

Agenda

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, MARCH 16, 2021
 AT 6:00 P.M. (VIA ZOOM) IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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ADMINISTRATION OF OATH OF OFFICE

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 February 16, 2021 at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment

Township Fund

Assessor’s Office	\$13,435.09	
Community Support	\$376.20	
Youth Services	\$0	
Senior Services	\$359.00	
Operating Expenses	\$31,787.52	
Township Fund Total Expenses		\$45,957.81

General Assistance Fund

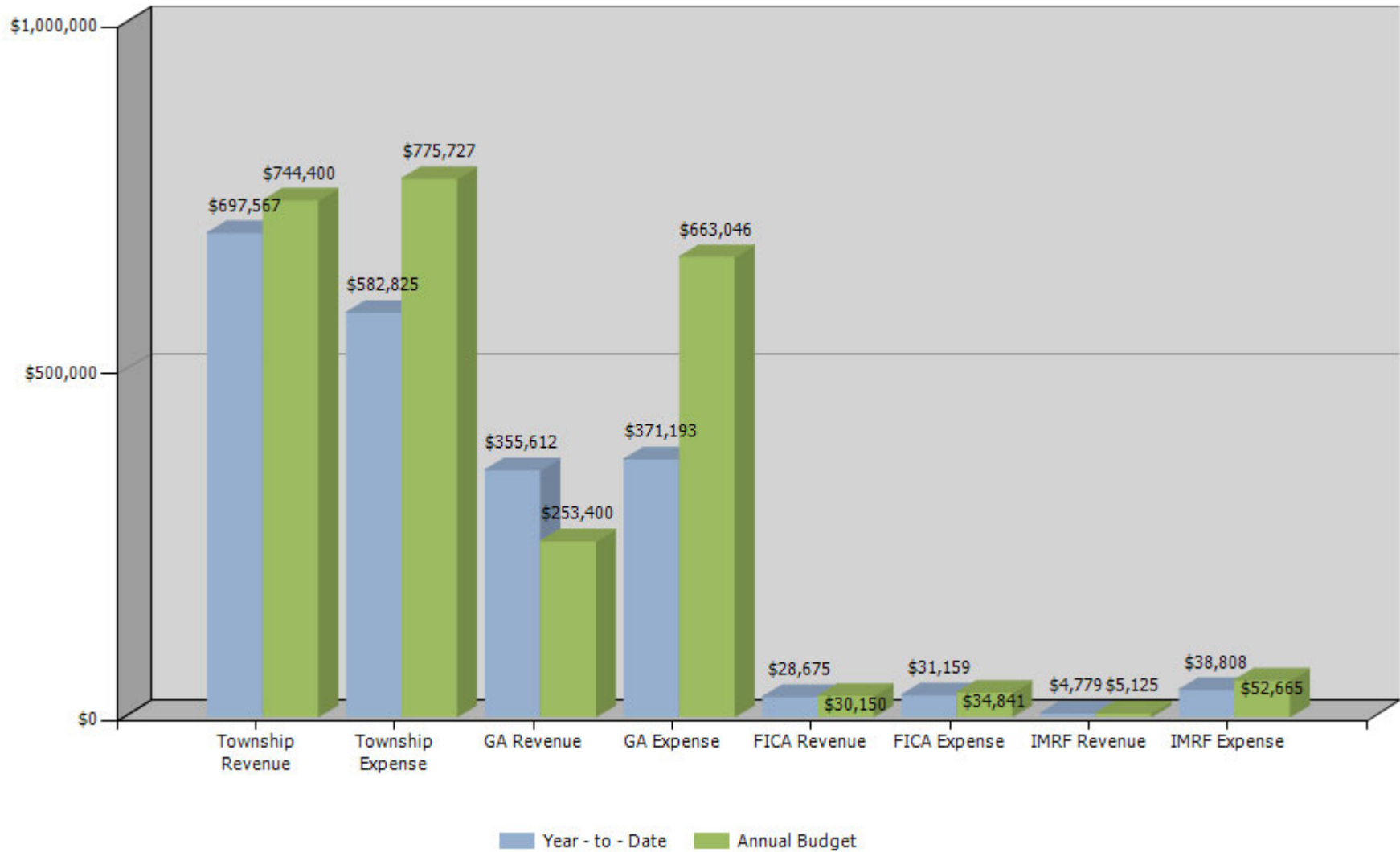
Public Support	\$10,652.49	
Operating Expenses	\$15,854.16	\$26,506.65
General Assistance Fund Total Expenses		

<u>FICA</u> Total Expenses		\$2,2697.03
<u>IMRF</u> Total Expenses		\$3,553.41

TOTAL Bills: \$78,714.90

8. Receive & Place on File: 2020 Zion Township Annual Report per Chairman Neal
9. Consider approval of the 2021 Annual Town Meeting agenda per Chairman Neal
10. Assessor's Report
11. Supervisor's Report/Announcements
12. Adjourn

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 10 Months Ended February 28, 2021**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of February 28, 2021**

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Remaining Budget</u>
Township Fund					
Revenues	\$ 31,348.56	\$ 697,566.70	\$ 744,400.00	\$ 46,833.30	6.29%
Operating Expenses					
Personnel	22,664.99	250,455.10	310,973.00	60,517.90	19.46%
Contractual Services	5,158.34	60,769.17	100,017.00	39,247.83	39.24%
Other Operating Expenses	3,964.19	27,285.52	45,974.00	18,688.48	40.65%
Capital Outlay	0.00	53,297.50	57,708.00	4,410.50	7.64%
Total Operating Expenses	<u>31,787.52</u>	<u>391,807.29</u>	<u>514,672.00</u>	<u>122,864.71</u>	<u>23.87%</u>
Community Support	376.20	21,857.11	23,000.00	1,142.89	4.97%
Youth Services:					
Total Youth Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Senior Services:					
Senior Meals	0.00	48.59	3,300.00	3,251.41	98.53%
Senior Transportation	310.00	6,051.44	17,500.00	11,448.56	65.42%
Senior Support	49.00	434.00	5,750.00	5,316.00	92.45%
Total Senior Services	<u>359.00</u>	<u>6,534.03</u>	<u>26,550.00</u>	<u>20,015.97</u>	<u>75.39%</u>
Assessor's Office:					
Personnel	11,747.72	135,204.28	180,160.00	44,955.72	24.95%
Contractual Services	1,440.00	14,236.98	15,060.00	823.02	5.46%
Other Operating Expenses	247.37	13,185.38	16,285.00	3,099.62	19.03%
Total Assessor's Office	<u>13,435.09</u>	<u>162,626.64</u>	<u>211,505.00</u>	<u>48,878.36</u>	<u>23.11%</u>
Total Expenses	<u>45,957.81</u>	<u>582,825.07</u>	<u>775,727.00</u>	<u>192,901.93</u>	<u>24.87%</u>
Excess Revenues less Expenses	<u>\$ (14,609.25)</u>	<u>\$ 114,741.63</u>	<u>\$ (31,327.00)</u>	<u>\$ (146,068.63)</u>	
General Assistance Fund					
Revenues	\$ 36,043.25	\$ 355,611.52	\$ 253,400.00	\$ (102,211.52)	-40.34%
Expenses					
Personnel	13,311.93	153,531.97	203,970.00	50,438.03	24.73%
Contractual Services	838.49	19,648.61	29,071.00	9,422.39	32.41%
Other Operating Expenses	1,703.74	15,070.13	22,055.00	6,984.87	31.67%
Public Support	10,652.49	182,942.65	407,950.00	225,007.35	55.16%
Total Expenses	<u>26,506.65</u>	<u>371,193.36</u>	<u>663,046.00</u>	<u>291,852.64</u>	<u>44.02%</u>
Excess Revenues less Expenses	<u>\$ 9,536.60</u>	<u>\$ (15,581.84)</u>	<u>\$ (409,646.00)</u>	<u>\$ (394,064.16)</u>	
FICA Fund					
Revenues	\$ 0.56	\$ 28,675.34	\$ 30,150.00	\$ 1,474.66	4.89%
Expenses	<u>2,697.03</u>	<u>31,159.48</u>	<u>34,841.00</u>	<u>3,681.52</u>	<u>10.57%</u>
Excess Revenues less Expenses	<u>\$ (2,696.47)</u>	<u>\$ (2,484.14)</u>	<u>\$ (4,691.00)</u>	<u>\$ (2,206.86)</u>	
IMRF Fund					
Revenues	\$ 0.09	\$ 4,779.21	\$ 5,125.00	\$ 345.79	6.75%
Expenses	<u>3,553.41</u>	<u>38,807.57</u>	<u>52,665.00</u>	<u>13,857.43</u>	<u>26.31%</u>
Excess Revenues less Expenses	<u>\$ (3,553.32)</u>	<u>\$ (34,028.36)</u>	<u>\$ (47,540.00)</u>	<u>\$ (13,511.64)</u>	

Zion Township Updates – 3/16/21

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.
- We had 51 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 2 applications were submitted and approved, 6 families were approved for Emergency Assistance and we have 12 current General Assistance participants.
- Zinnia orders have been placed and seed packets ordered to kick off the 3rd Annual Color Zion with Zinnias Initiative.
- Applications are now being taken at www.lakecountyjobcenter.com to fill 20 positions in the Zion Township Summer Work Program.
- The Senior Resource Day will be a little different this year, as we will instead host a drive-by event. Agencies will contribute information to a Senior Resource Guide along with other items that will be given out to seniors on Wednesday, April 21st from 11am til 2pm at the Zion Park District, 2400 Dowie Memorial Dr., Zion.
- The spring issue of the ZB Quarterly has been mailed out!
- Huge debt of gratitude on behalf of the Zion seniors to Mayor Billy McKinney for his partnership with Cancer Treatment Centers of America with providing Covid-19 vaccines.
- The Zion Township election will be held on April 6, 2021 with early voting from March 22 through April 5th.

BOARD SPECIFIC ISSUES

- Zion Township is closed to walk-ins due to staff Covid-19 cases. All calls and emails are being answered and residents are being assisted during normal business hours.
- The budget has been submitted to the board and is available for review, to be approved at the April meeting.
- Zion Township applied for and received a FERA funds (Federal Emergency Relief Act) grant through Lake County for \$285,000 to assist residents with Covid-19 related issues for housing and utilities.
- We are officially a Salvation Army Extension to assist residents with emergency assistance.

COVID 19 – KEY RESOURCES

- ❖ Covid-19 Vaccines for those over 65 at CTCA – call 847-746-4013.
- ❖ FREE Covid-19 Testing – Daily from 8am – 5pm at the corner of 27th St and Emmaus Ave.
- ❖ Anyone needing financial assistance due to Covid-19, sign up for the Financial Capabilities Class through Community Partners 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.
- ❖ 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



ZION TOWNSHIP

LEADERSHIP • ADVOCACY • RESOURCES

Monthly Report

February 2021

Programs & Services

■ Community

- Incoming Calls: 372
- Notary: 1
- Medical Equipment Pantry: 0
- Passports: 6
- Voter Registration: 0

■ Senior

- Senior Half-Fare Taxi Tickets: 6
- Senior Birthday Cards: 74

Referrals & Other Agency Application Processing

■ RTA Free or Reduced Ride Program Processing: 0

■ Benefit Access Online Applications Processing:

■ Initial Screenings Total: 51

■ Resource Referrals

- Resource Appointments: 14
- Total People Referred: 36
- Total Referrals Made: 64

■ Zion Township Directly Assisted: 26

■ Referrals to Partner Agencies

- Catholic Charities: 1
- Community Action Partnership of Lake County: 5
- Community Partners for Affordable Housing: 18
- DHS: 2
- IDES: 1
- Lake County Job Center: 1
- Love INC: 1
- My Pantry Express: 1
- Mother's Trust: 5
 - Applications submitted: 2
 - Applications approved: /\$542.65
- Zion City Hall: 2

■ Case Manager Appointments: 39

(Sum of Resource, GA, and EA)

■ Disaster Relief Approvals:

- Applications submitted: 0
- Applications approved: 0/\$0

Assistance Programs

General Assistance

- Appointments: 18
- Application issued: 3
- Submitted Applications: 2
- New Recipients: 2
- Denials: 0
- Flat Grant Approvals: 12/\$3,687.73
 - Transportation: 3
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations): 1
 - Employed: 0
 - SSI Approved: 0
 - Relocation: 0
 - Other: 1
- Suspended:

■ Emergency Assistance

- Appointments: 6
- Total People: 6
- Approved Applications: 6/\$2,250
 - Housing: 1
 - Utilities: 5
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 0

■ Financial Counseling Certificates: 4

■ Emergency Transportation Assistance

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

Submitted by: ZT Staff

Township Supervisor:

Zion Township Annual Financial Report

for Fiscal Year 2020/2021

	<u>Projected Year End</u>	<u>Annual Budget</u>
TOWNSHIP FUND		
Revenues:	\$744,400.00	\$755,000.00
Expenses:		
Personnel	\$301,796.00	\$310,974.31
Contractual Services	\$73,903.75	\$100,017.00
Other Operating Expenses	\$32,256.54	\$44,810.00
Capital Outlay	\$54,776.25	\$57,708.00
Total Operating	<u>\$462,732.54</u>	<u>\$513,509.31</u>
Community Support	\$23,560.91	\$23,560.91
Youth Services: Summer Work Program	\$0	\$0
Total Community & Youth Services	<u>\$23,560.91</u>	<u>\$23,560.91</u>
Senior Meals	\$65.00	\$3,300.00
Senior Transportation	\$8,571.62	\$17,500.00
Senior Support	\$634.50	\$5,750.00
Total Senior Services	<u>\$9,271.12</u>	<u>\$26,550.00</u>
Assessor's Office		
Personnel	\$119,783.14	\$180,160.00
Contractual Services	\$15,060.00	\$15,060.00
Other Operating Expenses	\$16,285.00	\$16,285.00
Total Assessor's Office	<u>\$151,128.14</u>	<u>\$211,505.00</u>
Total Expenses	<u>\$646,692.71</u>	<u>\$775,125.22</u>
Excess Revenues less Expenses	<u>\$97,707.29</u>	<u>-\$20,125.22</u>
Prior Surplus	<u>\$660,199.00</u>	<u>\$660,199.00</u>
Ending Balance	<u>\$562,491.71</u>	<u>\$640,073.78</u>

GENERAL ASSISTANCE FUND		
Revenues:	\$355,611.52	\$360,000.00
Expenses:		
Personnel	\$174,277.32	\$203,970.63
Contractual Services	\$25,500.37	\$28,961.00
Other Operating Services	\$15,327.69	\$21,224.50
Public Support	\$211,745.00	\$267,950.00
Total Expenses	<u>\$426,805.38</u>	<u>\$522,106.13</u>
Excess Revenues less Expenses	<u>-\$71,238.86</u>	<u>-\$162,106.13</u>
Prior Surplus	<u>\$248,905.00</u>	<u>\$248,905.00</u>
Ending Balance	<u>\$177,666.14</u>	<u>\$86,798.87</u>

FICA FUND		
Revenues:	\$30,150.00	\$30,150.00
Expenses:	\$34,841.00	\$34,841.00
Excess Revenues less Expenses	<u>-\$4,691.00</u>	<u>-\$4,691.00</u>
Prior Surplus	<u>\$22,750.00</u>	<u>\$22,750.00</u>
Ending Balance	<u>\$18,059.00</u>	<u>\$18,059.00</u>

IMRF FUND		
Revenues:	\$5,0125.00	\$5,125.00
Expenses:	\$46,000.00	\$52,665.00
Excess Revenues less Expenses	<u>-\$40,875.00</u>	<u>-\$47,540.00</u>
Prior Surplus	<u>\$61,769.00</u>	<u>\$61,769.00</u>
Ending Balance	<u>\$20,894.00</u>	<u>\$14,229.00</u>

Total Income	<u>\$1,180,286.52</u>	<u>\$1,150,275.00</u>
Total Expenses	<u>\$1,154,339.09</u>	<u>\$1,384,737.35</u>