



## *City of Zion*

2828 Sheridan Road, Zion IL 60099

Telephone: (847) 746-4000

New Resident  
*Welcome*



Information Guide



## City of Zion

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Telephone: (847) 746-4000

# Welcome to the City of Zion!

We hope that this information packet is helpful to you as you transition to your new home and new neighborhood. The City employees work hard to provide the services that improve the quality of life of our residents.

Additional information can also be found on our website at

[www.cityofzion.com](http://www.cityofzion.com)

A screenshot of the City of Zion website homepage. The header features a banner with the text "Historic Past... Welcome to the City of Zion ...Dynamic Future" and a small image of the corporate seal. Below the banner is a navigation menu with links: Home, Government, Departments, Business, Resident Resources, History, Useful Links, and I Want To... The main content area is divided into two columns. The left column contains a vertical list of menu items: Agendas &amp; Minutes, Pay Bills &amp; Fees - \*NEW\*, Applications, Permits &amp; Forms, Bids &amp; Proposals, Municipal Code, Freedom of Information Act, Contact Us, Citizen's Information Center, and All Meeting Dates. The right column is titled "Bulletins" and lists several items: NEXT COUNCIL MEETING August 6, 2019 agenda, VEHICLE STICKER RENEWALS, and \*NEW\* - PAY BILLS &amp; FEES. A central image shows a large "Welcome to the City of ZION" sign with "HISTORIC PAST DYNAMIC FUTURE" written below it. At the bottom right, there is a link for "\*NEW\* Citizens Online Police Reporting System" and another link for "\*NEW\* Chicago Region Trees Initiative (CRTI)".



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## City of Zion

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### City of Zion Council Members

The City of Zion Council is five member commission form of municipal government in which individually elected officials serve on a small governing board that exercises both legislative and executive powers to govern the municipality.

The commission members are elected on an at-large basis and are administratively responsible for the departments of Public Safety, Public Works, Building, Zoning & Public Property and Public Affairs. The Commissioner of Public Affairs is given the title of Mayor and presides over all council meetings.

City Council meetings are held the first and third Tuesdays of the month at 7:00pm inside Council Chambers at Zion City Hall. The meetings are open to the public. Meeting agendas and minutes are posted on the city's website. Residents who can not attend the meeting in person will be able to view the meeting at a later date online.



**Commissioner of Public Affairs**  
**Mayor Billy McKinney**  
(847) 404-1959  
billym@zion.il.us



**Commissioner of Public Works**  
**Mike McDowell**  
(847) 309-6949  
mikem@zion.il.us



**Commissioner of Accounts & Finance**  
**Christopher Fischer**  
(847) 533-1133  
Christopherf@zion.il.us



**Commissioner of Public Safety**  
**Richard Frierson**  
(847) 746-4012  
richardf@zion.il.us



**Commissioner of Building, Zoning & Public Property**  
**Jacqueline Holmes**  
(847) 746-4012  
jacquelineh@zion.il.us



## City of Zion

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### General Contact Information

#### City Hall

2828 Sheridan Road

Zion, IL 60099

General Phone: (847) 746-4000

General Fax: (847) 746-4017

[www.cityofzion.com](http://www.cityofzion.com)

Hours: 8am—5pm, Mon - Fri

#### Important Contacts

##### *Administration*

City Administrator: (847) 746-4023

City Clerk: (847) 746-4012

Water Billing: (847) 746-4008

Finance Department: (847) 746-4000

##### *Community Development*

Economic Development: (847) 746-4056

Planning & Zoning: (847) 746-4097

Building Permits: (847) 746-4018

Building Inspections: (847) 746-4018

##### *Public Works*

Engineering: (847) 246-7940

Streets: (847) 746-4054

##### *Fire/EMS*

General Non Emergency: (847) 746-4038

Emergency: 9-1-1

##### *Police*

General Non Emergency: (847) 872-8000

Emergency: 9-1-1

Animal Control: (847) 746-4059

##### *Garbage Disposal & Recycling*

Advanced Disposal: (847) 623-3870

#### Zion Township

1015 27th Street

Zion, IL 60099

(847) 872-2811

[www.ziontownship.org](http://www.ziontownship.org)

Hours: 8:30am to 4:30, Mon - Fri,

Wed 9:30am to 4:30pm

#### Zion Benton Library

2400 Gabriel Avenue

Zion, IL 60099

(847) 872-4680

[www.zblibrary.org](http://www.zblibrary.org)

Hours: 9am—9pm, Mon—Thur and Sat

Closed Fridays

#### Zion Park District

2400 Dowie Memorial Drive

Zion, IL 60099

(847) 746-5500

[www.zionparkdistrict.com](http://www.zionparkdistrict.com)

Hours: Mon—Fri: 5am to 9pm

Sat: 7am to 6pm,

Sun: 9am to 5pm

#### Zion Post Office

1225 Shiloh Boulevard

Zion, IL 60099

(800) 275-8777

[www.usps.com](http://www.usps.com)

Hours: Mon-Fri 8:30am – 5:00pm

Sat 9:00am – 1:00pm

Sun Closed

#### Utilities

ComEd: 1-800-334-7661

North Shore Gas: 1-866-566-6004

Xfinity: 1-800-934-6489

AT&T: 1-800-331-0500



## City of Zion

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### Zion Police Department

The Zion Police Department is comprised of 46 sworn officers and 4 full-time civilian employees.

The Police Department is divided into 2 divisions, Operations & Administration.

#### The Operations Division consists of:

- Patrol – Sworn officers assigned to Patrol respond to all calls for service, emergency and non-emergency, and are the most visible members of the department.
- Community Services – Civilian employees, assigned as Community Service Officers (CSOs), provide a wide variety of services to the community and the department. Services such as traffic direction, motorist assistance, parking enforcement and animal complaints.

#### The Investigations Division consists of:

- Investigations – Sworn officers assigned to Investigations as Detectives are responsible for conducting in-depth investigations into criminal complaints ranging from financial crimes, drug crimes to crimes of violence.
- Records – civilian employees who are responsible for processing all reports and citations and providing walk-in service for the department.

Additional information related to the Zion Police Department can be found on our website at [www.cityofzion.com](http://www.cityofzion.com).





## *City of Zion*

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### **Zion Fire & Rescue Department**

The Zion Fire and Rescue Department is a career department consisting of 24 sworn personnel which includes the Fire Chief. The 23 shift personnel are divided into 3 shifts working a 24 hours on and 48 hours off schedule.

Keeping in line with our mission statement, The Zion Fire Rescue Department provides emergency services for fire suppression, emergency care and transport, and specialized rescue. Several of our members also participate with the Division 4 & 5 Specialized Response Team. These team members provide specialized rescue in areas of confined space rescue, high angle rescue, structural collapse, trench rescue, dive incidents and hazardous material incidents.

In addition, our department also provides extensive public education in many areas. We offer training in fire extinguishers, fire safety including E.D.I.T.H. and Stop-Drop-Roll, and special programs every year during Fire Prevention Week.

Additional information related to the Zion Fire & Rescue Department can be found on our website at [www.cityofzion.com](http://www.cityofzion.com).





## Building Department Information

The main objective of the Building Department is to maintain and increase the safety and quality of life that all City of Zion residents are entitled to. If you have any questions or would like to make an appointment with one of our Property Maintenance Inspectors, please call 847-746-4018, Monday through Friday, 8:00am to 5:00pm.

The following guidelines will help you avoid being ticketed for not being in compliance with city codes:

### **YARD MAINTENANCE**

Grass should be kept below 8" and hedges should be properly maintained.

### **PAVING/PARKING**

Driveways must be in good repair. All vehicles must be parked on the driveway and not on the lawn.

### **GARAGE/YARD SALES**

Garage sales are allowed for up to three consecutive days and twice per calendar year.

A permit is required for all garage sales PRIOR to the event. You can register by calling 847-746-4018 or in person at City Hall. Four (4) signs advertising the sale can be placed on the parkway within 4 blocks of the property having the sale and on the property having the sale. Signs advertising garage/yard sales are NOT ALLOWED on stop signs, street signs, utility poles, trees or any public property.

### **RENTAL PROPERTY**

It is the property owner's responsibility whether absentee residing on the property to adhere and maintain all codes. All rental property must be registered. Please contact the Building Department at 847-746-4018 to obtain the permit.





## Public Works Department Information

The structure of the Public Works Department provides for efficient, cooperative participation of six operating divisions: Street Maintenance, Engineering, Water & Sewer, Administration, Public Service and Fleet Operations.

With 8 personnel in the street division, 7 in the water division, 2 in the fleet maintenance and 1 in engineering, cumulatively, these divisions service more than 140 miles of streets, 55 miles of alleys, approximately 15,000 parkway trees, over 267 City owned vehicles including police and fire department vehicles, 1100 fire hydrants, 111 miles of water main, 106 miles of sanitary sewer and 95 miles of storm sewer.

### Potholes:

Potholes are holes in the roadway that vary in size and shape. They are caused by the expansion and contraction of ground water after the water has entered into the ground under the pavement. When water freezes it expands. If it has a chance to freeze it will take up more space under the pavement and the pavement will expand, bend and crack which weakens the material pavement.

Crews repair potholes in neighborhoods throughout the city all year long. The months of December through April are considered the heart of the pothole season—when the city typically sees the highest number of potholes. However, crews work throughout the spring, summer and fall as well.

During the cold winter months we use a high-performance cold-patch asphalt material for pothole repairs. This is a temporary repair. A hot mix asphalt is used during spring, summer and fall.

Please report potholes to the Street division at 847.746.4050.

### Snow Plowing:

Priority One: Defined as arterials, collectors, emergency routes and school routes (on school days). These streets receive more frequent plowing and/or additional deicers applied, primarily due to heavier traffic volumes. Under most conditions, these streets are plowed curb to curb and deicers applied before priority two streets begin.

Priority Two: Residential, non-primary routes (includes cul-de-sacs) which typically do not have heavy traffic volumes. Generally cleared after the priority one streets are complete. Snow is plowed curb to curb.

Priority Three: Alleys are cleared toward the end of snow events.

No parking is allowed on city streets when 2 or more inches of snow is forecast (or between the hours of 2:00 AM and 6:00 AM year round), or if 4 or more inches of snow has fallen.





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## Public Works Department Information

### Street Lights

For issues with a street light on wooden poles please contact ComEd at 1.800.334.7661. For a street light on metal or concrete poles or in a newer sub-division call Public Works at 847.746.4062

### Trees

Public Works is responsible for trimming all City owned parkway trees ONLY and for the removal of dead parkway trees.

### Water Main Breaks

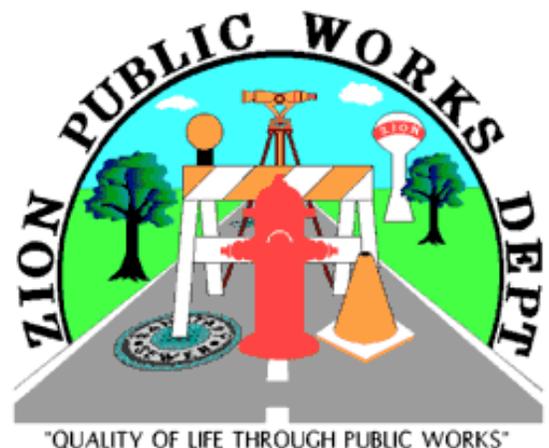
Most water main breaks occur during the cold winter months. This is especially true if we get little or no snow to insulate the ground. If you spot a water main break please call us immediately at 847.756.4060. If after hours report the break to the Police department non-emergency number 847.872.8000/

### Sanitary Sewers

The Water division has a sewer cleaning program in place and routinely cleans the sanitary sewer lines. This is a preventative maintenance to assure our customers of clean running lines.

Any sanitary sewer backups should be reported to us before calling a plumber or contract. The problem may be associated with the main sewer line. Call us at 847.746.4060 during regular working hours of 7:00 AM through 3:30 PM. The water division has a person on-call 24 hours a day.

Should the backup occur after hours please call the non-emergency number at the Police department 847.872.8000 and they will get a hold of the on-call person.





**Garbage, recycling and yard waste collection is provided by Advanced Disposal.**

**Curbside garbage service**

- Pickup once per week in 96 gallon carts provided by Advanced Disposal.
- Place cart curbside by 6:00 a.m. of your scheduled collection day within 3 ft. of road.
- All garbage must be in cart to be collected.

Items NOT accepted for pick-up include: tires, liquid and hazardous waste.

Replacement carts are available at City Hall for \$50.

**Curbside recycling service**

- Pickup once a week.
- Place cart curbside by 6:00 a.m. of your scheduled collection day.

Carts must be three feet away from trash cart and mailboxes.

Replacement recycling carts are available through Advanced Disposal. Call 847-623-3870 or order.

**Curbside yard waste service**

- Pickup once a week between April 1st – November 30th.
- Trash must be at curbside by 6:00am of your scheduled collection day.
- Yard trash must be bagged in paper lawn bags, weighing no more than 50 pounds.
- 50 pound limit per item.
- Branches must be less than 4 feet long and no more than 2 inches in diameter.

Items NOT accepted: sod, dirt and garden timbers.

**Curbside bulk item service**

- Bulk items are picked up on an on-call basis per week.
- Please call one day in advance of requested pick up.
- Bulk waste must be at curbside by 6:00 a.m. the day of collection.
- Items over 50 pounds must be scheduled.
- Items accepted: furniture, bulk trash. Call for additional information.
- Items NOT accepted: car parts.

To schedule a pick up, call Advanced Disposal at 847-623-3870.



There will be no pickup on the following holidays:

**New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.**

Routes will be pushed back one day following a holiday.



## Utility Billing Information

The City of Zion is divided into three (3) sections for billing purposes. A customer will receive a bill every three (3) months for water, sewer, and waste. The following pages will provide you with a time frame of when you can expect to receive your utility based upon your street name.

The following is our billing procedures:

- Water meters are read between the 1st & 15th of the month.
- Bills are prepared and mailed out the last day of the month.
- The penalty date is twenty (20) days from the billing date.

Three (3) days after the penalty date, termination of service notices are mailed out to all unpaid accounts. Please call (847) 746-4008 if you have questions about your bill or dispute any amount shown on the bill, or should you need additional time to pay your bill. Payments after the due date incur a penalty of 5% of the water and sewer portion of your bill.

### **Paying Your Bill**

For your convenience, you can pay your bill in the following ways:

- In person at City Hall during normal hours of operation (A fee applies to all credit/debit card transactions)
- Mail your payment to City Hall with check, money order, cashiers check. Do not send cash. (Free)
- Electronic Bill Pay through your Financial Institution (Free but enrollment is required)
- Enrollment in Automatic Bill Payment (Free)
- PSN Online Payment Network (A fee applies to all credit/debit card transactions)
- Dropbox located outside the main door at City Hall for payments when City Hall is closed.

Bills are considered paid when they are received at City Hall, not the date they are mailed. The City is not responsible for late payment because of mail delivery.

For questions about your payment options, please call 847-746-4008.



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**Utility Billing Information by Street**

Residents who live on any of the streets below can expect your bill the first week of: December, March, June & September			
Bethel	Ebenezer	Holdridge	Quail
Bethesda	Edina	Jay	Schooner
Birddale Ct	Elim	Kensington	Sheridan
Bluebird	Elisha	Lake Front	Southport
Butterfield	Elizabeth	Lytham St.	St Anne's Ct.
Cardinal	Emmaus	Midday	Sunnyside
Colgate	Enoch	Muirfield Dr.	Sunset
Countrywood	Eshcol	Pelican	Sunshine
Dawn	Ezekiel	Pheasant Run	Swan
Daybreak	Harbor Ridge	Portsmouth	Tallgrass
Deborah	Heather	Prestwick St.	Wembley
Dusk	Hilltop	Primrose	Wren



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## Utility Billing Information by Street

**If you live on the any of the streets below can expect your bill the first week of:  
January, April, July, October**

Carol Ln	Galilee	Hebron	Sharon Place
Clover Lane	Gideon	Hermon	
Ezra	Gilboa	Horeb	
Gabriel	Gilead	Jethro	

**If you live on the any of the streets below can expect your bill the first week of:  
February, May, August, November**

16th	Calvary	Kedron	Phillip
17th	Camp Logan	Kenosha Rd	Ravine
18th	Carmel	Lebanon	Rebecca Dr
19th	Channey	Lewis	Reed
20th	Coolidge	Liberty Ln	Ridge
21st	Credence	Logan	Salem
23rd	Crissy	Lorelei	Sarah



## Utility Billing Information by Street

**If you live on the any of the streets below can expect your bill the first week of:  
February, May, August, November**

26th	Cypress	Lowery	Sedge
27th	Douglas	Luckie	Shetland
29th	Foxglove	Luke	Shiloh
30th	Franklin	Lydia	Stella
31st	Freedom Ct	Marguerite	Stonebridge
32nd	Greenbay	Mark	Tartan
33rd	Gregory	Martha	Thistle
34th	Harmony	Matthew	Thompson
9th	Highland	Michael	Tickseed
Anderson Trail	Hill Dr.	Michigan	Timothy
Aster Dr	Horizon	Miriam	Westside Trail
Barnhart	Industrial	Oak Forest	Willow Crest
Bluestem	Joanna	Parkway	Wilson
Brigadoon	Joppa	Paxton	Winthrop
Brighton Ct.	Kakos	Peace Ln	Yale



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## **Emergency Assistance Information**

**Zion Township** is a unit of government that does not duplicate services provided by the city, county, state, or any other taxing body. The most valuable service we provide is directly connecting residents to the resources they need.

The Township's Emergency Assistance program provides Zion residents with up to \$400 towards a qualifying emergency. Residents can receive Emergency Assistance up to three times, but must be more than 18 months apart. 1st time applicants qualify for up to \$400, 2nd time applicants qualify for up to \$250 and last time applicants qualify for up to \$150. A confidential financial session must be completed to qualify.

Examples include: a utility disconnection notice, a 5-day eviction notice, in jeopardy of losing your home, a job but at risk of losing it due to transportation issues, need for work related supplies, etc.

Note: There are some requirements for EA, but if not qualified, the Zion Township staff will assist in connecting to other available resources. For an application, please contact the Zion Township office at 847-872-2811 or email [info@ziontownship.org](mailto:info@ziontownship.org).



**1015 27th Street**

**Zion, IL 60099**

Phone: 847-872-2811

[www.ziontownship.org](http://www.ziontownship.org)

### **Hours of Operation**

Monday, Tuesday, Thursday & Friday

8:30am - 4:30pm

Wednesday: 9:30am - 4:30pm

Closed Daily for lunch  
12:00pm to 12:30pm



## Important Resident Information

### City Stickers

All residents are required to register their motor vehicle, motorcycle or motor bicycle with the City of Zion. The cost to register each vehicle is \$50 and the registration is valid for two years. City stickers go on sale every odd year (2019, 2021, 2023, etc). New residents will have 30 days to register their vehicle(s)

### **Current Fees are as follows:**

Regular passenger plates	\$50.00
B-Plates (trucks)	\$50.00
RV Plates	\$50.00
Motorcycles	\$20.00
Seniors 65—69	\$25.00 (Must show Drivers License)
Seniors 70 and older	Free (Must show Drivers License)
Active Military	Free (Must show Drivers License) & valid military ID
Disability Plates	\$1.00 (Must show vehicle registration)

*Temporary disability placards do not qualify for discount.*

### On-Street Parking

No parking is allowed on city streets when 2 or more inches of snow is forecast (or between the hours of 2:00 A.M. and 6:00 a.m. year round). It is unlawful to park any vehicle on any public street when there is 4 inches or more of snow has fallen. Any motor vehicles parked in violation shall receive a ticket, and may be towed away. The owner of the vehicle shall pay towing fees charged for the towing service before the vehicle is released.

### Home Based Occupations

A business license is required for all home based businesses. The annual fee is \$20 and the license is valid for one year.

### Leaf Collection

Advanced Disposal Services will vacuum loose leaves from your parkway on your regularly scheduled garbage day during the first two weeks of April ONLY –starting April 1st and continue through to April 13th. Advanced Disposal Service will also start collecting leaves and other yard waste placed in bags or cans April 1st and continue until November 30th.

Between October 29 Advanced Disposal will vacuum loose leaves from your parkway beginning October 29th and continue until November 23rd. Leaves should be raked within 5 feet of the curb, but not into the street. Leaves deposited by either wind or rake more than 5 feet from the curb cannot be collected due to the reach of the vacuum arm. Leaf piles MUST be clean of any garbage or debris.

Crews cannot vacuum piles off parkways if there is a vehicle parked in front of it. Once past, crews will not return for any reason. LEAVES WILL NOT BE VACUUMED UP IN THE ALLEY



## School District Information

Zion is served by two elementary school districts, one high school district and one community college district.

### ELEMENTARY SCHOOL INFORMATION

#### **Zion Elementary School District #6**

2800 29th Street  
Zion, IL 60099  
(847) 872-5455  
[www.zion6.org](http://www.zion6.org)

Schools:

- Shiloh Elementary School
- West Elementary School
- Beulah Park Elementary
- East Elementary School
- Central Middle School

#### **Beach Park School District #6**

11315 W. Wadsworth Road  
Beach Park, IL 60099  
(847) 599-5005  
[www.bpd3.org](http://www.bpd3.org)

Schools:

- Newport Elementary School
- Oak Crest Elementary School
- Howe Elementary school
- Kenneth Murphy Elementary School
- Beach Park Middle School

### HIGH SCHOOL INFORMATION

#### **Zion Benton Township High School District #126**

3901 W. 21st Street  
Zion, IL 60099  
[www.zbths.org](http://www.zbths.org)

Schools:

- Zion Benton Township High School
- New Tech High School

### COMMUNITY COLLEGE INFORMATION

#### **Community College District #532**

**College of Lake County**  
19351 W, Washington Street  
Grayslake, IL 60030  
[www.clcillinois.edu](http://www.clcillinois.edu)

Schools:

- College of Lake County
- University Center of Lake County

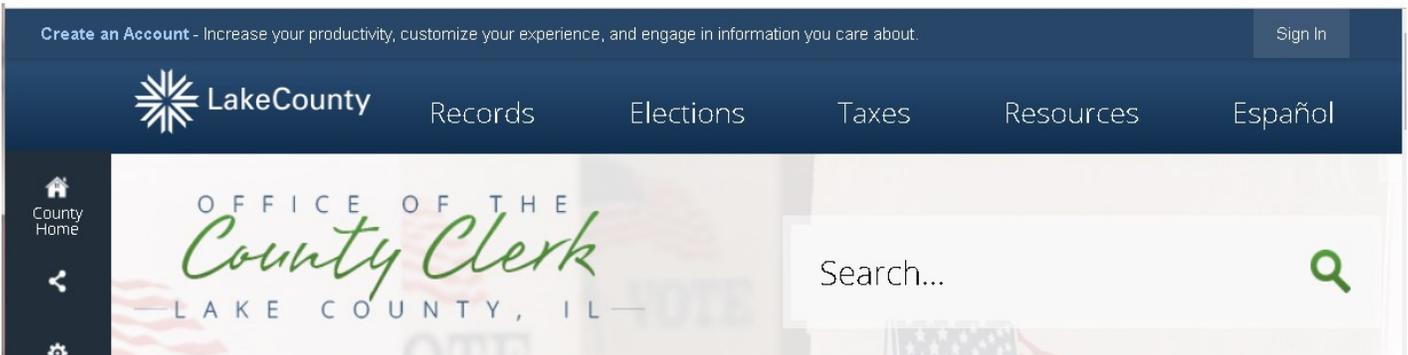


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## Voter Registration



If you move within Lake County, you must provide written notification of your new address and sign the request:

- **Mail notification including your name, old and new address, date of birth and your signature or,**
- **Complete the back of your *Voter's Certificate of Registration Card* including your signature.**

If you move to Lake County from another county or another state, you must complete a new registration application.

The Lake County Clerk's office is required to verify the accuracy of the voter rolls. This is accomplished by mailing notices to confirm the respective at the address on file. For more information about Voter Registration, please contact the Lake County Clerk's Office.

Physical Address: 18 N County Street, Room 101Waukegan, IL 60085

Phone: 847-377-2410

Fax: 847-984-5827

Email: [VoterRegistration@lakecountyil.gov](mailto:VoterRegistration@lakecountyil.gov)

