

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, JULY 16, 2019 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 June 18, 2019 at 6:15 p.m.
6. Citizen Comments
7. Authorize bills for payment

Assessor’s Office	\$ 16,382.58	
Community Support	\$ 516.84	
Youth Services	\$ 1678.20	
Senior Services	\$ 7,769.00	
Operating Expenses	\$ 44,196.80	
Township Fund Total Expenses		\$ 70,543.42

General Assistance Fund

Public Support	\$ 12,961.62	
Community Support	\$ 0	
Operating Expenses	\$ 23,022.70	
General Assistance Fund Total Expenses		\$ 35,984.32

FICA Total Expenses \$ 11,743.40

IMRF Total Expenses \$ 2,144.95

TOTAL BILLS: \$120,416.09

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

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, JULY 16, 2019 AT 6:15 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS

 Chairman Neal called the meeting to order.

On call of the roll the following answered present: Trustees Frierson, McDowell, Fischer, Holmes, and Chairman Neal. Assessor Wicketts was present.

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

MINUTES

It was moved by Trustee Fischer, seconded by Trustee Frierson that the minutes of a Regular Meeting held on June 18, 2019 at 6:15 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; Holmes, aye; and Chairman Neal, aye. Motion carried.

BILLS

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

Assessor's Office	\$ 16,382.58	
Community Support	\$ 516.84	
Youth Services	\$ 1678.20	
Senior Services	\$ 7,769.00	
Operating Expenses	\$ 44,196.80	
Township Fund Total Expenses		\$ 70,543.42
 <u>General Assistance Fund</u>		
Public Support	\$ 12,961.62	
Community Support	\$ 0	
Operating Expenses	\$ 23,022.70	
General Assistance Fund Total Expenses		\$ 35,984.32
 <u>FICA</u> Total Expenses		\$ 11,743.40
 <u>IMRF</u> Total Expenses		\$ 2,144.95
 TOTAL BILLS:		\$120,416.09

Trustee Holmes questioned why there was a difference in operating expenses from last month. Chairman Neal stated there was an extra week in the payroll period.

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

ASSESSOR'S REPORT

Assessor Wicketts stated he will be turning his books in on August 5th. Residents should receive their assessment notices around August 19th. There is a new system this year and they have encountered some issues. He suggested residents look carefully at their assessment notices to be sure all the information is correct. He stated all resident's property values have increased. This is based on sales from 2016, 2017

and 2018. He stated everything will be required to be filed online, including appeals. He stated some residents may have a hard time navigating the County website. He is considering opening the Assessor's office on Saturdays through September to help residents file their appeals. He suggested residents stop in the Assessor's office if they have any questions or concerns. He may also consider setting aside time before the Town Board meeting to help residents figure things out. Chairman Neal stated information regarding the assessments will be in the ZB Quarterly magazine. Assessor Wicketts stated the County Assessor will be having help centers available throughout the County to help residents file their appeals.

SUPERVISOR'S REPORT

Chairman Neal provided the following information:

- Zion Township Monthly Report – June, 2019
 - ALL 30 Zinnia locations have been planted by community groups and residents and ALL seeds distributed, thanks to donations from Ball Horticultural Company and Joyful Butterfly. Special thanks to Jared Rathge and Andrew-Cooke Magnet School for growing Zinnias for us as well. Their Zinnias are planted in Flemming Park, north of Zion City Hall.
 - There is a Zinnia coloring contest for ALL ages. Pick up pictures at Zion Township, the Zion-Benton Public Library or print them at www.ZinniasforZion.com.
 - August 1st will be the judging for the BEST Zinnia yard contest. Email info@ZionTownship.org to be included!
 - The 2019 Summer Work Program is in full swing with 35 youth. The program runs through July 31st. Any senior or non-profit organization that would like assistance with a non-power tool project, contact Zion Township.
 - Zion Township will be hosting an Open House/Media Day on Friday, July 19 from 1-3 p.m. showcasing the summer work program and the Upper Blacksmith Association project with the youth.
 - The week of July 22nd with assistance of Gale Dulian from the Illinois Dunesland Garden Club, youth will be cutting Zinnias and visiting all areas nursing homes to provide seniors the opportunity to choose their own bouquet which they will help assemble.
 - All board members are invited to the Summer Work Program Awards Banquet on July 13th at 6 p.m. at Violet's Banquet Hall.
 - SIGN UP TODAY to become a Zion Together Neighborhood at www.ZionTogether.com.
 - Zion Together Days will be August 1-4th with the following being planned:
 - 8/1: Concert in the Park
 - 8/2: Zootopia Movie in the Park
 - 8/3: 'Zion's Got Talent' Talent Show and Bubble Battle
 - 8/4: One Voice Community Worship Service.
- Check out ZionTogether.com for information. ReMax Realtors are coming together to sponsor the entire event. Great Lake Credit Union also donated \$250. Thanks to the Zion Park District for their support with this project!!!
- Chairman Neal met with the Fire Chief, Police Chief and the Park District to put together cooling centers. There will be a list of different places that will serve as cooling centers that will be going out on social media and Nextdoor.com.
 - The Township van that was purchased in partnership with My Father's Business for the Summer Work Program is expected to be delivered the middle of August.

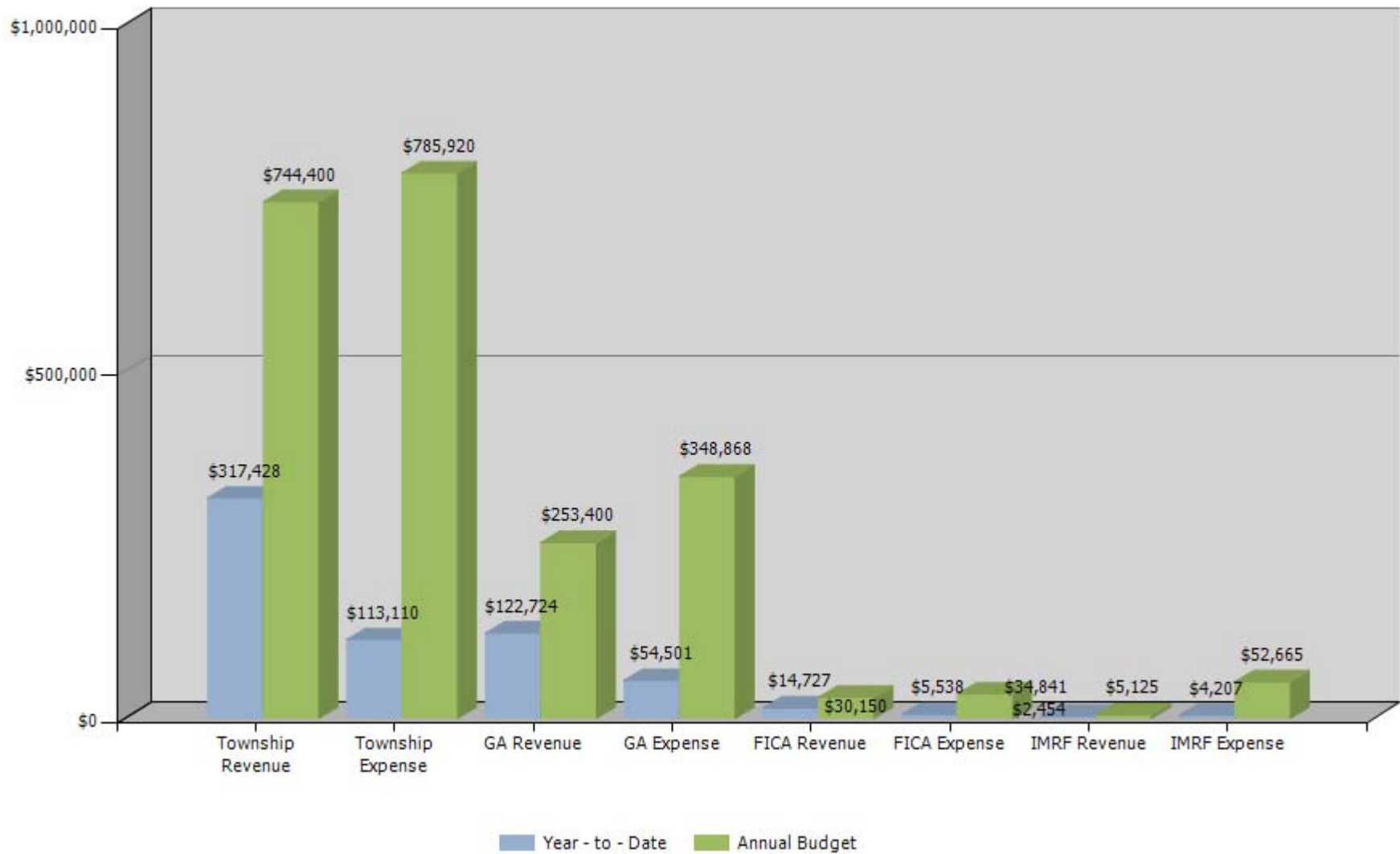
- The first collaborative taxing body magazine; The ZB Quarterly, Everything from Benton to Zion... Collaborating to Better Communicate with Residents – will be mailed to all residents in early September. Partners include: Benton Township, College of Lake County, City of Zion, Lake County Sheriff's Office, State Representative Joyce Mason, Village of Beach Park, Zion-Benton Public Library, Zion Park District, Zion Township, Zion Elementary District 6 and Zion-Benton Township High School District 126. ANY calendar events for the months of September, October or November please email to ZBQuarterly@gmail.com.
- The Upper Midwest Blacksmith Association, led by John Biewer, is graciously building and donating a trellis for the east side of Zion Township to support the perennial Passion Flower, donated by the late Ellen Buntrock.
- The Township will be closed August 8th and 9th for staff training at the Global Leadership Summit in South Barrington, IL.

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 6:38 p.m. Motion carried.

Town Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 2 Months Ended June 30, 2019**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of June 30, 2019**

	<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	\$ 313,537.88	\$ 317,427.67	\$ 744,400.00	\$ 426,972.33	57.36%
<u>Operating Expenses</u>					
Personnel	26,934.18	51,453.22	301,798.00	250,344.78	82.95%
Contractual Services	7,765.31	10,548.96	100,419.00	89,870.04	89.50%
Other Operating Expenses	2,104.81	4,691.37	39,760.00	35,068.63	88.20%
Capital Outlay	7,392.50	7,392.50	52,708.00	45,315.50	85.97%
Total Operating Expenses	<u>44,196.80</u>	<u>74,086.05</u>	<u>494,685.00</u>	<u>420,598.95</u>	<u>85.02%</u>
Community Support	516.84	516.84	14,750.00	14,233.16	96.50%
<u>Youth Services:</u>					
Summer Work Program	1,678.20	1,678.20	53,330.00	51,651.80	96.85%
Total Youth Services	<u>1,678.20</u>	<u>1,678.20</u>	<u>53,330.00</u>	<u>51,651.80</u>	<u>96.85%</u>
<u>Senior Services:</u>					
Senior Meals	3,000.00	3,000.00	3,300.00	300.00	9.09%
Senior Transportation	4,769.00	5,706.50	16,000.00	10,293.50	64.33%
Senior Support	0.00	24.00	5,650.00	5,626.00	99.58%
Total Senior Services	<u>7,769.00</u>	<u>8,730.50</u>	<u>24,950.00</u>	<u>16,219.50</u>	<u>65.01%</u>
<u>Assessor's Office:</u>					
Personnel	14,158.09	24,845.63	166,860.00	142,014.37	85.11%
Contractual Services	852.04	1,207.07	15,060.00	13,852.93	91.98%
Other Operating Expenses	1,372.45	2,046.13	16,285.00	14,238.87	87.44%
Total Assessor's Office	<u>16,382.58</u>	<u>28,098.83</u>	<u>198,205.00</u>	<u>170,106.17</u>	<u>85.82%</u>
Total Expenses	<u>70,543.42</u>	<u>113,110.42</u>	<u>785,920.00</u>	<u>672,809.58</u>	<u>85.61%</u>
Excess Revenues less Expenses	<u>\$ 242,994.46</u>	<u>\$ 204,317.25</u>	<u>\$ (41,520.00)</u>	<u>\$ (245,837.25)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 121,219.77	\$ 122,723.64	\$ 253,400.00	\$ 130,676.36	51.57%
<u>Expenses</u>					
Personnel	16,773.48	28,665.69	193,008.00	164,342.31	85.15%
Contractual Services	4,535.50	6,477.14	27,066.00	20,588.86	76.07%
Other Operating Expenses	1,713.72	2,651.27	17,514.00	14,862.73	84.86%
Public Support	12,961.62	16,706.71	111,280.00	94,573.29	84.99%
Total Expenses	<u>35,984.32</u>	<u>54,500.81</u>	<u>348,868.00</u>	<u>294,367.19</u>	<u>84.38%</u>
Excess Revenues less Expenses	<u>\$ 85,235.45</u>	<u>\$ 68,222.83</u>	<u>\$ (95,468.00)</u>	<u>\$ (163,690.83)</u>	
<u>FICA Fund</u>					
Revenues	\$ 14,546.37	\$ 14,726.84	\$ 30,150.00	\$ 15,423.16	51.15%
Expenses	<u>2,802.97</u>	<u>5,537.61</u>	<u>34,841.00</u>	<u>29,303.39</u>	<u>84.11%</u>
Excess Revenues less Expenses	<u>\$ 11,743.40</u>	<u>\$ 9,189.23</u>	<u>\$ (4,691.00)</u>	<u>\$ (13,880.23)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 2,424.38	\$ 2,454.45	\$ 5,125.00	\$ 2,670.55	52.11%
Expenses	<u>2,144.95</u>	<u>4,207.22</u>	<u>52,665.00</u>	<u>48,457.78</u>	<u>92.01%</u>
Excess Revenues less Expenses	<u>\$ 279.43</u>	<u>\$ (1,752.77)</u>	<u>\$ (47,540.00)</u>	<u>\$ (45,787.23)</u>	

Zion Township Updates – 6/18/19

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

UPDATES ON OFFICE OPERATIONS

- Monthly Report Attached.
- ALL 30 Zinnia locations have been planted by community groups and residents and ALL seeds distributed, thanks to donations from Ball Horticultural Company and Joyful Butterfly. Special thanks to Jared Rathge and Andrew-Cooke Magnet School for growing Zinnias for us as well. Their Zinnias are planted in Flemming Park, north of Zion City Hall.
 - There is a Zinnia coloring contest for ALL ages. Pick up pictures at Zion Township, the Zion-Benton Public Library or print them at www.ZinniasforZion.com.
 - August 1st will be the judging for the BEST Zinnia yard contest . Email info@ZionTownship.org to be included!
- The 2019 Summer Work Program is in full swing with 35 youth. The program runs through July 31st. Any senior or non-profit organization that would like assistance with a non-power tool project, contact Zion Township.
 - Zion Township will be hosting an Open House/Media Day on Friday, July 19th from 1-3pm showcasing our summer work program and the Upper Blacksmith Association project with the youth.
 - The week of July 22nd, with the assistance of Gale Dulian from the Illinois Dunesland Garden Club, youth will be cutting Zinnias and visiting all area nursing homes to provide seniors the opportunity to choose their own bouquet which they will help assemble.
 - All board members are invited to the Summer Work Program Awards Banquet on July 31st at 6pm at Violet's Banquet Hall.
- SIGN UP TODAY to become a Zion Together Neighborhood at www.ZionTogether.com.
- Zion Together Days will be August 1-4th with the following being planned:
 - 8/1: Concert in the Park 7-8:30pm
 - 8/2: Zootopia Movie in the Park 8:30-10:30pm
 - 8/3: 'Zion's Got Talent' Talent Show noon til 3pm and Bubble Ball Battle 4:30-6pm
 - 8/4: Community Worship Service 6-7:30pmCheck out www.ZionTogether.com for information.
ReMax Realtors are coming together to sponsor the entire event. Great Lake Credit Union also donated \$250. Thanks to the Zion Park District for their support with this project!!!

BOARD SPECIFIC ISSUES

- The Township van that is on order for the Summer Work Program will not be delivered until August 13th, after the program ends. My Father's Business will be lending us their bus for the program this summer at no cost, thanks to the partnership we have established.
- The first collaborative taxing body magazine - *The ZB Quarterly, Everything from Benton to Zion, . . . Collaborating to Better Communicate with Residents* - will be mailed to all residents in early September. Partners include: Benton Township, College of Lake County, City of Zion, Lake County Sheriff's Office, State Representative Joyce Mason, Village of Beach Park, Zion-Benton Public Library, Zion Park District, Zion Township, Zion Elementary District 6 and Zion-Benton Township High School District 126. ANY calendar events for the months of September, October or November, please email to ZBQuarterly@gmail.com.
- The Upper Midwest Blacksmith Association, led by John Biewer, is graciously building and donating a trellis for the east side of Zion Township to support the perennial Passion Flower, donated by the late Ellen Buntrock. Completion date to be determined.
- We will be closed August 8th and 9th, for staff training at the Global Leadership Summit in South Barrington, IL.

COMMUNITY – KEY RESOURCES

- ❖ SHIP – Senior Health Insurance Program is now at Zion Township every second Tuesday of the month from 1:00 – 4:00 pm. Call 847-740-6710 to schedule an appointment.
- ❖ Abiding Love Food Pantry: Each Wednesday from 10am til 1pm at Christian Assembly of God Church, 2929 Bethel Blvd, Zion (Closed 5th Wednesdays).
- ❖ Zion Township processes Passport applications, provides Notary service, faxing, voter registration, as well as processes Benefit Access and RTA passes.
- ❖ FREE counseling services are now being provided at Zion Township thanks to Princesses and Ladies, Inc and Cynthia Lincke. Call Zion Township for more information.

Zion Township Monthly Report

June 2019

Programs & Services

- **Community**
 - Incoming Calls: 454
 - Walk-In Clients: 214
 - Passports: 2
 - Notary: 5
 - Medical Equipment Pantry: 0
- **Senior**
 - Senior Half-Fare Taxi Tickets: 13
 - Senior Birthday Cards: 68
- **Youth**
 - Summer Work Program (June/July): 35 youth hired

Referrals & Other Agency Application Processing

- **RTA Free or Reduced Ride Program Processing: 19**
- **Benefit Access Online Applications Processing: 24**
- **Initial Screenings Total: 56**
- **Resource Referrals**
 - Resource Appointments: 15
 - Total People Referred: 45
 - Total Referrals Made: 70
- **Zion Township Directly Assisted: 32**
- **Referrals to Partner Agencies**
 - Catholic Charities: 5
 - Community Action of Lake County: 10
 - Community Partners for Affordable Housing: 2
 - Cynthia Lincke: 1
 - DHS: 2
 - Lake County Job Center: 1
 - Lions Club: 1
 - Love INC: 4
 - Mano A Mano: 1
 - Maristella: 1
 - Mother's Trust: 1
 - PADS: 1
 - Sleep In Heavenly Peace: 1
 - Zion City Hall: 1
- **LIHEAP Application Processing (July & Sept. – May)**
 - Applicants: 0
 - Applications Completed: 0
 - Total Funds Accessed for Zion: 0

Assistance Programs

- **Case Manager Appointments: 37**
(Sum of Resource, GA, and EA)
- **General Assistance**
 - Participants: 12
 - Appointments: 12
 - Application Pick-ups: 1
 - Submitted Applications: 1
 - New Recipients: 1
 - Denials: 0
 - Flat Grant Approvals: 12/\$3,485.28
 - Transportation: 2
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
 - Completions (terminations): 0
 - Employed: 0
 - SSI Approved: 1
 - Deceased: 0
 - Relocation: 0
 - Suspended: 0
- **Emergency Assistance**
 - Appointments: 10
 - Total People: 10
 - Approved Applications: 10/\$3,727.83
 - Housing: 5
 - Utilities: 5
 - Work Related: 0
 - Other: 0
 - Substance Abuse Counseling: 0
 - EA Denials: 0
 - EA Incomplete Applications: 0
- **Financial Counseling Certificates: 6**
- **Emergency Transportation Assistance**
 - Gas Vouchers: 0
 - 1-Day Bus Pass: 0
 - Train/Other: 0
 - Total Funds Spent: \$ 0

Submitted by: ZT Staff

T. Supervisor

