

# *Agenda*

**REGULAR MEETING OF THE ZION TOWN BOARD OF TRUSTEES TO BE HELD TUESDAY, SEPTEMBER 20, 2022 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 16, 2022, at 6:00 p.m.
6. Citizen Comments
7. Authorize bills for payment for July

**Township Fund**

Assessor’s Office	\$12,902.01	
Community Support	\$3,060.00	
Youth Services	\$2,272.64	
Senior Services	\$273.68	
Operating Expenses	\$40,992.54	
<b>Township Fund Total Expenses</b>		<b>\$59,500.87</b>

**General Assistance Fund**

Public Support	\$6,809.17	
Operating Expenses	\$21,146.91	\$27,956.08
<b>General Assistance Fund Total Expenses</b>		

**FICA Total Expenses** \$3,176.72

**IMRF Total Expenses** \$2,326.41

**TOTAL Bills: \$92,960.08**

8. Discussion regarding property donation request
9. Discussion regarding Whistleblower Act

10. Discussion regarding Decennial Committees on Local Government Efficiency Act
11. Receive and Place on File - Audit for the year ending April 30, 2022
12. Assessor's Report
13. Supervisor's Report/Announcements
14. Adjourn

**MINUTES OF A REGULAR MEETING OF THE TOWN BOARD HELD ON TUESDAY, AUGUST 16, 2022 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS**

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Chairman Neal called the meeting to order at 6:00pm

On call of the roll the following answered present: Trustees Frierson, Fischer, Holmes and Supervisor Neal. Trustee McDowell was absent. A quorum was present. Also present: Township Assessor Davis.

Mr. William Bremner led the Pledge of Allegiance.

**AGENDA CHANGES**

It was motioned by Trustee Frierson and seconded by Trustee Holmes to approve the agenda as presented. The vote on the roll: Trustees Frierson, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

**MINUTES**

It was motioned by Trustee Frierson and seconded by Trustee Holmes to approve the Minutes of a Regular Meeting held on July 19, 2022 at 6:00pm as presented. The vote on the roll: Trustees Frierson, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

**CITIZENS COMMENTS**

There were no citizens' comments.

**BILLS**

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

<b><u>Township Fund</u></b>		
Assessor's Office	\$	18,600.39
Community Support	\$	1,180.00
Youth Services	\$	5,324.27
Senior Services	\$	363.26
Operating Expenses	\$	32,574.58
<b>Township Fund Total Expenses</b>		<b>\$ 58,042.50</b>
<b><u>General Assistance Fund</u></b>		
Public Support	\$	6,260.24
Operating Expenses	\$	28,373.66
<b>General Assistance Fund Total Expenses</b>		<b>\$ 34,633.90</b>
<b><u>FICA Total Expenses</u></b>		<b>\$ 3,319.13</b>
<b><u>IMRF Total Expenses</u></b>		
<b>TOTAL BILLS:</b>		<b>\$ 95,995.53</b>

The vote on the roll: Trustees Frierson, aye; Fischer, aye; Holmes, aye; Chairman Neal, aye. Motion passes.

**DISCUSSION/PROPERTY DONATION REQUEST**

Chairman Neal stated that a Zion homeowner offered the Township a property in Zion. She said that the Township usually does not own property but will discuss this with other organizations in the community that may have some good ideas for its use. There was no action taken.

**DISCUSSION/WHISTLEBLOWER ACT**

Chairman Neal stated that the State is requiring every unit of local government to designate an auditing official for Whistleblower Claims. If the unit of government does not have an auditing official, the States Attorney shall be the auditing official. Chairman Neal said she sent an email to the state asking whether they can appoint the States Attorney’s office as the auditing official. Until an answer is received, Trustee Frierson said that he would be willing to serve as the auditing official. There was no action taken.

**DISCUSSION/DECENNIAL COMMITTEE/LOCAL GOVERNMENT EFFEICIENCY ACT**

Chairman Neal provided an overview as to what the Decennial Committee is and asked the Board to think of two residents that would be ideal for this Board. There was no action taken.

**ASSESSOR'S REPORT**

Assessor Davis provided the following information:

- 30-day window to appeal property assessment is 8/29.
- Final payment for property taxes is due September 7
- The Women of Destiny of Lake County at their fifth Annual scholarship luncheon presented assessor Davis with the Harriet Tubman Award.

**SUPERVISORS REPORT/ANNOUNCEMENTS**

Chairman Neal provided the following information:

- 27 Twenty –Seven (27) youth participated in the Summer Work Program this year.
- On August 9<sup>th</sup>, Zion Government leaders attended a tour and discussion with Exelon on the status and safety of their property on Lake Michigan.
- Zion Together Days was successful. Monarch Mania event was rained out and has been rescheduled for Sunday August 21<sup>st</sup>.
- Congratulations to Barbara Price for seeing her vision of having a community garden come to life.
- Zion Benton Township High School will be hosting its Second Annual Bee Bash on Wednesday August 17 from 2-5pm.
- The ZT Team will be visiting senior buildings to assist with LIHEAP applications this month.

**ADJOURN**

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

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Recording Secretary

**Zion Township  
Revenue & Expense  
Actual vs. Budget  
For the 4 Months Ended August 31, 2022**



**Zion Township  
Income Statement  
Summary Actual vs. Budget  
As of August 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>	\$ 13,589.86	\$ 423,038.47	\$ 835,000.00	\$ 411,961.53	49.34%
<b><u>Operating Expenses</u></b>					
Personnel	19,625.88	104,375.26	324,338.00	219,962.74	67.82%
Contractual Services	17,814.60	35,945.53	99,275.00	63,329.47	63.79%
Other Operating Expenses	3,552.06	12,315.69	47,525.00	35,209.31	74.09%
Capital Outlay	0.00	1,161.50	46,325.00	45,163.50	97.49%
<b>Total Operating Expenses</b>	<u>40,992.54</u>	<u>153,797.98</u>	<u>517,463.00</u>	<u>363,665.02</u>	<u>70.28%</u>
<b>Community Support</b>	3,060.00	12,571.71	26,000.00	13,428.29	51.65%
<b><u>Youth Services:</u></b>					
Summer Work Program	2,272.64	10,020.47	17,600.00	7,579.53	43.07%
<b>Total Youth Services</b>	<u>2,272.64</u>	<u>10,020.47</u>	<u>17,600.00</u>	<u>7,579.53</u>	<u>43.07%</u>
<b><u>Senior Services:</u></b>					
Senior Meals	0.00	3,030.76	3,300.00	269.24	8.16%
Senior Transportation	217.00	4,068.50	17,500.00	13,431.50	76.75%
Senior Support	56.68	206.02	14,500.00	14,293.98	98.58%
<b>Total Senior Services</b>	<u>273.68</u>	<u>7,305.28</u>	<u>35,300.00</u>	<u>27,994.72</u>	<u>79.31%</u>
<b><u>Assessor's Office:</u></b>					
Personnel	10,841.77	54,725.40	186,495.00	131,769.60	70.66%
Contractual Services	1,209.17	4,100.91	38,770.00	34,669.09	89.42%
Other Operating Expenses	851.07	3,591.64	18,400.00	14,808.36	80.48%
<b>Total Assessor's Office</b>	<u>12,902.01</u>	<u>62,417.95</u>	<u>243,665.00</u>	<u>181,247.05</u>	<u>74.38%</u>
<b>Total Expenses</b>	<u>59,500.87</u>	<u>246,113.39</u>	<u>840,028.00</u>	<u>593,914.61</u>	<u>70.70%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (45,911.01)</u>	<u>\$ 176,925.08</u>	<u>\$ (5,028.00)</u>	<u>\$ (181,953.08)</u>	
<b><u>General Assistance Fund</u></b>					
<b>Revenues</b>	\$ 2,927.76	\$ 169,412.53	\$ 363,400.00	\$ 193,987.47	53.38%
<b><u>Expenses</u></b>					
Personnel	11,849.23	76,336.35	248,800.00	172,463.65	69.32%
Contractual Services	5,575.74	11,608.73	27,981.00	16,372.27	58.51%
Other Operating Expenses	3,721.94	8,219.78	23,855.00	15,635.22	65.54%
Public Support	6,809.17	35,146.33	137,950.00	102,803.67	74.52%
<b>Total Expenses</b>	<u>27,956.08</u>	<u>131,311.19</u>	<u>438,586.00</u>	<u>307,274.81</u>	<u>70.06%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (25,028.32)</u>	<u>\$ 38,101.34</u>	<u>\$ (75,186.00)</u>	<u>\$ (113,287.34)</u>	
<b><u>FICA Fund</u></b>					
<b>Revenues</b>	\$ 357.26	\$ 19,119.81	\$ 37,650.00	\$ 18,530.19	49.22%
<b>Expenses</b>	<u>3,176.72</u>	<u>14,023.65</u>	<u>(37,500.00)</u>	<u>(51,523.65)</u>	<u>137.40%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,819.46)</u>	<u>\$ 5,096.16</u>	<u>\$ 75,150.00</u>	<u>\$ 70,053.84</u>	
<b><u>IMRF Fund</u></b>					
<b>Revenues</b>	\$ 238.19	\$ 12,747.28	\$ 44,125.00	\$ 31,377.72	71.11%
<b>Expenses</b>	<u>2,326.41</u>	<u>8,035.77</u>	<u>44,000.00</u>	<u>35,964.23</u>	<u>81.74%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (2,088.22)</u>	<u>\$ 4,711.51</u>	<u>\$ 125.00</u>	<u>\$ (4,586.51)</u>	

# Zion Township

## Updates – 9/20/22

**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

- Whistleblower Act to be discussed.
- Decennial Committees on Local Government Efficiency Act to be discussed. Suggestions on two residents to serve on the committee.
- The yearly audit is available for review and to be placed on file.
- We will begin working on the Levy for 2023-24 next month.
- Property donation update.

### ZION TOWNSHIP UPDATES

- Monthly Client Services Reports for August is Attached.
- The Zion Leaders invite all residents to the Zion Community Walk on Friday, September 23<sup>rd</sup> at 6pm at 28<sup>th</sup> and Bethel Blvd, walking to the Zion Park District Bandshell where food trucks will be stationed and the movie Remember the Titans will be aired thanks to sponsorships from Bottomline Innovations, ZBTHS, North Shore Gas, Penny's Slots, and Cancer Treatment Centers of America.
- The Zion Leaders will be hosting the next Community Dialogue on Saturday, October 15<sup>th</sup> from 10am til noon at ZBTHS. Please invite any and all Zion residents.
- The next Zion Quarterly will be out the first week of October.
- Donations are being accepted by the Zion Historical Society to help reclaim Esters Well.
- Any senior women wishing to join the Queen Bees of Zion Red Hat Society, call Zion Township today and sign up for our monthly local Red Hat Trip!
- Elf Network has kicked off! Residents will be identified based on need as well as contact through Emergency Assistance. Please send any referrals over to [Nayeli@ZionTownship.org](mailto:Nayeli@ZionTownship.org).
- The Coalition for Healthy Communities Zion Benton Leadership Academy Class of 2022 has officially kicked off! This year will see its 100<sup>th</sup> graduate of the program! This year's class includes: Aaron Denny, Hugh Collins, Tyarrie Gibson, Erna Gramer, Janina Hall, Meredith McKeown, Ridonna Ridley, Laura Rosales, Gabriel Serrano, Robin Smith, Lakedra Spurlock, and Stacey Tindal-Sanders.
- Supervisor Cheri Neal will be presenting at the Township Officials of Cook County Supervisor's Meeting on October 20<sup>th</sup> to speak on our study we completed in 2016 and the Local Government Consolidation and Efficiency Act.

# Monthly Report

August 2022

## Programs & Services

### Community

- **Incoming Calls:**
  - 2022: 619
  - 2021: 525
- Notary: 7
- Medical Equipment Pantry: 1
- Passports: 17
- Voter Registration: 0

### Senior

- Senior Half-Fare Taxi Tickets: 8
- Senior Birthday Cards: 80

**Financial Counseling Certificates:**

## Referrals & Other Agency Application Processing

**RTA Free or Reduced Ride Program Processing: 7**

**Benefit Access Online Applications Processing: 19**

**Initial Screenings Total: 96**

### Resource Referrals

- **Resource Appointments: 57**
- **Total People Referred: 101**
- **Total Referrals Made: 178**

**Zion Township Directly Assisted: 92**

### Referrals to Partner Agencies

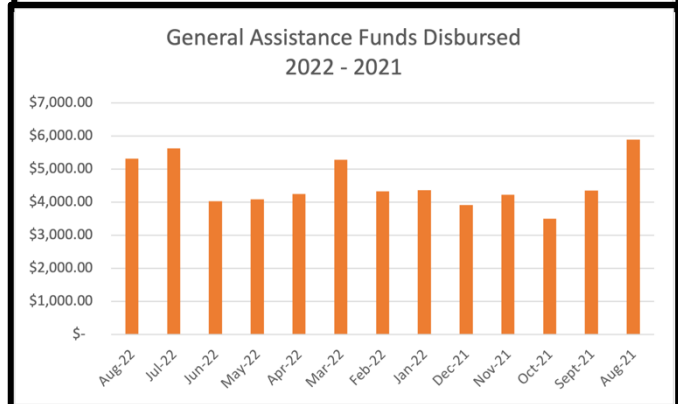
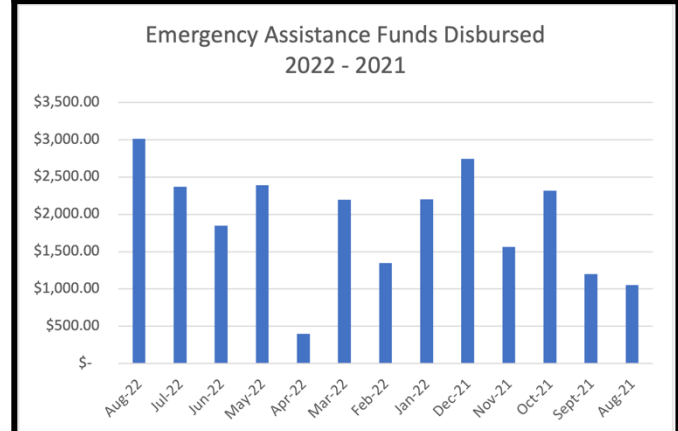
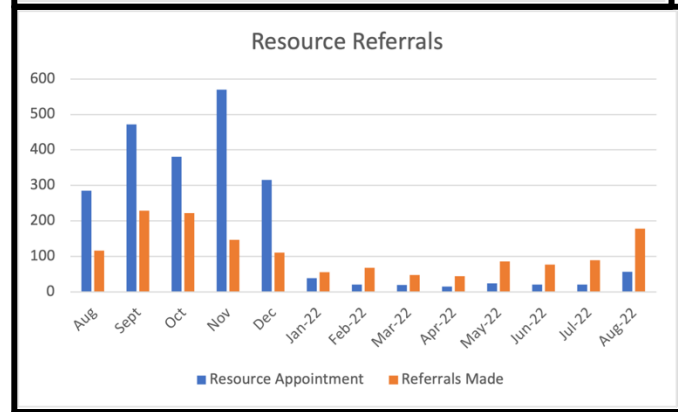
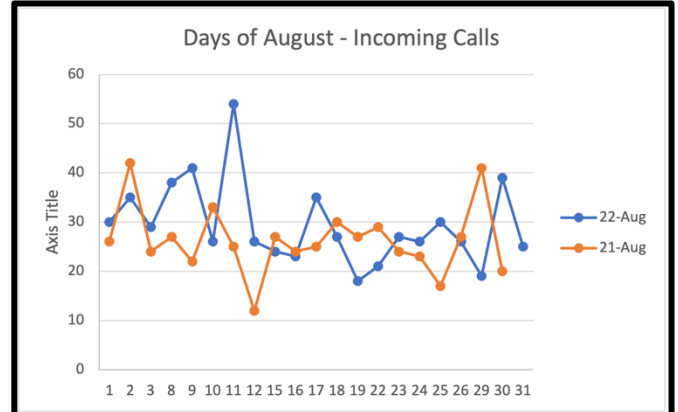
- Catholic Charities: 1
- Community Action Partnership: 41
- Community Partners for Affordable Housing: 13
- First Baptist Church: 1
- Keeping Families Covered: 2
- Kiddie Academy: 1
- Lake County Health Department: 1
- Landlords: 1
- Lions Club: 1
- Love INC: 5
- Mother's Trust: 9
  - Applications submitted: 7
  - **Applications approved: 6/\$3,507.15**
- Northern Illinois Food Bank: 1
- PADS: 1
- Prairie State Legal: 1
- Salvation Army: 5
  - Applications submitted: 1
  - Applications approved: 0/\$0

**Case Manager Appointments: 92**

(Sum of Resource, GA, and EA)

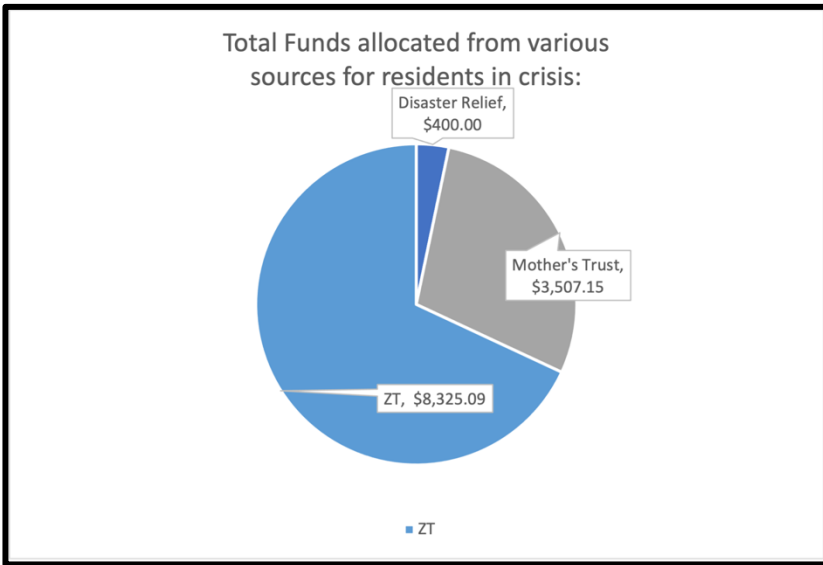
### LIHEAP

- Applications submitted: 32
- Total funds accessed for Zion: Report not yet available





# Assistance Programs



## General Assistance

- Appointments: 25
- Application issued: 6
- Submitted Applications: 6
- New Recipients: 4
- Denials: 2
- **Flat Grant Approvals: 20/\$5,215.78**
  - Transportation: 14
  - 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

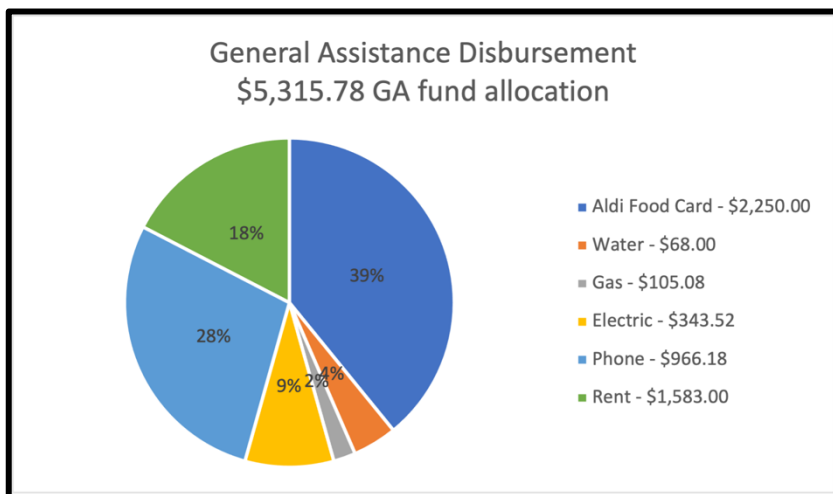
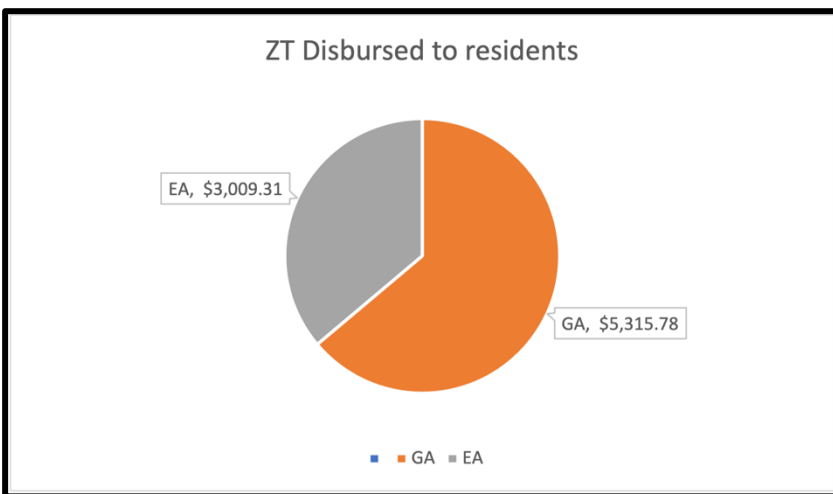
- Appointments: 10
- Total People: 10
- **Approved Applications: 8/\$3,009.31**
  - Housing: 5
  - Utilities: 3
  - Work Related:
  - Substance Abuse Counseling: 0
  - Transportation: 0
  - Other: 0
- EA Denials: 0
- EA Incomplete Applications: 0

## Disaster Relief

- **Applications submitted: 1**
- Applications approved: 1/\$400

## Emergency Transportation Assistance

- Gas Vouchers: 0
- Bus Pass: 1
- Train/Other: 0
- Total Funds Spent: \$10



Submitted by: ZT Staff

Township Supervisor: \_\_\_\_\_

*Christy Neal*