
Summer Work Program	0.00	47,289.72	53,330.00	6,040.28	11.33%
<b>Total Youth Services</b>	<u>0.00</u>	<u>47,289.72</u>	<u>53,330.00</u>	<u>6,040.28</u>	<u>11.33%</u>
<b><u>Senior Services:</u></b>					
Senior Meals	48.30	3,227.49	3,300.00	72.51	2.20%
Senior Transportation	1,090.84	12,184.84	16,000.00	3,815.16	23.84%
Senior Support	63.00	1,065.45	5,650.00	4,584.55	81.14%
<b>Total Senior Services</b>	<u>1,202.14</u>	<u>16,477.78</u>	<u>24,950.00</u>	<u>8,472.22</u>	<u>33.96%</u>
<b><u>Assessor's Office:</u></b>					
Personnel	12,762.89	141,115.18	166,860.00	25,744.82	15.43%
Contractual Services	369.39	8,732.19	15,060.00	6,327.81	42.02%
Other Operating Expenses	1,180.00	9,840.94	16,285.00	6,444.06	39.57%
<b>Total Assessor's Office</b>	<u>14,312.28</u>	<u>159,688.31</u>	<u>198,205.00</u>	<u>38,516.69</u>	<u>19.43%</u>
<b>Total Expenses</b>	<u>45,700.70</u>	<u>631,364.98</u>	<u>785,920.00</u>	<u>154,555.02</u>	<u>19.67%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (41,777.38)</u>	<u>\$ 111,964.19</u>	<u>\$ (41,520.00)</u>	<u>\$ (153,484.19)</u>	
<b><u>General Assistance Fund</u></b>					
<b>Revenues</b>	\$ 743.60	\$ 266,750.78	\$ 253,400.00	\$ (13,350.78)	-5.27%
<b><u>Expenses</u></b>					
Personnel	9,839.53	144,442.68	193,008.00	48,565.32	25.16%
Contractual Services	1,402.86	22,493.94	27,066.00	4,572.06	16.89%
Other Operating Expenses	659.46	11,903.93	17,514.00	5,610.07	32.03%
Public Support	5,193.49	83,675.02	111,280.00	27,604.98	24.81%
<b>Total Expenses</b>	<u>17,095.34</u>	<u>262,515.57</u>	<u>348,868.00</u>	<u>86,352.43</u>	<u>24.75%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (16,351.74)</u>	<u>\$ 4,235.21</u>	<u>\$ (95,468.00)</u>	<u>\$ (99,703.21)</u>	
<b><u>FICA Fund</u></b>					
<b>Revenues</b>	\$ 89.23	\$ 30,178.29	\$ 30,150.00	\$ (28.29)	-0.09%
<b>Expenses</b>	<u>2,570.46</u>	<u>31,431.45</u>	<u>34,841.00</u>	<u>3,409.55</u>	<u>9.79%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,481.23)</u>	<u>\$ (1,253.16)</u>	<u>\$ (4,691.00)</u>	<u>\$ (3,437.84)</u>	
<b><u>IMRF Fund</u></b>					
<b>Revenues</b>	\$ 14.87	\$ 5,029.71	\$ 5,125.00	\$ 95.29	1.86%
<b>Expenses</b>	<u>3,138.74</u>	<u>27,484.38</u>	<u>52,665.00</u>	<u>25,180.62</u>	<u>47.81%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (3,123.87)</u>	<u>\$ (22,454.67)</u>	<u>\$ (47,540.00)</u>	<u>\$ (25,085.33)</u>	

# Monthly Report

February 2020

## Programs & Services

- **Community**
  - Incoming Calls: 314
  - Walk-In Clients: 175
  - Notary: 0
  - Medical Equipment Pantry: 0
  - Passports: 6
  - Voter Registration: 1
- **Senior**
  - Senior Half-Fare Taxi Tickets: 10
  - Senior Birthday Cards: 55
- **Youth**
  - Summer Work Program (June/July):

## Referrals & Other Agency Application Processing

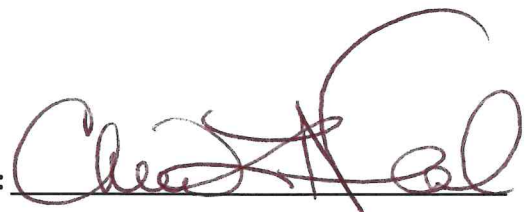
- **RTA Free or Reduced Ride Program Processing: 5**
- **Benefit Access Online Applications Processing: 14**
- **Initial Screenings Total: 28**
- **Resource Referrals**
  - Resource Appointments: 28
  - Total People Referred: 48
  - Total Referrals Made: 84
- **Zion Township Directly Assisted: 45**
- **Referrals to Partner Agencies**
  - Affordable Housing of Lake County: 7
  - Community Action of Lake County: 22
  - DHS: 3
  - Lake County Job Center: 1
  - Love INC: 6
  - PADS: 3
- **LIHEAP Application Processing (July & Sept. – May)**
  - Applicants: 21
  - Applications Completed: 21
  - Total Funds Accessed for Zion: January: \$17,984
    - February funds are not yet available

## Assistance Programs

- **Case Manager Appointments: 56**  
(Sum of Resource, G.A. and EA)
- **General Assistance**
  - Appointments: 27
  - Application Pick-ups: 3
  - Submitted Applications: 6
  - New Recipients: 5
  - Denials: 1
  - Flat Grant Approvals: 17/\$5,817.22
    - Transportation: 16
    - Prescriptions: 0
    - GED: 0
    - Substance Abuse: 0
      - Drug Testing: 0
      - Counseling: 0
      - Evaluations: 0
    - Record Expungement: 0
  - Completions (terminations): 0
    - Employed: 0
    - SSI Approved: 0
    - Relocation: 0
    - Other: 1
  - Suspended: 1
- **Emergency Assistance**
  - Appointments: 1
  - Total People: 1
  - Approved Applications: 0/\$0
    - Housing: 0
    - Utilities: 0
    - Work Related: 0
    - Substance Abuse Counseling: 0
  - EA Denials: 2 (one was pending from Jan.)
  - EA Incomplete Applications: 0
- **Financial Counseling Certificates: 5**
- **Emergency Transportation Assistance**
  - Gas Vouchers: 0
  - 1-Day Bus Pass: 2
  - Train/Other: 0
  - Total Funds Spent: \$8.00

Submitted by: ZT Staff

Township Supervisor:



# Zion Township Updates – 3/17/20

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

**Vision:** We make Zion better.

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

## ZION TOWNSHIP UPDATES

- Monthly Report Attached.
- LIHEAP (Low Income Home Energy Assistance Program) enrollment for all lower income residents (1-person \$1561 per month) each Tuesday from 1-3pm. Walk-ins encouraged!
- The Job Center of Lake County's Summer Work Program application intake runs until March 31. Visit [www.lakecountyjobcenter.com](http://www.lakecountyjobcenter.com) to apply.
- Congratulations to Jr ZBLA graduates: Adam Shanuir, Anthony Angeloff, Emily Brockway, James Servin, Jecilyn Romero, Olivia Hebert, Rayna Van Horn, Reiana Baker and Yesenia Sanchez
- Let's make Zion the Zinnia Capital! Visit [ZinniasforZion.com](http://ZinniasforZion.com) for opportunities to get involved!!! Thank you True Leaf Market, Baker Creek Heirloom Seed Co, Joyful Butterfly, Applewood Seed Company, American Meadows, Select Seeds, Pan American Seed Co and Ball Horticulture for donating seeds! Local businesses/agencies purchased 211 flats of Zinnias from Anton's Greenhouse... equaling 7,596 plants to kick off the season!  
**Mark your calendar for May 30<sup>th</sup> for a Community Planting Day!**

**How to Start a Business** will be presented at Zion Township on **Thursday, April 23<sup>rd</sup>** by the Illinois Small Business Development and International Trade Center from 7-8pm.

## COMMUNITY – KEY RESOURCES

- ❖ SHIP – Senior Health Insurance Program is now at Zion Township every second Tuesday of the month from 1:00 – 4:00 pm. Call 847-740-6710 to schedule an appointment.
- ❖ Abiding Love Food Pantry: Each Wednesday from 10am til 1pm at Christian Assembly of God Church, 2929 Bethel Blvd, Zion (Closed 5<sup>th</sup> Wednesdays).
- ❖ Zion Township assists with the application process for Passports, provide Notary service, faxing, voter registration, as well as processing Benefit Access and RTA passes.
- ❖ FREE counseling services are now being provided at Zion Township thanks to Princesses and Ladies, Inc and Cynthia Lincke. Contact Cynthia at 224-639-3295 or [info@princessesandladies.org](mailto:info@princessesandladies.org) for more information.
- ❖ FREE ESL Classes each Tuesday and Thursday from 8:30-11:30am at Zion Township. Registration is now closed. Classes will open up again in the fall.

## BOARD SPECIFIC ISSUES

- Zion Township will be closed Friday, April 10<sup>th</sup> for Good Friday and Wednesday, April 15<sup>th</sup> until 12:30pm for Senior Resource Day. ALL board members are invited to attend.
- Discuss next steps for filling Assessor position: posting position.
- Discussion around budget for 2020-21.
- Annual Report draft shared.

## VISION 2020 - ZION TOGETHER UPDATES

- Zion's Vision 2020 is off to an incredible start! The ZT Team has created a *Zion Resource Guide to Achieving Your 2020 Vision* and a Podcast called *Better Together*. Find this and more at [ZionTogether.com](http://ZionTogether.com) under Vision 2020!
  - We have 23 participants (13 english and 9 spanish) in the Parenting Classes provided by Family Resource Center of Zion in collaboration with Grace Missionary Church, Meadowridge Church, North Point Church Funeral Ministry, The Giving Point Volunteers, Christ Community Church Crossway ABF, Christian Assembly of God, United Methodist Church, and Christian Faith Fellowship Church. Check out the podcast!
  - The inaugural Spanish as a Second Language program led by Rebecca Langley filled up fast and has been a HUGE success. Future classes are being discussed, as well as a monthly Conversation Café and Bi-Lingual Summer Book Club.
  - The Home-Ownership Taskforce has created a map and list of resources to assist residents and is in the process of putting in place a strategic programming plan to encourage renters to purchase homes in Zion. Check out the podcast!
  - **How to Start a Business** will be presented at Zion Township on **Thursday, April 23<sup>rd</sup>** by the Illinois Small Business Development and International Trade Center from 7-8pm.
  - Become a Zion Together Love Thy Neighborhood! For info check out [ZionTogether.com](http://ZionTogether.com) or stop by Zion Township for information and a packet TODAY to be a champion for YOUR