

Agenda

REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, OCTOBER 19, 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 Regular Meeting held on September 21, 2021 at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment

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 Expenses		\$46,911.73

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

8. Receive & Place on File: Annual Treasurer's Report
9. Assessor's Report
10. Supervisor's Report/Announcements
11. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD HELD ON TUESDAY, SEPTEMBER 21, 2021 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

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Chairman Neal called the meeting to order at 6:00pm

On call of the roll the following answered present: Trustees Frierson, McDowell, Fischer, Holmes and Supervisor Neal. A quorum was present. Also present: Township Assessor Colette Davis.

Mr. William Bremner led the Pledge of Allegiance.

AGENDA CHANGES

It was motioned by Trustee Holmes and seconded by Trustee Frierson to approve the agenda as presented. The vote on the roll: Trustees Frierson, aye; McDowell, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

MINUTES

It was moved by Trustee Holmes and seconded by Trustee McDowell to approve the Minutes of a Regular Meeting held on August 17, 2021 at 6:00pm as presented. The vote on the roll: Trustees Frierson, aye; McDowell, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

CITIZENS COMMENTS

There were no citizens' comments.

BILLS

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

<u>Township Fund</u>		
Assessor's Office	\$	15,826.41
Community Support	\$	4,989.50
Youth Services	\$	1,268.63
Senior Services	\$	352.84
Operating Expenses	\$	45,781.18
Township Fund Total Expenses		\$ 68,218.56
<u>General Assistance Fund</u>		
Public Support	\$	64,138.76
Operating Expenses	\$	28,442.01
General Assistance Fund Total Expenses		\$ 92,580.77
<u>FICA Total Expenses</u>		\$ 2,909.19
<u>IMRF Total Expenses</u>		\$ 3,713.96
TOTAL BILLS:		\$ 167,422.48

The vote on the roll: Trustees Frierson, aye; McDowell, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

RECEIVE AND PLACE ON FILE AUDIT ENDING APRIL 30, 2021

It was motioned by Trustee Fischer and seconded by Trustee Holmes to receive and place on file the Audit for year ending April 30, 2021. The vote on the roll: Trustees Holmes, aye; Frierson, aye; Fischer, aye; McDowell, aye; Chairman Neal, aye. Motion passes.

ASSESSOR'S REPORT

Assessor Davis provided the following information:

- We are still working through our appeals for 2021.
- We met with the attorneys of the taxing bodies to discuss upcoming appeals & establish relationships.
- Attended the International Association of Assessing Officers annual conference.

SUPERVISORS REPORT/ANNOUNCEMENTS

Chairman Neal provided the following information:

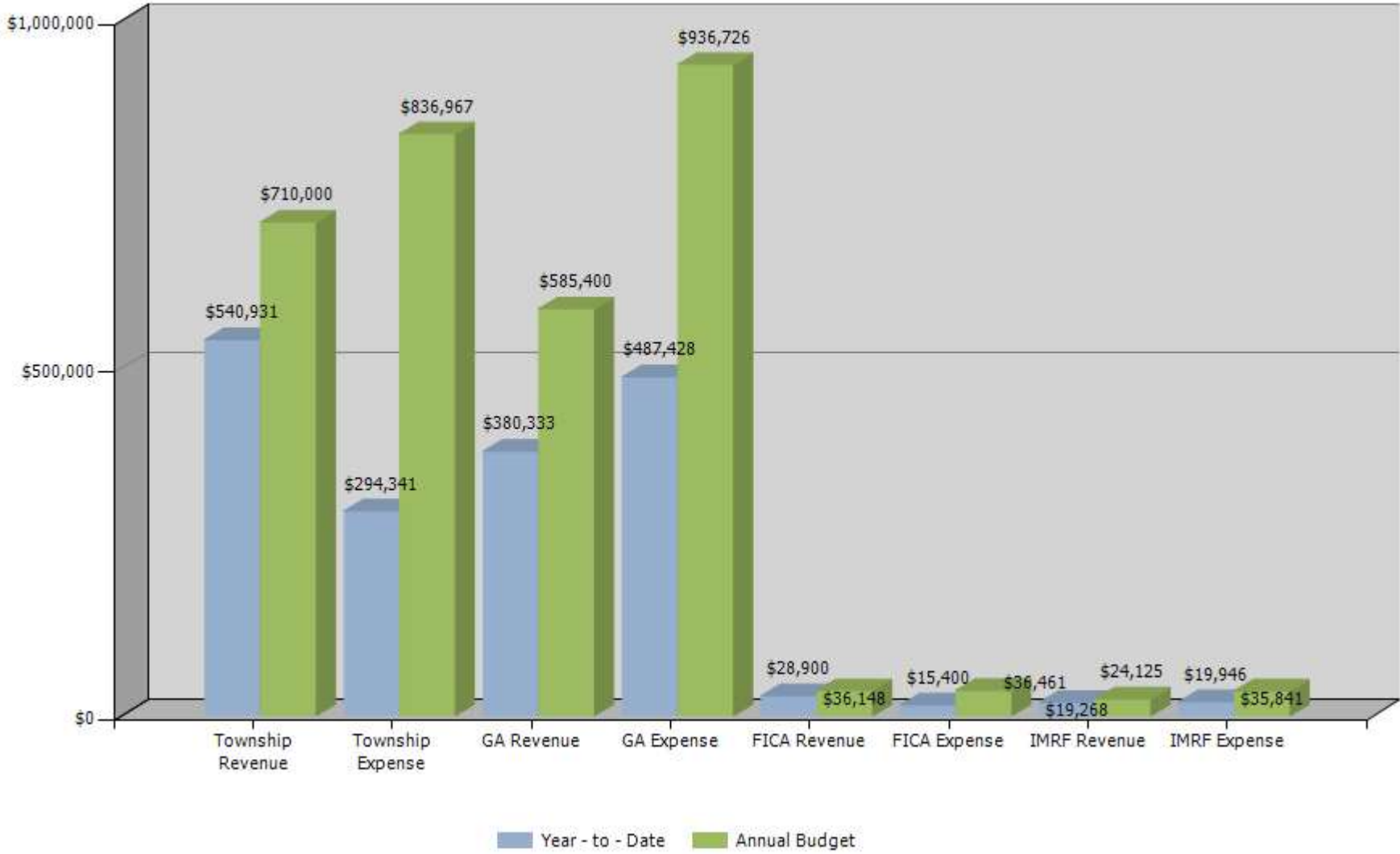
- Had 71 screening completed with residents referring them to the appropriate programs.
- The Zion Benton Leadership Academy Class of 2021 has begun.
- Working on postcard to send to residents reminding them of the services available through the Township.
- Ribbon cutting for Monarch Butterfly mural was a success.
- Seniors wishing to join the Queen Bees of the Red Hat Society can call Zion Township.
- ELF Network has kicked off. Residents will be identified based on need.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee Frierson, seconded by Trustee McDowell and unanimously approved the meeting be adjourned at 6:18 p.m. Motion carried.

Recording Secretary

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 5 Months Ended September 30, 2021**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of September 30, 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	\$ 147,915.82	\$ 540,931.17	\$ 710,000.00	\$ 169,068.83	23.81%
<u>Operating Expenses</u>					
Personnel	20,143.63	125,144.97	316,400.19	191,255.22	60.45%
Contractual Services	7,099.38	38,875.34	97,155.00	58,279.66	59.99%
Other Operating Expenses	2,637.54	17,501.31	42,958.00	25,456.69	59.26%
Capital Outlay	0.00	5,788.75	57,708.00	51,919.25	89.97%
Total Operating Expenses	<u>29,880.55</u>	<u>187,310.37</u>	<u>514,221.19</u>	<u>326,910.82</u>	<u>63.57%</u>
Community Support	3,478.59	19,164.79	26,000.00	6,835.21	26.29%
<u>Youth Services:</u>					
Summer Work Program	102.31	5,187.26	27,240.00	22,052.74	80.96%
Total Youth Services	<u>102.31</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	1,473.18	7,141.70	17,500.00	10,358.30	59.19%
Senior Support	1,344.35	2,227.08	5,750.00	3,522.92	61.27%
Total Senior Services	<u>2,817.53</u>	<u>12,403.46</u>	<u>26,550.00</u>	<u>14,146.54</u>	<u>53.28%</u>
<u>Assessor's Office:</u>					
Personnel	10,078.81	61,002.73	184,500.00	123,497.27	66.94%
Contractual Services	266.37	4,916.20	39,241.00	34,324.80	87.47%
Other Operating Expenses	287.57	4,356.21	19,215.00	14,858.79	77.33%
Total Assessor's Office	<u>10,632.75</u>	<u>70,275.14</u>	<u>242,956.00</u>	<u>172,680.86</u>	<u>71.07%</u>
Total Expenses	<u>46,911.73</u>	<u>294,341.02</u>	<u>836,967.19</u>	<u>542,626.17</u>	<u>64.83%</u>
Excess Revenues less Expenses	<u>\$ 101,004.09</u>	<u>\$ 246,590.15</u>	<u>\$ (126,967.19)</u>	<u>\$ (373,557.34)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 72,226.25	\$ 380,333.13	\$ 585,400.00	\$ 205,066.87	35.03%
<u>Expenses</u>					
Personnel	10,230.40	72,459.45	213,160.43	140,700.98	66.01%
Contractual Services	3,872.44	17,853.26	27,201.00	9,347.74	34.37%
Other Operating Expenses	1,070.30	8,975.23	21,414.50	12,439.27	58.09%
Public Support	109,492.40	388,139.62	674,950.00	286,810.38	42.49%
Total Expenses	<u>124,665.54</u>	<u>487,427.56</u>	<u>936,725.93</u>	<u>449,298.37</u>	<u>47.96%</u>
Excess Revenues less Expenses	<u>\$ (52,439.29)</u>	<u>\$ (107,094.43)</u>	<u>\$ (351,325.93)</u>	<u>\$ (244,231.50)</u>	
<u>FICA Fund</u>					
Revenues	\$ 8,813.54	\$ 28,899.99	\$ 36,147.90	\$ 7,247.91	20.05%
Expenses	<u>2,706.06</u>	<u>15,399.72</u>	<u>36,460.90</u>	<u>21,061.18</u>	<u>57.76%</u>
Excess Revenues less Expenses	<u>\$ 6,107.48</u>	<u>\$ 13,500.27</u>	<u>\$ (313.00)</u>	<u>\$ (13,813.27)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 5,876.04	\$ 19,267.79	\$ 24,125.00	\$ 4,857.21	20.13%
Expenses	<u>3,600.79</u>	<u>19,946.27</u>	<u>35,841.00</u>	<u>15,894.73</u>	<u>44.35%</u>
Excess Revenues less Expenses	<u>\$ 2,275.25</u>	<u>\$ (678.48)</u>	<u>\$ (11,716.00)</u>	<u>\$ (11,037.52)</u>	

Zion Township

Updates – 10/19/21

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

- The State of Illinois Annual Treasurer's Report to be received and placed on file.
- We are currently working on the Levy for 2022-23 to be discussed at the November, 2021 board meeting.
- 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.

ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- 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.

Monthly Report

September 2021

Programs & Services

Community

- Incoming Calls: 705
- Notary: 13
- Medical Equipment Pantry: 0
- Passports: 6
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 7
- Senior Birthday Cards: 93

Financial Counseling Certificates: 6

Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 4

Benefit Access Online Applications Processing: 15

Initial Screenings Total: 72

Resource Referrals

- Resource Appointments: 472
- Total People Referred: 115
- Total Referrals Made: 229

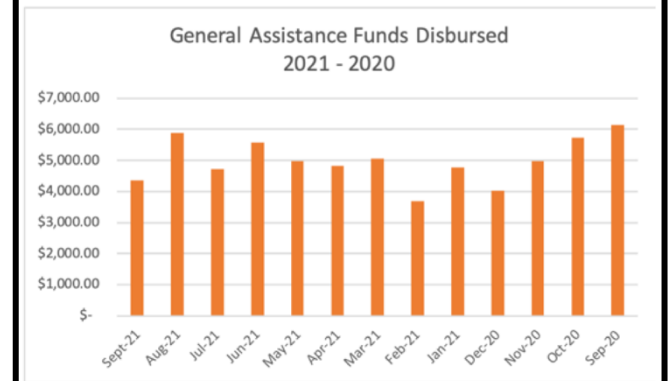
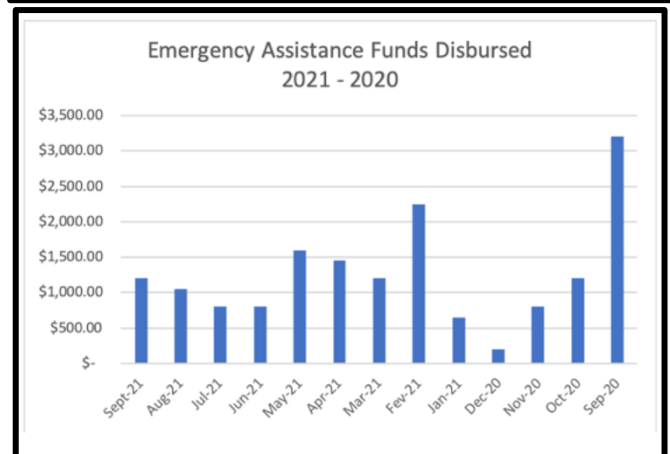
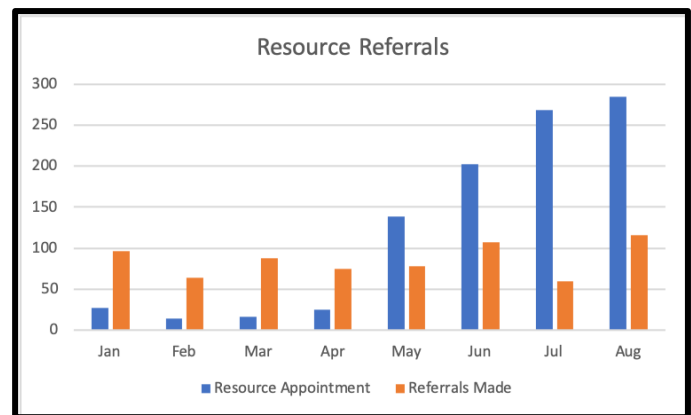
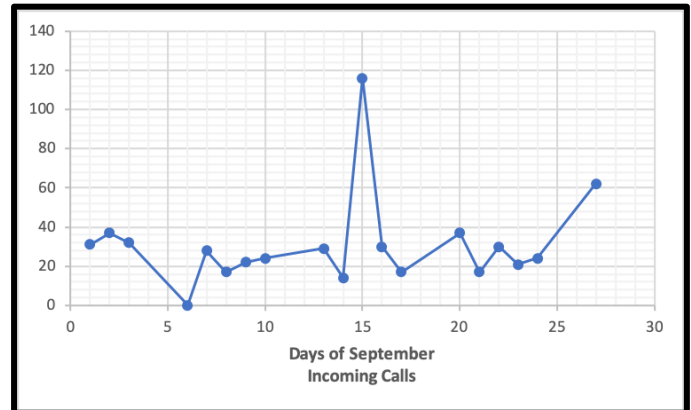
Zion Township Directly Assisted: 94

Referrals to Partner Agencies

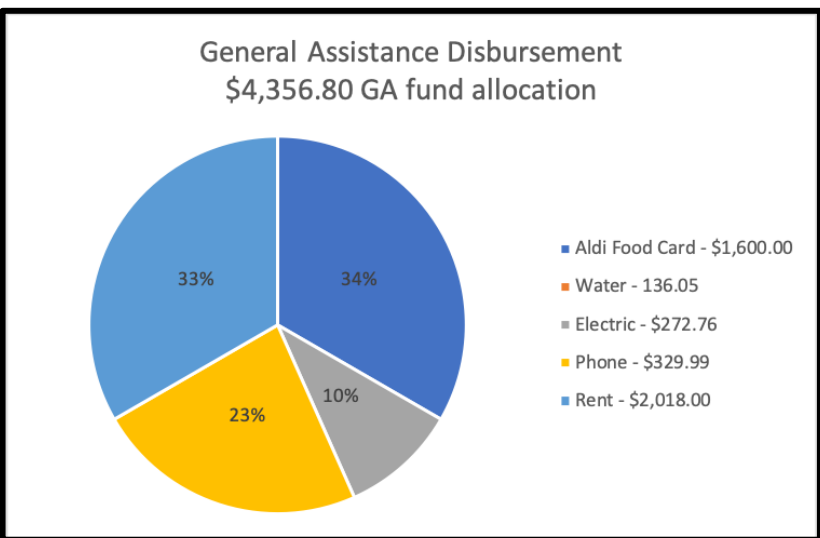
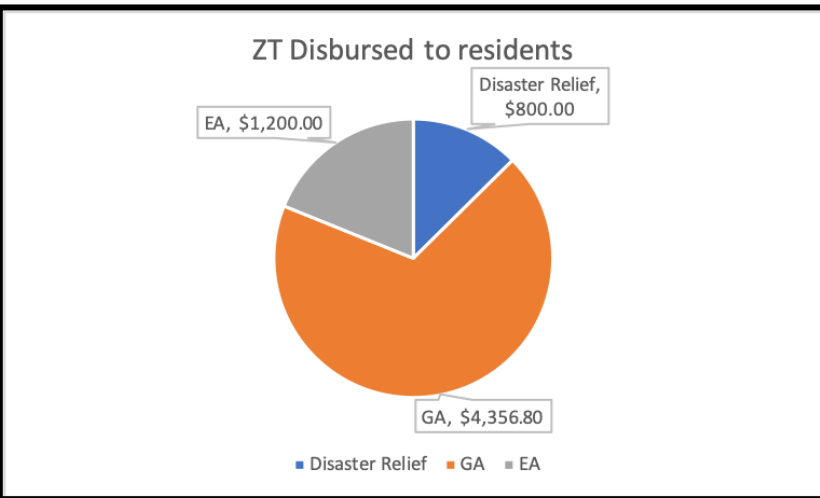
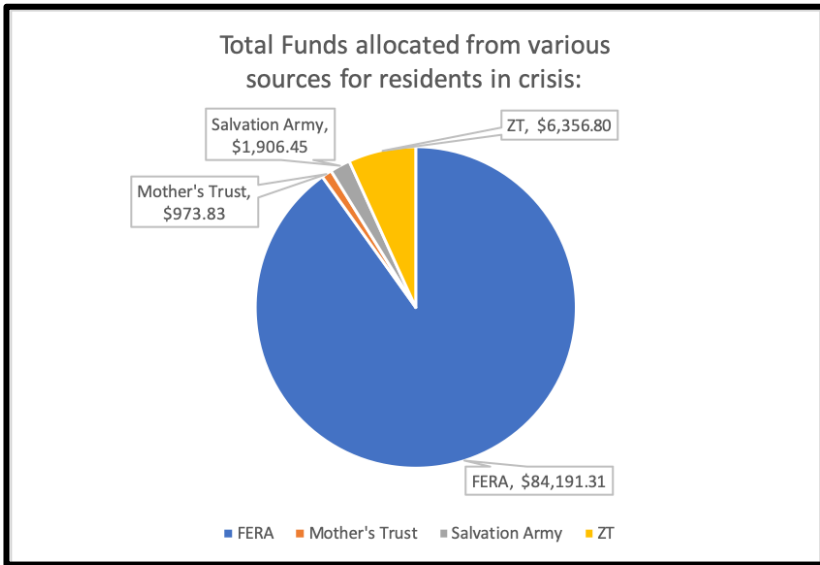
- Benton Township: 3
- Catholic Charities: 1
- Christian Assembly of God: 1
- Community Action Partnership: 58
- Community Partners for Affordable Housing: 13
- DHS: 3
- FERA: 24
 - Applications approved: 16/\$84,191.31
 - Funds remaining: \$175,905.88
- Housing Authority of Racine County: 1
- Lake County Health Department: 1
- Lake County Housing Authority: 2
- Love INC: 4
- Mother's Trust: 1
 - Applications submitted: 2
 - Applications approved: 3/\$973.83
- PADS: 3
- Salvation Army: 17
 - Applications submitted: 3
 - Applications approved: 4/\$1,906.45
- Twice As Nice: 1

Case Manager Appointments: 493

(Sum of Resource, GA, and EA)



Assistance Programs



General Assistance

- Appointments: 17
- Application issued: 3
- Submitted Applications: 1
- New Recipients: 1
- Denials: 1
- **Flat Grant Approvals: 15/\$4,356.80**
 - Transportation: 5
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations): 2
 - Employed: 0
 - SSI Approved: 1
 - Relocation: 0
 - Other: 1
- Suspended: 0

Emergency Assistance

- Appointments: 4
- Total People: 3
- **Approved Applications: 3/\$1,200**
 - Housing: 1
 - Utilities: 2
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 2
- EA Incomplete Applications: 0

Disaster Relief Approvals:

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

Emergency Transportation Assistance

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

Submitted by: ZT Staff

Township Supervisor:

Christy Neal