

Agenda

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, FEBRUARY 15, 2022
 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 January 18, 2022, at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment

Township Fund

Assessor’s Office	\$14,199.67	
Community Support	\$513.19	
Youth Services	\$0	
Senior Services	\$1,002.31	
Operating Expenses	\$34,560.09	
Township Fund Total Expenses		\$50,275.26

General Assistance Fund

Public Support	\$68,667.55	
Operating Expenses	\$18,080.94	\$86,748.49
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,715.67

IMRF Total Expenses \$2,007.66

TOTAL Bills: \$141,747.08

8. Discussion regarding the 2022/23 Budget
9. Assessor’s Report
10. Supervisor’s Report/Announcements
11. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, JANUARY 18, 2022 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

Township Clerk Spooner called the meeting to order.

TEMPORARY CHAIRMAN

Trustee Fischer was nominated to serve as Temporary Chairman in the absence of Chairman Neal. It was moved by Trustee Holmes, seconded by Trustee Frierson to approve Trustee Fischer as Temporary Chairman. The vote on roll call was: Trustees Holmes, aye; Frierson, aye; McDowell, aye Motion carried.

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

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

AGENDA CHANGES

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

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

MINUTES

It was moved by Trustee Frierson, seconded by Trustee Holmes that the minutes of a Regular Meeting held on December 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 Holmes, aye; Frierson, aye; McDowell, aye and Temporary Chairman Fischer, aye. Motion carried.

CITIZEN COMMENTS

Mary King, Director of Family Resource Center, Zion, stated they are a pregnancy resource center that has been providing free and confidential services in Zion for over 10 years. She spoke in support of the Life Conference scheduled for February 18 & 19 and in relation to Item 9 on agenda.

BILLS

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

Township Fund

Assessor's Office	\$19,055.76	
Community Support	\$65.00	
Youth Services	\$46.90	
Senior Services	\$2,141.23	
Operating Expenses	\$85,699.82	
Township Fund Total Expenses		\$107,008.71

General Assistance Fund

Public Support	\$119,699.24	
Operating Expenses	\$22,976.81	\$142,676.05

General Assistance Fund Total Expenses

FICA Total Expenses \$4,069.38

IMRF Total Expenses \$5,370.08

TOTAL Bills: \$259,124.22

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

ACCOUNTING SERVICES/LAUTERBACH & AMEN, LLP

A Letter of Understanding was presented from Zion Township’s current Accounting Service, Lauterbach & Amen, LLP. The agreement provides for accounting assistance to the Zion Township until the year ending April 30, 2025. Trustee McDowell asked what types of services they provide to the Township. Temporary Chairman Fischer stated it will be a continuation of services they are currently providing; bookkeeping, payroll, accounts receivable and accounts payable transactions. Township staff works closely with them on items such as the Levy.

It was moved by Trustee Holmes, seconded by Trustee McDowell to approve the agreement between Zion Township and Lauterbach & Amen, LLP for accounting assistance as presented. The vote on roll call was: Trustees Holmes, aye; Frierson, aye; McDowell, aye; and Temporary Chairman. Fischer, aye Motion carried.

REQUEST FOR FUNDS/LIFE CONFERENCE

Trustee McDowell stated he would like to make the Trustees aware of an opportunity to partner with Zion Benton Ministerial Association (ZBMA) and the Family Resource Center of Zion. The Township currently has a relationship with the Family Resource Center of Zion for parenting classes. The Family Resource Center and the ZBMA are sponsoring a conference to discuss matters of life in the community. The conference will be bringing in key-note speakers, one of which is Allan Parker who wrote three of the eighty plus briefs that the Supreme Court was considering for and against arguments for the retraction of Roe v. Wade. He believes Mr. Parker has good knowledge of the issues at hand in considering the retraction of Roe v. Wade. He provided a list of discussion items to be presented at the conference. Also speaking will be Corwin Wong who is a Pastor in the community. He has written a book on the topic of Purity. He submitted a letter for the Trustees to consider which was read by Trustee McDowell. Trustee McDowell stated what the conference hopes to provide is that there are more solutions to crisis pregnancy than just abortion. He believes it is a message that the community needs to hear and would like the Trustees to consider sponsoring and supporting the event.

It was moved by Trustee McDowell to provide support to the Life Conference in Zion in the amount of \$1,000.

Trustee Holmes asked how much money is being requested for sponsorship. Trustee McDowell stated the cost for the use of the High School is \$3,400, and they are seeking support to offset those costs. His suggestion was \$1,000. Trustee Frierson asked if they already make an annual donation to the Family Resource Center. Trustee McDowell stated they are working on a partnership through the parenting program but provide no financial contribution. Trustee Holmes asked if the 501C3 is a necessary component. Trustee

McDowell stated the Family Resource Center is a 501C3. He stated both the President of the Board and the Director of the Family Resource were in attendance for questions. Pastor Carlson stated he was the President the last few years but is still very involved in the Family Resource Center and ZBMA and is helping to expand the reach. They are also a 501C3 and could be a recipient of the funds. Temporary Chairman Fischer asked what "Chaim Ministries" was. He noted that there was nothing on the flyer that references the Family Resource Center. Pastor Carlson stated Chaim Ministries is a group that does these types of conferences across the Country and incorporates speakers that are well known. They were asked if they were interested in participating and found that they could develop great partnerships within the City. Although not mentioned, the Family Resource Center is involved just not financially. Temporary Chairman Fischer asked if Pastor Carlson was aware that Chaim Ministries is looking to convert Jews to Jesus. Pastor Carlson stated he was not aware of that as it does not fit with their daily purpose or objective. The reasoning for holding the event at the high school was to invite young people to come hear the message. Temporary Chairman Fischer asked if the event was characterized as a religious based event. Pastor Carlson stated the organization starts the conferences with that as a world view. Temporary Chairman Fischer asked what the "International House of Prayer" was. Pastor Carlson stated it is an organization that sponsors prayer as a main point at conferences and worship services. It is a large umbrella made up of many people. Trustee McDowell stated it is not a church. They sponsor conferences and have prayer meetings. Temporary Chairman Fischer stated he looked at their website and it seems to him that they are a religious organization that believes in intercessory prayer and have an institute on end time theology. He stated the flyer referenced the word "overturn" and asked what that referred to. Trustee McDowell stated it is referencing the Roe v. Wade decision. Temporary Chair Fischer stated it was a political objective. Trustee Holmes asked about the "Purity" reference. Pastor Carlson stated Pastor Wong is bringing the message how we live our lives and how it affects others and is this aspect of personal choices and that there are other options. He stated they are not strictly a political group. The Supreme Court has already met about this and a decision will be handed down. The idea is what will they do in light of the decision. Trustee McDowell stated if Roe v Wade is overturned and the Supreme Court decides to transfer responsibility to individual states then how will their state respond to it. He stated the religious world view that is portrayed in this conference and other conferences by this group is no different than what My Father's Business does on a regular basis. They bring youth in and play basketball but every session the gospel is preached by Matt Thorton and others. He stated it is no different than the support that they give to the food pantry. At the food pantry the gospel is proclaimed every Wednesday when the food is given out. There is a religious purpose behind it and it is no different than anything else the Township does. Trustee Frierson stated his challenge is the local connection. It does not appear to him that the conference has a local connection. These are some larger national organizations that are coming in and partnering with some local entities. He does not see the connection with the Family Resource Center. Pastor Carlson stated they had an invitation to come. They would not be able to put an event like this together as the expertise comes from the organization but they have been fully involved from the beginning. Trustee Frierson stated with the large organizations coming in he does not feel the request is need based. Temporary Chairman Fischer stated the conference consists of some prominent people who are traveling a long way to attend the conference and wonders who is compensating them. Trustee McDowell stated they are being compensated by the ZBMA and the Family Resource Center of Zion. Trustee Frierson asked if it was the ZBMA or the Family Resource Center that was absorbing the costs. Trustee McDowell stated both organizations would be contributing. Trustee Frierson stated he believes a statement was made earlier indicating there was not financial support being provided by the Family Resource Center. Pastor Carlson stated it was not in the budget per say but the Family Resource Center has provided contacts with all the churches and different groups they work with. The Director of the Family Resource Center, Ms. King stated the Family Resource Center at this point is not financially engaged. They are here for what the conference brings out about life and for the services that they offer which is what the conference is all about. They will have the Board members and staff at the conference ready to make the community connection with the people that are coming to the conference.

Temporary Chairman Fischer stated currently they do not have a second for the motion of support for the Life Conference made by Trustee McDowell and asked for a second. Trustee Frierson stated he would not second the motion at this time for the reasons mentioned regarding the outside organizations and he is not seeing any evidence that it is a need-based opportunity for the Township to support in that manner.

Temporary Chairman Fischer stated due to the lack of a second, the motion fails.

ASSESSOR'S REPORTS

December 2021

- We had our annual Lake County Township Assessors meeting. We are looking at an increased factor for 2022. The greatest outcome of this wave of homes sold is that we have seen a big conversion of rental properties to individual homeowners. In addition, our values have increased roughly 35% – 40%.

January 2022

- We started the year off with system training hosted by the county as we've had some updates to processes recently. We will have more during the month which have proven to be very beneficial and efficient.
- It's time to review your exemptions and renew any that are required. Such as the Veterans and Senior Freeze exemptions. There are forms in the foyer for anyone who does not have online access. Also, feel free to call our office and we will make appointments to assist those that need help.
- We are reviewing and updating all discoveries (i. e. exemptions in error, new additions that add value to the property) and scheduling inspections as well as continuing with ongoing projects.

SUPERVISOR'S REPORT/ANNOUNCEMENTS

Chairman Neal provided the following information:

- December 2021 Monthly Report Attached.
- This month we had 41 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 2 applications were submitted and approved, 8 families were approved for Salvation Army funds, 8 families were approved for Emergency Assistance, and we have 13 current General Assistance participants. We are currently processing 9 FERA grant applications and submitted 19 FERA applications last month totaling \$117,638.60.
- Those in need of rental assistance due to Covid-19 can apply online at LakeCountyIL.gov/renthelp. You will need to fill out an application and attach proof of your eligibility. If you have questions, you can call 211 to speak with someone who can help. If you need help with your application, you can call 211 for a referral to a provider that can help you.
- The Winter edition of the Zion Quarterly came out the first week of January of 2022. Kudos to administrator Sandra Usher for her efforts to include a community calendar! For items to be included for future magazines, email ZBQuarterly@gmail.com. Suggestions are ALWAYS welcome!
- On Saturday, March 12th, the Zion Government Leaders of each taxing body will be hosting "The Zion Collaborative: Establishing Collective Pathways in a Community at Zion-Benton Township High School. Stay tuned!
- It is time to pre-order flats of Zinnias for all who are interested. Order forms can be found on ZionTogether.com/Zinnias-for-Zion.

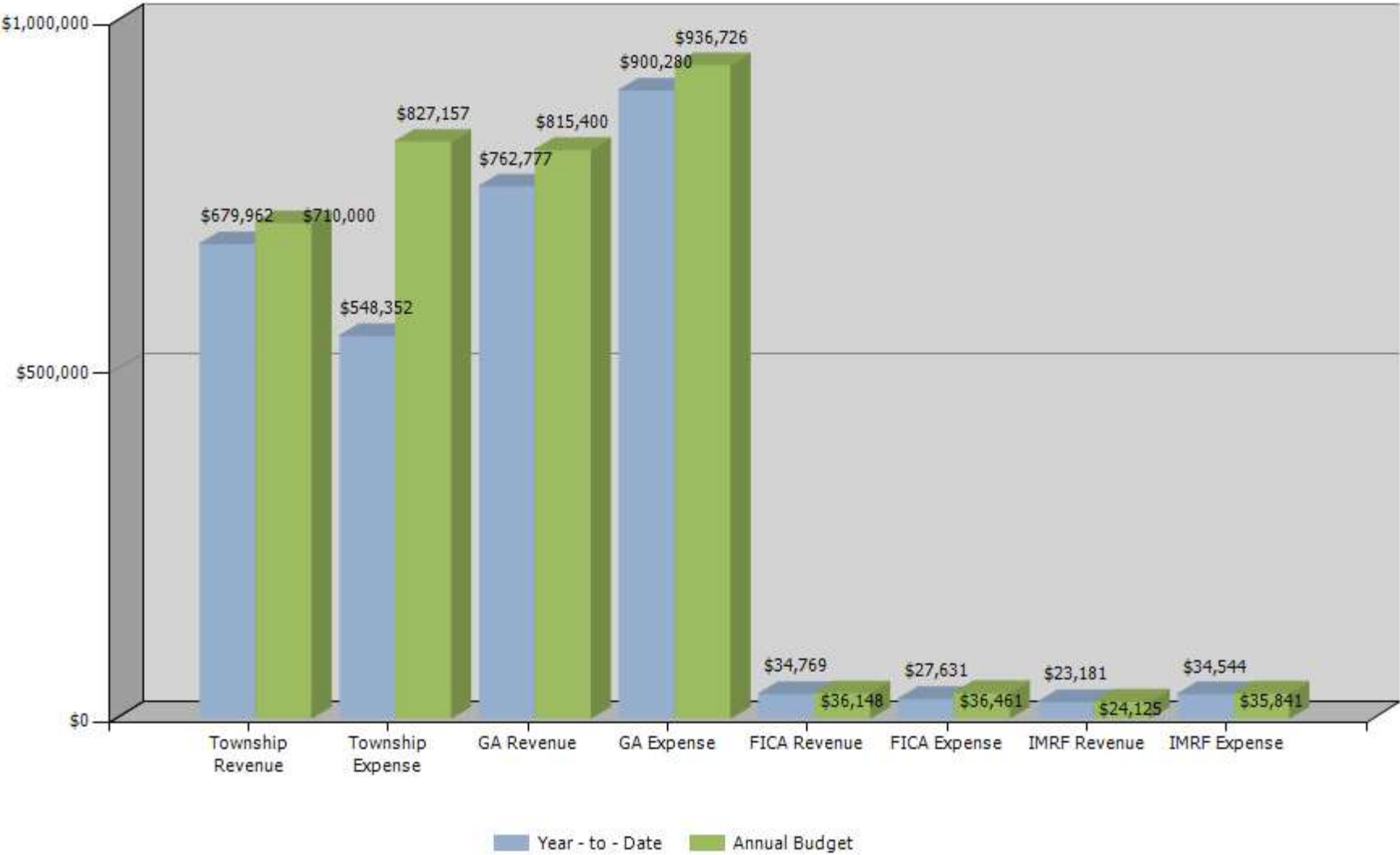
- We are beginning work on the 2022-2023 Budget to be approved at the April Board meeting.
- The ZT Team is proud of the work we completed in 2021. Below is a comparison to 2020, which exceeded all expectations then! We were able to process a total of \$194,625 (2020) and \$711,350(2021) in resources for Zion residents:
- LC/Federal Covid-19 Rental Assistance, \$110,000, 72 renters and landlords (2020), and 93 tenants and landlords with \$589,175 (2021);
- Mothers Trust Foundation Assistance, provided \$15,280 to 32 residents (2020) \$15,260 to 31 residents (2021);
- CAP LIHEAP applications for 65 residents totaling \$35,625 (2020) and 66 residents with the \$ amount TBD (2021);
- We utilized \$18,751 in Disaster Relief for 20 residents (2020) and \$15,535 for 48 residents (2021);
- Emergency Assistance for 38 residents with \$14,969 (2020), and \$17,630 and 47 residents (2021);
- General Assistance allocations were \$59,590 (2020) and \$51,525 (2021).

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee McDowell, seconded by Trustee Frierson and unanimously approved the meeting be adjourned at 6:27 p.m. Motion carried.

Township Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 9 Months Ended January 31, 2022**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of January 31, 2022**

	<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	\$ 914.21	\$ 679,962.21	\$ 710,000.00	\$ 30,037.79	4.23%
<u>Operating Expenses</u>					
Personnel	23,603.75	232,762.48	316,400.19	83,637.71	26.43%
Contractual Services	8,504.61	56,935.89	97,155.00	40,219.11	41.40%
Other Operating Expenses	2,451.73	24,470.59	42,958.00	18,487.41	43.04%
Capital Outlay	0.00	50,803.36	57,708.00	6,904.64	11.96%
Total Operating Expenses	<u>34,560.09</u>	<u>364,972.32</u>	<u>514,221.19</u>	<u>149,248.87</u>	<u>29.02%</u>
Community Support	513.19	26,525.27	26,000.00	(525.27)	-2.02%
<u>Youth Services:</u>					
Summer Work Program	0.00	5,362.94	17,430.00	12,067.06	69.23%
Total Youth Services	<u>0.00</u>	<u>5,362.94</u>	<u>17,430.00</u>	<u>12,067.06</u>	<u>69.23%</u>
<u>Senior Services:</u>					
Senior Meals	0.00	3,034.68	3,300.00	265.32	8.04%
Senior Transportation	625.34	9,617.72	17,500.00	7,882.28	45.04%
Senior Support	376.97	8,079.28	5,750.00	(2,329.28)	-40.51%
Total Senior Services	<u>1,002.31</u>	<u>20,731.68</u>	<u>26,550.00</u>	<u>5,818.32</u>	<u>21.91%</u>
<u>Assessor's Office:</u>					
Personnel	10,814.32	111,857.85	184,500.00	72,642.15	39.37%
Contractual Services	2,090.13	10,982.36	39,241.00	28,258.64	72.01%
Other Operating Expenses	1,295.22	7,919.13	19,215.00	11,295.87	58.79%
Total Assessor's Office	<u>14,199.67</u>	<u>130,759.34</u>	<u>242,956.00</u>	<u>112,196.66</u>	<u>46.18%</u>
Total Expenses	<u>50,275.26</u>	<u>548,351.55</u>	<u>827,157.19</u>	<u>278,805.64</u>	<u>33.71%</u>
Excess Revenues less Expenses	<u>\$ (49,361.05)</u>	<u>\$ 131,610.66</u>	<u>\$ (117,157.19)</u>	<u>\$ (248,767.85)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 100,002.73	\$ 762,777.45	\$ 815,400.00	\$ 52,622.55	6.45%
<u>Expenses</u>					
Personnel	14,004.44	140,489.17	213,160.43	72,671.26	34.09%
Contractual Services	1,986.33	23,753.29	27,201.00	3,447.71	12.67%
Other Operating Expenses	2,090.17	13,657.43	21,414.50	7,757.07	36.22%
Public Support	68,667.55	722,380.35	674,950.00	(47,430.35)	-7.03%
Total Expenses	<u>86,748.49</u>	<u>900,280.24</u>	<u>936,725.93</u>	<u>36,445.69</u>	<u>3.89%</u>
Excess Revenues less Expenses	<u>\$ 13,254.24</u>	<u>\$ (137,502.79)</u>	<u>\$ (121,325.93)</u>	<u>\$ 16,176.86</u>	
<u>FICA Fund</u>					
Revenues	\$ 0.33	\$ 34,768.78	\$ 36,147.90	\$ 1,379.12	3.82%
Expenses	<u>2,715.67</u>	<u>27,631.10</u>	<u>36,460.90</u>	<u>8,829.80</u>	<u>24.22%</u>
Excess Revenues less Expenses	<u>\$ (2,715.34)</u>	<u>\$ 7,137.68</u>	<u>\$ (313.00)</u>	<u>\$ (7,450.68)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 0.22	\$ 23,180.54	\$ 24,125.00	\$ 944.46	3.91%
Expenses	<u>2,007.66</u>	<u>34,544.46</u>	<u>35,841.00</u>	<u>1,296.54</u>	<u>3.62%</u>
Excess Revenues less Expenses	<u>\$ (2,007.44)</u>	<u>\$ (11,363.92)</u>	<u>\$ (11,716.00)</u>	<u>\$ (352.08)</u>	

Zion Township Updates – 2/15/22

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

Vision: We make Zion better.

Core Values: Humility ~ Encouragement/Education ~ Appreciation ~ Reverence ~ Tenacity

BOARD SPECIFIC ISSUES

- The office will be closed on February 21st for President's Day.th
- Draft 2022-2023 Zion Township Budget proposal submitted for review. March meeting will also include a recommended amendment to the 2021-2022 budget to incorporate the FERA grant, Disaster Relief additional expenses and Red Hat Trip expenses.
- A lighting evaluation is being done on our office to consider options for changing out the lighting.
- After evaluating safety precautions, we will be completing the following:
 - Having windows installed in the case managers' office doors;
 - The team will be attending the Mental Health Training hosted by the Coalition for Healthy Communities on March 18th the office will be closed that day;
 - The Zion Police Department will be facilitating an active shooter training during an extended staff meeting;
 - We will be looking at installing panic buttons throughout the office
- Recommend hiring Brittany Castillo as our part-time contracted marketing specialist at a rate of \$35 per hour.
- After 21 years in office as the Zion Township Supervisor, Cheri Neal will be taking a sabbatical from April 25th through June 12, 2022 to walk the Camino de Santiago, a 500-mile journey across Spain. Zion Township operations will continue as normal.

ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- This month we had 62 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included: Mothers Trust Foundation - 2 applications were submitted and approved, 7 families were approved for Emergency Assistance, 1 family was approved for Disaster Relief and we have 15 current General Assistance participants. Fourteen FERA applications were approved last month totaling \$60,098.72.
- Those in need of rental assistance due to Covid-19 can apply online at LakeCountyIL.gov/renthelp. You will need to fill out an application and attach proof of your eligibility. If you have questions, you can call 211 to speak with someone who can help. If you need help with your application, you can call 211 for a referral to a provider that can help you.
- The Spring edition of the Zion Quarterly will be out the first week of April of 2022. For calendar events to be included for future magazines, email ZBQuarterly@gmail.com. Suggestions are ALWAYS welcome!
- On Saturday, March 12th, the Zion Government Leaders of each taxing body will be hosting "The Zion Collaborative: Establishing Collective Pathways in a Community at Zion-Benton Township High School. Stay tuned!
- It is time to pre-order flats of Zinnias for all who are interested. Order forms can be found on ZionTogether.com/Zinnias-for-Zion.
- The Zion Senior Resource Day will be held on Wednesday, April 20, 2022 at the Zion Park District Sports Arena from 10am til noon. The Grove at the Lake will provide take home box lunches.
- Summer Work Program applications are available! The Lake County Workforce Development is opening the portal for SWP pre-applications on March 1, 2022. Youth can apply online at www.lakecountyjobcenter.com. The portal will be open from March 1st - April 30th. Youth can also apply in person, fax or email. 847-377-3474, youth@lakecounty.gov. Our staff will be available to assist with this process if help is needed. Grace will be the contact person for this assistance. The County uses a lottery system to select the candidates to move forward in the employment process.

Monthly Report

January 2022

Programs & Services

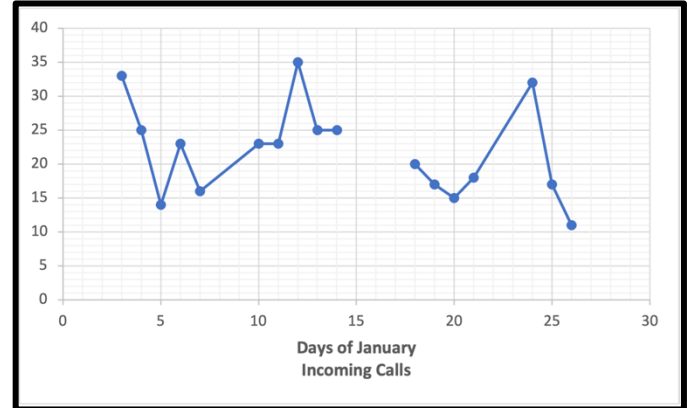
Community

- **Incoming Calls: 419**
- Notary: 5
- Medical Equipment Pantry: 0
- Passports: 9
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 4
- Senior Birthday Cards: 63

Financial Counseling Certificates: 2



Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 0

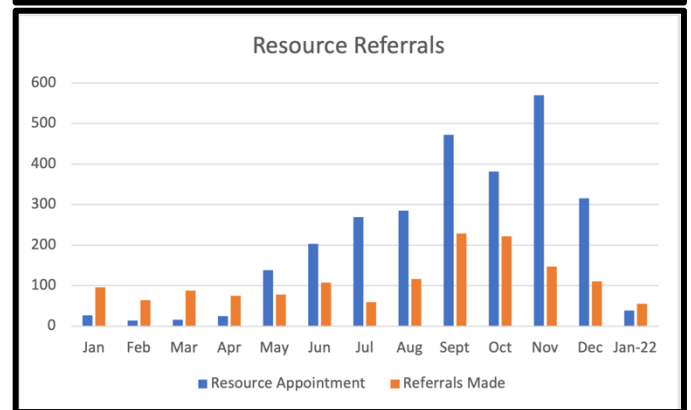
Benefit Access Online Applications Processing: 8

Initial Screenings Total: 62

Resource Referrals

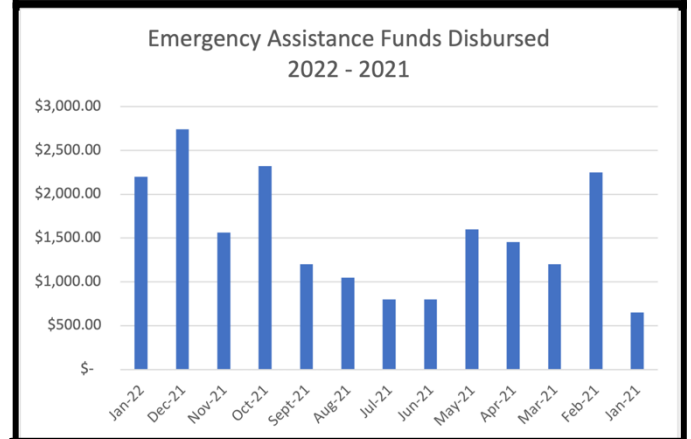
- **Resource Appointments: 38**
- **Total People Referred: 55**
- **Total Referrals Made: 90**

Zion Township Directly Assisted: 35



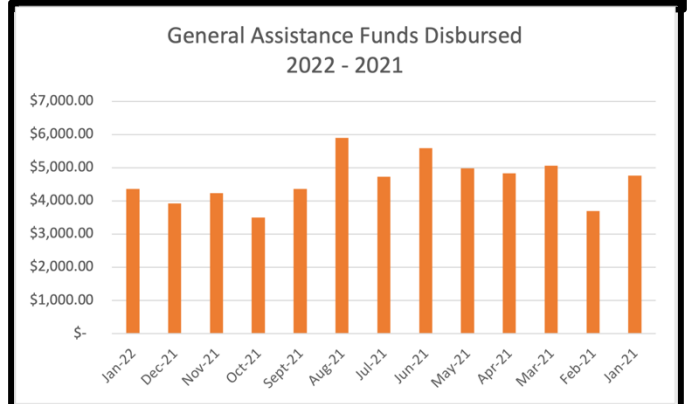
Referrals to Partner Agencies

- Benton Township: 2
- Community Action Partnership: 17
- Community Partners for Affordable Housing: 7
- FERA: 14
 - Applications approved: 8/\$60,098.72
- Lake County Health Department: 1
- Lake County Housing Authority: 1
- Love INC: 1
- Mano A Mano: 1
- Mother's Trust: 2
 - Applications submitted: 2
 - Applications approved: 2/\$773.86
- PADS: 2
- Salvation Army: 4
 - Applications submitted: 3
 - Applications approved: 4/\$2,388.41
- YWCA: 1

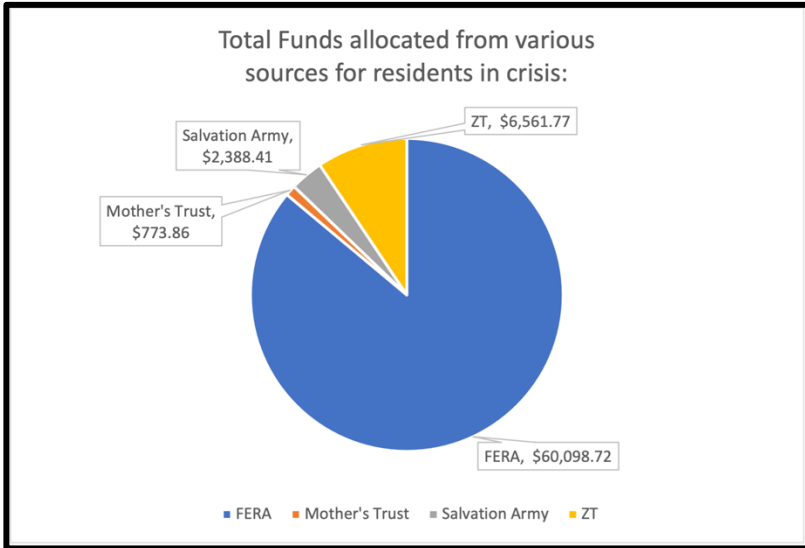


Case Manager Appointments: 59

(Sum of Resource, GA, and EA)



Assistance Programs



General Assistance

- Appointments: 13
- Application issued: 6
- Submitted Applications: 2
- New Recipients: 2
- Denials: 0
- **Flat Grant Approvals: 15/\$4,361.15**
 - Transportation: 5
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations):
 - Employed: 0
 - SSI Approved: 0
 - Relocation: 0
 - Other: 0
- Suspended: 0

Emergency Assistance

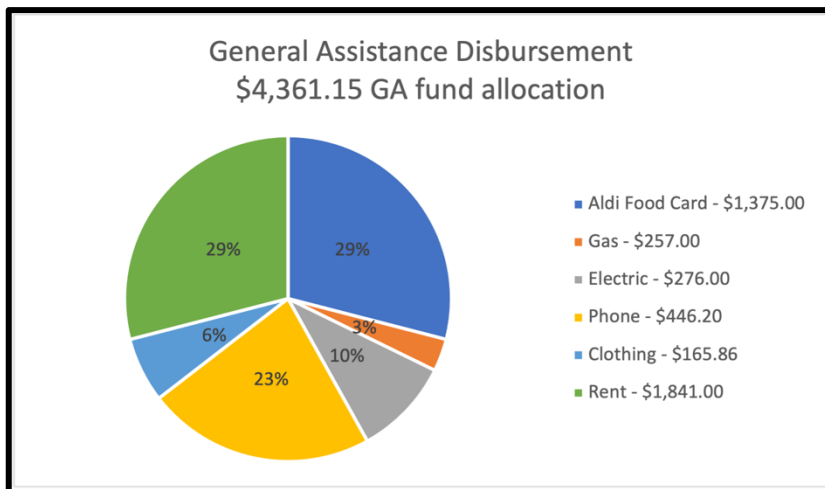
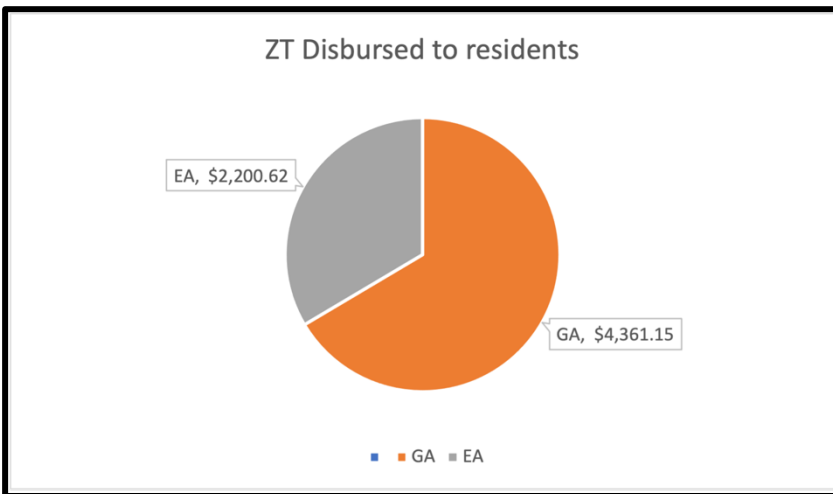
- Appointments: 8
- Total People: 7
- **Approved Applications: 7/\$2,200.62**
 - Housing: 1
 - Utilities: 5
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 0

Disaster Relief Approvals:

- **Applications submitted: 0**
- Applications approved: 0

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