

Agenda

REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, NOVEMBER 16, 2021 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

* * * * *

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 October 19, 2021 at 6:00 p.m.
6. Special Presentation – Dennis Burke – United Way 211
7. Citizen Comments
8. Authorize bills for payment

Township Fund

Assessor’s Office	\$15,606.82	
Community Support	\$4,643.59	
Youth Services	\$0	
Senior Services	\$4,003.83	
Operating Expenses	\$30,608.78	
Township Fund Total Expenses		\$54,863.02

General Assistance Fund

Public Support	\$76,850.83	
Operating Expenses	\$21,708.04	\$98,558.87
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,723.23

IMRF Total Expenses \$3,604.70

TOTAL Bills: \$159,749.82

9. Consider adding Juneteenth as an observed holiday to the Township Calendar
10. Discussion regarding the Levy for tax year 2021
11. Assessor's Report
12. Supervisor's Report/Announcements
13. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, OCTOBER 19, 2021 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

Chairman Neal called the meeting to order.

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

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

AGENDA CHANGES

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

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

MINUTES

It was moved by Trustee Holmes, seconded by Trustee Fischer that the minutes of a Regular Meeting held on September 21, 2021 at 6:00 p.m. be approved as presented with all members having received printed copies prior to the meeting. The vote on roll call was: Trustees Frierson, aye; Fischer, aye; Holmes, aye; McDowell, aye and Chairman Neal, aye. Motion carried.

BILLS

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

Township Fund

Assessor’s Office	\$10,632.75	
Community Support	\$3,478.59	
Youth Services	\$102.31	
Senior Services	\$2,817.53	
Operating Expenses	\$29,880.55	
	Township Fund Total	\$46,911.73
Expenses		

General Assistance Fund

Public Support	\$109,492.40	
Operating Expenses	\$15,173.14	\$124,665.54
	General Assistance Fund Total	
Expenses		

FICA Total Expenses \$2,706.06

IMRF Total Expenses \$3,600.79

TOTAL Bills: \$177,884.12

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

**RECEIVE & PLACE ON FILE/ZION TOWNSHIP
ANNUAL TREASURER'S REPORT 2020/2021**

Chairman Neal presented the Treasurer's Report for fiscal year ending April 30, 2021.

It was moved by Trustee Fischer, seconded by Trustee Holmes to receive and place on file the Zion Township Annual Treasurer's Report for fiscal year ending April 30, 2021. The vote on roll call was: Trustees Frierson, aye; Fischer, aye; Holmes, aye; McDowell, aye and Chairman Neal, aye. Motion carried.

ASSESSOR'S REPORT

- We have completed our hearings process. Final total was 223 hearings.
- We are concentrating on new sales, permit work and updating database information.

SUPERVISOR'S REPORT/ANNOUNCEMENTS

Chairman Neal provided the following information:

- Monthly Report, September, 2021
- We had 72 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 3 applications were submitted and approved, 4 applications were submitted through Salvation Army and approved, 3 families were approved for Emergency Assistance, 2 families were approved for Disaster Relief and we have 17 current General Assistance participants. We are currently processing 19 FERA grant applications and submitted 16 FERA applications last month totaling \$84,191.31.
- The Salvation Army Extension new fiscal year started October 1, 2021. In the previous year, we were granted \$6,000 and were able to assist 19 families. This year, due to our commitment, completion of applications and diligence, we have been granted \$10,000. The \$10,000 will assist residents with rent, utilities or mortgage payment assistance. Eligible clients may be able to get up to \$600.
- The Zion Township team has been inundated with calls to assist with water bills and are 2-3 weeks out for appointments. Working with City staff has been a very positive experience and the team appreciates the partnership.
- Zion Township staff visited all senior resident buildings in Zion including Zion Senior Cottages, Carmel House, Shiloh Towers and Bethesda Village and assisted 58 residents in completing the LIHEAP (Low Income Home Energy Assistance Program) applications.
- The Coalition for Healthy Communities Zion-Benton Leadership Academy Class of 2021 Graduation will take place on Saturday, November 6, 2021 with Chanice Lohman, Felicia Lewis, Netya Perez, Harriett Holley, Ramla Walker Hakeem, Sylvia Stewart, Barbara Price, Maggie Roche, Sabrina Agee, Jessica Clinton, Jim Lee, and Antrinita Holley as the 2021 Graduating Class. This brings the total of ZBLA graduates to 94 since its creation in 2012.
- The next Zion Quarterly will be coming out in January of 2022. Email ZBQuarterly@gmail.com to include any community events in the calendar.
- The Queen Bees of Zion Red Hat Society visited Galena, IL and Dubuque, IA in September and will be visiting Shipshewana, IN in November. Any seniors wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today!
- Elf Network has kicked off! Residents will be identified based on need as well as contact through EA and FERA programs. For any residents in need, call Zion Township at 847-872-2811.

- We are currently working on the Levy for 2022-23 to be discussed at the November, 2021 board meeting.

Township Meeting October 19, 2021

- The Township Officials of Illinois yearly conference will be held on November 15-17th on Zoom this year. If any board members would like to register, contact Sandra at Sandra@ZionTownship.org.
- Dennis Burke from United Way will be attending the November, 2021 Township Board meeting to provide a presentation on 211.

Commissioner Holmes asked for an update on the Food Truck event at the Park District. Chairman Neal shared some of the projects they have been working on.

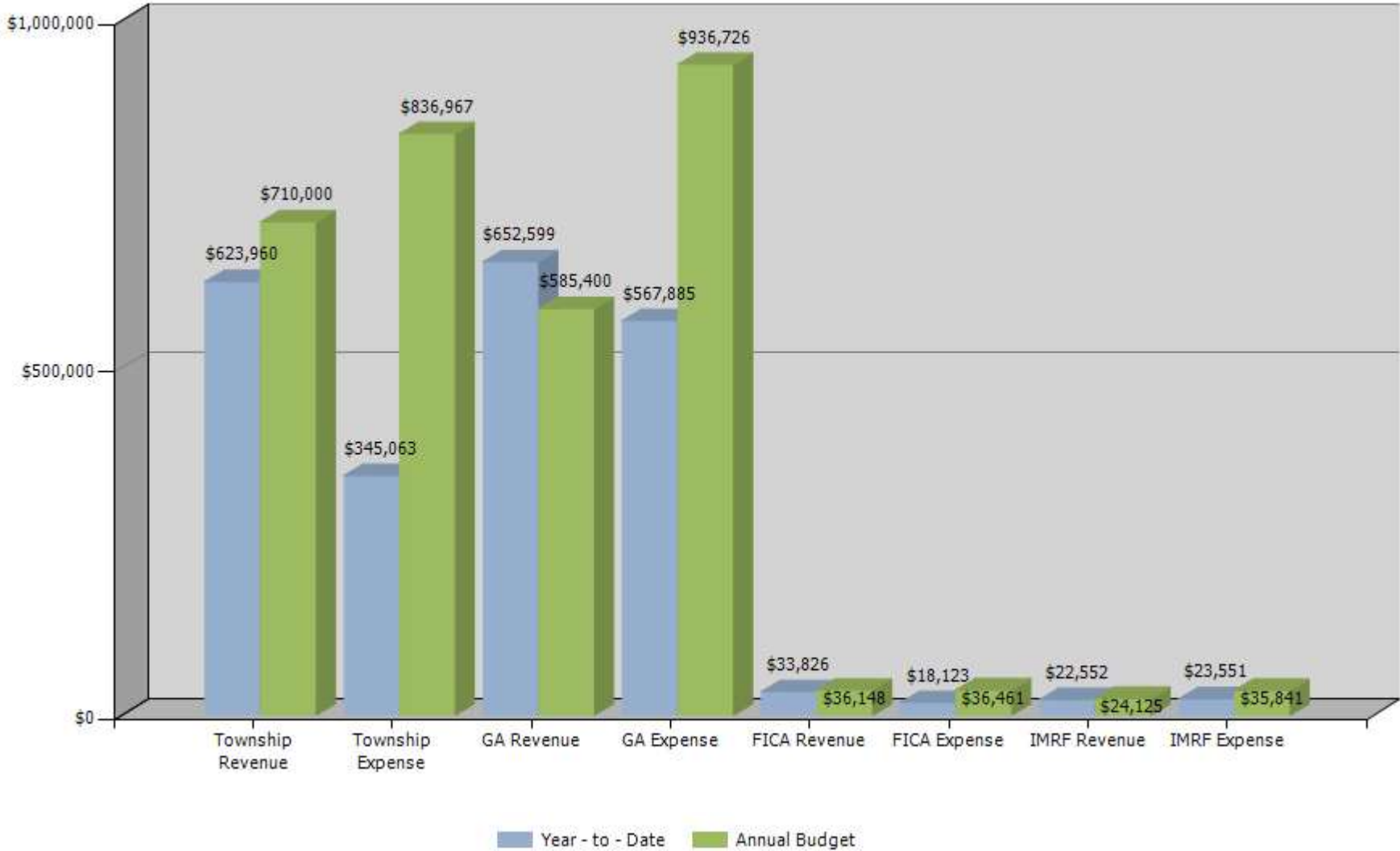
- A new project for Fall by putting up cornstalks around town
- Putting music back on in the downtown
- Evaluation of the benches on Sheridan Road
- Having a food truck the same night as Trail of Treats in the Park District parking lot from 4:00 p.m.- 6:30 p.m.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee Fischer, seconded by Trustee Holmes and unanimously approved the meeting be adjourned at 6:17 p.m. Motion carried.

Township Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 6 Months Ended October 31, 2021**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of October 31, 2021**

	<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	\$ 83,028.64	\$ 623,959.81	\$ 710,000.00	\$ 86,040.19	12.12%
<u>Operating Expenses</u>					
Personnel	27,422.52	152,510.63	316,400.19	163,889.56	51.80%
Contractual Services	2,238.87	39,709.05	97,155.00	57,445.95	59.13%
Other Operating Expenses	947.39	18,169.10	42,958.00	24,788.90	57.70%
Capital Outlay	0.00	5,788.75	57,708.00	51,919.25	89.97%
Total Operating Expenses	<u>30,608.78</u>	<u>216,177.53</u>	<u>514,221.19</u>	<u>298,043.66</u>	<u>57.96%</u>
Community Support	4,643.59	22,394.79	26,000.00	3,605.21	13.87%
<u>Youth Services:</u>					
Summer Work Program	0.00	5,187.26	27,240.00	22,052.74	80.96%
Total Youth Services	<u>0.00</u>	<u>5,187.26</u>	<u>27,240.00</u>	<u>22,052.74</u>	<u>80.96%</u>
<u>Senior Services:</u>					
Senior Meals	0.00	3,034.68	3,300.00	265.32	8.04%
Senior Transportation	802.84	7,319.20	17,500.00	10,180.80	58.18%
Senior Support	3,200.99	5,428.07	5,750.00	321.93	5.60%
Total Senior Services	<u>4,003.83</u>	<u>15,781.95</u>	<u>26,550.00</u>	<u>10,768.05</u>	<u>40.56%</u>
<u>Assessor's Office:</u>					
Personnel	13,173.75	73,987.75	184,500.00	110,512.25	59.90%
Contractual Services	1,134.37	6,050.57	39,241.00	33,190.43	84.58%
Other Operating Expenses	1,298.70	5,483.60	19,215.00	13,731.40	71.46%
Total Assessor's Office	<u>15,606.82</u>	<u>85,521.92</u>	<u>242,956.00</u>	<u>157,434.08</u>	<u>64.80%</u>
Total Expenses	<u>54,863.02</u>	<u>345,063.45</u>	<u>836,967.19</u>	<u>491,903.74</u>	<u>58.77%</u>
Excess Revenues less Expenses	<u>\$ 28,165.62</u>	<u>\$ 278,896.36</u>	<u>\$ (126,967.19)</u>	<u>\$ (405,863.55)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 272,265.82	\$ 652,598.95	\$ 585,400.00	\$ (67,198.95)	-11.48%
<u>Expenses</u>					
Personnel	19,774.24	92,129.11	213,160.43	121,031.32	56.78%
Contractual Services	1,308.42	18,258.13	27,201.00	8,942.87	32.88%
Other Operating Expenses	625.38	9,399.76	21,414.50	12,014.74	56.11%
Public Support	76,850.83	448,097.94	674,950.00	226,852.06	33.61%
Total Expenses	<u>98,558.87</u>	<u>567,884.94</u>	<u>936,725.93</u>	<u>368,840.99</u>	<u>39.38%</u>
Excess Revenues less Expenses	<u>\$ 173,706.95</u>	<u>\$ 84,714.01</u>	<u>\$ (351,325.93)</u>	<u>\$ (436,039.94)</u>	
<u>FICA Fund</u>					
Revenues	\$ 4,925.71	\$ 33,825.70	\$ 36,147.90	\$ 2,322.20	6.42%
Expenses	<u>2,723.23</u>	<u>18,122.95</u>	<u>36,460.90</u>	<u>18,337.95</u>	<u>50.29%</u>
Excess Revenues less Expenses	<u>\$ 2,202.48</u>	<u>\$ 15,702.75</u>	<u>\$ (313.00)</u>	<u>\$ (16,015.75)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 3,284.00	\$ 22,551.79	\$ 24,125.00	\$ 1,573.21	6.52%
Expenses	<u>3,604.70</u>	<u>23,550.97</u>	<u>35,841.00</u>	<u>12,290.03</u>	<u>34.29%</u>
Excess Revenues less Expenses	<u>\$ (320.70)</u>	<u>\$ (999.18)</u>	<u>\$ (11,716.00)</u>	<u>\$ (10,716.82)</u>	

Zion Township

Updates – 11/16/21

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*

BOARD SPECIFIC ISSUES

- Dennis Burke from United Way presentation on 211.
- Submitting the Levy for 2022-23 for approval.
- The Township Officials of Illinois yearly conference will be held on November 15-17th on Zoom this year. If any board members would like to register, contact Sandra at Sandra@ZionTownship.org.
- Disaster Relief funds have been depleted and the fund will be slightly over for this budget year.
- FERA applications will be received by Zion Township until November 23, 2021, although the program will continue through other agencies until September, 2022.
- Zion Township will have minimal staffing through 1/1/22 due to vacations. The office will be closed the following days for holidays and staff retreat: 11/25-26, 12/23-24, 12/30-31/21, 1/17 and 1/19/22

ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- We had 68 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother's Trust Foundation 3 applications were submitted and 1 was approved, 6 families were approved for Emergency Assistance, 13 families were approved for Disaster Relief, 9 applications were submitted to Salvation Army and 8 were approved, and we have 13 current General Assistance participants. We are currently processing 20 FERA grant applications and submitted 14 FERA applications last month totaling \$67,919.94.
- Celebrating the Coalition for Healthy Communities Zion-Benton Leadership Academy Class of 2021 with Chanice Lohman, Felicia Lewis, Netya Perez, Harriett Holley, Ramla Walker Hakeem, Sylvia Stewart, Barbara Price, Maggie Roche, Sabrina Agee, Jessica Clinton, Jim Lee, and Antrinita Holley as the 2021 Graduating Class. This brings the total of ZBLA graduates to 94 since its creation in 2012.
- The next Zion Quarterly will be coming out in January of 2022. Email ZBQuarterly@gmail.com to include any community events in the calendar.
- The Queen Bees of Zion Red Hat Society visited Shipshewana, IN on November 11-12, 2021. Any seniors wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today!
- Elf Network has kicked off! Residents will be identified based on need as well as contact through EA and FERA programs. For any residents in need, call Zion Township at 847-872-2811.
- Although weather was dismal, the Trail of Treats event was a huge success with 500 youth served.
- Zion Township participated in the ZBTHS Resource Fair on 11/16/21. Kudos to Ramla Hakeem-Walker on her coordination of the event, as well as the Veteran's Recognition event.
- Tickets are available for the Zion Historical Society's Santa Ball at 6pm on December 4th. Tickets are available at Shiloh House. \$25 or call 847-746-2427.

Monthly Report

October 2021

Programs & Services

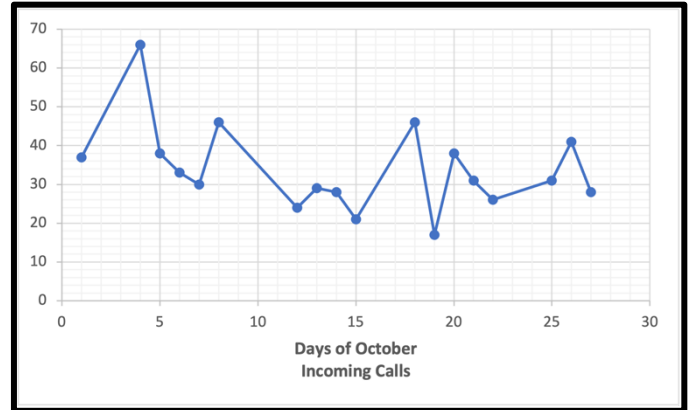
Community

- **Incoming Calls: 679**
- Notary: 4
- Medical Equipment Pantry: 0
- Passports: 8
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 2
- Senior Birthday Cards: 88

Financial Counseling Certificates: 16



Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 4

Benefit Access Online Applications Processing: 7

Initial Screenings Total: 68

Resource Referrals

- **Resource Appointments: 381**
- **Total People Referred: 120**
- **Total Referrals Made: 222**

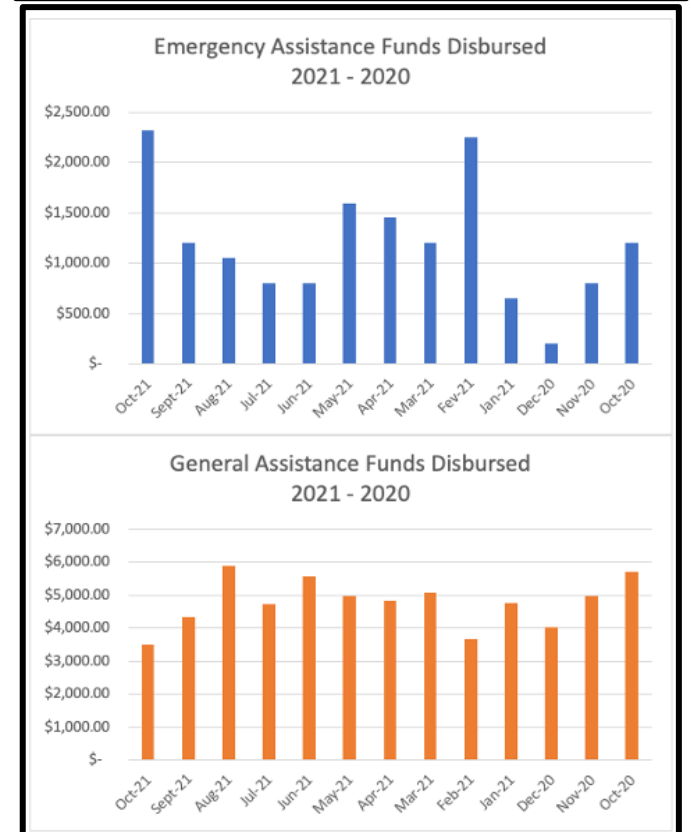
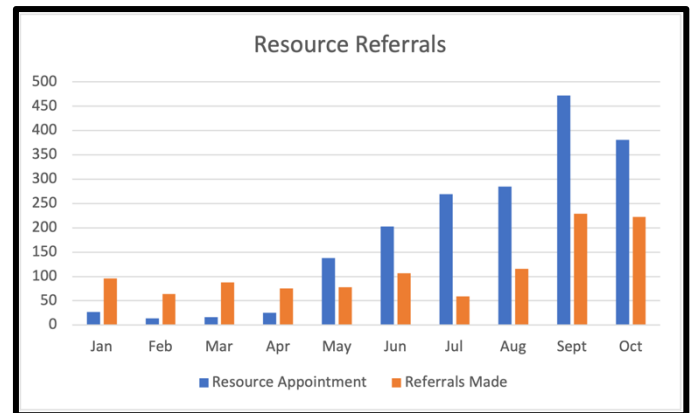
Zion Township Directly Assisted: 102

Referrals to Partner Agencies

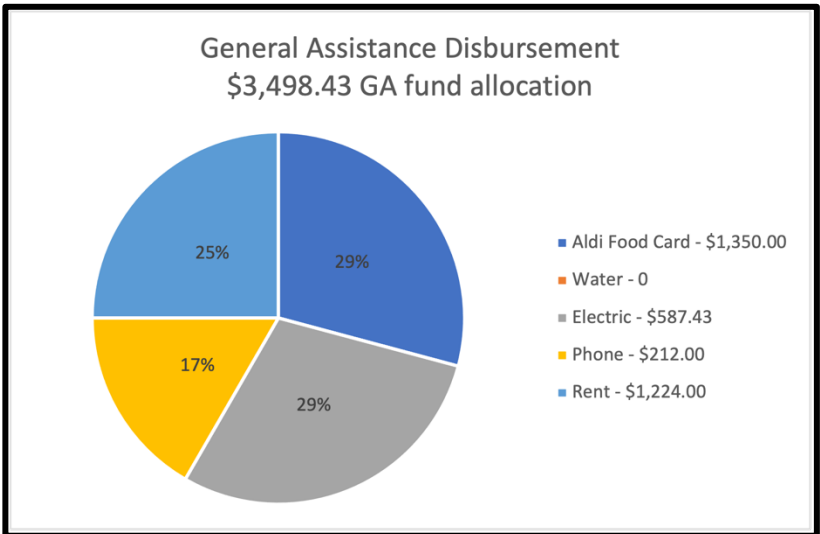
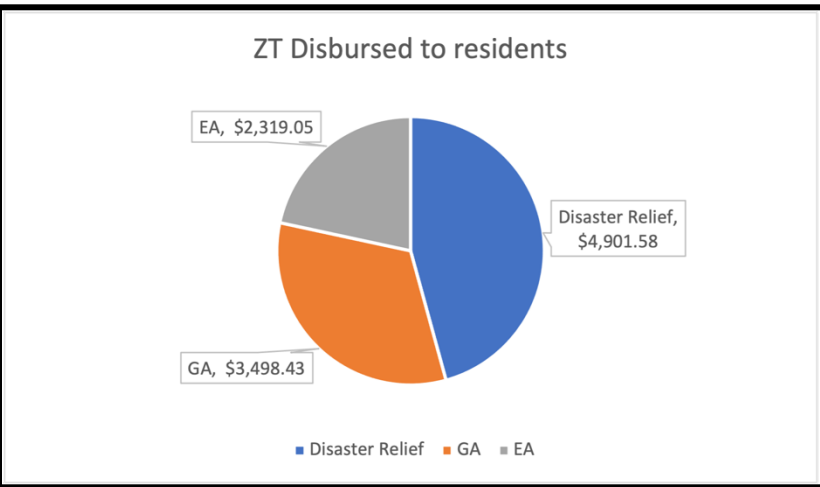
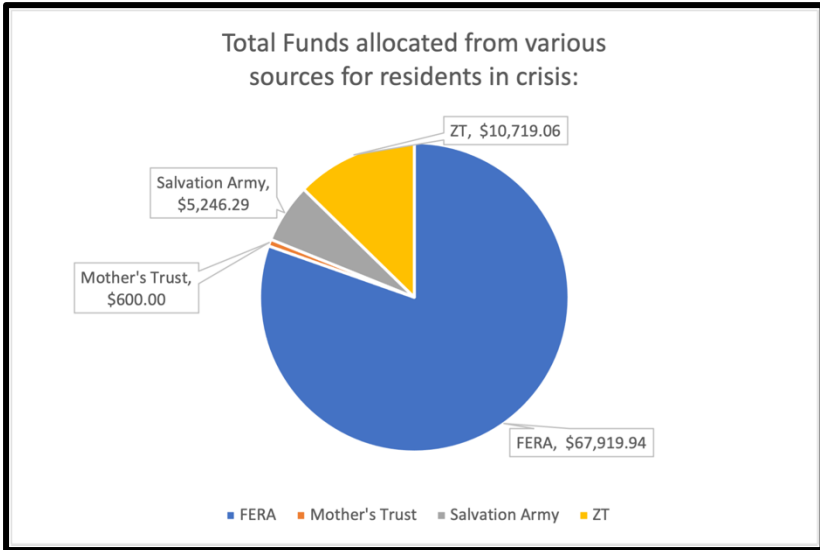
- Benton Township: 1
- Catholic Charities: 1
- Community Action Partnership: 39
- Community Partners for Affordable Housing: 18
- DHS: 2
- FERA: 28
 - **Applications approved: 14/\$67,919.94**
 - **Funds remaining: \$107,985.94**
- Keeping Families Covered: 1
- Lake County Center for Independent Living: 1
- Lake County Housing Authority: 1
- Love INC: 3
- Mother's Trust: 5
 - Applications submitted: 3
 - **Applications approved: 1/\$600.00**
- PADS: 2
- Prairie State Legal: 1
- Salvation Army: 12
 - Applications submitted: 9
 - **Applications approved: 8/\$5,246.29**
- Smart Residences, LLC: 1
- Zion-Benton Public Library: 1
- Zion City Hall: 1

Case Manager Appointments: 408

(Sum of Resource, GA, and EA)



Assistance Programs



General Assistance

- Appointments: 19
- Application issued: 5
- Submitted Applications: 1
- New Recipients: 1
- Denials: 0
- **Flat Grant Approvals: 12/\$3,498.43**
 - Transportation: 5
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations): 6
 - Employed: 1
 - SSI Approved: 1
 - Relocation: 0
 - Other: 4
- Suspended: 0

Emergency Assistance

- Appointments: 8
- Total People: 6
- **Approved Applications: 6/\$2,319.05**
 - Housing: 0
 - Utilities: 6
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 1
- EA Incomplete Applications: 0

Disaster Relief Approvals:

- **Applications submitted: 3**
- Applications approved: 2/\$800

Emergency Transportation Assistance

- Gas Vouchers: 1
- 1-Day Bus Pass: 2
- Train/Other: 0
- Total Funds Spent: \$30.00

Submitted by: ZT Staff

Township Supervisor:

Christy Neal