

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 TUESDAY, APRIL 21, 2020 AT 6:15 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 March 17, 2020 at 6:15 p.m.
6. Citizen Comments
7. Authorize bills for payment

Assessor’s Office	\$ 16,313.52	
Community Support	\$ 172.00	
Youth Services	\$ 38.60	
Senior Services	\$ 3,503.22	
Operating Expenses	\$ 37,895.51	
Township Fund Total Expenses		\$ 57,922.85

<u>General Assistance Fund</u>		
Public Support	\$ 9,204.59	
Operating Expenses	\$ 15,452.88	
General Assistance Fund Total Expenses		\$ 24,657.47

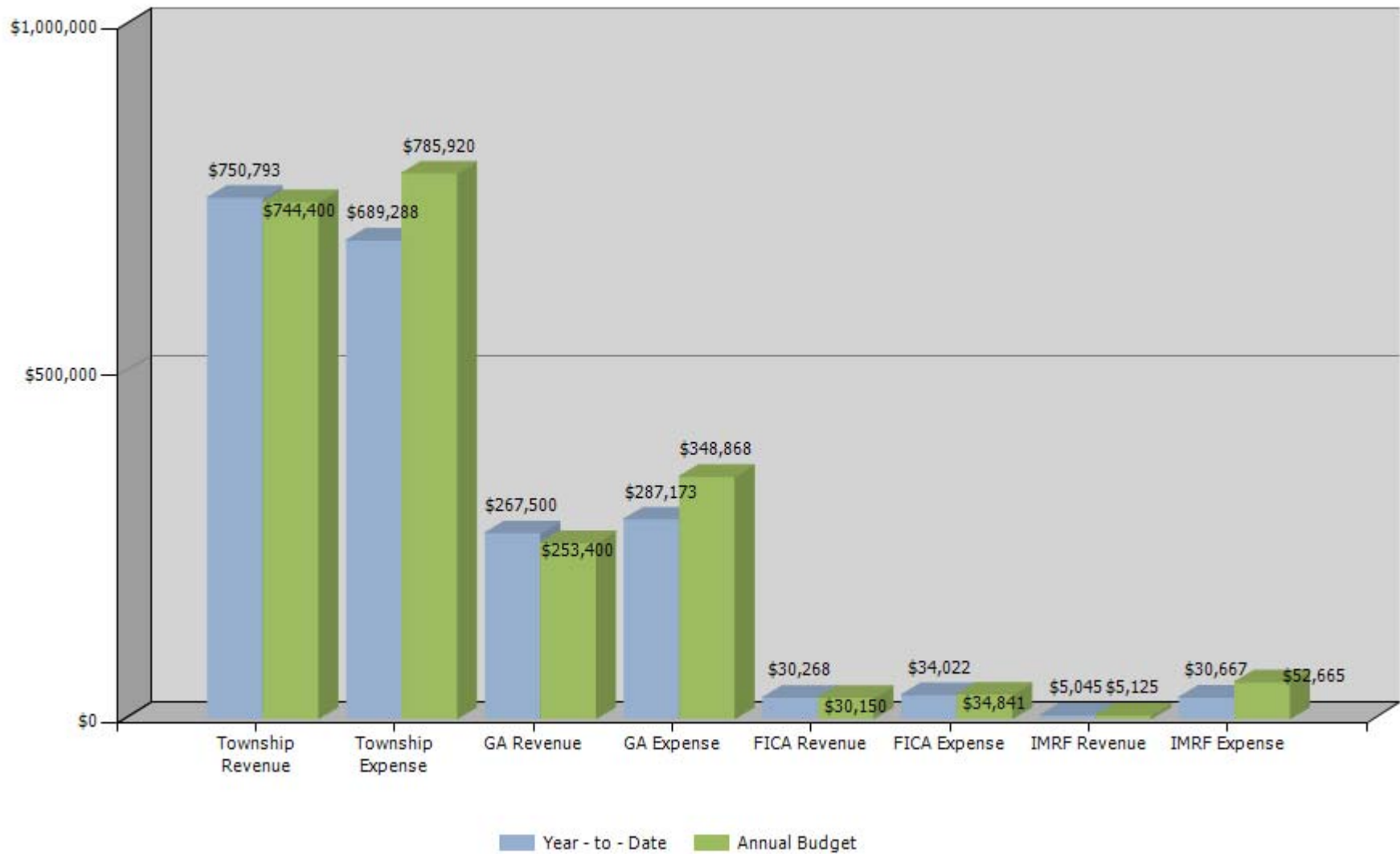
FICA Total Expenses \$ 2,590.70

IMRF Total Expenses \$ 3,182.64

TOTAL BILLS: \$ 88,353.66

8. Discussion regarding the Fiscal Year 2020/21 Budget per Chairman Neal
9. Assessor’s Report
10. Supervisor’s Report/Announcements
11. Adjourn

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 11 Months Ended March 31, 2020**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of March 31, 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>
<u>Township Fund</u>					
Revenues	\$ 7,463.50	\$ 750,792.67	\$ 744,400.00	\$ (6,392.67)	-0.86%
<u>Operating Expenses</u>					
Personnel	22,669.56	272,573.97	301,798.00	29,224.03	9.68%
Contractual Services	10,781.49	76,158.81	100,419.00	24,260.19	24.16%
Other Operating Expenses	4,444.46	33,738.21	39,760.00	6,021.79	15.15%
Capital Outlay	0.00	49,785.00	52,708.00	2,923.00	5.55%
Total Operating Expenses	<u>37,895.51</u>	<u>432,255.99</u>	<u>494,685.00</u>	<u>62,429.01</u>	<u>12.62%</u>
Community Support	172.00	13,720.69	14,750.00	1,029.31	6.98%
Youth Services:					
Summer Work Program	38.60	47,328.32	53,330.00	6,001.68	11.25%
Total Youth Services	<u>38.60</u>	<u>47,328.32</u>	<u>53,330.00</u>	<u>6,001.68</u>	<u>11.25%</u>
Senior Services:					
Senior Meals	0.00	3,227.49	3,300.00	72.51	2.20%
Senior Transportation	1,092.42	13,277.26	16,000.00	2,722.74	17.02%
Senior Support	2,410.80	3,476.25	5,650.00	2,173.75	38.47%
Total Senior Services	<u>3,503.22</u>	<u>19,981.00</u>	<u>24,950.00</u>	<u>4,969.00</u>	<u>19.92%</u>
Assessor's Office:					
Personnel	13,481.46	154,596.64	166,860.00	12,263.36	7.35%
Contractual Services	379.39	9,111.58	15,060.00	5,948.42	39.50%
Other Operating Expenses	2,452.67	12,293.61	16,285.00	3,991.39	24.51%
Total Assessor's Office	<u>16,313.52</u>	<u>176,001.83</u>	<u>198,205.00</u>	<u>22,203.17</u>	<u>11.20%</u>
Total Expenses	<u>57,922.85</u>	<u>689,287.83</u>	<u>785,920.00</u>	<u>96,632.17</u>	<u>12.30%</u>
Excess Revenues less Expenses	<u>\$ (50,459.35)</u>	<u>\$ 61,504.84</u>	<u>\$ (41,520.00)</u>	<u>\$ (103,024.84)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 749.49	\$ 267,500.27	\$ 253,400.00	\$ (14,100.27)	-5.56%
<u>Expenses</u>					
Personnel	10,815.52	155,258.20	193,008.00	37,749.80	19.56%
Contractual Services	1,641.25	24,135.19	27,066.00	2,930.81	10.83%
Other Operating Expenses	2,996.11	14,900.04	17,514.00	2,613.96	14.92%
Public Support	9,204.59	92,879.61	111,280.00	18,400.39	16.54%
Total Expenses	<u>24,657.47</u>	<u>287,173.04</u>	<u>348,868.00</u>	<u>61,694.96</u>	<u>17.68%</u>
Excess Revenues less Expenses	<u>\$ (23,907.98)</u>	<u>\$ (19,672.77)</u>	<u>\$ (95,468.00)</u>	<u>\$ (75,795.23)</u>	
<u>FICA Fund</u>					
Revenues	\$ 89.94	\$ 30,268.23	\$ 30,150.00	\$ (118.23)	-0.39%
Expenses	<u>2,590.70</u>	<u>34,022.15</u>	<u>34,841.00</u>	<u>818.85</u>	<u>2.35%</u>
Excess Revenues less Expenses	<u>\$ (2,500.76)</u>	<u>\$ (3,753.92)</u>	<u>\$ (4,691.00)</u>	<u>\$ (937.08)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 14.99	\$ 5,044.70	\$ 5,125.00	\$ 80.30	1.57%
Expenses	<u>3,182.64</u>	<u>30,667.02</u>	<u>52,665.00</u>	<u>21,997.98</u>	<u>41.77%</u>
Excess Revenues less Expenses	<u>\$ (3,167.65)</u>	<u>\$ (25,622.32)</u>	<u>\$ (47,540.00)</u>	<u>\$ (21,917.68)</u>	

Zion Township Updates – 4/21/20

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*) has been suspended during Covid-19.
- The Job Center of Lake County's Summer Work Program may be suspended for 2020. Waiting to hear from the Job Center.
- Supervisor Cheri Neal is working with Community Action Partnership, Mother's Trust Foundation and Area Churches to streamline funding sources to support residents who have been impacted by Covid-19 when this pandemic ends.
- Senior Resource Day and our Community Resource Fair have been cancelled for 2020.
- The ZB Quarterly will be going out on June 1st.
- How to Start a Business on Thursday, April 23rd by the Illinois Small Business Development and International Trade Center has been cancelled.
- Thanks to Abiding Love Food Pantry, North Point Church Food Pantry, Catholic Charities Meals on Wheels Program the School Districts and the many volunteers for making sure that no one goes hungry in our community.
- We are still focused on making Zion the Zinnia Capital! Visit 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!
Email or call Zion Township to have FREE Zinnia seeds made available to you.

BOARD SPECIFIC ISSUES

- Zion Township is closed to walk-in traffic. Calls and emails are being answered during normal business hours. Staff are working from home, with a daily Zoom staff meeting to discuss issues and services to support residents and how we can best support the community. We are conducting well-being calls to those we have been in contact with in the last two years.
- Budget discussion with Covid-19 additions including GA funds and lobby renovation.
- Procedural changes for assistance disbursement due to Covid – 19.
- The Annual Township Meeting will be rescheduled following the end of the pandemic.
- Pandemic calls update.

COVID 19 – KEY RESOURCES

Supervisor Neal is hosting a weekly Facebook Live to share updates at 1:00pm each Friday.

- ❖ Anyone needing financial assistance due to Covid-19, sign up for the Financial Capabilities Class through Community Partnerships 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.
- ❖ Food distribution through Zion Schools for youth 18 and under:
 - Zion Elementary District 6: 9-noon at Zion Central Middle School
 - ZBTHS District 126: 9-11am at Main Campus and 10 – noon at New Tech High
- ❖ 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

Monthly Report

March 2020

Programs & Services

- **Community**
 - Incoming Calls: 390
 - Walk-In Clients: 85
 - Notary: 2
 - Medical Equipment Pantry: 0
 - Passports: 1
 - Voter Registration: 0
- **Senior**
 - Senior Half-Fare Taxi Tickets: 10
 - Senior Birthday Cards: 81
- **Youth**
 - Summer Work Program (June/July): 0

Referrals & Other Agency Application Processing

- **RTA Free or Reduced Ride Program Processing: 2**
- **Benefit Access Online Applications Processing: 10**
- **Initial Screenings Total: 20**
- **Resource Referrals**
 - Resource Appointments: 13
 - Total People Referred: 24
 - Total Referrals Made: 36
- **Zion Township Directly Assisted: 20**
- **Referrals to Partner Agencies**
 - Community Action of Lake County: 10
 - Community Partners for Affordable Housing: 4
 - Lions Club: 1
 - Prairie State Legal: 1
- **LIHEAP Application Processing (July & Sept. – May)**
 - Applicants: 8
 - Applications Completed: 8
 - Total Funds Accessed for Zion: \$
 - March report is not yet available

Assistance Programs

- **Case Manager Appointments: 42**
(Sum of Resource, GA, and EA)
- **General Assistance**
 - Appointments: 22
 - Application Pick-ups: 1
 - Submitted Applications: 2
 - New Recipients: 2
 - Denials: 0
 - Flat Grant Approvals: 16/\$5,133.61
 - Transportation: 12
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
 - Completions (terminations): 5
 - Employed: 4
 - SSI Approved: 1
 - Relocation: 0
 - Other: 0
 - Suspended: 0
- **Emergency Assistance**
 - Appointments: 7
 - Total People: 4
 - Approved Applications: 4/\$1,516.11
 - Housing: 3
 - Utilities: 1
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - EA Denials: 0
 - EA Incomplete Applications: 0
- **Financial Counseling Certificates: 2**
- **Emergency Transportation Assistance**
 - Gas Vouchers: 0
 - 1-Day Bus Pass: 1
 - Train/Other: 0
 - Total Funds Spent: \$8.00

Submitted by: ZT Staff

Township Supervisor:

