

# *Agenda*

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, JUNE 15, 2021 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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1. Call to order
2. Roll call
3. Pledge of Allegiance to the Flag
4. Agenda Changes
5. Approval of Minutes of a Public Hearing held May 18, 2021 at 6:00 p.m.; a Regular Meeting held on May 18, 2021 at 6:15 p.m.
6. Citizen Comments
7. Authorize bills for payment

**Township Fund**

Assessor’s Office	\$13,516.40	
Community Support	\$1,586.77	
Youth Services	\$47.16	
Senior Services	\$1,933.64	
Operating Expenses	\$31,655.59	
<b>Township Fund Total Expenses</b>		<b>\$48,739.56</b>

**General Assistance Fund**

Public Support	\$29,406.85	
Operating Expenses	\$17,335.33	\$46,742.18
<b>General Assistance Fund Total Expenses</b>		

**FICA Total Expenses** \$2,716.17

**IMRF Total Expenses** \$3,581.32

**TOTAL Bills:** \$101,779.23

8. Approval of the updated Employee Handbook
9. Discussion on refunding our 2007 debt certificates for a lower rate and approval of the placement agreement with Raymond James and Assoc. Inc. per our accountant Nathan Gaskill of Lauterbach and Amen, LLP.
10. Discussion and approval of perimeters regarding ZBTHS agreement for co-sponsoring events
11. Consider approval of proposal from Flannery Fire Protection
12. Consider approval of co-sponsoring Black Lives Matter Lake County event
13. Consider approval of co-sponsoring the Coalition for Peace and Justice event
14. Assessor's Report
15. Supervisor's Report/Announcements
16. Adjourn

**MINUTES OF A PUBLIC HEARING OF THE TOWN OF ZION HELD TUESDAY, MAY 18, 2021, AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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Town Clerk Spooner called the Public Hearing to order.

The Town Clerk declared nominations in order for the position of Moderator of the Public Hearing. It was moved by Elector/Trustee Jacqueline Holmes, seconded by Elector/Trustee Christopher Fischer and unanimously approved that William Bremner serve as Moderator of the Public Hearing. Mr. Bremner was sworn in as Moderator.

**BUDGET/FISCAL YEAR MAY 1, 2021 – APRIL 30, 2022**

Supervisor Neal presented the Fiscal Year May 1, 2021 through April 30, 2022 Township Supervisor’s budget, a copy of which is appended to these minutes. She stated that total expenses were \$836,967 in the Township Fund, \$706,726 in the General Assistance Fund, \$36,461 in the Social Security (FICA) Fund, and \$35,841 in the IMRF Fund, totaling \$1,615,995. Supervisor Neal stated the budget has increased due to the \$285,000 FERA Grant.

Assessor Davis presented the Fiscal Year May 1, 2021 through April 30, 2022 Township Assessor’s budget in the amount of \$242,956, a copy of which is appended to these minutes.

It was moved by Elector/Trustee Christopher Fischer, seconded by Elector/Trustee Jacqueline Holmes and unanimously approved to refer the Budget for the Fiscal Year beginning May 1, 2021 and ending April 30, 2022 to the Town Board of Trustees for discussion at their regular meeting scheduled for Tuesday, May 18, 2021, at 6:15 P.M. Upon voice vote, all answered aye. Motion carried.

**ADJOURN**

It was moved by Elector/Trustee Jacqueline Holmes, seconded by Elector/Trustee Richard Frierson and unanimously approved the Public Hearing be adjourned at 6:06 P.M. Motion carried.

  
Town Clerk

**MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, MAY 18, 2021 AT 6:15 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 McDowell, Fischer, Holmes, Frierson, and Chairman Neal. Assessor Davis was also present.

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

**AGENDA CHANGES**

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

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

**MINUTES**

It was moved by Trustee Frierson, seconded by Trustee Holmes that the minutes of a Regular Meeting held on April 20, 2021 at 6:00 p.m. be approved with all members having received printed copies prior to the meeting with the following change:

- Amend page 3, first paragraph, second sentence, by omitting the word “the” from the sentence: “She would like to see ~~the~~ funds eventually extend to homeowners.”

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

**CITIZEN COMMENTS**

Mr. William Bremner, Zion, stated he would like to discuss the Board’s agenda item for support of the Black Lives Matter (BLM) movement. He would like exercise his first amendment right to peacefully petition the Board to deny any support for BLM. His reasons being; it is in their charter to try and destroy the United States of America; a country that he defended for 20 years; 3 years of honorable service in the United States Marine Corp. and 16 years in retirement of the United States Navel Reserve He believes the BLM movement is destructive, riotous, destroys personal property and does not follow first amendment procedures. He stated the County representative was charged with trespass in Kenosha WI last year sometime. He asked that the Board turn down any request from the BLM movement.

**BILLS**

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

**Township Fund**

Assessor’s Office	\$18,756.79	
Community Support	\$918.28	
Youth Services	\$0	
Senior Services	\$737.84	
Operating Expenses	\$32,264.94	
	<b>Township Fund Total</b>	<b>\$52,677.85</b>
<b>Expenses</b>		

**General Assistance Fund**

Public Support	\$4,066.82	
Operating Expenses	\$22,694.93	\$26,761.75

**General Assistance Fund Total**

**Expenses**

**FICA Total Expenses** \$2,678.25

**IMRF Total Expenses** \$3,547.51

**TOTAL Bills:** \$85,665.36

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

**BUDGET/FISCAL YEAR MAY 1, 2021 THROUGH APRIL 30, 2022**

Chairman Neal asked for discussion regarding the budget presented. Trustee Fischer asked if there was a reason Education expenses for the Business Manager is shown as a line item. Chairman Neal stated each employee receives \$2,000 a year for a degree program. The Business Manager comes out of the Town Fund and the other employees come out of the General Assistance Fund. Chairman Neal noted that the Assessor’s budget was included in the body of the total budget.

It was moved by Trustee Holmes, seconded by Trustee Fischer to approve the Zion Township Budget for the Fiscal Year May 1, 2021 through April 30, 2022. The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Chairman Neal, aye. Motion carried.

**EMPLOYEE HANDBOOK UPDATES**

Chairman Neal stated the proposed changes to the employee handbook were previously forwarded to the Trustees for review. Michelle Buttera, an employee of the Assessor’s Office wanted to voice her opinion on the proposed changes to the employee handbook. She stated that she emailed the Trustees her thoughts prior to the meeting. She does not believe the vacation changes are fair. She noted the large gaps in years and weeks. According to the new vacation schedule someone with 14 years of service will only receive one more week than someone who has been on the job for only 1 year. She presented a copy of the City policy which she stated seems fairer. She asked what reasoning was behind the restructure of vacation. Chairman Neal stated vacation was previously broken out into four groups and they wanted to break it down into three groups for tracking purposes. They were not thinking about fairness of someone being at the Township for one year vs five years. They were thinking about employees needing a break because the whole point of vacation is to get a recharge. They were also thinking about the benefit of being able to get two weeks, three weeks then four weeks as an added benefit instead of going by work days. Ms. Buttera stated that the Assessor’s office used to structure their vacation the similar to the City’s. Assessor Davis stated they were not looking at the fact that the gap was so big but rather at condensing down years and trying to make it uniform across the board. As far as adding extra days she doesn’t believe she has given it much thought as it was just brought to her attention. Ms. Buttera stated she told Assessor Davis that she was upset about the change. She suggested that she be grandfathered in because she already has the extra week and now it is being taken away. She will now have to wait until

her 15<sup>th</sup> year to get an extra week. Assessor Davis stated they also had the conversation about the need to change

Zion Township 5/18/21

the benefits as a whole. When looking at the overall benefits, compared to most companies, employees are getting a good package. The focus was not to tear anyone down or take anything away from employees or hurt them in any way. She and Supervisor Neal had a focus of getting everyone in the Township on the same page. They were making changes to the entire handbook not to just vacation benefits. Ms. Buttera asked if the decision was final. She asked if the Board had voted on the changes or would they consider amending the vacation structure. Chairman Neal stated this was the first time she has seen Ms. Buttera's email with her requests. Trustee Frierson asked Ms. Butera if she has been with the Township for 14 years. Ms. Butera stated she just reached her 10 years in December of 2020 and received her fourth week and now in the new year she was informed it will be taken away. Trustee Holmes stated that is the risk that is taken when you are trying to streamline something of this nature. Chairman Neal stated she has one employee that is affected by the change and will also lose a week. It was hard for her as well and she understands that. The reason that the two employees would be grandfathered in for a year was to give them that grace period. In speaking with the attorney, he did not believe they should give the employees five weeks. He has never heard of a government agency giving their employees five weeks of vacation. She stated in taking into consideration some of the other benefits that were in jeopardy of being taken away, the Board agreed to keep them. She asked the Trustees for their thoughts on the changes. Trustee Frierson stated at first glance he does not have any issues doing the ramp up between the subsequent years. Trustee McDowell asked if they were under any pressure to approve the changes tonight. Chairman Neal stated they are not.. Trustee Fischer stated in comparing the City policy, it caps out at 13 years and 20 days. In years 10, 11 and 12 one day is added each year and then at 13 years they will get two additional days. He spoke with Administrator Knabel earlier regarding the City's policy and he thinks it is odd that City's policy has been set up that way. He stated there are some other things that he has been looking at and he would like to recommend tabling the item to the next meeting in order to look at it in a little more detail. He stated they need a little more clarity for long-term employees. If they are giving up a benefit that was given to them at the time of hire and now they are taking the benefit away they need to look at some kind of compensation for doing so. Chairman Neal stated she spoke with the attorney and if they decide to do that, it will set a precedence. He feels it would be better to just change the policy by giving the one year grace period and hold to it. Trustee Frierson asked if they grandfathered in the buyback. Chairman Neal stated the consensus at the meeting was that they would be keeping the buyback at the end of the year. Trustee McDowell stated he would also like to table this item. Chairman Neal asked if there were any other items that needed to be addressed prior to the approval. Trustee Fischer feels it would be a good idea for the Trustees to go over the changes one more time in detail and come up with any questions or concerns before the next meeting.

It was moved by Trustee Fischer, seconded by Trustee McDowell to table the approval of the changes to the Employee Handbook. The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Chairman Neal, aye. Motion carried.

### **DISCUSSION/CO-SPONSOR/BLACK LIVES MATTER EVENT**

Chairman Neal stated an email was received from Clyde McLemore requesting that the Township sponsor the Annual Black Lives Matter Awards Fundraiser Dinner on November 7, 2021. Mr. McLemore stated the birth of the Lake County Chapter of Black Lives Matter was in Zion in 2015. Black Lives Matter was recently nominated for a Nobel Peace Prize. Mr. McLemore shared some of the accomplishments of Black Lives Matter. He stated they have some phenomenal members in the North

Shore and they want to recognize them. They recognize them by having a Black Tie Dinner. He stated they also get young people to attend so they can dress up. He would like to keep the event in Zion. Black

Zion Township 5/18/21

Lives Matter now has an office and computer lab in Zion. Trustee Frierson asked Mr. McLemore why they moved the event from the hotel. Mr. McLemore stated they have an average of 200 people that attend the event and the tables were getting tight. The Auditorium has more space for social distancing. He stated the hotel is under new management and did not contact anyone there. He went to a leadership breakfast at the Auditorium and came up with the idea to host the dinner there. He stated the event has sold out for the past four years. Chairman Neal stated Black Lives Matter has provided food boxes to the Township. They have also provided PPE for the community and have partnered on doing the resource referral sheet. She explained the reasoning for the request. The high school has a rule, if an organization partners with a taxing body they do not have to pay the \$1,000 fee to use the auditorium. She stated there will be another group that will be approaching the Township for sponsorship. She would like put together some guidelines for partnering. Trustee McDowell asked Mr. McLemore if he had approached the high school to partner with them instead of this taxing body. Mr. McLemore stated the Township is the place he used to do all his arguing with and decided this is the place to make amends. Chairman Neal stated asking the high school is not an option as they are asking people to approach other taxing bodies to partner with. Trustee McDowell stated if it is a high school facility he believes they should be the ones making the decision to partner with the organizations. Trustee Frierson stated he was unsure if they have a policy that has been completely drafted and executed consistently over the years but it is something that is trying to be established. If you are not a taxing body it's not that you can't use the facility but will start to incur costs to man/woman the events and for using the high school equipment. If it aligns with the mission of the Township it is not in conflict and he does not see an issue with the approving it. He asked Mr. McLemore if he was under a specific timeline. Mr. McLemore stated they will need to start soon. He feels it would be great to say Zion Township and Black Lives Matter are partnering together and it will show that they are trying to come together. Trustee Frierson stated they should come back with a policy that dictates how the Township will engage. This way they will have a way of covering themselves moving forward if another organization comes through with a request. He suggested tabling the item until the next meeting and come back with a policy.

It was moved by Trustee Frierson, seconded by Trustee McDowell to table the approval of co-sponsoring the Black Lives Matter event. The vote on roll call was: Trustees McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Chairman Neal, aye. Motion carried.

### **ASSESSOR'S REPORT**

- We are starting the new fiscal year by planning to turn our books in to the county within the next 30 days.
- We assisted with the Senior Resource Day event in collaboration with the Zion and Benton Township offices to hand out bags and supplies.
- We have been concentrating on our marketing efforts and started our first phase of updating the website so that it will be more precise and informative. It will be linked to the Zion Township site. We are also on Facebook (Zion Township Assessor). Look out for our Property Tax Tips periodically for a better understanding of the tax process.
- Recorder of Deeds office reported, watch out for Deed Scams. If you have any questions, please check out their website for the video or contact their office at 847-377-2575.
- Bills are out and the first installment is due June 7<sup>th</sup>.

**SUPERVISOR'S REPORT**

- Monthly Report Attached
- We had 50 screenings completed with residents referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 3 applications were submitted and approved, 4 families were approved for Emergency Assistance and we have 17 current General Assistance participants. We are currently processing 20 FERA grant applications.
- Zion Township will be accepting FERA grant applications moving forward. Local resident Jacqui Franclemont joined the team as a contracted employee with all costs covered by the grant on April 30, 2021.
- Zinnia and Milkweed seeds have been packaged for distribution by our Queen Bees of Zion Reel Hat Society. FREE Milkweed and Zinnia seeds can be picked up at Zion restaurants, thanks to the Zinnias for Zion Committee. Zinnia seed donations are from PanAmerican Seed Company, Joyful Butterfly, True Leaf Market and Applewood Seed Company. Planting will begin the last weekend in May for the 3<sup>rd</sup> Annual Color Zion with Zinnias' Initiative.
- The Summer Work Program will kick off July 6, 2021 in cooperation with the Job Center of Lake County and the Zion Park District.
- The Senior Resource Day was a huge success with over 250 resource goodie bags distributed to area seniors.
- The summer issue of the Zion Quarterly will be mailed 6/1.
- Queen Bees of Zion Red Hat Society has officially re-launched with a Red Hat Birthday Lunch on April 26. Trips will begin in June.
- Special thanks to Zion Teachers for Teacher Appreciation Week!
- The Supervisor and Trustees have been officially sworn in.
- Zion Township is open to walk-in. The team is back in FULL swing with everyone back full-time.

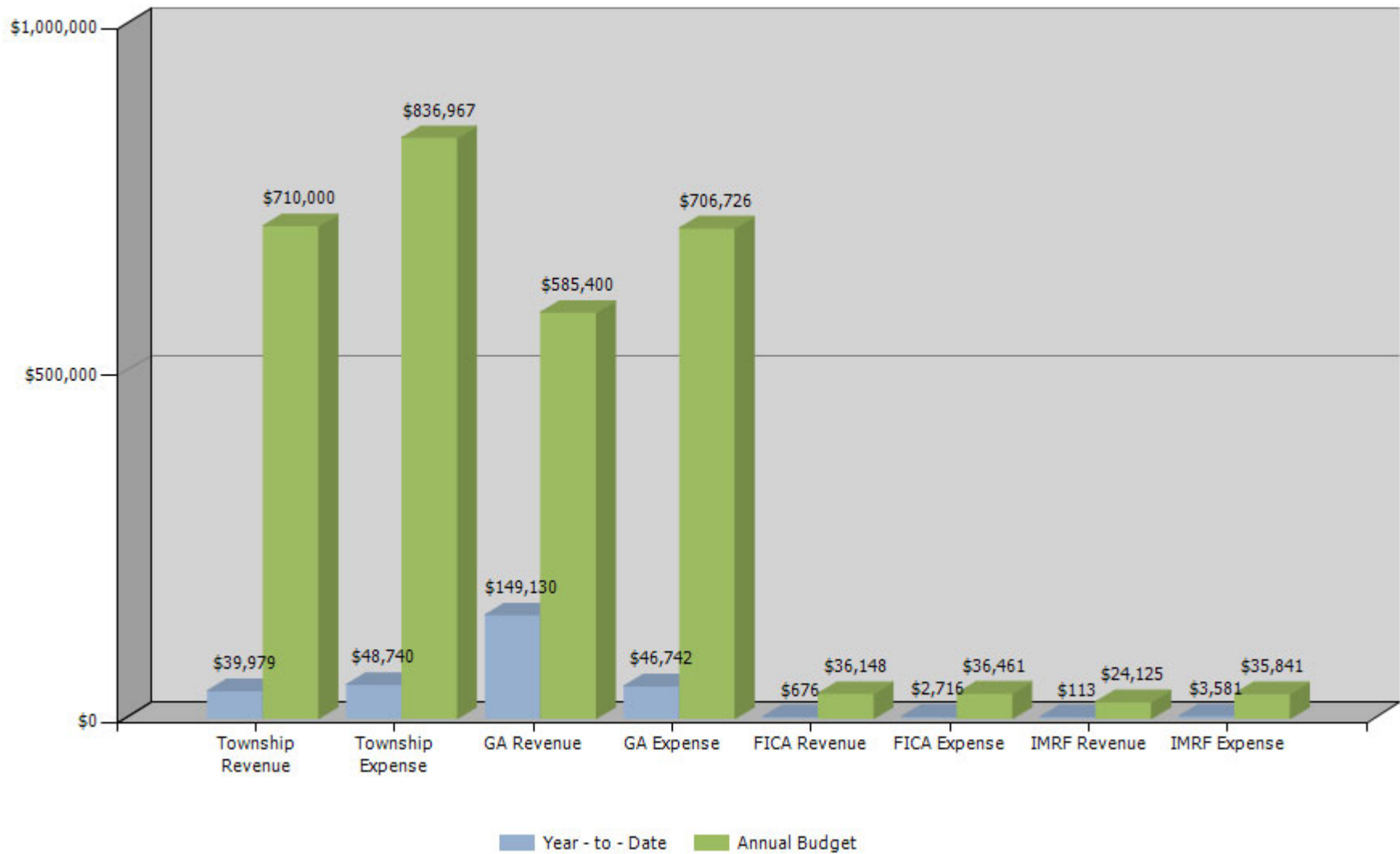
**ADJOURN**

There being no further business to come before the Board at this time, it was moved by Trustee McDowell, seconded by Trustee Holmes, and unanimously approved the meeting be adjourned at 6:55 p.m. Motion carried.

  
Town Clerk



**Zion Township  
Revenue & Expense  
Actual vs. Budget  
For the 1 Month Ended May 31, 2021**



**Zion Township  
Income Statement  
Summary Actual vs. Budget  
As of May 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>
<b><u>Township Fund</u></b>					
<b>Revenues</b>	\$ 39,978.90	\$ 39,978.90	\$ 710,000.00	\$ 670,021.10	94.37%
<b><u>Operating Expenses</u></b>					
Personnel	24,105.03	24,105.03	316,400.19	292,295.16	92.38%
Contractual Services	4,457.94	4,457.94	97,155.00	92,697.06	95.41%
Other Operating Expenses	3,092.62	3,092.62	42,958.00	39,865.38	92.80%
Capital Outlay	0.00	0.00	57,708.00	57,708.00	100.00%
<b>Total Operating Expenses</b>	<u>31,655.59</u>	<u>31,655.59</u>	<u>514,221.19</u>	<u>482,565.60</u>	<u>93.84%</u>
<b>Community Support</b>	1,586.77	1,586.77	26,000.00	24,413.23	93.90%
<b><u>Youth Services:</u></b>					
Summer Work Program	47.16	47.16	27,240.00	27,192.84	99.83%
<b>Total Youth Services</b>	<u>47.16</u>	<u>47.16</u>	<u>27,240.00</u>	<u>27,192.84</u>	<u>99.83%</u>
<b><u>Senior Services:</u></b>					
Senior Meals	0.00	0.00	3,300.00	3,300.00	100.00%
Senior Transportation	1,245.34	1,245.34	17,500.00	16,254.66	92.88%
Senior Support	688.30	688.30	5,750.00	5,061.70	88.03%
<b>Total Senior Services</b>	<u>1,933.64</u>	<u>1,933.64</u>	<u>26,550.00</u>	<u>24,616.36</u>	<u>92.72%</u>
<b><u>Assessor's Office:</u></b>					
Personnel	11,564.52	11,564.52	184,500.00	172,935.48	93.73%
Contractual Services	400.23	400.23	39,241.00	38,840.77	98.98%
Other Operating Expenses	1,551.65	1,551.65	19,215.00	17,663.35	91.92%
<b>Total Assessor's Office</b>	<u>13,516.40</u>	<u>13,516.40</u>	<u>242,956.00</u>	<u>229,439.60</u>	<u>94.44%</u>
<b>Total Expenses</b>	<u>48,739.56</u>	<u>48,739.56</u>	<u>836,967.19</u>	<u>788,227.63</u>	<u>94.18%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (8,760.66)</u>	<u>\$ (8,760.66)</u>	<u>\$ (126,967.19)</u>	<u>\$ (118,206.53)</u>	
<b><u>General Assistance Fund</u></b>					
<b>Revenues</b>	\$ 149,130.11	\$ 149,130.11	\$ 585,400.00	\$ 436,269.89	74.53%
<b><u>Expenses</u></b>					
Personnel	14,302.26	14,302.26	213,160.43	198,858.17	93.29%
Contractual Services	1,377.46	1,377.46	27,201.00	25,823.54	94.94%
Other Operating Expenses	1,655.61	1,655.61	21,414.50	19,758.89	92.27%
Public Support	29,406.85	29,406.85	444,950.00	415,543.15	93.39%
<b>Total Expenses</b>	<u>46,742.18</u>	<u>46,742.18</u>	<u>706,725.93</u>	<u>659,983.75</u>	<u>93.39%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 102,387.93</u>	<u>\$ 102,387.93</u>	<u>\$ (121,325.93)</u>	<u>\$ (223,713.86)</u>	
<b><u>FICA Fund</u></b>					
<b>Revenues</b>	\$ 675.62	\$ 675.62	\$ 36,147.90	\$ 35,472.28	98.13%
<b>Expenses</b>	<u>2,716.17</u>	<u>2,716.17</u>	<u>36,460.90</u>	<u>33,744.73</u>	<u>92.55%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,040.55)</u>	<u>\$ (2,040.55)</u>	<u>\$ (313.00)</u>	<u>\$ 1,727.55</u>	
<b><u>IMRF Fund</u></b>					
<b>Revenues</b>	\$ 112.60	\$ 112.60	\$ 24,125.00	\$ 24,012.40	99.53%
<b>Expenses</b>	<u>3,581.32</u>	<u>3,581.32</u>	<u>35,841.00</u>	<u>32,259.68</u>	<u>90.01%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (3,468.72)</u>	<u>\$ (3,468.72)</u>	<u>\$ (11,716.00)</u>	<u>\$ (8,247.28)</u>	

# Zion Township

## Updates – 6/15/21

*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*

### ZION TOWNSHIP UPDATES

- Updated format Monthly Report Attached.
- We had 50 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 families were approved for Emergency Assistance, 7 families were approved for Disaster Relief and we have 19 current General Assistance participants. We are currently processing 23 FERA grant applications and submitted 3 FERA applications last month totaling \$14,675.
- Zion Township is officially on-line accepting FERA applications.
- The Summer Work Program will kick off July 6, 2021 in cooperation with the Job Center of Lake County and the Zion Park District. 20 youth have been hired with a parent orientation that took place on June 5, 2021. We have one opening for a Mentor from July 6 through August 6, 2021. Contact [Adriana@ZionTownship.org](mailto:Adriana@ZionTownship.org).
- The summer issue of the Zion Quarterly has been mailed 6/1. 12,200 copies were printed, 11,134 mailed and 1066 are being picked up by partners for distribution.
- The Queen Bees of Zion Red Hat Society has officially re-launched, visiting the Chicago Botanical Garden on Thursday, June 10<sup>th</sup>.
- A packet has been mailed out to all local government leaders to educate them on Zion Township's services, including the Annual Report, Senior Resource Guide, resources sheets and advocate information, the Zion Quarterly, the more.
- Over 3,000 packets of Zinnia and Milkweed seeds have been distributed thanks to local restaurants, packaged by our Queen Bees of Zion Red Hat Society and Carter Shogren. Zinnia seed donations were from PanAmerican Seed Company, Joyful Butterfly, True Leaf Market and Applewood Seed Company. All seeds should be planted by now, with watering the key component to successfully "Color Zion with Zinnias"!
- Zion Together Days is being planned for August 5-7<sup>th</sup>, with the Concert in the Park, Movie in the Park and Monarch Mania. More information to come!

### BOARD SPECIFIC ISSUES

- Approval of the updated Employee Handbook.
- Discussion on refunding our 2007 debt certificates for a lower rate and approval of the placement agreement with Raymond James and Assoc Inc. per our accountant Nathan Gaskill of Lauterbach and Amen, LLP.
- Discussion and approval of perimeters regarding ZBTHS agreement for co-sponsoring events.
- Consider approval of co-sponsoring Black Lives Matter Lake County event.
- Consider approval of co-sponsoring the Coalition for Peace and Justice event.

### COVID 19 – KEY RESOURCES

- ❖ Covid-19 Vaccines for those over 65 at CTCA – call 847-746-4013.
- ❖ FREE Covid-19 Testing – Daily from 8am – 5pm at the corner of 27<sup>th</sup> St and Emmaus Ave.
- ❖ Anyone needing financial assistance due to Covid-19, sign up for the Financial Capabilities Class through Community Partners for Affordable Housing at: <http://www.cpahousing.org/class-registration/> as it is a prerequisite for receiving assistance.
- ❖ Abiding Love Food Pantry: Each Wednesday from 10am til 1pm at Christian Assembly of God Church, 2929 Bethel Blvd, Zion.
- ❖ North Point Church Food Pantry: Each Monday from 1:30-6pm at 900 N Lewis Ave., Winthrop Harbor.
- ❖ Lake County Complaint Line for Landlord and Business Issues: 847-377-8130.
- ❖ Mental Health Help:
  - ❖ Lake County Crisis Line Open 24/7: 847-377-8088
  - ❖ Nicasa – substance abuse, mental health or gambling problem: 847-546-6450 or <https://nicasa.org>
  - ❖ Text "TALK" to 552020



# ZION TOWNSHIP

LEADERSHIP • ADVOCACY • RESOURCES

## Monthly Report

May 2021

### Programs & Services

#### ■ Community

- Incoming Calls: 485
- Notary: 5
- Medical Equipment Pantry: 0
- Passports: 16
- Voter Registration: 0

#### ■ Senior

- Senior Half-Fare Taxi Tickets: 8
- Senior Birthday Cards: 72

### Referrals & Other Agency Application Processing

#### ■ RTA Free or Reduced Ride Program Processing: 4

#### ■ Benefit Access Online Applications Processing: 12

#### ■ Initial Screenings Total: 50

#### ■ Resource Referrals

- Resource Appointments: 138
- Total People Referred: 46
- Total Referrals Made: 78

#### ■ Zion Township Directly Assisted: 31

#### ■ Referrals to Partner Agencies

- Catholic Charities: 2
- Community Action Partnership of Lake County: 8
- Community Partners for Affordable Housing: 4
- FERA: 9
  - Applications approved: 3/\$14,675
- IDES: 2
- Keeping Families Covered: 1
- Lake County Job Center: 1
- Mother's Trust: 4
  - Applications submitted: 4
  - Applications approved: 3/\$2,075
- PADS: 2
- Salvation Army: 8
  - Applications submitted: 5
  - Applications approved: 5/\$3,000
- Zion City Hall: 1

#### ■ Case Manager Appointments: 208

(Sum of Resource, GA, and EA)

#### ■ Disaster Relief Approvals:

- Applications submitted: 6
- Applications approved: 6/\$1,800

### Assistance Programs

#### General Assistance

- Appointments: 24
- Application issued: 2
- Submitted Applications: 2
- New Recipients: 3
- Denials: 0
- Flat Grant Approvals: 15/\$4,975.17
  - Transportation: 4
  - 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: 0
- Suspended: 0

#### ■ Emergency Assistance

- Appointments: 8
- Total People: 5
- Approved Applications: 4/\$1,600
  - Housing: 0
  - Utilities: 4
  - Work Related: 0
  - Substance Abuse Counseling: 0
  - Transportation: 0
  - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 1

#### ■ Financial Counseling Certificates: 3

#### ■ Emergency Transportation Assistance

- Gas Vouchers: 0
- 1-Day Bus Pass: 1
- Train/Other: 0
- Total Funds Spent: \$20.00

Submitted by: ZT Staff

Township Supervisor:

# Monthly Report

May 2021

## Programs & Services

### Community

- **Incoming Calls: 485**
- Notary: 5
- Medical Equipment Pantry: 0
- Passports: 16
- Voter Registration: 0

### Senior

- Senior Half-Fare Taxi Tickets: 8
- Senior Birthday Cards: 72

Financial Counseling Certificates: 3

### Emergency Transportation Assistance

- Gas Vouchers: 0
- 1-Day Bus Pass: 1
- Train/Other: 0
- Total Funds Spent: \$20.00

## Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 4

Benefit Access Online Applications Processing: 12

Initial Screenings Total: 50

### Resource Referrals

- **Resource Appointments: 138**
- Total People Referred: 46
- **Total Referrals Made: 78**

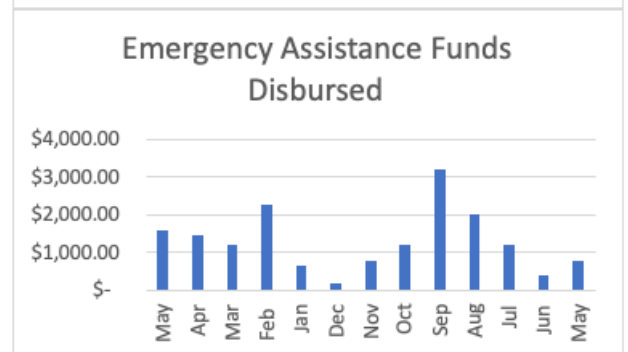
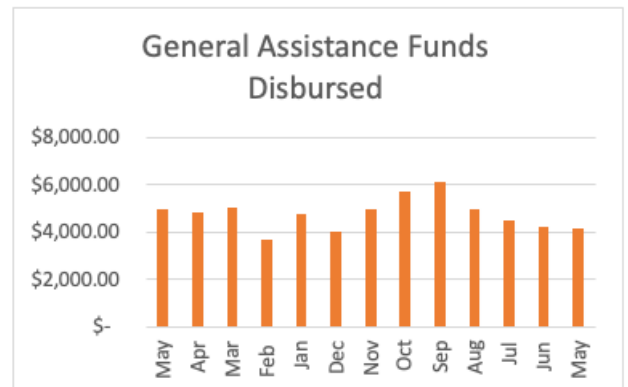
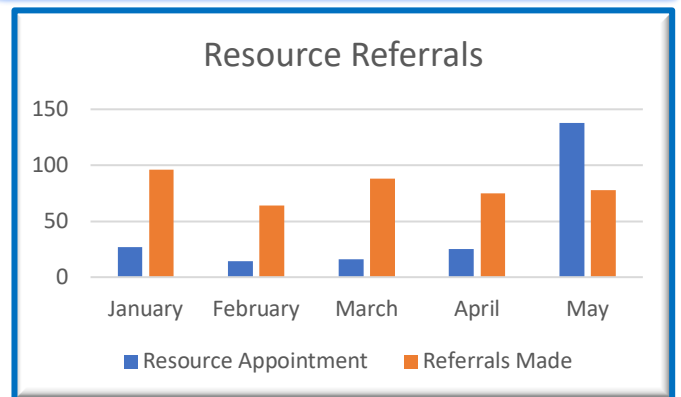
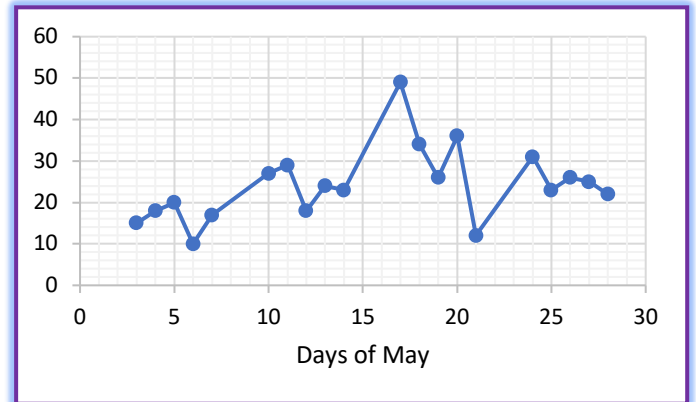
Zion Township Directly Assisted: 31

### Referrals to Partner Agencies

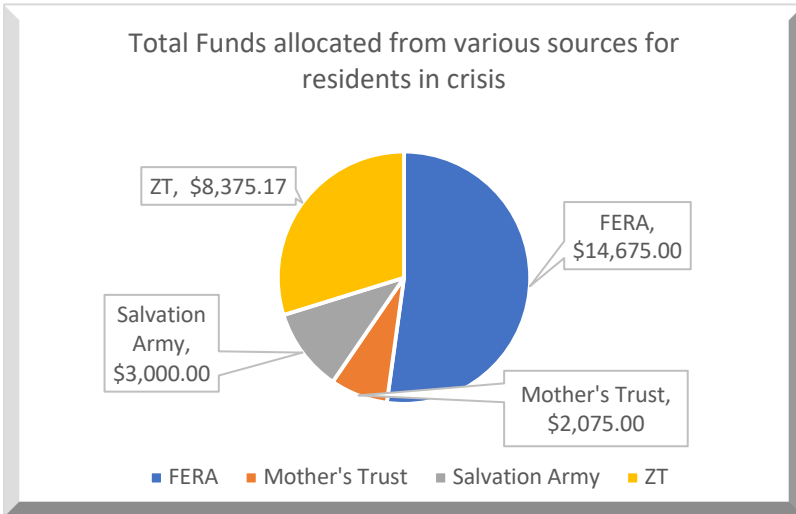
- Catholic Charities: 2
- Community Action Partnership of Lake County: 8
- Community Partners for Affordable Housing: 4
- FERA: 9
  - Applications approved: 3/\$14,675
- IDES: 2
- Keeping Families Covered: 1
- Lake County Job Center: 1
- Mother's Trust: 4
  - Applications submitted: 4
  - Applications approved: 3/\$2,075
- PADS: 2
- Salvation Army: 8
  - Applications submitted: 5
  - Applications approved: 5/\$3,000
- Zion City Hall: 1

Case Manager Appointments: 208

(Sum of Resource, GA, and EA)



# Assistance Programs



## General Assistance

- Appointments: 24
- Application issued: 2
- Submitted Applications: 2
- New Recipients: 3
- Denials: 0
- **Flat Grant Approvals: 15/\$4,975.17**
  - Transportation: 4
  - 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: 0
- Suspended: 0

## Emergency Assistance

- Appointments: 8
- Total People: 5
- **Approved Applications: 4/\$1,600**
  - Housing: 0
  - Utilities: 4
  - Work Related: 0
  - Substance Abuse Counseling: 0
  - Transportation: 0
  - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 1

## Disaster Relief Approvals:

- **Applications submitted: 6**
- Applications approved: 6/\$1,800

