

# 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, JUNE 18, 2019 AT 6:15 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 Public Hearing held on May 21, 2019 at 6:02 p.m. and a Regular Meeting held on May 21, 2019 at 6:15 p.m.
6. Citizen Comments
7. Authorize bills for payment

Assessor’s Office	\$ 11,716.25	
Community Support	\$ 0.00	
Youth Services	\$ 0.00	
Senior Services	\$ 961.50	
Operating Expenses	\$ 29,889.25	
Township Fund Total Expenses		\$ 42,567.00

General Assistance Fund

Public Support	\$ 3,745.09	
Community Support	\$ 0	
Operating Expenses	\$ 14,771.40	
General Assistance Fund Total Expenses		\$ 18,516.49

FICA Total Expenses \$ 2,734.64

IMRF Total Expenses \$ 2,062.27

**TOTAL BILLS: \$ 65,880.40**

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**

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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
 <b>TOTAL BILLS:</b>		<b>\$120,416.09</b>

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 5<sup>th</sup>. Residents should receive their assessment notices around August 19<sup>th</sup>. 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](http://www.ZinniasforZion.com).
    - August 1<sup>st</sup> will be the judging for the BEST Zinnia yard contest. Email [info@ZionTownship.org](mailto:info@ZionTownship.org) to be included!
  - The 2019 Summer Work Program is in full swing with 35 youth. The program runs through July 31<sup>st</sup>. 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 22<sup>nd</sup> 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 13<sup>th</sup> at 6 p.m. at Violet's Banquet Hall.
  - SIGN UP TODAY to become a Zion Together Neighborhood at [www.ZionTogether.com](http://www.ZionTogether.com).
  - Zion Together Days will be August 1-4<sup>th</sup> 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](mailto: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 8<sup>th</sup> and 9<sup>th</sup> for staff training at the Global Leadership Summit in South Barrington, IL.

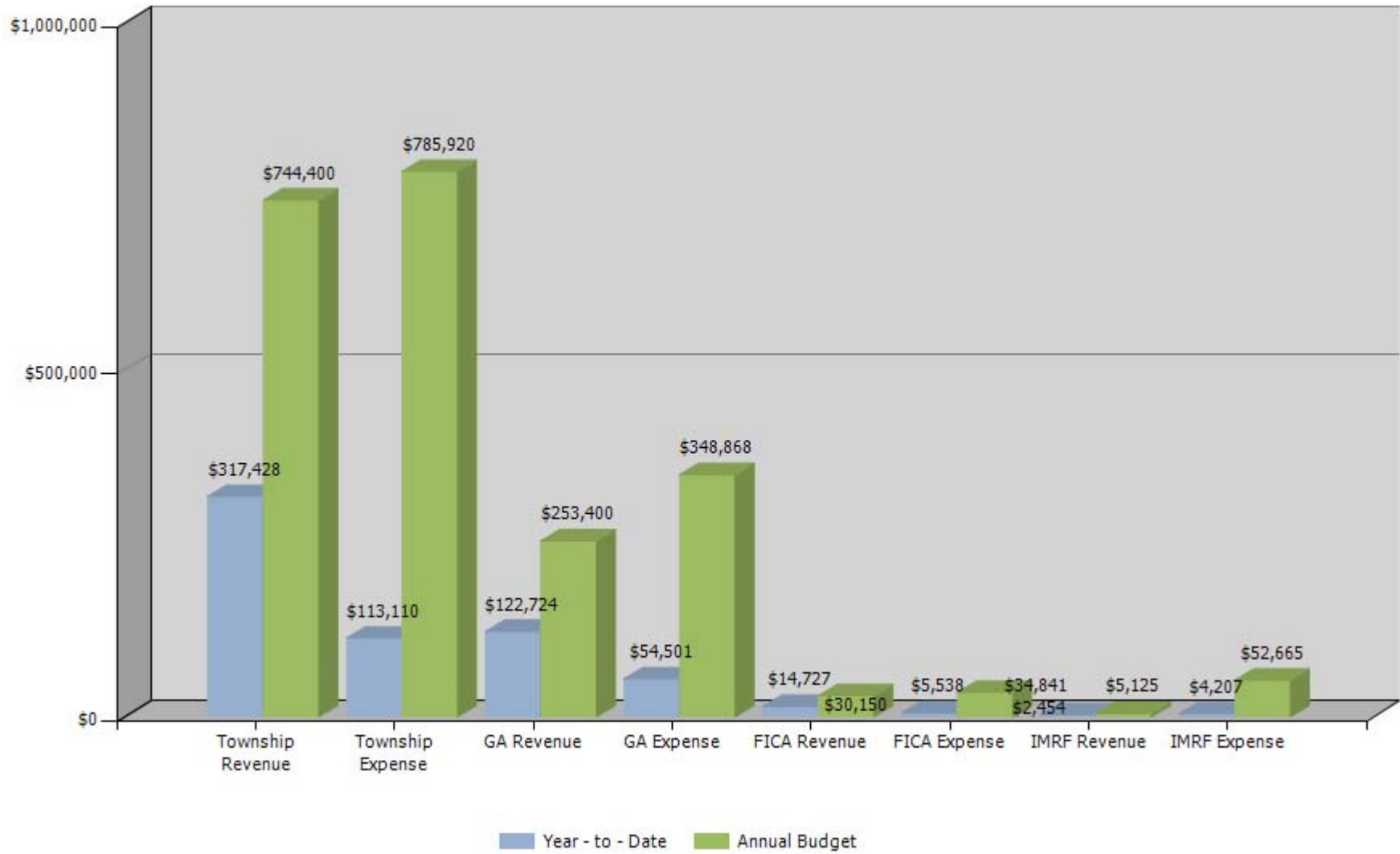
**ADJOURN**

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.

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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>
<b><u>Township Fund</u></b>					
<b>Revenues</b>	\$ 313,537.88	\$ 317,427.67	\$ 744,400.00	\$ 426,972.33	57.36%
<b><u>Operating Expenses</u></b>					
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%
<b>Total Operating Expenses</b>	<u>44,196.80</u>	<u>74,086.05</u>	<u>494,685.00</u>	<u>420,598.95</u>	<u>85.02%</u>
<b>Community Support</b>	516.84	516.84	14,750.00	14,233.16	96.50%
<b><u>Youth Services:</u></b>					
Summer Work Program	1,678.20	1,678.20	53,330.00	51,651.80	96.85%
<b>Total Youth Services</b>	<u>1,678.20</u>	<u>1,678.20</u>	<u>53,330.00</u>	<u>51,651.80</u>	<u>96.85%</u>
<b><u>Senior Services:</u></b>					
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%
<b>Total Senior Services</b>	<u>7,769.00</u>	<u>8,730.50</u>	<u>24,950.00</u>	<u>16,219.50</u>	<u>65.01%</u>
<b><u>Assessor's Office:</u></b>					
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%
<b>Total Assessor's Office</b>	<u>16,382.58</u>	<u>28,098.83</u>	<u>198,205.00</u>	<u>170,106.17</u>	<u>85.82%</u>
<b>Total Expenses</b>	<u>70,543.42</u>	<u>113,110.42</u>	<u>785,920.00</u>	<u>672,809.58</u>	<u>85.61%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 242,994.46</u>	<u>\$ 204,317.25</u>	<u>\$ (41,520.00)</u>	<u>\$ (245,837.25)</u>	
<b><u>General Assistance Fund</u></b>					
<b>Revenues</b>	\$ 121,219.77	\$ 122,723.64	\$ 253,400.00	\$ 130,676.36	51.57%
<b><u>Expenses</u></b>					
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%
<b>Total Expenses</b>	<u>35,984.32</u>	<u>54,500.81</u>	<u>348,868.00</u>	<u>294,367.19</u>	<u>84.38%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 85,235.45</u>	<u>\$ 68,222.83</u>	<u>\$ (95,468.00)</u>	<u>\$ (163,690.83)</u>	
<b><u>FICA Fund</u></b>					
<b>Revenues</b>	\$ 14,546.37	\$ 14,726.84	\$ 30,150.00	\$ 15,423.16	51.15%
<b>Expenses</b>	<u>2,802.97</u>	<u>5,537.61</u>	<u>34,841.00</u>	<u>29,303.39</u>	<u>84.11%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 11,743.40</u>	<u>\$ 9,189.23</u>	<u>\$ (4,691.00)</u>	<u>\$ (13,880.23)</u>	
<b><u>IMRF Fund</u></b>					
<b>Revenues</b>	\$ 2,424.38	\$ 2,454.45	\$ 5,125.00	\$ 2,670.55	52.11%
<b>Expenses</b>	<u>2,144.95</u>	<u>4,207.22</u>	<u>52,665.00</u>	<u>48,457.78</u>	<u>92.01%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 279.43</u>	<u>\$ (1,752.77)</u>	<u>\$ (47,540.00)</u>	<u>\$ (45,787.23)</u>	

# 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

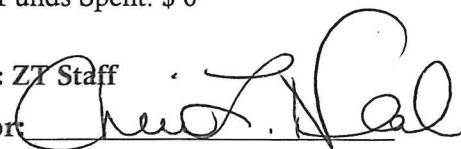
- **RTA Free or Reduced Ride Program Processing: 19**
- **Benefit Access Online Applications Processing: 24**
- **Initial Screenings Total: 56**
- **Resource Referrals**
  - Resource Appointments: 15
  - Total People Referred: 45
  - Total Referrals Made: 70
- **Zion Township Directly Assisted: 32**
- **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



# Zion Township Monthly Report

June 2019

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Submitted by: ZT Staff

T. Supervisor

