

# *Agenda*

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, JANUARY 17, 2023,  
 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 December 20, 2022, at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment for November

**Township Fund**

Assessor’s Office	\$13,046.99	
Community Support	\$1,911.00	
Youth Services	\$153.10	
Senior Services	\$(1,225.65)	
Operating Expenses	\$75,366.10	
<b>Township Fund Total Expenses</b>		<b>\$89,251.54</b>

**General Assistance Fund**

Public Support	\$10,518.34	
Operating Expenses	\$21,947.26	\$32,465.60
<b>General Assistance Fund Total Expenses</b>		

**FICA Total Expenses** \$3,027.22

**IMRF Total Expenses** \$2,349.87

**TOTAL Bills: \$127,094.23**

8. Assessor’s Report
9. Supervisor’s Report/Announcements
10. Adjourn

**MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, JANUARY 17, 2023 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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Township Clerk Spooner called the meeting to order.

**TEMPORARY CHAIRMAN**

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

On call of the roll the following answered present: Trustees Frierson, McDowell, Fischer, and Temporary Chairman Holmes. 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 McDowell, seconded by Trustee Frierson to accept the Township meeting agenda as presented.

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

**MINUTES**

It was moved by Trustee Fischer, seconded by Trustee McDowell that the minutes a Regular Meeting held on December 20, 2022 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; McDowell, aye; Fischer, aye; and Temporary Chairman Holmes, aye. Motion carried.

**CITIZEN COMMENTS**

Mr. William Bremner presented an article from the Tribune that detailed how to reduce the property tax burden on residents by abolishing the Township.

**BILLS**

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

**Township Fund**

Assessor’s Office	\$13,046.99	
Community Support	\$1,911.00	
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**FICA Total Expenses** \$3,027.22

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**TOTAL Bills: \$127,094.23**

Trustee Frierson stated he discovered a slight discrepancy in the bills that he believes tracks to IMRF. He will review this with the Supervisor and Business Manager.

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

### **ASSESSOR'S REPORT**

- Happy New Year! This is the year of the Quadrennial (QUAD). We will have a workshop to educate the taxpayers on the process later in the year. More to follow.
- 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 all properties and completing inspections as well as continuing with ongoing projects.

### **SUPERVISOR'S REPORT/ANNOUNCEMENTS**

The following information was provided:

- Monthly Client Services Report for December.
- The staff annual retreat started off with celebrating staff 2022 accomplishments and things staff wanted to celebrate. The discussion continued with identifying staff opportunities that could benefit the Zion Community. The afternoon was spent diving into reviewing the current programs and setting up goals for the 2023 programming. We also reviewed staff 2022 goals to see goals' progress and accomplishments. Adriana Ortiz and Sandra Usher led the event by facilitating and creating a packed day. Thank you, Illinois Beach State Park, for hosting Zion Township and a special thank you to our server Dawson, who made sure that we had an excellent service.
- The next Zion Quarterly came out at the beginning of January, 2023. For items to be included for future magazines, email [ZBQuarterly@gmail.com](mailto:ZBQuarterly@gmail.com).
- Next Community Dialogue is on Saturday, January 28<sup>th</sup> from 10 til noon at Zion-Benton Township High School. Discussion will include Summer Programming for residents and the Community Whole Wellness Study. ALL are encouraged to attend!
- The Elf Network has made a HUGE impact again this year! 97 families were served through a massive coordinated effort between Santa's Helpers (Zion's Elves: Rick Delisle, Dave Knopp, Christian Erzinger and John Biewer), Christ Community Church (lead elves: Kathy Richards, Pastor Mike McDowell, Pastor Leo Barnes and the CCC youth group and Jeanine Richards and Family), District 6 Social Workers, PetSmart (elf: LeNette Van Haverbeke), Family Resource Center (elves: Mary King and Esmerelda Diaz), Toys for Tots (elf: Rachel Chenier), Queen Bees of Zion Red Hat Society, Kiwanis of Zion-Benton (a team of elves!), and the Zion Township Team worked together to serve approximately 250 Zion children. Great job everyone!!!
- We are planning for the 2023 Resource Day Expo on Wednesday, April 19, 2023.
- JR ZBLA applications are available at [ZBLA.info](http://ZBLA.info).
- Plans are also under way for the 2023 Summer Work Program.

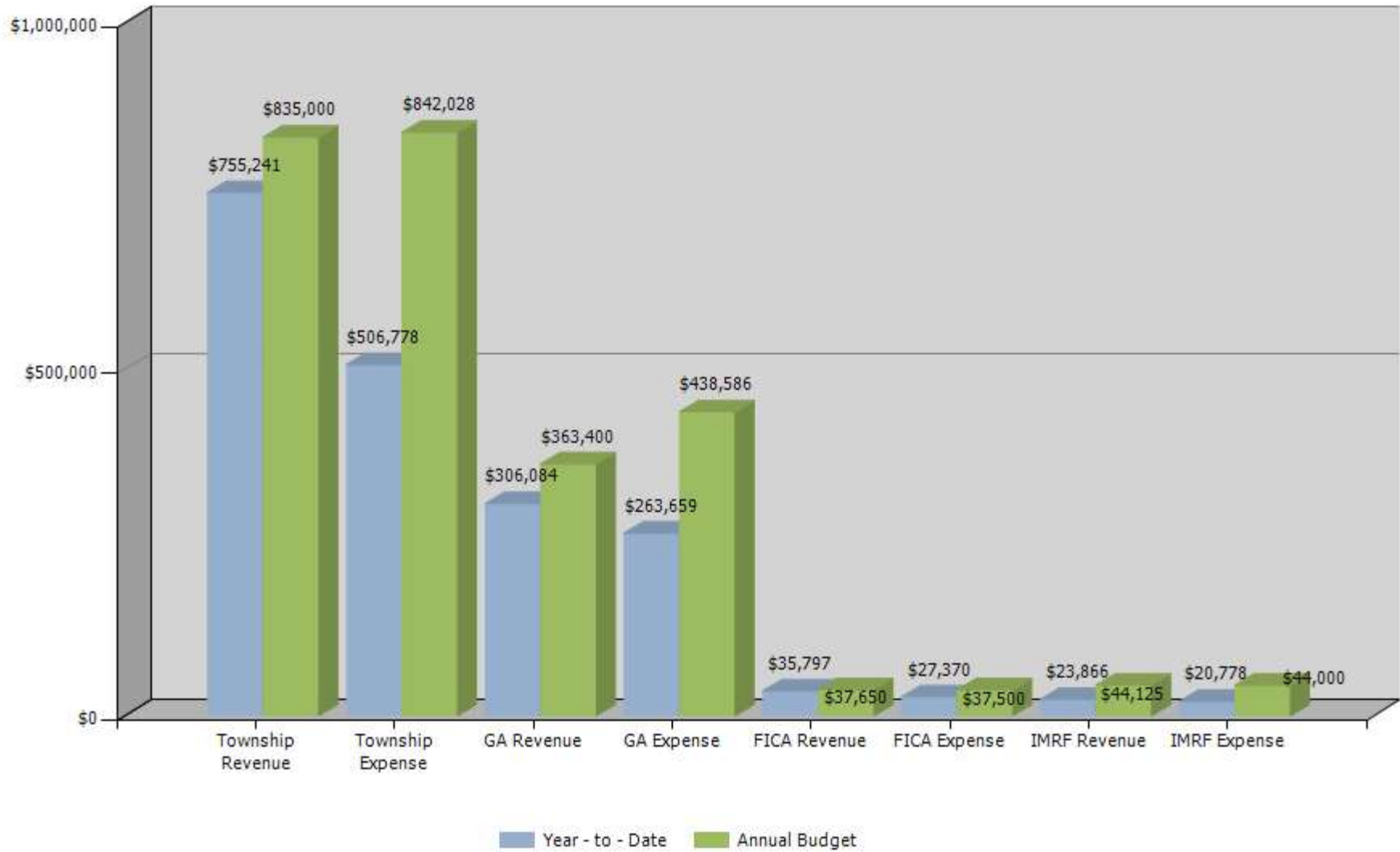
### **ADJOURN**

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 6:11 p.m. Motion carried.

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Township Clerk

**Zion Township  
Revenue & Expense  
Actual vs. Budget  
For the 8 Months Ended December 31, 2022**



**Zion Township  
Income Statement  
Summary Actual vs. Budget  
As of December 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>
<b><u>Township Fund</u></b>					
<b>Revenues</b>	\$ 5,415.10	\$ 755,240.57	\$ 835,000.00	\$ 79,759.43	9.55%
<b><u>Operating Expenses</u></b>					
Personnel	24,926.41	211,904.46	324,338.00	112,433.54	34.67%
Contractual Services	2,763.16	65,479.84	99,275.00	33,795.16	34.04%
Other Operating Expenses	2,515.03	22,363.98	47,525.00	25,161.02	52.94%
Capital Outlay	45,161.50	46,323.00	46,325.00	2.00	0.00%
<b>Total Operating Expenses</b>	<u>75,366.10</u>	<u>346,071.28</u>	<u>517,463.00</u>	<u>171,391.72</u>	<u>33.12%</u>
<b>Community Support</b>	1,911.00	16,287.81	26,000.00	9,712.19	37.35%
<b><u>Youth Services:</u></b>					
Summer Work Program	153.10	11,944.78	17,600.00	5,655.22	32.13%
<b>Total Youth Services</b>	<u>153.10</u>	<u>11,944.78</u>	<u>17,600.00</u>	<u>5,655.22</u>	<u>32.13%</u>
<b><u>Senior Services:</u></b>					
Senior Meals	0.00	3,030.76	3,300.00	269.24	8.16%
Senior Transportation	0.00	4,793.00	17,500.00	12,707.00	72.61%
Senior Support	(1,225.65)	2,541.86	14,500.00	11,958.14	82.47%
<b>Total Senior Services</b>	<u>(1,225.65)</u>	<u>10,365.62</u>	<u>35,300.00</u>	<u>24,934.38</u>	<u>70.64%</u>
<b><u>Assessor's Office:</u></b>					
Personnel	12,844.17	107,198.11	186,495.00	79,296.89	42.52%
Contractual Services	202.82	8,939.66	38,770.00	29,830.34	76.94%
Other Operating Expenses	0.00	5,971.01	18,400.00	12,428.99	67.55%
<b>Total Assessor's Office</b>	<u>13,046.99</u>	<u>122,108.78</u>	<u>243,665.00</u>	<u>121,556.22</u>	<u>49.89%</u>
<b>Total Expenses</b>	<u>89,251.54</u>	<u>506,778.27</u>	<u>840,028.00</u>	<u>333,249.73</u>	<u>39.67%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (83,836.44)</u>	<u>\$ 248,462.30</u>	<u>\$ (5,028.00)</u>	<u>\$ (253,490.30)</u>	
<b><u>General Assistance Fund</u></b>					
<b>Revenues</b>	\$ 2,416.60	\$ 306,083.67	\$ 363,400.00	\$ 57,316.33	15.77%
<b><u>Expenses</u></b>					
Personnel	18,847.30	153,272.73	248,800.00	95,527.27	38.40%
Contractual Services	1,802.51	19,785.08	27,981.00	8,195.92	29.29%
Other Operating Expenses	1,297.45	13,250.34	23,855.00	10,604.66	44.45%
Public Support	10,518.34	77,350.35	137,950.00	60,599.65	43.93%
<b>Total Expenses</b>	<u>32,465.60</u>	<u>263,658.50</u>	<u>438,586.00</u>	<u>174,927.50</u>	<u>39.88%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (30,049.00)</u>	<u>\$ 42,425.17</u>	<u>\$ (75,186.00)</u>	<u>\$ (117,611.17)</u>	
<b><u>FICA Fund</u></b>					
<b>Revenues</b>	\$ 294.89	\$ 35,797.35	\$ 37,650.00	\$ 1,852.65	4.92%
<b>Expenses</b>	<u>3,027.22</u>	<u>27,369.69</u>	<u>37,500.00</u>	<u>10,130.31</u>	<u>27.01%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,732.33)</u>	<u>\$ 8,427.66</u>	<u>\$ 150.00</u>	<u>\$ (8,277.66)</u>	
<b><u>IMRF Fund</u></b>					
<b>Revenues</b>	\$ 196.61	\$ 23,866.29	\$ 44,125.00	\$ 20,258.71	45.91%
<b>Expenses</b>	<u>2,349.87</u>	<u>20,778.01</u>	<u>44,000.00</u>	<u>23,221.99</u>	<u>52.78%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,153.26)</u>	<u>\$ 3,088.28</u>	<u>\$ 125.00</u>	<u>\$ (2,963.28)</u>	

# Zion Township Updates – 1/17/23

*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*

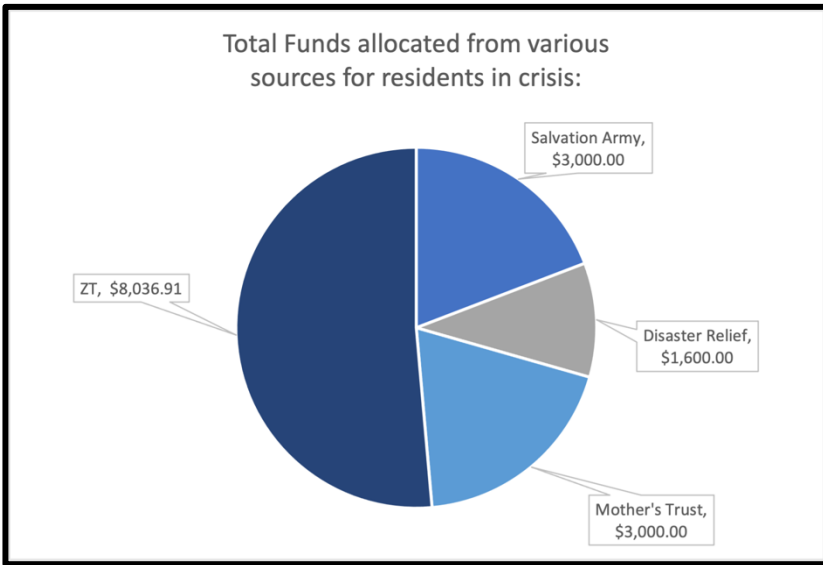
## BOARD SPECIFIC ISSUES

- Staff Retreat was held on Monday, January 9<sup>th</sup> at the Illinois Beach State Park.
- The office will be closed on 2/20/23 for Presidents Day.

## ZION TOWNSHIP UPDATES

- Monthly Client Services Report Attached.
- The staff annual retreat started off with celebrating staff 2022 accomplishments and things staff wanted to celebrate. The discussion continued with identifying staff opportunities that could benefit the Zion Community. The afternoon was spent diving into reviewing the current programs and setting up goals for the 2023 programming. We also reviewed staff 2022 goals to see goals' progress and accomplishments. Adriana Ortiz and Sandra Usher led the event by facilitating and creating a packed day. Thank you, Illinois Beach State Park, for hosting Zion Township and a special thank you to our server Dawson, who made sure that we had an excellent service.
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# Assistance Programs



## General Assistance

- Appointments: 29
- Application issued: 4
- Submitted Applications: 3
- New Recipients: 3
- Denials: 0
- **Flat Grant Approvals: 25/\$6,654.81**
  - Transportation: 7
  - Prescriptions: 0
  - GED: 0
  - Substance Abuse: 0
    - Drug Testing: 0
    - Counseling: 0
    - Evaluations: 0
  - Record Expungement: 0
- Completions (terminations): 3
  - Employed: 2
  - SSI Approved: 0
  - Relocation: 0
  - Other: 1
- Suspended: 0

## Emergency Assistance

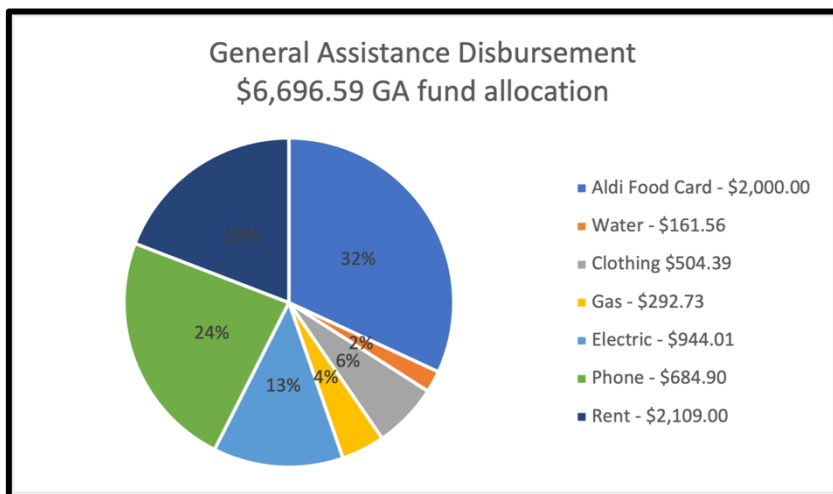
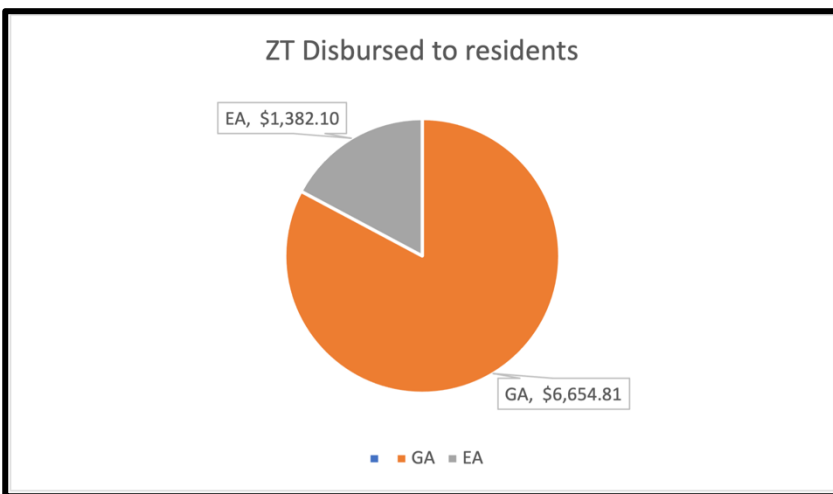
- Appointments: 7
- Total People: 4
- **Approved Applications: 4/\$1,382.10**
  - Housing: 1
  - Utilities: 3
  - Work Related: 0
  - Substance Abuse Counseling: 0
  - Transportation: 0
  - Other: 0
- EA Denials: 0
- EA Pending Applications: 0

## Disaster Relief

- **Applications submitted: 4**
- Applications approved: 4/\$1,600

## Emergency Transportation Assistance

- Gas Vouchers: 0
- Bus Pass: 1
- Train/Other: 0
- Total Funds Spent: \$10.00



Submitted by: ZT Staff

Township Supervisor:

*Christy Neal*

# Monthly Report

December 2022

## Programs & Services

### Community

- Incoming Calls: 512
  - 2022:
  - 2021:
- Notary: 6
- Medical Equipment Pantry: 1
- Passports: 6
- Voter Registration: 0

### Senior

- Senior Half-Fare Taxi Tickets: 6
- Senior Birthday Cards: 91

Financial Counseling Certificates:

## Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 3

Benefit Access Online Applications Processing: 7

Initial Screenings Total: 45

### Resource Referrals

- Resource Appointments: 31
- Total People Referred: 67
- Total Referrals Made: 110

Zion Township Directly Assisted: 66

### Referrals to Partner Agencies

- Catholic Charities: 1
- Christian Assembly of God: 1
- Community Action Partnership: 15
- Community Partners for Affordable Housing: 6
- Love INC: 4
- Mother's Trust: 7
  - Applications submitted: 3
  - Applications approved: 3/\$3,000
- Mt. Sinai Baptist Church: 1
- PADS: 1
- Salvation Army: 5
  - Applications submitted: 0
  - Applications approved: 3/\$3,000
- St. Paul's Lutheran Church: 1

Case Manager Appointments: 67

(Sum of Resource, GA, and EA)

### LIHEAP

- Applications submitted: 10
- Total funds accessed for Zion: **\$28,127 for October and November**
- Report not yet available for December

