

Agenda

REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, SEPTEMBER 21, 2021 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 August 17, 2021 at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment

Township Fund

Assessor’s Office	\$15,826.41	
Community Support	\$4,989.50	
Youth Services	\$1,268.63	
Senior Services	\$352.84	
Operating Expenses	\$45,781.18	
Township Fund Total Expenses		\$68,218.56

General Assistance Fund

Public Support	\$64,138.76	
Operating Expenses	\$28,442.01	\$92,580.77
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,909.19

IMRF Total Expenses \$3,713.96

TOTAL Bills: \$167,422.48

8. Receive and Place on File - Audit for the year ending April 30, 2021
9. Assessor’s Report
10. Supervisor’s Report/Announcements
11. Adjourn

MINUTES OF A REGULAR MEETING OF THE TOWN BOARD OF TRUSTEES HELD TUESDAY, AUGUST 17, 2021 AT 6:00 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 Holmes, Frierson, Fischer, McDowell and Chairman Neal. Assessor Davis was also present.

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

AGENDA CHANGES

It was moved by Trustee Frierson seconded by Trustee McDowell to accept the Township meeting agenda with the following change:

Delete: Item 9. Discussion and approval of parameters regarding ZBTHS agreement for co-sponsoring events.

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

MINUTES

Chairman Neal stated there has been a glitch in the videos of the Township meeting as it has only been capturing the first 30 minutes of the meeting. They are looking into this and will be troubleshooting the issue.

It was moved by Trustee McDowell, seconded by Trustee Frierson that the minutes of a Regular Meeting held on July 20, 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; Fischer, aye; McDowell, aye and Chairman Neal, aye. Motion carried.

CITIZEN COMMENTS

Kathy Champine, Zion, stated she went to watch the video from the last meeting and it was her recollection that Trustee McDowell laid a motion to table the item regarding collaboration and that there was not a second and therefore was not a vote. She was unable to check herself without being able to view the video. She reminded the public that to lay a motion on the table, a second is required. Additionally, she thanked Trustees Holmes and Frierson for collaborating on Black Lives Matter (BLM). She shared some of the history of how BLM began and stated that she is in support of BLM.

A gentleman asked if the discussion of partnering with Black Lives Matter was being tabled or being commented on. Chairman Neal stated it was neither one as the item was taken off the agenda. She stated the agenda item was not actually about Black Lives Matter. It was about having an agreement with any organization that wanted to partner with the High School. As it turns out, the High School will partner with organizations as they see fit and when the Township wants to host an event, they would just host it themselves.

BILLS

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

Township Fund

Assessor's Office	\$11,386.13	
Community Support	\$2,240.00	
Youth Services	\$2,722.00	
Senior Services	\$981.95	
Operating Expenses	\$27,448.20	
Township Fund Total Expenses		\$44,778.28

General Assistance Fund

Public Support	\$74,189.43	
Operating Expenses	\$12,585.34	\$86,774.77
General Assistance Fund Total Expenses		

FICA Total Expenses \$2,952.49

IMRF Total Expenses \$3,618.47

TOTAL Bills: \$138,124.01

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

SPECIAL PRESENTATION/ZINNIAS FOR ZION RECOGNITION AWARDS

Rose Salata presented the awards for the 2021 Zinnia for Zion Campaign which included the all ages coloring contest and the winners of Zion's best displays.

ASSESSOR'S REPORT

- The 30-day window to appeal your property assessment ended on August 9th. We had a total of 224 appeals for this year. Hearings will be scheduled in the weeks ahead.
- In case you missed it, we partnered with Holly Kim at the Lake County Treasurer's office for a tour of the tax bill where we provided a more detailed understanding of the tax cycle and the blue assessment notice. The video is on our Facebook page also.
- Friendly reminder that the final payment for property taxes is due September 7th. Please note, we do not accept payments in our office.

SUPERVISOR'S REPORT/ANNOUNCEMENTS

Chairman Neal provided the following information:

- Monthly Report, July, 2021
- We had 48 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 1 applications were submitted and approved, 2 families were

- approved for Emergency Assistance, 2 families were approved for Disaster Relief and we have 17 current General Assistance participants. We are currently processing 18 FERA grant applications and submitted 10 FERA applications last month totaling \$70,901.11.
- The Summer Work Program had a successful completion with 2 youth being nominated for employee of the year with Devonte Jones as the winner. A cookout celebration honoring those who participated was hosted on 7/31/21. Dane Morgan, the Branch President of Waukegan Community Bank Wintrust, and the owner of our bond was also in attendance with Lisa Meggs, their VP of Community Banking.
- Thanks to Chief Eric Barden, Officer Molleda and all the officers who nominated yards in Zion to be recognized for the yard of the year. We had 59 nominations with several duplicates. Residents were recognized at the Monarch Mania Festival.
- Despite the Movie being rained out, Zion Together Days was a success with the Concert in the Park and the Monarch Mania Festival. Thanks to Mayor Billy McKinney for leading the Monarch Walk around the circle!
- A Ribbon Cutting for The Monarch Butterfly Mural announcing Zion, IL as Monarch City USA at IUP Feedstore's north wall, 2429 Sheridan Rd. will take place from 6-7pm on Tuesday, August 31, 2021.
- Any seniors wishing to join the Queen Bees of Zion Red Hat Society should call Zion Township today! A monthly group trip and two overnight trips are being planned.
- Elf Network starts up September 1st! Residents will be identified based on need as well as contact through EA and FERA programs.
- The refunding of the 2007 debt certificates for a lower rate is complete, saving the Township over \$18,000.

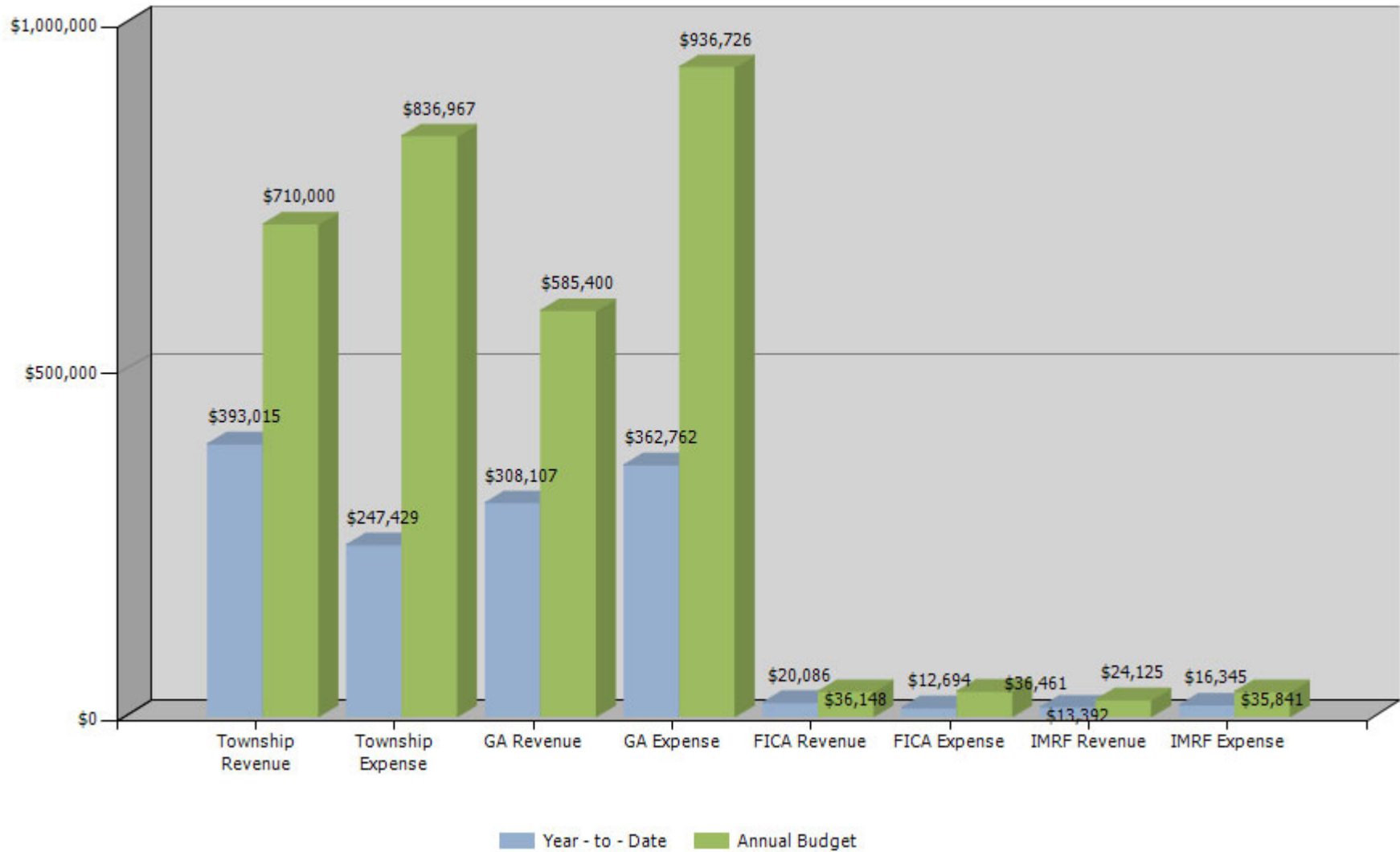
Chairman Neal stated she had a conversation with her lead case manager, Adriana about LHEAP. Because of COVID, they were hesitant about doing LHEAP applications in the office. They will be looking into going to the senior buildings to help the seniors with the applications. The majority of the people in those buildings are vaccinated. They will also be extending the FERA grant to be able to offer more help. Township staff met with the City water department to discuss water shut-offs. The City currently has about 900 disconnection letters that they will be sending out. There will be a substantial amount of people who are struggling and are unable to pay their bills. They wanted to brainstorm on how to get the information out that the Township can be contacted for help.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Trustee Frierson, seconded by Trustee Holmes and unanimously approved the meeting be adjourned at 6:26 p.m. Motion carried.

Township Clerk

**Zion Township
Revenue & Expense
Actual vs. Budget
For the 4 Months Ended August 31, 2021**



**Zion Township
Income Statement
Summary Actual vs. Budget
As of August 31, 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>
<u>Township Fund</u>					
Revenues	\$ 65,278.49	\$ 393,015.35	\$ 710,000.00	\$ 316,984.65	44.65%
<u>Operating Expenses</u>					
Personnel	27,803.38	105,001.34	316,400.19	211,398.85	66.81%
Contractual Services	14,614.40	31,775.96	97,155.00	65,379.04	67.29%
Other Operating Expenses	3,363.40	14,863.77	42,958.00	28,094.23	65.40%
Capital Outlay	0.00	5,788.75	57,708.00	51,919.25	89.97%
Total Operating Expenses	<u>45,781.18</u>	<u>157,429.82</u>	<u>514,221.19</u>	<u>356,791.37</u>	<u>69.38%</u>
Community Support	4,989.50	15,686.20	26,000.00	10,313.80	39.67%
<u>Youth Services:</u>					
Summer Work Program	1,268.63	5,084.95	27,240.00	22,155.05	81.33%
Total Youth Services	<u>1,268.63</u>	<u>5,084.95</u>	<u>27,240.00</u>	<u>22,155.05</u>	<u>81.33%</u>
<u>Senior Services:</u>					
Senior Meals	0.00	3,034.68	3,300.00	265.32	8.04%
Senior Transportation	315.34	5,668.52	17,500.00	11,831.48	67.61%
Senior Support	37.50	882.73	5,750.00	4,867.27	84.65%
Total Senior Services	<u>352.84</u>	<u>9,585.93</u>	<u>26,550.00</u>	<u>16,964.07</u>	<u>63.89%</u>
<u>Assessor's Office:</u>					
Personnel	14,623.98	50,923.92	184,500.00	133,576.08	72.40%
Contractual Services	983.42	4,649.83	39,241.00	34,591.17	88.15%
Other Operating Expenses	219.01	4,068.64	19,215.00	15,146.36	78.83%
Total Assessor's Office	<u>15,826.41</u>	<u>59,642.39</u>	<u>242,956.00</u>	<u>183,313.61</u>	<u>75.45%</u>
Total Expenses	<u>68,218.56</u>	<u>247,429.29</u>	<u>836,967.19</u>	<u>589,537.90</u>	<u>70.44%</u>
Excess Revenues less Expenses	<u>\$ (2,940.07)</u>	<u>\$ 145,586.06</u>	<u>\$ (126,967.19)</u>	<u>\$ (272,553.25)</u>	
<u>General Assistance Fund</u>					
Revenues	\$ 18,953.10	\$ 308,106.88	\$ 585,400.00	\$ 277,293.12	47.37%
<u>Expenses</u>					
Personnel	19,981.78	62,229.05	213,160.43	150,931.38	70.81%
Contractual Services	7,336.73	13,980.82	27,201.00	13,220.18	48.60%
Other Operating Expenses	1,123.50	7,904.93	21,414.50	13,509.57	63.09%
Public Support	64,138.76	278,647.22	674,950.00	396,302.78	58.72%
Total Expenses	<u>92,580.77</u>	<u>362,762.02</u>	<u>936,725.93</u>	<u>573,963.91</u>	<u>61.27%</u>
Excess Revenues less Expenses	<u>\$ (73,627.67)</u>	<u>\$ (54,655.14)</u>	<u>\$ (351,325.93)</u>	<u>\$ (296,670.79)</u>	
<u>FICA Fund</u>					
Revenues	\$ 2,312.78	\$ 20,086.45	\$ 36,147.90	\$ 16,061.45	44.43%
Expenses	<u>2,909.19</u>	<u>12,693.66</u>	<u>36,460.90</u>	<u>23,767.24</u>	<u>65.19%</u>
Excess Revenues less Expenses	<u>\$ (596.41)</u>	<u>\$ 7,392.79</u>	<u>\$ (313.00)</u>	<u>\$ (7,705.79)</u>	
<u>IMRF Fund</u>					
Revenues	\$ 1,541.95	\$ 13,391.75	\$ 24,125.00	\$ 10,733.25	44.49%
Expenses	<u>3,713.96</u>	<u>16,345.48</u>	<u>35,841.00</u>	<u>19,495.52</u>	<u>54.39%</u>
Excess Revenues less Expenses	<u>\$ (2,172.01)</u>	<u>\$ (2,953.73)</u>	<u>\$ (11,716.00)</u>	<u>\$ (8,762.27)</u>	

Zion Township Updates – 9/21/21

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

- Updated format Monthly Report Attached.
- We had 71 screenings completed w/ residents, referring them to the appropriate programs. Services provided to residents included, Mother Trust Foundation 2 applications were submitted and approved, 3 families were approved for Emergency Assistance, 2 families were approved for Disaster Relief and we have 21 current General Assistance participants. We are currently processing 33 FERA grant applications and submitted 7 FERA applications last month totaling \$55,702.51.
- The Coalition for Healthy Communities Zion-Benton Leadership Academy Class of 2021 has officially kicked off! This year's class includes: Chanice Lohman, Felicia Lewis, Netya Perez, Harriett Holley, Ramla Walker Hakeem, Sylvia Stewart, Barbara Price, Maggie Roche, Sabrina Agee, Jessica Clinton, Jim Lee, and Antrinita Holley. Thanks to the mentors: Jiquanda Nelson, Rep Joyce Mason, Charmekia McCoy and Chris Kubic for supporting the group.
- We are working on a postcard to send out to residents to remind them of the services available and introduce them to the team.
- The taxing bodies are working together to come up with a plan to produce the best Zion Quarterly possible. Stay tuned!
- A Ribbon Cutting for The Monarch Butterfly Mural announcing Zion, IL as Monarch City USA at IUP Feedstore's north wall, 2429 Sheridan Rd. was a huge success. Special thanks to the Coalition for Healthy Communities and BUZ for such a magnificent gift to the Zion community. Anyone wanting to order Monarch City t-shirts, pre-orders are being taken at IUP Feedstore, 847-731-3333.
- Any seniors wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today! A monthly group trip and two overnight trips are being planned.
- Elf Network has kicked off! Residents will be identified based on need as well as contact through EA and FERA programs.

BOARD SPECIFIC ISSUES

- Congratulations to our Assessor Colette Davis for her 1-year anniversary as the Zion Township Assessor! GREAT JOB!!!
- The yearly audit is available for review and to be placed on file.
- Zion Township submitted a request for additional FERA funds in the amount of \$230,000 to assist residents through Nov 24, 2021.
- We will be starting work on the Levy for 2022-2023 this month.

Zinnias for Zion 2021!

DRIVE BY the most fabulous yards in Zion and get inspired for next year!

Bartizar Aviles - 2716 Bethel Blvd.

Hermon Park Center - 2700 29th St.

Culvers - 3335 Sheridan Rd.

N&T's Restaurant – 3077 Sheridan Rd.

2536 Elizabeth Ave.

3005 Elim Ave.

2909 Elizabeth Ave.

2116 Eschol Ave.

2918 Gilboa Ave.

2925 Galilee Ave.

1913 Jethro Ave.

1901 Jethro Ave.

AND ALL THE WELCOME TO ZION SIGNS!

Monthly Report

August 2021

Programs & Services

Community

- Incoming Calls: 525
- Notary: 13
- Medical Equipment Pantry: 1
- Passports: 6
- Voter Registration: 0

Senior

- Senior Half-Fare Taxi Tickets: 4
- Senior Birthday Cards: 75

Financial Counseling Certificates: 3

Referrals & Other Agency Application Processing

RTA Free or Reduced Ride Program Processing: 2

Benefit Access Online Applications Processing: 2

Initial Screenings Total: 71

Resource Referrals

- Resource Appointments: 285
- Total People Referred: 60
- Total Referrals Made: 116

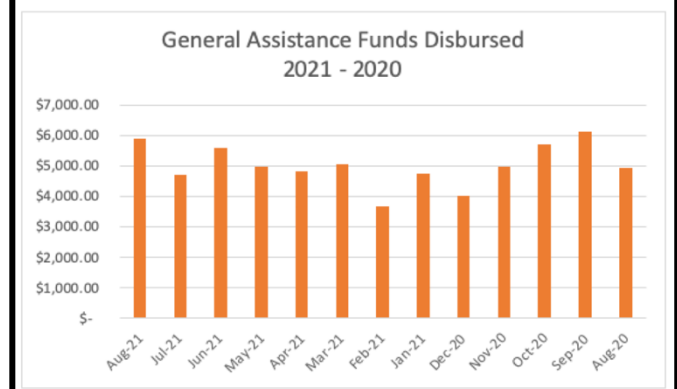
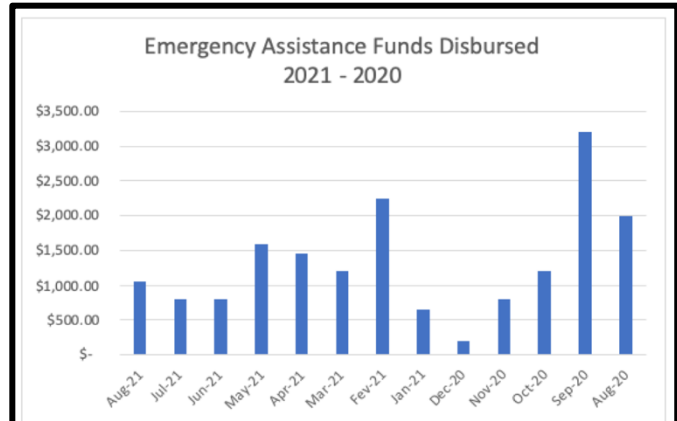
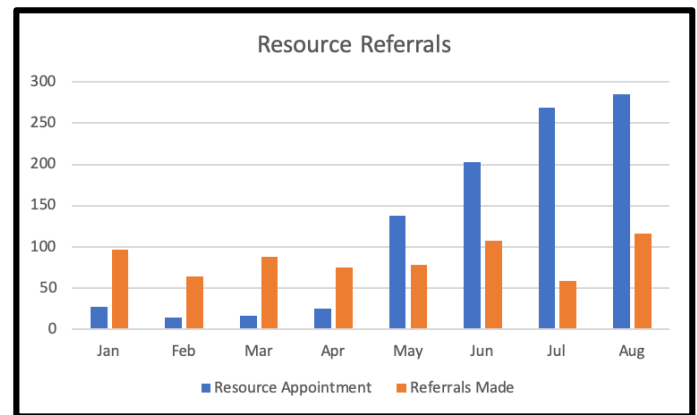
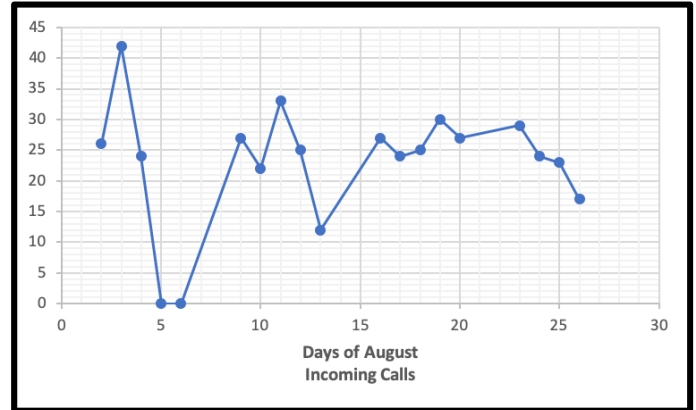
Zion Township Directly Assisted: 42

Referrals to Partner Agencies

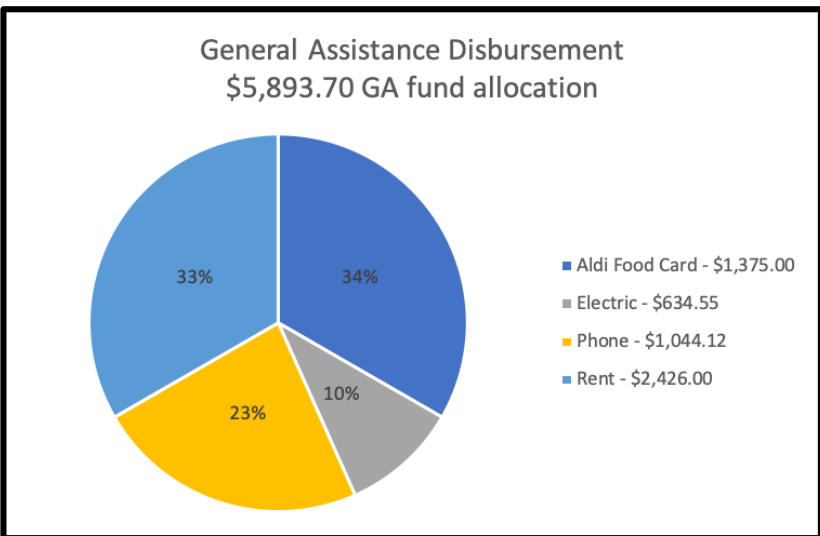
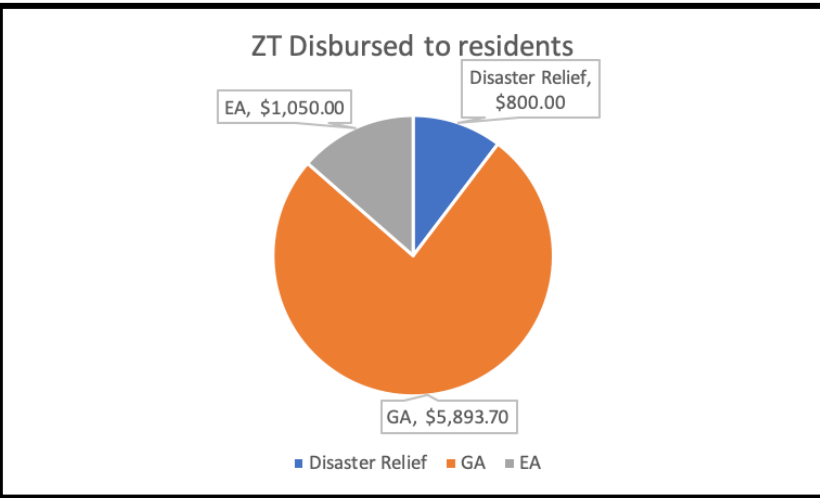
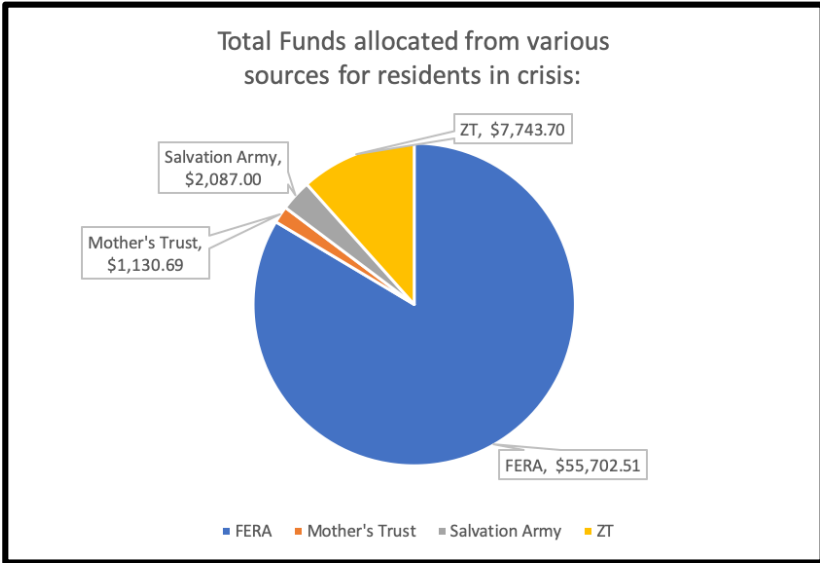
- Catholic Charities: 1
- Christian Assembly of God: 1
- Community Action Partnership: 14
- Community Partners for Affordable Housing: 3
- DHS: 2
- Expect A Miracle Foundation: 1
- FERA: 22
 - Applications approved: 7/\$55,702.51
 - Funds remaining: \$247,647.17
- Lake County Housing Authority: 2
- Love INC: 5
- Mother's Trust: 7
 - Applications submitted: 4
 - Applications approved: 2/\$1,130.69
- PADS: 3
- Salvation Army: 12
 - Applications submitted: 7
 - Applications approved: 4/\$2,087.00
- Twice As Nice: 1

Case Manager Appointments: 332

(Sum of Resource, GA, and EA)



Assistance Programs



General Assistance

- Appointments: 24
- Application issued: 3
- Submitted Applications: 5
- New Recipients: 5
- Denials: 1
- **Flat Grant Approvals: 19/\$5,893.70**
 - Transportation: 5
 - Prescriptions: 0
 - GED: 0
 - Substance Abuse: 0
 - Drug Testing: 0
 - Counseling: 0
 - Evaluations: 0
 - Record Expungement: 0
- Completions (terminations): 2
 - Employed: 0
 - SSI Approved: 01
 - Relocation: 0
 - Other: 1
- Suspended: 1

Emergency Assistance

- Appointments: 3
- Total People: 2
- **Approved Applications: 3/\$1,050**
 - Housing: 1
 - Utilities: 2
 - Work Related: 0
 - Substance Abuse Counseling: 0
 - Transportation: 0
 - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 0

Disaster Relief Approvals:

- **Applications submitted: 3**
- Applications approved: 2/\$800

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