



RIVER FOREST TOWNSHIP

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RIVER FOREST TOWNSHIP
NOTICE OF ANNUAL TOWN MEETING
CONDUCTED IN PERSON AND ELECTRONICALLY TUESDAY, APRIL 9, 2024

PUBLIC NOTICE IS HEREBY GIVEN to the legal voters, residents of the Village of River Forest in the County of Cook and State of Illinois, that the Annual Town Meeting of the RIVER FOREST TOWNSHIP will take place on Tuesday, April 9, 2024, being the second Tuesday of said month, at 6:00 P.M. at the River Forest Community Center at 8020 Madison Street, Room 202, River Forest, Illinois.

**To participate via Zoom,
please join the meeting at:**

<https://us02web.zoom.us/j/85768662341?pwd=Z2dTL2dWcnZXc2J3bGMwZTVXM3pzQT09>

Meeting ID: 857 6866 2341

Passcode: 877077

The Electors present at the Annual Town Meeting, are meeting for the transaction of the miscellaneous business of the said township; and after a Moderator having been elected, will proceed to hear and consider reports of officers, and decide on such measures as may, in pursuance of law, come before the meeting; and especially to consider and decide the following agenda:

1. Call to Order
2. Pledge of Allegiance
3. Clerk to Note Public Notice and Availability of Financial Statements and Posting Thereof
4. Execution of Affidavits of Standing as Electors
5. Selection of Moderator and Administration of Moderator Oath by Township Clerk
6. Approval of the Minutes of last Annual Town Meeting on April 11, 2023
7. Reports of Township Year In Review
 - a. General Assistance Administrator
 - b. Township Youth and Family Services
 - c. Township Senior Services
 - d. River Forest Senior Outreach Coordinator
 - e. River Forest Mental Health Administrator
 - f. Township Supervisor
 - g. Township Assessor
 - h. River Forest Civic Center Authority Building Manager
 - i. River Forest Community Center Executive Director
8. Resolutions to come before the Electors - None Submitted
9. Public Comments
10. Proposed Date, Hour, and Place of 2025 Annual Town Meeting:
 - a. April 8, 2025, being the second Tuesday, at 6:00 P.M.
 - b. River Forest Community Center 2nd Floor - 8020 Madison Street, River Forest
11. Adjournment

All interested citizens, groups and organizations representing the interests of senior citizens, youth & family services, mental health, and intellectual/developmental disabilities are encouraged to attend. River Forest Township does not discriminate on the basis of handicapped status; those needing special accommodations are asked to provide 48 hours notice to Clerk@RiverForestTownship.org.

Given under my hand in the Village of River Forest, County of Cook, State of Illinois, this 19th day of March, 2024.

JOHN BECVAR, River Forest Township Clerk

River Forest Township

Minutes of Annual Town Meeting

Tuesday, April 11, 2023

Township Supervisor Carla Sloan called the Annual Town Meeting of the Township of River Forest to order on Tuesday April 11, 2023 at 6:02 PM followed by the Pledge of Allegiance. This was a meeting held both in person and electronically by Zoom.

Supervisor Sloan stated that the official Notice of the Annual Town Meeting was published in the Forest Leaves and posted in three public places within the Township and our website, ten days prior to the meeting. The Public Notice is available for inspection and is attached. Supervisor Sloan also reminded electors that by law only items on the agenda may be considered. If electors have an issue not on the agenda, it may be considered at a special Town meeting, pursuant to the provisions in the Code regarding special Town Meetings. In addition, if electors have concerns on matters not covered on the agenda, they may make those concerns known to the trustees during the Public Participation section of the regular monthly meeting, which follows tonight's annual meeting. She asked all those attending the meeting to please sign in and pick up an agenda. All River Forest electors may vote, and this process is through a show of hands. This is why the room is separated into two groups, River Forest electors and non-River Forest Township electors.

Roll Call of Township Officials/Identification and Introduction of Township Officials

Clerk Druckman called the roll of Township Officials: Supervisor Sloan, Trustees Taubman, Strom, Herrman and Connolly.

Selection of Moderator for Town Meeting—Oath of Moderator administered by Township Clerk

Trustee Keith Strom moved that River Forest resident Ed Sloan be named moderator for the River Forest Township Annual Meeting. Trustee Deana Herrman seconded the motion. The motion was adopted by unanimous vote by those present.

The nomination having been approved, Clerk Druckman administered the Oath of Office to Ed Sloan. That Oath, properly executed, is attached. Moderator Ed Sloan asked Clerk Druckman to act as the Secretary for the Annual Meeting. Clerk Druckman agreed.

Minutes of Last Annual Town Meeting

Trustee Taubman made a motion to forego reading of the April 12, 2022 Annual Minutes, seconded by Trustee Connolly. Trustee Strom made a motion to approve the Minutes of the April 12, 2022 Annual Town Meeting. Trustee Connolly seconded the motion. The motion passed unanimously. Moderator Ed Sloan stated that copies are on file with the Clerk and available for public viewing and will also be posted on the Township website.

Identification of Electors Present at Town Meeting and execution of Affidavits of Standing as Electors

Moderator Ed Sloan noted the Clerk would notarize each affidavit containing River Forest elector signatures.

Annual Financial Statements of Supervisor

The Clerk stated that the Statement of Income and Expenditures for the Township Fund and for General Assistance was attached to the agendas. The statements will be subject to audit and placed on file with the Clerk and publicly posted.

Reports of Committees and Other Programs

Moderator Ed Sloan stated that copies of all Reports are available at the meeting and will be on file with the Clerk and available for public viewing.

Youth Services Committee —Megan Traficano, Director of Township Youth and Family Services, provided a recap of by zoom of the written report submitted.

Senior Services Committee—Pamela Mahn, Director of Township Senior Services, provided a recap of by zoom of the written report submitted.

Mental Health Committee—Mental Health Administrator Sarah Schwarting provided a recap of the written report submitted.

Supervisor Report—Supervisor Sloan provided a recap of the written report submitted.

Assessor—In the absence of Assessor Pam Kende, Deputy Assessor Kathy Elliott provided a recap of the written report submitted by Assessor Kende.

General Assistance—Supervisor Sloan provided a recap of the written report submitted by General Assistance Administrator April Dugal.

Senior Outreach Coordinator—Senior Outreach Coordinator Betsy Kelly provided a recap of the written report submitted.

River Forest Civic Center Authority—River Forest Civic Center Authority Facilities Administrator, Dick Chappell, was not present and his report was not read. It is filed with the annual meeting minutes and available upon request.

River Forest Community Center—River Forest Community Center Administrator, Dick Chappell, was not present and his report was not read.

Resolutions

Moderator Ed Sloan stated that he would read a short description of each resolution and ask for a motion and a second to approve each resolution. He stated that once the motion was made and seconded the floor would be open for questions on that particular resolution. The vote would be taken by a show of hands. Copies of the proposed resolutions were available at the meeting.

Trustee Strom moved to adopt **Resolution 1** regarding Insurance as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved to adopt **Resolution 2** regarding Mental Health Services as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 3** regarding Financial S

upport and Contractual Service regarding Senior Citizen and Youth Programs be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 4** regarding Senior Services Programs be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 5** regarding Youth Services Programs be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 6a** regarding Approval of Banks, seconded by Trustee Connolly, be adopted as submitted and presented. The motion was adopted by a unanimous vote of the electors present. Trustee Strom moved that **Resolution 6b** regarding Audit, seconded by Trustee Connolly, be adopted as submitted and presented. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 7** regarding Support of River Forest Metropolitan Exposition Auditorium and Office Building Authority (River Forest Civic Center Authority) be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 8** regarding Intergovernmental Agreements be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 9** regarding Authority to Borrow Funds be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 10** regarding Township space in Civic Center Authority Building be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Moderator Ed Sloan announced that the Statutory Budget Hearing will be held on May 16, 2023.

Trustee Strom moved that **Resolution 11** regarding Presentation of Proposed Budget and Appropriation Ordinance for Fiscal year April 1, 2023 to March 31, 2024 be submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Trustee Strom moved that **Resolution 12** regarding Expenditure of Township funds per Cooperative Agreements or Contracts with Other Governmental Entities and Not for Profit Corporations be adopted as submitted and presented. Trustee Connolly seconded. The motion was adopted by a unanimous vote of the electors present.

Moderator Ed Sloan announced that the next regular meeting of the River Forest Township Board of Trustees will take place on May 16, 2023 at 6:00 pm.

Moderator Ed Sloan announced that the next Annual Township Meeting will be held on Tuesday, April 9, 2024 at 6:00 p.m. at the River Forest Civic Center Authority Building, 8020 Madison Street, River Forest.

Moderator Ed Sloan asked for an adjournment of the River Forest Township Annual Town Meeting at 7:09 p.m. and thanked all for attending. Trustee Strom made a motion to adjourn. Trustee Connolly seconded. The motion passed unanimously.

Respectfully submitted,

Vanessa Druckman, Township Clerk

RIVER FOREST TOWNSHIP: TOWN FUND

STATEMENT OF ESTIMATED INCOME & EXPENDITURES
 APRIL 1, 2023 THROUGH MARCH 31, 2024

Pending Audit

BALANCE MARCH 31, 2023 \$ 595,168

RECEIPTS:

PROPERTY TAX EXTENSION	\$	857,613	(3 property tax pymts)
PERSONAL PROP REP TAX	\$	16,790	
INTEREST	\$	1,358	
SENIOR IMPACT FEE	\$	10,000	

TOTAL RECEIPTS: \$ 885,761

TOTAL FUNDS AVAILABLE \$ 1,480,929

COMPENSATION (Supervisor, Clerk)	\$	56,511
Salary	\$	52,073
Social Security Tax	\$	3,984
IMRF	\$	454

OPERATIONAL	\$	85,745
Communications	\$	14,750
Computer Sftwe/Svces	\$	105
Copier	\$	2,796
Dues & Subscriptions	\$	5,907
Computers, Furn & Equip	\$	2,677
Insurance	\$	8,978
Meetings & Training	\$	1,665
Office Supplies	\$	2,167
Postage/Printing/Pub	\$	11,713
Rent	\$	15,000
Telephone	\$	6,475
Travel	\$	1,107
Utilities & Maintenance	\$	6,030
Volunteers/Honorees	\$	534
Website	\$	5,841
Misc	\$	-

CONTRACTUAL	\$	25,326
Legal	\$	11,913
Audit	\$	6,500
Misc Contracted Services	\$	6,000
Marketing/Communication	\$	913

ASSESSOR SERVICES	\$	69,455
Salary (Assessor, Deputy)	\$	59,310
Social Security Tax	\$	4,537
IMRF	\$	484
Other	\$	5,124

MENTAL HEALTH SERVICES, PROGRAMS & ADMIN \$ 218,781

SENIOR SERVICES, PROGRAMS & ADMIN \$ 178,047

YOUTH SERVICES, PROGRAMS & ADMIN \$ 103,260

TOTAL DISBURSEMENTS: \$ 737,125

BALANCE MARCH 31, 2024 \$ 743,804

Note:

2022 Levy = \$676,959

FY2023 1 prop tax payment = \$480,917

FY2024 3 prop tax payments = \$857,613

Average = \$669,265

RIVER FOREST TOWNSHIP: GENERAL ASSISTANCE FUND

**STATEMENT OF ESTIMATED INCOME & EXPENDITURES
APRIL 1, 2023 THROUGH MARCH 31, 2024**

Pending Audit

BALANCE MARCH 31, 2023			\$	80,178
RECEIPTS:				
PROPERTY TAX EXTENSION	\$	13,930		
PERSONAL PROP TAX	\$	-		
INTEREST	\$	-		
TOTAL RECEIPTS:	\$	13,930		
TOTAL FUNDS AVAILABLE			\$	94,108
DISBURSEMENTS:				
GA Administration per IGA w/OPT	\$	3,000		
GA Client Payments	\$	7,800		
EA Administration per IGA w/OPT	\$	2,250		
EA Client Payments	\$	3,600		
TOTAL DISBURSEMENTS:			\$	13,050
BALANCE MARCH 31, 2024			\$	81,058

Note:

2022 GA Levy = 9000
Flat GA Grant = \$650/month
Max EA Grant = \$1800



Oak Park & River Forest Township

General Assistance at a glance

General Assistance – Emergency Assistance – Energy Services

General Assistance

General Assistance is a locally administered welfare program that provided assistance to unemployed or disabled Oak Park residents.

70 residents have received assistance in FY2024

504 grants were dispursed

9 Clients found employment



7 clients were approved for SSA/SSI



3 Clients recived furniture with

The Chicago Furniture bank



CHICAGO FURNITURE BANK

84 residents received gifts and food assistance with the



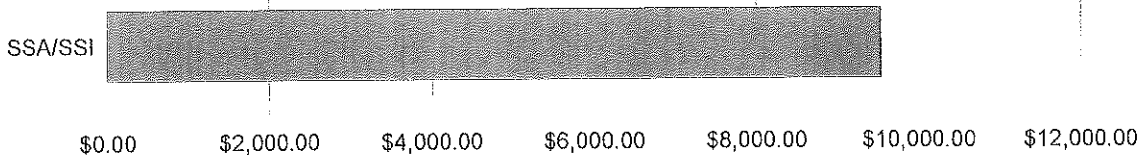
Holiday food and Gift program

2 Workshops were held



GA also had a total of **\$9542.54** in SSI reimbursement

Reimbursements



River Forest

The Oak Park Township has received **2** inquiries From River Forest for General Assistance and has approved **1**

Emergency Assistance

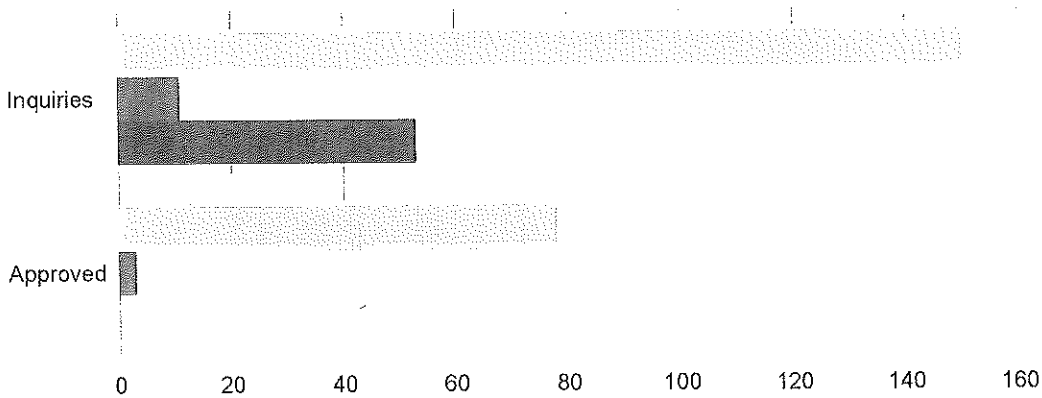
The Emergency Assistance program is a collaboration between the Oak Park and River Forest townships. It's goal is to alleviate a life threatening circumstance and to render a person self-sufficient.



The EA team has approved funds for **78** clients

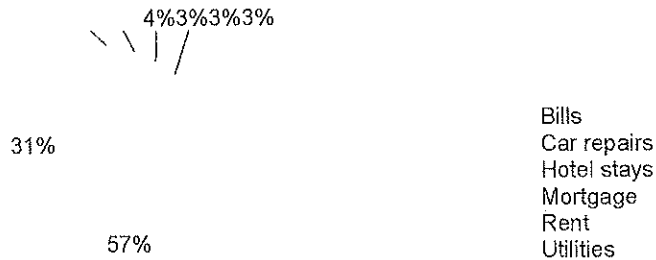


Out of our total funds of \$180,000 we have provided **\$78,109.64** to in need Oak Park & River Forest residents.



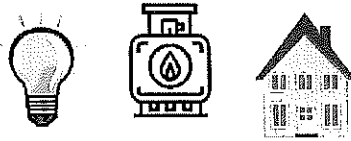
We have provided assistance for a many needs, our largest contribution has been toward rent and utilities.

Emergency Assistance

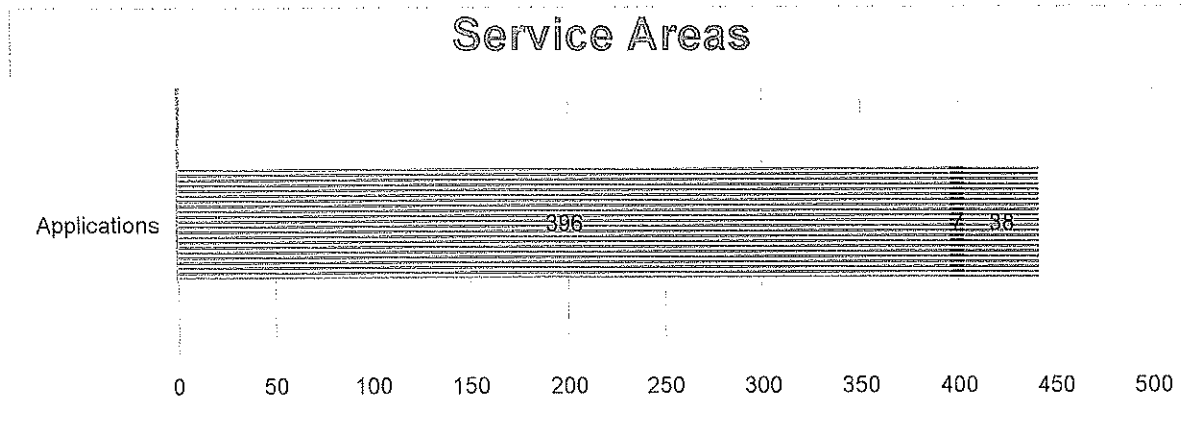


Energy Services

We are partnered with CEDA to provide energy service programs to our Oak Park and River Forest township residents.



We have Completed **440** Direct Vendor applications for Com Ed and Nicor/Peoples Gas



and completed **20** PIPP recertifications.

We have signed up **520** residents for Electrical saving kits

& provided **17** clients with Reconnection assistance.

2 Weatherization applications &

5 Emergency furnace applications

We also completed applications in person at **2** senior buildings.

Mills Park Tower + The Oaks

The team has generated **\$11,934** in revenue for CEDA energy services.

We will continue to take applications for CEDA LIHEAP and eligible assistance programs until the end of PY2024 in August 2024.



FY 2024

Youth and Family Services Annual Report April 1, 2023-March 31, 2024

Youth Engagement Program:

104 Referrals

- Anxiety/Depression: 28
- Crisis/Trauma: 31
- Behavioral Issues: 25
- Mentoring: 20
- Gang Involvement: 0

48 Discharges:

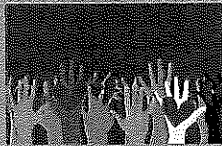
- 21 Met Goals
- 9 referred out
- 6 refused services
- 4 lack of contact
- 4 moved out of area
- 3 lack of parental contact
- 1 Deceased

1,181 Client Sessions

- 1,033 in person
- 123 telehealth
- 25 home visits

5 Migrant Family Support Groups

- 27 Families attended

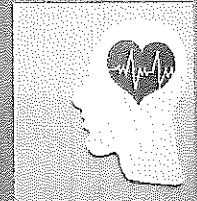


95 Total Number of Unique Clients

- 80 Oak Park youth
- 15 River Forest youth

Total Number by District:

- 9: District 90
- 58: District 97
- 26: District 200
- 2: Private School



Outreach Events:

- 263 Park Walks
- 11 Outreach/Programming at OP and RF Libraries
- 12 School Staff meetings
- 5 Trainings at partner location
- 23 Community Events Attended

Girls on the Rise:

151 Girls Enrolled 2023-2024 School Year

- 56 Brooks Middle School
- 58 Julian Middle School
- 23 Roosevelt Middle School
- 10 Whittier Elementary School
- 4 Willard Elementary School

152 Sessions Conducted

4 Guest Speakers

- JessTimeless-Visual and Expression Artist
- Move Me Soul-African Dancing
- Elisa Munoz-States Attorney's Office
- Brianna Burton-OPRF Motivational Mentor

22 Girls Enrolled for Summer 2023

8 Total Sessions

4 Guest Speakers:

- Ymani Blake- Natural Hair Stylist
- Maya Unique-Dancer/Choreographer
- Jeronimo Speaks- Spoke Word Artist
- Saint Lureise-Etiquette Consultant

10 Parent Newsletters June 2023-March 2024



Community Justice Program:

30 Total Youth:

- **26** OP Youth
- **4** RF Youth

28 Total Completions

415.5 Total Hours Completed

4 Total Hours of Specialized Programming

24 Adjudication Hearings Attended

4 Specialized programming education sessions created:

- Decision Making
- Alcohol Education
- Vaping Education
- Cannabis Education

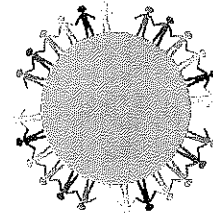


136.5 lbs. of prescription medication collected at the Prescription Take Back Box

1 Box of Narcan distributed to the community

6 Opioid Taskforce Meetings

25 members of Opioid Taskforce



Financial Aid Scholarship:

52 Scholarships Awarded

45 OP Youth for: \$12,349.50

7 RF Youth for: \$1,257

22 unique programs attended by youth

Contracted Programs:

\$82,533.00 awarded to 11 Programs:

- 3 River Forest Only Programs
- 4 Joint OP and RF Programs
- 4 Oak Park Only Programs

As of October 2023: **1,548** youth were served in Contracted Programs.

Youth and Family Outreach:

Hygiene Closet:

23 Personalized Hygiene Bags distributed

2 satellite locations: Oak Park Public

Library and Brooks Middle School
(hundreds of supplies distributed to these locations)



School Supply Drive:

261 Backpacks distributed

200 Extra School Supplies distributed

300 Hygiene Items distributed





**Senior Services
FY 2024 Program Usage
River Forest Residents
Total Residents Served: 235**

Program	FY 24 Service Provision	Average Units/ Month
Transportation (one-way rides to doctor appointments, meals, shopping, personal use)	1086	90
Dine Out (meals eaten at participating restaurants)	37	3
Home Delivered (meals delivered to resident homes)	3734	311
Congregate Dining (in-person or take-out meals at 130 S. OP Ave)	2164	179
Farmer's Market Coupons (distribution of coupons in July 2023 for redemption at the 2023 farmer's market)	10	n/a
Case Management (direct case manager/ resident contact)	781	65
Adult Protective Services (direct investigation and case work to report allegations of abuse, neglect & exploitation against residents)	90.5	3
Information & Assistance (direct contact, email, or phone requests for information on programs and services available to residents)	791	66
Chore (hours of in-home assistance with basic household chores)	55	5
Caregiver Support Programs (counseling, outreach, training & education, support groups and respite services offered to caregivers, Memory Cafe)	149	12
Money Management, Public Benefits & Other (affordable wills, budgeting, bill payment, account balancing, representative payee services; assistance understanding benefits and processing applications for energy assistance, prescription drug programs, Medicare, Medicaid, and housing assistance and other supplemental benefits)	523	44



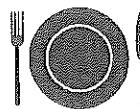
The mission of Oak Park Township Senior Services is to enhance the quality of life for seniors in our community by providing a broad array of supportive services that promote the values of independence, self-esteem, and dignity.



3,585+ UNDUPLICATED OLDER ADULTS RECEIVED LOCALLY-GOVERNED SUPPORTIVE SERVICES PROVIDED BY OUR TEAM IN FISCAL YEAR 2023 –2024



11,885+ RIDES TAKEN TO MEDICAL APPOINTMENTS, SHOPPING, AND SPECIAL EXCURSIONS



50,745+ MEALS DELIVERED TO HOMEBOUND RESIDENTS
27,734+ MEALS SERVED IN DINING PROGRAMS



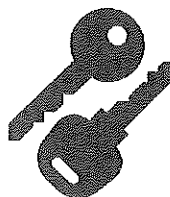
195+ CAREGIVERS ATTENDED SUPPORT GROUPS, COUNSELING, INFORMATION OR EDUCATIONAL SESSIONS



12,590+ REQUESTS FOR INFORMATION & RESOURCES IN THE COMMUNITY



135+ INVESTIGATIONS OF ABUSE, NEGLECT OR EXPLOITATION



545+ CONSULTATIONS FOR ASSISTANCE WITH PUBLIC BENEFITS APPLICATIONS



610+ HOURS OF COMMUNITY BASED SUPPORT TO RESIDENTS WITH MENTAL HEALTH NEEDS



880+ HOME VISITS TO ASSESS ABILITY & DEVELOP A PERSONALIZED PLAN OF CARE FOR COMMUNITY-BASED SUPPORT



1,060+ HOURS OF STAFF AND VOLUNTEER SERVICE TO PROVIDE ASSISTANCE WITH BUDGETING, BILL PAYMENT AND BALANCING, CHECKBOOKS



1,145+ SCREENINGS IN THE HOSPITAL FOR NURSING HOME CARE OR COMMUNITY BASED INTERIM SERVICES

WHEN YOU DON'T KNOW WHERE TO START, START WITH US!



SENIOR SERVICES

130 S. Oak Park Avenue
Oak Park, IL 60302
(708) 383-8060

**CALL OR VISIT US ON THE WEB
TO FIND OUT MORE**

oakparktownship.org

- HOME DELIVERED MEALS
- HOME MEDS PROGRAM
- HOME REPAIR PROGRAM
- HOSPITAL BASED SCREENINGS
- LIHEAP - UTILITY ASSISTANCE
- MEDICAL EQUIPMENT LENDING POOL
- MENTAL HEALTH SUPPORT
- MONEY MANAGEMENT
- MEDICARE/MEDICAID ASSISTANCE
- NOTARY SERVICES
- RTA REDUCED FARE CARD
- SHIP CONSULTATIONS
- SENIOR PROPERTY TAX EXEMPTION
- SENIOR PROPERTY TAX FREEZE
- TAXI CAB COUPONS
- TRANSPORTATION
- VOTER REGISTRATION
- ADULT PROTECTIVE SERVICES
- ADVANCE DIRECTIVES
- AFFORDABLE WILLS
- CAREGIVER SUPPORT
- CASE MANAGEMENT
- CONGREGATE MEALS
- DINE OUT PROGRAM
- GENERAL ASSISTANCE (To age 62)
- EDUCATION & ENGAGEMENT

Oak Park Township does not discriminate in employment or admission to programs or activities in compliance with the Illinois Human Rights Act, Section 504 of the Rehabilitation Act; The Americans with Disabilities Act; The Illinois and U.S. Constitutions. If you feel that you have been discriminated against, you have the right to file a complaint.

Annual Report FY 2024

Annual Town Meeting, Spring 2024

Prepared and submitted by Betsy Kelly, Senior Outreach Coordinator, April 2024

SUMMARY

Since June 2015, River Forest Township has funded a part-time Senior Outreach Coordinator (SOC) position to further assist its local older adults. Betsy Kelly was hired in mid June of 2020 as an independent contractor; a position that Cathaleen Roach filled for close to five years. The SOC position is now an 18 hour/week employee position with another 3-4 hours per week as a contract worker for her work on the Community Connect email. The SOC reaches out to seniors in River Forest: connects them with the appropriate referrals and collaborates with various groups to offer programming to older adults in the area.

A central goal of this part-time position is to “get the Resident to the resources” by providing access to and awareness of vital human services provided by Oak Park and River Forest Townships to local River Forest Seniors. These include increasing awareness of local programs available to seniors like Care Management, Home Delivered Meals, Transportation, SHIP (the Senior Health Insurance Program) Counseling, Caregiver support and more. The River Forest Township SOC provides a vital role in getting older adults to local resources, (as distinguished from being an actual service provider due to the small size of the Village and our access to broader funded programs for seniors). Although, she is piloting a HomeSharing Program which will be a bit of a different role, in terms of matching older adults with other adults who are looking for more affordable housing. *Refer to the FY2024 Annual Report from Township Senior Services Director Pamela Mahn for details on the direct service programs provided from the main office and the number of River Forest residents served.*

Other identified purposes for the SOC position include the traditional three main areas, described in the earlier Annual Reports: **1. Programming; 2. Collaboration with other local entities; and 3. Senior Outreach (via written communication, publicity and other means).**

I. Continued Progress with Programming, Including HomeSharing Pilot; Collaboration with Government and other Groups; and Outreach

In addition to the new initiatives in FY 2024 described above, the SOC focused on three traditional areas: Programming initiatives collaboration with other local entities; and senior outreach.

A. Objective No. 1: Programming

1. Programming co-funded with River Forest Public Library and
2. “Other” Independent of RF Township Senior Programming

1. River Forest Library Programming Co-Sponsored with the Township:

RF Township enjoys and celebrates a special working relationship with the River Forest Public Library. Together, they co-sponsor programs and evenly split costs for educational and other enjoyable programming directed at seniors. These programs are designed to help alleviate isolation, and to foster friendship and educational enrichment for the older adults.

(Gather-Discover-Engage includes Coffee Monday, Craft and Chat, Film Lover Fridays)

a. Total No. of Jointly Funded Programs FY 2024=

Gather- Discover-Engage*	= 34
CSAYL	= 31

b. Total Attendees FY 2024=

Gather-Discover- Engage**=	246
CSAYL	= 733

Gather-Discover-Engage:

Craft and Chat*: People have to sign up in advance to get a spot. This is currently offered on a quarterly basis and because it is so popular will be offered every other month in **FY2025**.

Adult Coloring Club: Was discontinued because it was not popular
Games was temporarily added for a short time, but did not get much traction either.

Film Lovers Friday: gets about 4-10 folks; small crowd, but worthwhile program.

Coffee Mondays: has between 6-12 folks attending (SOC is trying to increase the numbers by posting flyers in buildings) Some of the talks this year: Compassion and Choices/End of Life Options Coalition; CUB (Citizens Utility Board), Downsizing, Medicare Fraud and Scams, Medicare and prescription drug changes, Crime Prevention, Cantata Adult Life Services and their Take2 Program (creative in home care), Center for Disability and Elder Law(CDEL), Triton College (RSVP and LifeLong Learning Programs), Supportive Living for older adults)

(CSAYL) Celebrating Seniors all Year Long:

Most popular programming: OP/RF Gangster Talk got a large Crowd [*although he ended up not sharing a lot and encouraged people to take his tour*] (70); Portrayals of famous people, Talk about famous women comedians (because tied in with a book program through library), Cooking Demonstrations, Steve Darnall (Radio) and Music performances get a large crowd.

Yoga*: good turnout seems to be 13-20 folks; they need to register. Seems like it would be nice to have 2x/month, but the library feels 1x/month is good.

**Both Yoga and Craft and Chat are popular and are the only programs you need to register for in advance.*

2. Other Programming Provided by RF Township

- **Celebrating Seniors Week** went well, but required a lot of SOC's time; Besides nominating a lot of the honorees, a lot of time was spent editing and organizing the 60 over 60 nominations (finding seniors, editing narratives and working with the CSW folks to make sure everyone was contacted, pictures received and posted, so Nomination page looked consistent). CSW group seemed to be spread thin and things seemed to be a bit rushed at the end. Many programs overlapped, which wasn't always so beneficial. SOC planned events with River Forest Park District, the Library, OP Township and local community groups (Elevate PT, Fire Dept) . We also opened up Mahjong and SOC offered an educational session on HomeSharing. SOC also updated the list of all the Seniors that have been honored over the years, so we don't ask people who have already been nominated. Helped coordinate the Super Senior Event since OP Township was down staff.
- **HomeSharing Pilot**: SOC has the forms ready, potential background check org., and has met with various groups doing homesharing. SOC has also met with a few older adults inquiring about homesharing, as a "host" or potential "guest". Hosts were either not ready, not a fit for the program (ie. needed more care or had other guests in their home) or had second thoughts, concerned about personal space. There are more folks, all ages, looking for more affordable housing("guests"); SOC needs to spend more time doing outreach looking for "Hosts"; possibly having an event where people who are doing homesharing talk about their experiences, to normalize; SOC will highlight more in the Township Email and distribute flyers at different locations; Hopefully we can make a few matches in the coming year. It would be nice to work closely with a housing organization, so people can get on other waiting lists. **Age Friendly River Forest**, a temporary Commission through the Village did a survey (2023) showing that older adults want to age in place and would consider adding an Accessory Dwelling Unit (25%) or would share a room with someone (24%) [See survey [here](#); starts on page 6; go to p.31 of the survey or p.36 on website to see Housing Section] SOC and Supervisor have met with the Village or answered questions about HomeSharing on several occasions. (partially due to change of staff) to confirm that this program follows zoning and safety rules. Village does not seem to be fully onboard.

- The Township offers **Mahjong** every Thursday from 1- 3pm. We continue to have a group of players coming in on Thursdays. We have a core group of about 12-16 folks attend regularly and have formed close relationships getting together outside of Mahjong as well. (for arts and crafts events, line dancing at Triton, volunteering) They reach out to each other when someone misses a class to check in. They also love their teacher Liz Ziehl, but when she is not able to come they now know how to play and can teach new players. We had a luncheon catered by Opportunity Knocks to celebrate the new year and hope to do this again in the future. One of the women started volunteering with Opportunity Knocks as well.
- **Pickleball** is offered at the RFCC for older adults through a collaboration with the River Forest Park District. This is very popular and the Park District oversees this program (Kelly Frank) Last year when this started SOC was told from some interested older adults that it is mostly for current players and not beginners (beginners don't always feel welcome). SOC spoke with the teacher and Director of Programming and they said they would make sure to offer beginner classes as well.
- **Oak Park River Forest Township:** The Benefits Counselors started to come to our office on Wednesdays in May to offer assistance to RF Seniors, but due to staff turnover they had to cancel. (Prior to COVID SHIP Counselors came out from the township to help with Medicare questions, but due to staff issues this stopped being offered). (SHIP Counselors often have a waiting list, so RF Township reached out to other Medicare/Insurance folks to help answer Medicare questions)
- **LOSS** continues to meet at RFCC. Cathaleen Roach, the past SOC is involved with this group and has said there is a real need for this and the numbers joining the group are increasing.

B. Objective 2: Ongoing Initiatives (incl. with Local Government and Other Entities):

River Forest Public Library: see above.

Age Options: had speakers come to our Coffee Mondays to talk about Medicare and Senior Benefits; Also SOC spreads the word about their services and legislative breakfasts.

Oak Park Township: SOC volunteered at a couple of their Holiday Luncheons. The Township Continues to offer great programming- some with waiting lists. The SOC attends monthly Senior Committee meetings as the RF Township liaison; The SOC provides information for their quarterly News and Views; SOC continues to spread the word about services, programs and volunteer opportunities. SOC also participated in the Intergenerational RFP process. Benefits

Counselors from Oak Park Senior Services provided counseling at our office on Wednesdays for a few months and they organized the Super Senior/Secretary of State Event during Celebrating Senior Week, hosted by the River Forest Township and RFCC.

The SOC connected the Township with Tocarra Danials (who does Silver Sneaker Programming in the area) who started to offer A Zumba Gold Class this year at the Oak Park location (due to limited space at the RFCC) The OP Township was able to offer the program through a grant, so they did not have to go through the Silver Sneaker Program. (This is a popular class because the teacher already had a large following. Laura Valcour, the Programming Director is offering a lot of great programming; Pathways to Health Programming (ie. Tai Chi for Arthritis), Line Dancing (teacher from Triton) and Painting Classes (teacher from Slow Fire Ceramics) and continues to offer Bingo.

North West Housing Partnership (NWHP): The Townships and Villages partner with NWHP for our repair program and CAPABLE programs. SOC posts flyers at Buildings with large numbers of seniors (NORCS) about their programs; continues to advertise in emails. They have and will continue to speak at Coffee Mondays about their repair and CAPABLE programs. (they spoke at the Oak Park Township location during their “lunch and learn” and Celebrating Seniors Week)

Village of River Forest: The Village continues to publicize our programming in their e-news, although nothing yet about HomeSharing. The Township collaborates with them and North West Housing Partnership for our Home Repair and CAPABLE programs. The Age Friendly Commission completed their report about the older adults in River Forest, which mentioned collaborating with the township around Housing initiatives. SOC had discussions with them while working on the report.

RF Fire Department: We have been in touch and will continue to spread the word about ICE Packets. The Township supported them at an ICE Packet Event at the Celebrating Senior Event at the Sheridan. They also spoke at a Coffee Monday about Home Safety.

RF Police: Officer Ransom and Officer Megan Drake presented at our Coffee Monday on Frauds and SCAMS and safety. Moving forward Megan Drake is our Senior Safety Officer.

LOSS: continues to meet at the River Forest Community Center every 3rd Monday; The previous SOC helps host these meetings for families and friends who lost someone to suicide.

Grief/Support Groups: SOC publicized Grief Support Groups through Grace Lutheran and Grief Share as well as the Support Groups that the Township Offers (including Memory Cafe).

Triton: SOC continues to reach out to the Retired Senior Volunteer Program (RSVP) to help publicize their volunteer opportunities as well as their Tax Counseling service and SOC also spreads the word on their Life Enrichment Classes and dining programs. Triton spoke at two of our Coffee Mondays.

Other River Forest Colleges: The Township and Dominican School of Social work offered a 4 week Reminiscing Class to Older Adults in the community. SOC participated in a focus group with Concordia to discuss upcoming potential classes/offerings to older adults. As mentioned above, SOC spreads the word about programming, classes, volunteering opps and dining programs at Triton.

Arbor West Neighbors (AWN): SOC continues to partner with AWN on the Community Connect Mail she sends out (paid half time from RF Township and volunteer hours for AWN) She is still in close contact with the group and was on the Advocacy Committee until recently. SOC let's people know about Arbor West Neighbors if they want to make connections or get more involved in the community. She posts their events in her emails.

The Sheridan: RF Township receives money from the Sheridan (\$10,000/ year Impact Fee was promised to the Township during development of building) This year the money went to our mailing as well as toward a new Senior Van. (going forward the money will also go to funding home repair/accessibility projects around RF seniors homes that the Repair Program is not able to do) SOC has met with staff at the Sheridan for different programming, but there seems to be a lot of turnover and because of this staff is very busy.

Forest Park Cultural Trips and Programs/Mohr Center: SOC continues to spread the word about their events/trips in her emails. She attended their yearly Health Fair to let community members know about Community Connect Mail as well as Township Services open to other communities (including Mahjong, Dole Center Active Adult Program and Library events)

Park District of Oak Park/Dole Center: Continue to spread the word about their programming, specifically Dole Centers Active Adult Program, open to older adults in neighboring communities. They are currently hosting the Bridge players that used to come to RFCC; the group had very specific guidelines of when they were able to play and the RFCC did not have the availability for the full three hours due to other programming in the building. Bridge group will move to America House in Oak Park.

River Forest Park District: We partner with the park district to offer pickleball at the River Forest Community Center. We also collaborated with them for programming during Celebrating Senior Week. Our Mental Health Administrator's mom is now teaching classes (Meditation and Drumming) at the Depot.

Celebrating Seniors Coalition: (see above) SOC did a lot this year around Celebrating Seniors Week. The group was very bare bones and needed a lot of help with the 60 over 60 organizing. She also helped with the Super Senior/DMV Event. The Oak Park Township Senior Services office had some turnover. She continued to partner with the Park District, Fire Dept. and the Sheridan as well as the Library for programming. We also offered Mahjong and the SOC reached out to Elevate Physical Therapy to do a Fall Prevention event and she held a Q &A for those interested in HomeSharing.

Opportunity Knocks: Opportunity Knocks is just down the hallway from River Forest Township and SOC posts volunteer opportunities with them and this year they catered a luncheon we had for the Mahjong group. One of our players has also started to volunteer with them.

Senior Citizen Services Coordinated Council (SCSCC): SOC and supervisor are members of this group. It is mainly a networking group for people to let others know about the services they provide to older adults.(mostly for profit groups) SOC occasionally attends their monthly meetings. They have a resource guide with everyone's information which has been useful.

Dementia Friendly Group: Disbanded: There used to be a group that met regularly during COVID (Lydia Manning who was at Concordia at the Team lead the meetings) to talk about Dementia Friendly initiatives in RF, but this is no longer meeting. (last year they did a couple of trainings in the community)

C. Objective No. 3: Outreach/ Communication:

- SOC's prime source of outreach is through the **River Forest Township Monthly email** (sent to over 700 older adults (70+ more from last year) with a 70-75% open rate) and **Community Connect Email** (sent to 658 (150+ from last year) with a 60-70% open rate) These emails are sent out via Constant Contact letting people know about township programs as well as other programs taking place in the area.
- Our **website** was updated in November of 2023 and SOC worked with webdesigner to input all the Senior Services information. This will be ongoing.
- We sent out a **mailing** to all River Forest residents in January 2024 to make people aware of programming through Senior Services. (this has been in the works for quite a while knowing that residents (from various surveys) were not aware of Township Services.
- SOC Continued outreach to buildings with a high number of older adults living in them. Have contacts in buildings to help post flyers etc. Distributes flyers about programming at the township, library and village.

- SOC continues to reach out to various buildings to see if they are interested in learning about township services. Besides posting flyers, SOC has offered to come talk about services the township provides.
- River Forest Township participated in the **LemonAid** Event this year. Chris Hauri asked us to host the Conversation Station in front of her house where older adults can come sit and converse. We had a booth with our information. (We did get some foot traffic, but there was no “Conversation Station” due to rain); but we hope to continue to participate next year.
- The **Nineteenth Century Charitable Association** asked SOC to speak at one of their events with AWN, specifically about the Community Connect Mail she sends out.
- Met with Cantata Adult Services in Brookfield to learn more about their innovative HomeCare Program (spread the word to RF buildings) about this as an option.
- SOC continues to include information in the Townships Quarterly **News and Views**.
- SOC continues to prepare senior packets for Township Assessor.
- River Forest Township Supervisor forwards information to the Village of River Forest to include in their E-news.
- The SOC works with the adult librarian at the River Forest Library to plan programming throughout the year. She is in charge of getting speakers for Coffee Mondays, the first Monday of the month.
- Receive ongoing calls from the community providing consultation and directing older adults to the appropriate person at the Township office or other resources when necessary, whether it is a question about transportation, housing, support groups, ICE Packets, volunteering or something else.
- Staffed a table at **Mohr Center’s** (Forest Park) Health Fair to spread the word about Community Connect Mail as well as River Township Services and other services open to Forest Park Residents (including spreading the word about the Park District of Oak Park’s Active Adult Program, open to all communities)
- **HomeSharing Outreach:** Received a few inquiries from “Hosts” but either they are not ready, don’t have the space, or it is not a good fit, based on their needs. Many more potential “guests” are looking for a place to live. The Community of Congregations

continues to post our HomeSharing flier in their emails. Met with Senior Home Share (Sarah White) in Lombard to learn about their programming (more of a group home setting, but they are interested in homesharing similar to our pilot as well); Met with the New HomeShare Person (Valerie Ross) at Pathlights to talk about their programming; met with Sharing Home Group consisting of different people that have home shared in some capacity; attended a HomeSharing Coalition group in California, different organizations doing a lot of great things around homesharing. Advertise in emails, RF mailing as well as website and flier distribution.

II. New (Programming) Initiatives in FY2024:

- SOC targeted Senior Buildings that have a lot of older adults in them by going through all the PINS from the Assessor's Office. SOC could also see where the older adults live throughout the community. This will be helpful when distributing information to buildings and to determine how many older adults live in their own homes for homesharing. She also made a contact or two in each building to help post information.
- As mentioned above, we were asked to participate in the **LemonAid Fundraiser** this year and the plan is that RF Township/Senior Services will continue to be part of LemonAid going forward. They wanted us to host a Conversation Station, for older adults to come and relax and converse (in Chris Hauri's yard)
- **Reminiscing Project with Dominican University.** Dominican's School of Social Work did a 4 week Reminiscing program with older adults from the community. It was mostly older adults reminiscing and students asking questions. Overall older adults were pleased with the program and planned to continue writing/telling their stories. (Memoir Writing is always a popular program and often offered through Arbor West Neighbors)
- **OP Township Senior Services Benefits Counselors** started to come in on Wednesdays Unfortunately this ended after a couple months because they were short staffed.
- Annese Piazza, a Medicare Specialist, worked with River Forest Township when there was a long wait to see a SHIP Counselor during open enrollment. She is a member of the community who worked with Supervisor and past SOC and is committed to sharing unbiased information with older adults.
- SOC met with Op Township Senior Services Director and new Committee Chairs of the Senior Services Committee to talk about their plans for the upcoming year.

- Met with the Senior Services and Youth Services Committees to review Intergenerational RFP. Only one group applied for the grant and it was not a well thought out proposal. The plan is that next years RFP will have specific expectations/requirements and a concrete definition of what is considered an Intergenerational Program. More time will be spent on outreach as well.
- SOC Introduced Tocarra Daniels, a Silver Sneaker Zumba Instructor to OP Township Program Coordinator. Currently Township is paying for classes.
- Mahjong continues and is going strong; very nice friendships forming and folks are doing things together outside of Mahjong- other activities, trips, shows etc; looking after each other when someone doesn't show up. (unfortunately one of our Mahjong players passed away in March)
- We got our Mailing out to all RF Residents. This was in the works for quite a while, so we are happy to finally let the community know what services we offer to older adults in River Forest.
- As mentioned above as well, we have a new website that is up and running and SOC worked on the Senior Section.
- Arbor West Neighbors (AWN): Continue to spread the word about AWN Meetups and their programs that are open to the community. Spoke with members of AWN at the 19th Century Club and was part of AWN's Housing advocacy group until recently.
- Opportunity Knocks hosted a luncheon the Mahjong group had to ring in the new year and one of our members is now volunteering with them. We will make sure we continue this partnership.
- Attended Mohr Centers Health Fair to spread the word about our programming and partnerships open to those outside of River Forest (Mahjong, Dole Center Active Adult Program) and Community Connect Email.

III. Future Programming/Initiatives

- Coordinating an Event in May with the River Forest Fire Dept., the Sheridan and Elevate Physical Therapy to talk about Home Safety, Fall Prevention and distribute ICE Packets.
- Update current **College Brochure** about the offerings at Dominican, Triton and Concordia (since things are always changing) (also include on our website)

- **SHIP Counselors** will be starting back this April and will come out 1-2 Fridays/month.
- Plan a **Housing Tour**, specifically around creative housing options, like ADU's, and 2-4 flats in OP and RF in partnership with Arbor West Neighbors in the Fall. (talk about needed zoning changes in River Forest) (Following up on housing forum and Village survey)
- **HomeSharing:** SOC will continue to do outreach! And be more targeted (talk to local realtors, outreach to individual congregations) Hope to have 1-3 matches this year. Once we have one homeshare in the works we will confirm we have the best "background check" company (currently planning to go with American Apartment Owners Association through recommendation from another HomeShare program- Impact money from the Sheridan will go towards this) SOC will plan a talk at the library and post more flyers and distribute around town.
- Do more outreach to older adults who have not downsized; Connect with the Village (Trustee Vasquez) regarding the Age Friendly survey and work together to help older adults age in place, with homesharing being a possible option for some. Work in collaboration with Oak Park Regional Housing Center, OPRF Township Senior Services and NW Housing Partnership to help residents age in their community.
- Use **Emergency Funding** Money as well as **Impact Money** from the Sheridan (impact money will be used for background checks for HomeSharing) Supervisor said that Emergency funding can also be used toward making seniors homes more accessible. (ie. to cover what North West Housing Partnership cannot from Home Repair and CAPABLE programs) It is clear that people want to age in place (whether making their home more accessible, modifying their home by creating an ADU or possibly homesharing).
- If there is time over the summer, SOC may do a final project with Professor Julie Bach from **Dominican University School of Social Work** before she retires this year. She would like to do another Intergenerational Program with her students. SOC suggested having an Intergenerational Panel, a discussion across the generations to see our commonalities, interests, concerns and how we can work together.
- Will confirm that River Forest Township is doing the *Conversation Station* at **LemonAid** again this year.
- Will continue to have **Opportunity Knocks** cater future events and spread the word about volunteer opportunities with them.

- Schedule more meetings at Naturally Occurring Retirement Communities (NORCS) [River Forest does not have senior buildings, (besides the Sheridan)] with NW Housing Partnership to get the word out about their wonderful programs (as well as the other township programming) and the creative homecare/share program through Cantata (Take2) The main OPRF Senior Services office is in discussion with Cantata too (trying to make the cost more affordable) [where people in the same building can share a caregiver/home health aide]
- Pickleball and Mahjong will continue [bridge moved to the Dole Center and I believe in the new year will be moving to America House in Oak Park]
- Continue to Spread the word in my emails and when I talk to local seniors about all the Township has to offer, Dole Center/Active Adult Programming, both Libraries programming, Arbor West Neighbors (AWN) Meetups and other programming, 19th Century Clubs offerings, Mohr Centers trips and Exercise Programs, Roos Center
- Celebrating Seniors Week will not be happening this May due to not enough help.
- SOC also realizes she has to be realistic about what she can do with the limited amount of time job permits. Priorities will be ongoing partnerships/collaborations, HomeSharing Pilot and monthly and bi-monthly emails. Supervisor knew that SOC took the position because she wanted to focus on HomeSharing and Affordable housing.

April 9th, 2024

To: River Forest Township Board of Trustees

On behalf of the River Forest Township Mental Health Committee (MHC), I am pleased to present you with our Fiscal Year 2024 Annual Report of activities and services funded by River Forest Township for persons experiencing mental health issues, intellectual/developmental disabilities (I/DD), and substance use prevention and abuse. This includes the period April 1, 2023 through March 31, 2024.

Grant Structure

The MHC typically recommends a combination of fee-for-service and flat grants to the agencies which we fund. Fee-for-service grants reimburse agencies for specific services provided to River Forest residents. This effort ensures that River Forest tax dollars are directed most effectively to River Forest residents. Flat grants typically fund initiatives that support general outreach, education and prevention efforts that include River Forest.

FY2024 maintained the hybrid model grant offerings for programs which were re-instituted after the COVID-19 pandemic. During COVID-19 the grants were switched to flat grants.

We would like to acknowledge the incredible efforts of our agencies during the last year to be creative, engaging and supportive, and continuing to provide services to their clients in a meaningful manner.

Major Collaborative Partnerships and Programs

The Behavioral Health and Intellectual/Developmental Disabilities Consortium mostly continued to meet in person and maintained the once per quarter schedule of meetings. Various topics were discussed at these meetings, including new agency programming offerings, trauma based services, and housing needs. As a part of substance use prevention efforts, Positive Youth Development held a sticker shock campaign and in conjunction with the Way Back Inn, introduced the Live4Lali "stigma busting" van to the community, an initiative specializing in harm reduction techniques. PYD is also in the process of restructuring its funding and organization due to the Federal Drug Free Communities grant ending in September of this year.

The D200 Wellness Collaboration held two Parent University events this fiscal year, one in April of 2023 and one in November of 2023. Both had about 100 people in attendance and attracted a good amount of interest across the community. Oak Park and River Forest High School continues to partner with River Forest Township, Oak Park Community Mental Health Board, Oak Park Public Library, School Districts 97 and 90, NAMI, and Thrive Counseling Center to host Parent University which focuses on quality speakers on topics regarding teen mental health.

The HUB partnership ended this year, due to agencies relying increasingly on other resources, including DHS spider, 211, 988, and Rush University's NowPow.

We partnered with a local designer, Beth Nagy, to complete a Mental Health and (I/DD) Resource Guide, which was mailed to all River Forest residents. The resource guide is a 16 page guide to many mental

health and intellectual/developmental disability service providers in the area. The guide also contains information on local research, advocacy and support networks.

River Forest Township launched a new website; we worked with website manager Kathy Elliot to build the pages related to mental health, I/DD and substance.

A new partnership for River Forest Township formed with the community-wide Plant Green committee, doing work supporting green initiatives. Once a year, this initiative supports students from Oak Park River Forest High School in attending the COP conference on climate change. This initiative has also supported changes in community mental health with the addition of climate aware therapists and how making positive changes to your environment supports your mental health.

Both globally and locally mental health has become an increasingly discussed topic. We support our local area agencies as much as possible and this year that included attending the following agency events: The Community Support Services gala, the Thrive gala, the NAMI gala, the Way Back Inn gala, the Sarah's Inn gala, and the UCP/Seguin Big Event.

We have also supported mental health advocacy through the use of the following social media platforms: LinkedIN, Facebook and Instagram.

Priority Areas

- ***Suicide Prevention***

The MHC remains committed to prioritizing suicide prevention efforts by funding suicide prevention programs like QPR (question, persuade, refer), from Thrive Counseling Center, the "Ending the Silence" program from NAMI, and Support4U. Catholic Charities' LOSS program which provides support those whose who have lost loved ones to suicide, continues to meet in person in the River Forest Township conference room. Thrive's QPR program which expanded to all local high schools last fiscal year, is in discussion with D90 to bring the program to junior high students.

- ***Sibling Support***

The Sibshops program for siblings of those with disabilities ran throughout FY 2024. Sibshops is currently being evaluated for how to reach more River Forest families in FY 2025.

- ***Parent Support***

The MHC continued to support funding FRED a website and online meeting parent support group for Oak Park and River Forest families who have children and adult children with mental illness. A support group was also started through D90 for parents of children who have IEP's (individual education plans); we attended two meetings as guest speakers and provided resource lists to parents. We also supported a community talk through Thrive Counseling Center on executive functioning.

- ***Older Adults***

Older adults have unique mental health needs, as they experience many life changes which come with aging: loss of family and friends, job retirement, relocation or change in home, physical health changes or decline. A Program to Encourage Active Rewarding Lives (PEARLS), a

mental health program that meets seniors in their home was officially started for both Oak Park and River Forest Townships this fiscal year. At Dominican University we hosted sociologist and gerontologist Julie Bach who spoke on reminiscing.

- ***Substance Use Recovery***

The Way Back Inn began a new initiative utilizing a program called Health Rhythms, mindfulness-based drumming program, and this program is becoming more widely used through the community. Positive Youth Development was separated out from Opioid Task Force and Opioid Task Force was revived. Health Rhythms is a class that has been brought to Way Back Inn by local teacher Susan Schwarting.

- ***Disability Support Services***

Community outreach was continued and focus was placed on increasing advocacy for those working with disabilities. Each year, more services are needed for those with disabilities, however there has been a recent move to cut hours funded to direct service professionals (DSP's). Our local agencies and committee members have been striving to halt this change and make sure services stay funded and provided. Health Rhythms has also been brought to local I/DD agencies again by Susan Schwarting.

The Mental Health Committee (MHC)

Mental Health Committee members hold vast experience and education related to mental health and/or disabilities. Volunteer members include mental health activists, social workers, a psychiatrist, an attorney, a college professor, a public policy and advocacy specialist and those with lived experience and affected family members. All are passionately committed to the mental health/disabilities field.

The MHC takes great pride in the accomplishments and quality of services provided to the residents of the community. This year representatives from RiverEdge Hospital, OPALGA+, UCP/Seguin, and a fellow committee member presented to the committee. The MHC looks forward to another year of success and remains committed to providing leadership and assistance with the provision of high-quality services for the citizens of River Forest. We are grateful for their time and contributions.

This year, the committee met in a hybrid model. All meetings were held in person, although zoom was offered as an option for those who could not attend due to work responsibilities or illness. Two new members joined the MHC this year, and a waiting list was created. The waiting list currently has three people.

Sarah Schwarting also attended a Townships of Illinois seminar on Trauma Informed Townships and attended classes to keep up her state license for clinical social work. Many of these topics were also discussed with the committee.

MHC Funding Priorities

The priorities of the Mental Health Committee are driven by the current needs of the mental health and I/DD consumers living in our geographical area and the ability of agencies to provide these services. The MHC does not duplicate funding already provided by state and federal agencies to those with developmental disabilities and mental health needs. However, provision is made to these populations

for community education and family support. The current priority services for which the committee contracts are:

- Outpatient therapy – individual, group and family
- Family support
- Adolescent case management
- Prevention, outreach and education programs
- Adult care management services
- Community emergency psychiatric services
- Education and programming for drop-in center
- Sibshop programming
- Mental health screenings for children
- Development disabilities programming – early intervention, respite, in-home services, case management and day programming
- Substance use recovery support
- Advocacy
- Suicide prevention

Overview of Accomplishments and Initiatives

The River Forest Township Mental Health Committee, through local property tax revenue levied by the Township, was able to support over **17,000** est hours of services in FY 2024 to River Forest residents. This included

16,000 + hours in supportive services

1,200 + hours in treatment services

100 + hours in prevention/education services

Services were contracted with 12 agencies and supported 20 programs

9 Programs in supportive services

8 Programs in treatment services

3 Programs in prevention/education services

These services and programs constitute the core of mental health and I/DD services available and accessible to River Forest Township residents. In FY 2024 services were purchased with an estimated **\$189,000** in funding. Through the prudent allocation of public funds, the Mental Health Committee supports services that are accessible and affordable.

Sincerely,

Sarah Schwarting, LCSW, MSW; RMPT

**River Forest Township
Supervisor's Annual Report
Fiscal Year 2024 (April 1, 2023 – March 31, 2024)**

2024 Annual Town Meeting

FY2024 HIGHLIGHTS

Fiscal Year 2024 was a busy and productive year at River Forest Township. We moved many important projects forward to completion, including the launch of our new website the mailing of two major communications pieces, the new Policy Handbook, and the Decennial Committee's Efficiency Report.

I have announced my retirement at River Forest Township Supervisor after 11 years, to be approved by the Board on May 21, 2024. Clerk John Becvar, who has done an exemplary job for the Township since June 1, 2023, will be appointed Supervisor at that time.

The Township's overall goals in FY2024 were to:

- **actively grow awareness** of the Township and its human services-related programs through outreach and enhanced communication;
- **develop new programs and services and enhance existing ones;**
- **strengthen ongoing relationships** with organizations and other government entities;
- **seek and develop new partnerships.**

Assessor

The Township Assessor's office continued its availability and accessibility to residents. The Assessor's office assisted hundreds of residents, including many of our seniors, by phone, email, and in-person meetings. FY2024 was especially challenging for the Township Assessor's office, as the Triennial Reassessment took place for River Forest. Changes continued to occur in the Cook County Assessor's office which resulted in additional work for our Assessor's office. The Township Assessor's office was nimble and flexible in response.

We appreciate the efforts of Assessor Pam Kende and Deputy Assessor Kathy Elliott in handling a large volume of resident inquiries. The Township Assessor's office continued to have excellent success with their electronic newsletter, sent out through Constant Contact. They also held two Assessor Outreach sessions, with strong attendance.

Communications

The new Township website was launched in November 2023, led by Kathy Elliott as the Website Project Manager (upon the resignation of Vanessa Druckman) and Hutchinson & Associates as the design firm. Clerk John Becvar also assisted with the development. The entire Township team had input to their respective sections. The new website, built on the Squarespace platform, is clean, fresh, and easy to navigate and update. Many thanks to Kathy, John, and Vanessa for their leadership on this project.

We completed two major mailings to all River Forest residents. The 16-page Mental Health and I/DD Services Resource Guide was mailed in December 2023 and a 4-page color senior program information flier was mailed in January 2024. Both contained a QR code directing residents to the new website and how to sign up for Township senior and Assessor newsletters.

Administration

Several key administrative documents were completed in FY2024, many in compliance with statute. These include the Policy Handbook, the Personal Paid Leave Policy, and policies related to ethics, whistleblowing, and personal conduct. Appreciation goes to Clerk Becvar for his help with these documents.

The Decennial Committee convened and completed the Efficiency Report, which the Board of Trustees approved in March 2024. We were pleased to have the assistance of NIU graduate student Kennedi Glover and her professor, Trustee Deana Herrman. Thanks also to Clerk Becvar, the Board of Trustees and our 3 resident members, Barb Hickey, John Phelan and Melinda Peterson.

Significant office space and record re-organization took place. Banking policies and procedures were enhanced.

We renewed the following IGA's with Oak Park Township for the two next fiscal years, FY2025 and FY2026 (through March 31, 2026): Youth & Family Services, Senior Services, General Assistance, and Home Repair Program.

General Assistance/Emergency Assistance

April Dugal from Oak Park Township continued as our General Assistance (GA) administrator. Partnering with OPT for GA administration has proven to be far more

efficient than hiring someone to uniquely handle the small number of GA cases in River Forest. The monthly flat River Forest GA grant remained at \$650. We, as well as April and her team, continued to field numerous questions from residents related to financial need.

With April Dugal/OPT, we launched the new Emergency Assistance (EA) Program. The EA Program uses GA funds to support one-time grants to qualified residents to help alleviate a crisis like eviction or utility shut-off. EA is an alternative way to help residents in need who may not qualify for GA. The maximum EA grant was raised from \$1200 to \$1600. EA allows us to expand the use of our GA funds and to help additional residents.

Many thanks to April and her team for their partnership and support in FY2024.

Senior Services

OP and RF Township Senior Services, along with the Villages of River Forest and Oak Park, continued the Home Repair Program for seniors and those with disabilities (in partnership with the North West Housing Partnership). The CAPABLE program was added on, which offers visits and recommendations by nurses and physical therapists. The program received the Program Excellence Award from the International City/County Management Association (ICMA).

Township Senior Services started the PEARLS program, which provides a mental wellness component to their services. They also greatly enhanced their daytime programming at the Senior Center building, including activities like art, Zumba and tai-chi, as the dine-in lunch program resumed post-covid.

Two River Forest Township senior programs, both held at the River Forest Community Center, continued to grow and flourish. We continued to partner with the RF Park District to hold pickleball in the RFCC gym, run by River Forest resident Kelly Frank, which is very popular. We also held a weekly mahjong program, with River Forest resident Liz Ziehl as the instructor. The group continues to grow in numbers and connectedness. All of our excellent and well-attended joint programming continued with the River Forest Public Library.

We worked with Professor Julie Bach and her students at Dominican University's Graduate School of Social Work to host a Reminiscing class for seniors during the summer. We hope to have further collaboration with both Dominican and Concordia.

Celebrating Seniors Week, which started in 2012, was held in May. The week returned to 100% in-person events. River Forest Township hosted or co-hosted several events and spearheaded the "60 over 60" awards for River Forest residents.

Thank you to Senior Outreach Coordinator Betsy Kelly, as well as Township Senior Services Director Pam Mahn and her team, for their efforts to successfully serve our older adults.

Mental Health and I/DD Services

Many thanks to Mental Health Administrator Sarah Schwarting for her assistance in completing the new Mental Health and I/DD Services Resource Guide, which is an update to the previous 2015 Guide. This Guide offers more online resources and includes many agencies and programs in addition to the ones we fund directly.

We worked closely with Debbie Lubeck at District 90 to support her efforts to launch a parent support group for parents of students with IEP's. We presented at two parent meetings and provided a list of important resources at the second meeting.

Parent University successfully continues under the sponsorship of the D200 Mental Wellness Collaborative, which includes River Forest Township, Oak Park Community Mental Health Board, Township Youth Services, OPRF High School, D90, D97, and others. Two Parent Universities were held in April and November, with keynote speakers, resource tables, and workshops for parents.

Advocacy remained crucial in FY2024, particularly in the area of Developmental Disabilities. We continued to support the efforts of They Deserve More and other legislative advocacy groups.

The Health Connection HUB, an online resource database for agencies and providers, was discontinued. This was an excellent partnership for several years, but other resources like 211 gradually took the place of the HUB. In addition, few agencies were using the HUB for online referrals, as we had intended.

Appreciation to Sarah Schwarting for her dedication and work in support of our mental health and I/DD services, as well to the Oak Park Community Mental Health Board for their wonderful partnership.

Youth & Family Services

Youth & Family Services enhanced its presence in River Forest, offering the Girls on the Rise program at all three River Forest schools, specially designed for girls of color. The number of Youth Engagement Program clients increased in RF; engagement specialists were present at the RF Public Library, RF Park District and D90. Youth adjudication returned to River Forest post-covid, and YFS' new Community Justice department established its working relationship with River Forest adjudication personnel. Community Justice programs were broadened to include a more wholistic approach to youth offenders. RF participation in the Community Justice program is increasing.

Thank you to Megan Traficano and her team for their dedication to serving our youth creatively and tirelessly.

FY2024: YEAR IN REVIEW

FY2024 was characterized by a positive environment of collaboration, cooperation, and communication. In addition, many ongoing projects were brought to completion.

Financial and Reporting

We completed, submitted, and posted/publicized the following financial reports per deadline, as required:

- FY2024 Budget
- FY2024 Audit
- FY2024 Annual Treasurer's Report
- FY2024 Annual Financial Report (AFR)
- 2023 Levy
- FY2024 Annual Report of Revenues and Expenditures

The **Personal Paid Leave Policy** was drafted and approved by the Board, per the new statute effective July 1, 2023. Employees (non-elected officials) will receive 36 hours of PPL per year.

Banking practices were enhanced. Bank accounts were consolidated for administrative efficiency, higher interest rates, and greater protection/security. Prep work was done to eliminate check payments and begin ACH payments in FY2025. Low-limit credit cards were provided to employees to eliminate: 1) the need for employees to be out-of-pocket for Township expenses, and 2) the need for check reimbursements to employees.

A high number of complex **FOIA requests** in FY2024 required a significant time commitment to answer in a correct and timely manner. Thanks to John Becvar for working with me to achieve this.

Board-Related Activities/Administration/Office

- The **new Policy Handbook** was completed and approved by the Board of Trustees, representing a major milestone for Township administration.
- Per the **Decennial Committee** statute, the Decennial Committee, comprised of the Board of Trustees and 3 residents, met 3 times. The Committee completed the **Efficiency Report**, which the Board approved in March 2024, and which will be submitted to Cook County in April.
- **New committee members were approved** for the Mental Health Committee and the Senior Services Committee.
- **Board approved proclamations** honoring Prevention Services Manager Kelly O'Connor, RF Police Sergeant Ben Ransom and Oak Park Township Manager Gavin Morgan.
- **Township office space** was re-organized since more space opened after HFGB moved out. Clerk Becvar obtained proper authorization for record disposal.
- The office continued to have a **steady stream of residents** seeking assistance with financial need, notary, voter registration, etc.
- **New conference room chairs** were purchased; thanks to Sarah for her assistance with this project.

Regular Meeting Commitments

Township attended and provided status reports at the following:

- **Monthly:** RF Township Board of Trustees, RF Administrators Forum, RF Mental Health Committee, OP & RF Township Youth Services Committee, OP & RF Township Senior Services Committee, Positive Youth Development (PYD), D200 Mental Wellness Collaborative, RF Collaboration Sub-committee, HUB Advisory Team
- **Periodically:** OP & RF Community Foundation *Communityworks* Advisory Board

General Communications/Awareness

- Launched **new Township website**.
- Designed and mailed **new Mental Health and I/DD Services Resource Guide** to all RF residents.
- Designed and sent **mailing to all RF residents promoting senior services and programs**.
- Continued RF Township **Instagram, LinkedIn, and Facebook**.
- Maintained **RFhappenings.com community calendar**.

- **Worked with Assessor** to create outreach packets for seniors who visit the Assessor's office.
- Maintained **display racks** at RFCCA Building and Village Hall for all Township materials.
- Maintained dedicated **Township bulletin boards** at RFCCA Building.
- Continued work with **Inside Edge communications** firm to issue press releases, maintain Facebook and twitter social media, and other projects. Ensured strong promotion of Township-sponsored events.
- Continued to **promote Township events and services** in monthly RF Village eNews, quarterly Township Seniors Services News & Views newsletter, two senior newsletters, and RFCC newsletter.
- **Participated in 2023 Memorial Day Parade and Rotary Food Truck Rally.**
- Maintained **communication with local media.**

Other Taxing Bodies

- Developed new **packets for the homeless**, as well as **ICE Packets for seniors**, in partnership with the RF Fire Department.
- Continued strong relationship with **RF Public Library regarding senior programming.**
- Attended **Joint Review Board meetings** for North Avenue and Madison Street TIF's, hosted by Village of RF.
- Worked with **RF Park District** to develop new senior programming.

Community Outreach

- Township attended the following **community events**:
 - ✓ Rotary lunch meetings and other events
 - ✓ Juneteenth ceremony at RF Public Library
 - ✓ NAMI annual fundraiser
 - ✓ CSS Circles of Support fundraiser
 - ✓ CMHB 50th Anniversary event
 - ✓ Way Back Inn/PYD Liv4Lali event
 - ✓ Pride parade in River Forest
 - ✓ Oak Park CRC Ribbon Cutting
 - ✓ Assessor Outreaches 5/23/23 and 10/2/23
 - ✓ D90 Parent Support Group meetings
 - ✓ Thrive benefit
 - ✓ Sarah's Inn gala
 - ✓ Parent University 4/19/23 and 11/15/23
 - ✓ Back-to-School family event at OPT
 - ✓ River Forest Fire Department Open House

- ✓ 2 fundraisers for Representative Camille Lilly
- ✓ Seguin gala
- ✓ Way Back Inn gala
- ✓ Sarah's Inn Breakfast
- ✓ I/DD Legislative Breakfast

Mental Health Services (with Mental Health Administrator)

- Managed Mental Health Committee (Mental Health Administrator)
- Served on **D200 Mental Wellness Collaborative**. Co-sponsored and worked on Parent University events, held April and November 2023.
- Continued to support **Sibshops** program, in partnership with Thrive Counseling Center.
- Met with **D90 social workers** to present Township programs.
- Attended and spoke at two **D90 parent meetings** for parents of students with IEP's.
- Welcomed in-person **LOSS meetings** at River Forest Township.
- Continued participation with **Behavioral Health Consortium** and **Intellectual/Developmental Disabilities Consortium**.
- Participated in **Mental Health Awareness Month ad campaign** with community partners.

Senior Services (with Senior Outreach Coordinator)

- Continued to co-sponsor virtual **Gather, Discover, Engage** with RF Public Library, including Coffee Monday and Social Stitching.
- With RFPL, continued to co-sponsor virtual **Celebrating Seniors All Year Long** monthly series of programs and lectures.
- Supported **Home Repair Program IGA** between RFT, OPT, Villages of RF and OP and North West Housing Partnership.
- Funded Betsy Kelly to help issue **weekly Community Connections email** to seniors, in joint effort with Arbor West Neighbors.
- Supported development of **Home Sharing Program** pilot (Betsy Kelly).
- **Supported 2023 Celebrating Seniors Week** and return to in-person programming.
- **Started Mahjong program** for seniors at RF Community Center.
- Worked with **River Forest Park District** to develop recreational programming, including indoor pickleball and Celebrating Seniors Week events.
- **Senior Impact Fees** were received from The Sheridan for 2022 (\$5,000) and 2023 (\$5,000). These fees were used to help Township Senior Services

purchase a minivan for meal delivery and ride services, and to print/mail our senior flier to all River Forest residents.

Youth & Family Services

- Regularly reviewed **status of youth programs** with Megan Traficano.
- Continued to **promote youth scholarships** to D90 social workers, etc.
- Worked with Youth and Family Services to support **Girls on the Rise** group in D90.
- Worked with **ISearch** to support program enhancements and changes.
- Met with River Forest Police **Officer Megan Drake**, replacing Officer Ben Ransom as Community Outreach Officer

General Assistance

- Continued successful **relationship with Oak Park Township GA** to administer RFT's GA.
- Launched **Emergency Assistance Program** with OPT. **Raised maximum EA grant to \$1600.**

Oak Park Township

- Maintained **ongoing positive relationship** and met regularly with Oak Park Township Manager and staff.
- Participated in interview process for **new Oak Park Township Manager.**
- **Renewed 4 IGA's** for FY2025 and FY2026 (through March 31, 2026): Youth & Family Services, Senior Services, General Assistance, and Home Repair Program.
- OPT participated in **RF Memorial Day Parade and Rotary Food Truck Rally.**

Substance Prevention

- Financially supported Township **Prevention Services** department and Prevention Services IGA.
- Continued relationship with **Positive Youth Development (PYD)**, as their goal of addressing underage substance use directly aligns with the Township's youth and mental health mission.
- With D200 and OP CMHB, supported program at OPRF HS for **Way Back Inn** to do screening for students with substance offenses.

Holiday Food and Gift Basket

- Continued **grant to Holiday Food and Gift Basket**. HFGB obtained larger and more convenient office space at Community of Congregations and moved from River Forest Township.
- Worked with **new Director**, Kelly Pollock. Continued referrals of RF residents.

Training

Completed the following virtual trainings:

- IMRF new system employer access training
- TOCC Educational Session

TOCC/TOI

- Member **TOCC Board**; co-chair of **TOCC legislative committee**.
Vice-President of TOCC Supervisors Division.
- Continued revival of **TOCC Supervisors Division**; **attended in-person meetings**.
- Co-chaired the “new and improved” **TOCC Spring Conference**; obtained Senator Don Harmon as speaker.
- Attended virtual **TOCC Board meetings**.
- Attended **TOI Annual Conference** in Springfield (November 2023).
- Continued advocacy for Townships and Township services.

FY2025 GOALS

John Becvar will become the new River Forest Township Supervisor on May 21, 2024, and will direct FY2025’s goals. However, Township officials and staff have identified several areas as potential priorities for FY2025 (in no specific order):

Overall, we will continue to focus heavily on demonstrating and communicating *the unique and strong value* provided to residents by the Township in the areas of youth, mental health, senior, financial, and assessor services.

- Develop stronger partnerships related to senior or other programming with Dominican, Concordia, and Triton Universities.
- Create and publish a general Township newsletter using Constant Contact.
- Assess additional ways to appropriately use General Assistance funds to further help residents with financial need.
- Help ensure renewal by 4 River Forest taxing bodies of the Youth Engagement Program for FY2025 and FY2026 (through June 30, 2026).

- Further market and promote key senior programs to our residents, such as the Home Repair Program, CAPABLE and PEARLS.
- Implement a pilot in River Forest for the Home Sharing Program.
- Assess the potential and future of the Support 4U Program and if indicated, enhance program marketing.
- Complete the conversion from check payments to ACH payments.
- Work with new bookkeeper to enhance and update internal financial processes.
- Execute an updated agreement between River Forest Township and the River Forest Community Center for front-end services (reception, bookkeeping, IT).
- Upgrade office computers, software, and other relevant technology.
- Assess the potential for a Sibshops program within River Forest, possibly in partnership with District 90, and if indicated, introduce the program.
- Explore ways to further market and promote the Active Adult Program at the Dole Center to River Forest seniors.
- Approve the new Committee Policy, and continuously determine other areas where formal policies and/or procedures are indicated or required.
- Fill the open River Forest positions on the Youth & Family Services Committee.
- Assess the feasibility of formalizing and consolidating Township marketing and communication efforts into a part-time hourly position.
- Continue strong legislative advocacy efforts in support of Townships, mental health, disabilities, seniors, and any other relevant areas.
- Maintain and develop strong relationships with key legislators and legislative leaders.

River Forest Township Assessor's Annual Report Fiscal Year 2023-2024

April 9th, 2024

2023 was River Forest Township's first year of a triennial reassessment. In May, reassessment notices were sent to residents. The median increase of property values was 32%. With all residents receiving a reassessment notice we were inundated with phone calls, emails and office visits. The increases in property value led many of our residents to think their property tax bill would be increased by the same percentage, which is not the case. Education was key.

In 2022, median sale prices of single-family homes in River Forest Township were \$732K for single-family homes; \$161K for condos; and \$530K for small apartment buildings. The Assessor's Office estimated the 2023 median market value of single-family homes in River Forest Township is \$752K, for condos the median market value is \$203K, and is \$608K for small apartment buildings. Assessed values depend on the individual property's location and characteristics.

Our office has noticed a significant increase in phone calls and emails over the last 3 years. Calls have been increasing in volume as the Cook County Assessor is constantly changing the dates of when forms are available or due. This year's delay in the exemption form availability and the delayed tax bills have been a major issue of confusion for residents.

Senior, Senior Freeze, Veterans, Disabled and Homeowner's Exemption, as well as Certificates of Error have been filed and continue to be filed. The quantity of Senior and Senior Freeze Exemption applications have increased due to River Forest's ageing in place population. We now have over 1100 Senior Exemption Property Index Numbers (PINs).

The Deputy Assessor, Kathy Elliott, has continued to be very helpful in the smooth operation of this office during a time when educating residents regarding assessment, exemptions and tax bills is a priority. Kathy should have her CIAO designation (Certified Illinois Assessing Officer) before November of 2024.

In 2023, the first installment property tax bills were received on-time in early spring, The due date was extended by one month to April 1st. The second installment property tax bill was mailed out late, in November, but not as late as in 2022, that was December 30th. In 2024, the first installment property tax bills were received and due on-time. It is expected that 2nd installment tax bill will arrive earlier than last year.

In 2023 we had two Community Outreaches during our open appeal periods. We assisted many of our residents in filing property assessment appeals with the Cook County Assessor and Board of Review.

We continue to have great success with Constant Contact. We have a direct link on our website to sign up, residents now can sign up for the latest Assessor News notifications and have been doing so with an overwhelmingly positive response. Our email activity has greatly increased with the use of Google Forms and Constant Contact. Throughout the year, press releases were sent and the Township website was updated.

Statistics 2023

Appeal Packets compiled: 894

Office visits including outreaches: 227

Certificate of Error and Exemptions filed: 128

(2 exemption filing periods due to change of mailing dates)

Phone: over 5000 (number taken from phone logs)

Constant Contact Statics

Campaigns: 8

Opening rate: 75%

Verified contact growth rate: 680 to 804

Sales statistics for 2023

301 total sales of which 8 were commercial

Total Sales \$133,640,606

Total Commercial sales \$34,982,467

Average sale \$443,989

Predominant single-family home: Class 2-06

69 sales with an average price of \$588,008

Maximum sale price \$2,000,000

Condominium Class 2-99

102 sales with an average price of \$159,517

Maximum sale price \$652,000

Sales statistics for 2022

524 total sales of which 6 were commercial

Total sales \$162,401,155

Average sale \$386,120

Predominant single-family home: Class 2-06

114 sales with an average price of \$512,702

Maximum sale price \$2,000,000

Condominium Class 2-99

135 sales with an average price of \$132,966

Maximum sale price \$799,000

Sales statistics for 2021

549 total sales of which 11 were commercial

Total sales \$236,720,523

Average sale \$431,185

Predominant single-family home: Class 2-06

139 sales with an average price of \$599,337

Maximum sale price \$1,730,000

Condominium Class 2-99

159 sales with an average price of \$161,689

Maximum sale price \$855,000

Sales statistics for 2020

295 total sales of which 12 were commercial

Total sales \$135,780,555

Average sale \$460,273

Predominant single-family home: Class 2-06

102 sales with an average price of \$527,765

Maximum sale price \$1,650,000

Condominium Class 2-99

45 sales with an average price of \$165,511

Maximum sale price \$699,000

Permit statistics for 2023

439 building permits were filed in River Forest.

5 commercial properties for a total of \$767,178

426 residential, for a total of \$13,238,692

13 exempt, for a total of \$1,186,207

Total in permits - \$15,192,077

Permit statistics for 2022

330 building permits were filed in River Forest.

12 commercial and exempt properties for a total of \$ 1,163,791

325 residential, for a total of \$24,242,169

3 vacant land, for a total of \$16,201,399

Total in permits - \$39,279,777

Permits statistics for 2021

424 building permits were filed in River Forest.

13 commercial and exempt properties for a total of \$994,560

411 were residential for a total of \$23,019,607

194 class 2-06 average permit \$49,914

15 class 2-99 average permit \$55,671

Total in permits - \$24,014,167

Permits statistics for 2020

146 building permits were filed in River Forest.

4 commercial and exempt properties for a total of \$1,209,000

142 were residential for a total of \$15,968,067

66 class 2-06 average permit \$77,345

11 class 2-99 average permit \$48,283

Total in permits - \$17,177,067

Respectfully,

Pamela J. Kende C.I.A.O.
River Forest Township Assessor

RIVER FOREST CIVIC CENTER

Review/Accomplishments of Fiscal Year 2023 – 2024

Overview

The primary responsibilities of the Facility Administrator for the River Forest Civic Center Authority (RFCCA) are to oversee the daily operations of the building and address issues which arise, research information and make recommendations for building projects, coordinate the usage of the facility for various user groups and ensure the facility is being operated in a fiscally responsible manner.

While building usage and operations are still substantially lower than before the Coronavirus pandemic (COVID-19), there have been slight increases in the activities being offered at the building and the number of participants attending the events during the past fiscal year. Unquestionably, the effect of the pandemic continues to have a residual effect on the operations of the building. As outlined in greater detail below, ongoing adjustments continue to be made throughout the year as part of an effort to optimize building operations.

I. Renewal of the Lease Management Agreement with RF Community Center

The current five-year lease management agreement between the RF Civic Center Authority as building owner and the RF Community Center as the lease management agent went into effect on July 1, 2023. In addition to the initial five year term there is also a renewal option for an additional four years. From a historical standpoint, the RF Civic Center Authority and the RF Community Center have had a partnership since 1986 when applications for funding were prepared and submitted to the State of Illinois as part of the statewide civic center building program. Although funding for the project was not received until 1991 and occupancy of the 8020 Madison Street building did not occur until June of 1993, the RF Community Center has been the designated manager of the building since its inception.

II. Coronavirus (COVID-19) Pandemic.

The after effects of the Coronavirus pandemic (COVID-19) continue to impact building operations. Although the building has remained open since the mandated shutdown in the Spring of 2020, the number of persons participating in activities is still significantly lower compared to pre-COVID enrollment. As a reminder, the building initially closed from mid-March to mid-June of 2020 when the State of Illinois mandated the closure of all non-essential businesses. In mid-June of 2020 the State allowed facilities to re-open albeit with numerous restrictions. Based on these restrictions, classrooms and the gymnasium became the primary areas of the building which could be utilized. Although the federal government declared the pandemic to be officially over in May of 2023, several changes that were implemented to address COVID related issues (smaller group sizes, masking, virtual meetings, etc.) continue to factor into building operations.

III. Information and Accomplishments

- 1. Creation of the Madison Street Tax Increment Finance (TIF) District.** In December of 2016, the Village of River Forest finalized the creation of the Madison Street TIF District which encompasses all properties on the north side of Madison Street from Lathrop to Thatcher, including the River Forest Civic Center Authority building and residential property located in selected adjacent blocks. Prior to the creation of the Madison Street TIF District, Civic Center Authority trustees raised concerns about the possibility of the Civic Center building being developed for a different use and displacing the Community Center. Village officials assured RFCCA trustees it is not the intent of the Village to change the use of the Civic Center property and, if a developer were to express interest in the future, public hearings must occur as part of the overall process.

To date, the primary developments in the Madison Street TIF District have been the acquisition of two commercial properties and two additional residential properties by the Village of River Forest. All of these properties are located in the eastern section of the TIF district and the commercial properties were demolished in 2023.

2. **Capital Improvement Project Committee.** The Capital Improvement Project Committee (CIPC) last met on October 17, 2022 and reviewed building operations and other related items. Although a formal meeting of the CIPC was not held during FY 2023-24, reports on building operations were submitted on a monthly basis to the Civic Center Authority and Community Center boards to keep them informed of developments.

As stipulated in the Lease Management Agreement, the CIPC was created to address the needs of the Civic Center building. The Committee meets as needed (typically 1-2 times per year) and is responsible for assessing the overall condition of the building and making recommendations to continue the long-term efficient operation of the building. Given the age of the building, the CIPC recognizes preventive maintenance and repairs need to be undertaken regularly to maintain the integrity and extend the life of the building, especially since several physical plant components are close to the end of their projected useful life.

Once again, due primarily to the adverse financial impact of COVID-19 and a slower than anticipated recovery, capital improvement expenditures during the fiscal year were limited to replacing items that failed or are critical to the efficient operation of the building. Additionally, the three options to renovate the building that Cordogan-Clark Architects & Engineers (CCAEB) presented in their 2020 Feasibility Study report, ranged from 43–55 million dollars which was cost prohibitive and would be of minimal benefit to the majority of the local taxing bodies. Based on the projected costs, the Feasibility Study committee determined it would be impractical to undertake a major building addition/renovation project. However, the Cordogan-Clark report contained valuable information about building components which has been utilized by the Capital Improvement Committee to help determine an appropriate course of action, especially since several areas of the building are showing visible signs of wear and tear.

The following projects have either been undertaken during the past fiscal year or have previously been considered and will be re-evaluated at an appropriate time:

1. **HVAC Units.** The compressor for the first floor air handler was replaced during the Fall of 2023. Unlike the second floor of the building that has multiple HVAC units to serve different areas, one large air handler unit serves the entire first floor. Although the cost of the compressor was ~ \$20,000, it was still substantially cheaper to replace it rather than install a new unit. During the fiscal year, other minor HVAC components were replaced when they stopped working. Preventive maintenance (PM) measures continue to be undertaken to help prolong the projected life expectancy of the HVAC components and, due to the success of these PM measures, the CIPC has decided to wait until a unit stops working before replacing it.
2. **Mandated Testing of Building Systems & Components.** Due to legislation enacted by the State of Illinois, several annual and periodic tests/inspections are required for the building. Although the fee for each test or inspection varies, annual tests/inspections are required for 1) smoke detectors and fire alarm system components, 2) elevator, 3) sprinkler system, 4) backflow valve to prevent the mixing of sprinkler system water with the potable water supply, 5) interior doors and 6) radon testing. A “Lead in the Water Supply” test was also required and completed in February of 2018. Excluding any required repairs, the cost of the various mandated annual tests/inspections is ~ \$6,000 each year.
3. **Replacement of Existing Light Switches to Energy Efficient Switches.** Before the pandemic the CIPC approved a project to replace all light switches with motion-activated switches. However this project has been delayed due to the difficulty in finding switches compatible with the instant start ballasts that were installed as part of an energy efficient lighting upgrade several years ago. There are ~ 125 light switches in the building consisting of both single pole and 3 – way switches and the cost to replace all switches was previously estimated to be ~ \$6,500.00. However, it is now expected the cost of this project will rise due to increases in post pandemic supply costs. Staff will continue to check into the availability of grants which could reduce the out of pocket cost of the project.

3. Building Usage

a) River Forest Community Center Programs

As outlined in the Lease Management Agreement, the River Forest Community Center is the primary tenant in the Civic Center building and is responsible for maintaining the operations of the building. The Community Center offers a number of programs and services, including 1) child care programs licensed by the Illinois Department of Children & Family Services (DCFS), 2) a preschool program also licensed by DCFS, 3) various tot programs, 4) a variety of recreation or sports programs, 5) cooperative programs for seniors in conjunction with RF Township, 6) room rentals and 7) summer camp programs. The building is open seven days per week, typically from 7:00 am to 10:00 pm although hours of operation may vary according to scheduled activities.

Indoor Pickleball was added in December of 2022 as a cooperative program between the Community Center, RF Township and RF Park District. Pickleball has continued to grow and additional sessions were added during the past year. Currently there are six separate weekly sessions that are scheduled in the gym from December through April with each session lasting for 2 – 2 ½ hours.

b) Special Events in the Building

The number of special events held in the building during the past fiscal year continued to be limited and included the following:

- a. **April** – RFCC Week of the Young Child with daily events and activities
- b. **May** – Celebrating Seniors week with various seminars and activities
- c. **February** – RFCC Daddy Daughter Dance attended by ~425 people
- d. **Monthly** – various meetings for local community organizations and early childhood training sessions. The Community Center has been designated as one of the primary locations for conducting early childhood training in the Chicago area and some agencies began conducting training sessions in the building again.

Other special events that were typically held in the building prior to the pandemic included the RF Township Assessor/Cook County Assessor taxpayer outreach seminars and the RFCC Halloween party.

c) OPRFHS - Community Integrated Transitional Education (CITE) Program

OPRFHS continued to operate its CITE programs in the building and the following is an overview of the classes OPRFHS currently holds in the building.

1. **CITE I.** In 2008, the OPRFHS CITE I program which serves young adult students ages 18-22 with developmental disabilities, moved into the building as part of a Space Sharing Agreement with the Community Center. There is daily interaction between the participants and staff of the Community Center and OPRFHS which has helped strengthen the partnership between the agencies. Numerous comments have been received about the positive impact and benefit of the interaction between Community Center and OPRFHS program participants. Additionally, CITE I participants perform a number of tasks in the building on a daily basis, including assisting in classrooms, serving lunch, filling vending machines and cleaning various areas of the building.

Building Usage (continued)

c) **OPRFHS - Community Integrated Transitional Education (CITE) Program (continued)**

2. **CITE II (2)**. In 2011, the CITE II program which serves higher functioning young adult students ages 18-22 with developmental disabilities, was moved from a separate off-site location into Room 201 on the second floor. Positive feedback has been received from staff and participants about the CITE II program although there is less interaction between students and RFCC staff on a daily basis since many CITE II students work outside the building or attend classes at local colleges.
3. **CITE III (3)**. In 2017, the CITE III program which also serves higher functioning young adult students ages 18-22 with developmental disabilities, was moved to the 8020 Madison Street building. Much like the CITE II program, participants are often engaged in off-site activities although some students assist in the RFCC front office at times.
4. **CITE IV (4)**. In August of 2023, the CITE IV program which serves young adult students ages 18-22 with developmental disabilities, was also moved to the 8020 Madison Street building. Much like the other CITE programs, participants interact with program participants on a daily basis.

d) **Opportunity Knocks**.

Opportunity Knocks (OK) continues to operate its programs in the building and, during the past year, increased the number of daily sessions offered to participants. The following is an overview of Opportunity Knocks' operations that typically occur during the year.

Opportunity Knocks is a local not for profit organization which provides programs and services for persons with developmental disabilities and celebrated its 14th anniversary in February. OK provides an after school program which has 30-35 participants and meets three times/week on a year round basis. OK also offers a full day Life Shop program that meets three times/week and has ~10-12 participants attending each day. Both programs continue to gain exposure and generate positive feedback.

Similar to the OPRFHS CITE programs, there is daily interaction between the OK participants, Community Center participants and staff, and other building patrons which has resulted in substantial positive feedback. In addition to sharing resources throughout the year, Opportunity Knocks and the Community Center have also worked together on selected special events to increase program awareness and to strengthen the partnership between the agencies.

The five-year lease between the Community Center and OK that went into effect June 1, 2016 has been extended under the same terms on a month to month basis since 2021. Prior to the pandemic OK hired additional staff to meet the needs of their two businesses which were created to provide employment opportunities for some of their participants; a) Knock Out Pickles which supplies pickles to several local businesses and restaurants and b) a catering service which is available to the general public.

e) **River Forest School District 90**

The Community Center and RF School District 90 renewed their partnership agreement for the 2023-24 school year for the Inclusion Preschool program that accommodates 3-5 year old participants as mandated by the Illinois State Board of Education (ISBE). RF School District 90 also uses the RFCC building as one of their primary off-site locations for staff/board training and development sessions.

Building Usage (continued)

f) Exterior Building Projects/Improvements

Although a major tree trimming project was completed in early 2024, no other major exterior building projects or improvements were undertaken during the past fiscal year. Routine maintenance continues to be performed throughout the year to keep the exterior appearance in a presentable condition.

g) Previously Initiated Projects - FY 2023-2024 Updates

a) **Replacement of Flooring in Room 202.** The flooring in Rooms 202 East and West was replaced with vinyl planking in December of 2023. Although the recommendation to replace the flooring in Room 202 was initially approved during the 2016 – 2017 fiscal year, the project was deferred multiple times due to other projects taking precedence. Room 202 is approximately 1250 square feet and the cost of this project was ~ \$ 10,500.00 which included the cost of removing the old floor, prep work and installation of new flooring. As agreed when the project was initially approved, the cost of the project will be shared equally between the Community Center and the RFCCA Capital Improvement fund based on the mutual benefit to each agency.

b) **Security System Upgrades.** The recommendation to upgrade the security system is based on several factors including 1) increased building usage, 2) expectations of program participants, 3) advancements in technology and 4) the number of litigious actions which have occurred in general.

The RF Police Department performed a site inspection of the premises in 2022 and acknowledged many security measures are already in place at the building. They also emphasized no security system is foolproof nor will it prevent all crime. Although very few crimes have occurred at the building, the Police Department suggested additional security cameras could act as a further deterrent to crime. It is anticipated the cost of this project will be shared equally between the Capital Improvement Fund and the Community Center based on the mutual benefit to both agencies.

h) Miscellaneous

a) **Building Information Technology (IT) Infrastructure.** After receiving multiple proposals to upgrade the internet service for the building, in July of 2023 the Community Center had a SDWAN dual system installed which uses an AT&T fiber line piggybacked with an enhanced broadband line from Comcast. The Community Center felt choosing the SDWAN solution with two different providers would minimize the possibility of a service disruption since it is unlikely both internet providers would be out of service at the same time. This solution and the decision to upgrade the RFCC server in January of 2024 will also benefit RF Township and other users who are dependent on the Community Center's internet service.

b) **Roof.** The area around the west stairwell continued to require repairs and may require a larger section of the roof to be repaired or replaced. In addition to the west stairwell area, repairs were also made to sections where the roof membrane pulled away from the parapet wall or raised curbs, although these repairs are considered more routine since they are usually related to temperature fluctuations during the year. As discussed at the monthly Civic Center meetings, preventive maintenance has been undertaken annually since 2004 and has effectively prolonged the life of the roof. For the short term, preventive maintenance will continue to prevent more serious damage. While some areas of the roof are still in fairly good shape for its age, the cost of additional preventive maintenance work will need to be compared to replacing all or selected sections to determine the most cost-effective approach as part of a long-term solution.

h) Miscellaneous (continued)

c) **Replacement of HVAC Equipment.** As previously addressed with the Civic Center Authority board, the components of the building HVAC system vary in age. As an overview of the HVAC systems, heat on the first floor is generated by a zoned boiler system (3 units) and a rooftop chiller unit provides cooling. Both of these components work in conjunction with a large air handler that circulates forced air throughout the first floor of the building to heat and cool various areas.

The second floor is serviced by six (6) rooftop units which heat and cool various zones of the floor as needed. With the exception of two HVAC units replaced in November, 2018, the other rooftop units were installed in the late 1990's as part of an energy efficiency upgrade for the building.

In 2022, PremiStar (formerly West Town Mechanical) inspected the HVAC components and prepared a list and cost estimates of projects that should be undertaken over the next 2-3 years to replace outdated equipment. The list does not include replacement of the rooftop units since the Capital Improvement Committee has decided to replace units when they fail. Since 2013, the following HVAC projects have been completed:

- | | | |
|----|--|--------------|
| a. | Replacement of the rooftop compressor #1 for the 1 st floor air handler | Fall, 2023 |
| b. | Replacement of 2 Rooftop Heat Exchangers | Fall, 2022 |
| c. | Replacement of Room 202 HVAC unit | Fall, 2018 |
| d. | Replacement of the NW second floor HVAC unit | Fall, 2018 |
| e. | Replacement of Boiler #2 | Fall, 2016 |
| f. | Replacement of rooftop compressor #2 | Spring, 2014 |
| g. | Replacement of the gym HVAC control system | Spring, 2014 |
| h. | Replacement of the Circuit Setter | Fall, 2013 |
| i. | Replacement of the main hot water system pump | Fall, 2013 |
| j. | Replacement of the air handler coil pump | Fall, 2013 |
| k. | Replacement of automatic drain valve | Fall, 2013 |
| l. | Replacement of various rooftop components, relays, etc. | Fall, 2013 |

d) **Replacement of Miscellaneous HVAC Parts.** The total cost for miscellaneous repairs paid from the Capital Improvement fund was ~\$40,000.00. As addressed in the Capital Improvement budget and, given the age of the HVAC components, it is inevitable parts will need to be replaced during the year to keep the various units in proper working order. In addition to the amount paid from the Capital Improvement fund, the Community Center also paid ~\$20,000.00 for other service calls for HVAC repairs and maintenance items.

e) **Building Renovations.** In June of 2023, the Community Center began renovating the classrooms and common areas on the first floor. Although the Community Center initially began discussing renovations to the first floor classrooms in mid-2017, no action was taken due to the building Feasibility Study that was commissioned by the Village and started in late 2017 (see the Feasibility Study information below). Once the results of the Feasibility Study were presented in early 2020 and the options were determined to be cost prohibitive, the COVID pandemic immediately followed and mandated closures and restrictions went into effect causing the renovations to be further paused. Once COVID restrictions were lifted and enrollment started to increase, the Community Center revisited the classroom renovations in early 2023 with much greater urgency since many of the classroom amenities were now over 30 years old. The majority of the renovations have been completed although there have been numerous delays and issues with the contractors throughout the renovation process. As previously discussed, the cost for the work in the common areas will be shared between the Community Center and Capital Improvement Fund and will be presented once the renovations are complete.

i) **Miscellaneous (continued)**

- f) **Other.** (1) In May of 2023, a representative from the Civic Center's building insurance company conducted an in-depth property inspection of the building and premises and submitted a report to the Township in June. Overall, the report was favorable and confirmed measures that are in place for building safety although a few minor changes were recommended primarily for storing items. (2) In August of 2023, Tom Fiedler from Premi Star HVAC attended the RFCCA meeting and presented information to the Civic Center board regarding the HVAC components and recommendations for future repairs/replacement.

Feasibility Study

At the December, 2019 meeting of the Feasibility Study committee it was the consensus opinion of various stakeholders that each of the building project options was cost prohibitive due to a projected cost of 43- 55 million dollars. In January, 2020, representatives from the Park District of Oak Park (PDOP) presented information about their building project which was used for comparison to the RF project. Subsequently, representatives from the Civic Center Authority/Township, RF Community Center and RF Park District met in February of 2021 and concluded the most practical and cost effective approach would be for each organization to address their respective needs individually instead of trying to create a larger multi-agency facility.

Although no meetings of the Feasibility Study committee or subcommittees have been held since February of 2021, the Village of River Forest has not formally accepted the building assessment report prepared by Cordogan-Clark Architects & Engineers or acknowledged the conclusion of the Feasibility Study. As reported at the monthly Civic Center Authority meetings, the Feasibility Study was initiated in 2017 to assess the needs of the River Forest Community Center and other selected key stakeholders to determine the practicality and/or cost effectiveness of potentially renovating and/or expanding the current civic center building. The following is a summary of events that occurred as part of the Feasibility Study:

1. **Summary of Key Feasibility Study Developments during 2019 – 2021.**

April, 2019. In response to the Request for Proposals (RFP) which the Village published in February, five architectural/engineering firms submitted proposals to conduct the Feasibility Study. In April representatives from selected key stakeholders interviewed prospective firms and narrowed the list down to two.

May, 2019. After receiving additional information from the final two firms, the committee recommended accepting the proposal from Cordogan-Clark Architects & Engineers (CCAЕ). Since the Feasibility Study is being funded through the Madison Street Tax Increment Finance (TIF) District, the committee's recommendation was forwarded to the village board who approved the contract with CCAЕ in late May.

June, 2019. Cordogan-Clark held a kick-off meeting in mid-June and met with the committee of key stakeholders to present an overview of the feasibility study. CCAЕ indicated their first step would be to meet individually with each of the key stakeholders to gather information about each agency's specific needs.

July 2019. After meeting with each of the key stakeholders, Cordogan-Clark presented an overview of their findings to the committee in mid-July. During the summer, CCAЕ planned to review the building blueprints and conduct site visits to assess the condition of the current building.

1. Summary of Key Feasibility Study Developments during 2019 – 2021 (continued)

November 2019. On November 19 CCAE met with the committee of key stakeholders and presented their initial report and recommendations. Their overall recommendation was the size of the building needed to be doubled to ~ 84,000 square feet to accommodate the programs of the key stakeholders and outlined 3 potential solutions to accomplish this: a) adding a raised two-story addition in the parking lot with surface parking and adding a third story to selected areas of the current building, b) adding a smaller two-story raised addition in the parking lot with underground parking and adding one to two stories in selected areas of the current building and c) tearing down the current building and rebuilding a new facility on site. After the presentation, committee members raised several concerns about the plans, including: a) **inadequate parking** – although the size of the building is being doubled, the number of parking spots is less than what is currently available, b) **cost of the project** - is estimated at 35 – 40 million dollars depending on the option, c) **off-site location** - although an offsite location has been referenced as an option, no further information was presented about it. CCAE will gather more information and schedule a follow-up meeting in early 2020.

February 2020. On February 25, CCAE met with the committee of key stakeholders to address concerns raised in November. Although CCAE continued to gather additional information since there were still some unanswered questions, they estimated the cost of the project would increase to ~38-45 million dollars to address the parking concerns, building requirements and acquisition costs if the off site location is to be pursued. Once CCAE completes additional research, another meeting will be scheduled.

June 2020. Due to the Coronavirus pandemic, a virtual meeting was held on June 2 to discuss information which CCAE prepared in response to questions and concerns that were raised about 1) project costs, 2) the alternate site and 3) financing options for a new facility. Since support from each organization would be critical for a project to move forward, this was also the first meeting that a board member attended with the designated representative from each organization. CCAE reviewed the different options and indicated the cost would escalate to ~43 – 55 million dollars primarily due to the increased costs for parking. Despite being identified as a key factor, no additional information was presented about financing options.

October 2020. A meeting was held in late October and was attended by the designated representative and board member from each organization. CCAE presented an initial Building Assessment report (66 pages). The costs of the various options for the project were still the primary concern raised by committee members.

November 2020. Additional discussion of the three options and associated costs presented by CCAE.

December 2020. Based on input from committee members, CCAE revised the Building Assessment report which was reviewed by the committee. Committee members continued to raise concerns about the 43–48 million dollar cost of the project and also felt each organization will have ongoing operational challenges caused by the COVID-19 pandemic that will need to be addressed on a priority basis in the future. Since the Park District of OP (PDOP) is undertaking a project with a significantly lower cost than the RF project, the committee felt it would be beneficial to have a representative from PDOP present information about their project for comparison purposes. A future course of action was also discussed since Erik Palm, RF Village Administrator who has been the point person for the Feasibility Study, recently announced he accepted another position and would be leaving in February, 2021.

January 2021. Jan Arnold from the Park District of Oak Park (PDOP) presented information about their project. The OP project is significantly smaller than the RF project and will not include classrooms or need to meet DCFS licensing regulations for programs. Although there has been more publicity and increased fundraising efforts in the past two years, initial planning for the project started ~ seven years ago. Additional steps have also been taken, including the development of architectural plans, to meet criteria for grant applications. While efforts to secure additional funding will continue, there is a possibility the project may not come to fruition if their grant applications are not approved and/or funding goals are not met.

1. Summary of Key Feasibility Study Developments during 2019 – 2021 (continued).

February 2021. Based on reservations some committee members expressed about the costs and benefits of the proposed RF project and with the uncertainty of who would organize future meetings due to Erik Palm's resignation, representatives from the Civic Center Authority, RF Park District and Community Center met twice in February as a small group to discuss the viability of a scaled down project. Representatives from the three agencies concluded the most practical and cost effective approach would be for each organization to address their respective needs individually instead of trying to create a larger multi-agency facility.

2. Feasibility Study Historical Information.

Initial discussions began in November of 2017 with meetings being held during the spring of 2018 to gather input to draft an intergovernmental agreement (IGA) to undertake a Feasibility Study. The IGA was finalized in May 2018 and presented to the following key stakeholders in June for approval:

- | | |
|--|------------------------------------|
| a) River Forest Civic Center Authority | e) River Forest School District 90 |
| b) River Forest Community Center | f) River Forest Township |
| c) River Forest Park District | g) Village of River Forest |
| d) River Forest Public Library | |

Since the Feasibility Study will be paid from the Madison Street Tax Increment Finance (TIF) fund that is administered by the Village, all parties agreed the Village would also be best suited to coordinate various aspects of the Feasibility Study, including publishing notices and soliciting Requests for Proposals (RFP) to select a firm or individual to undertake the study.

In October of 2018, the Village selected Gil Herman, a RF resident who previously facilitated studies as a paid consultant, to conduct the Feasibility Study. Mr. Herman met with each of the key stakeholders to gather information and assess the needs of each respective organization. After meeting with stakeholders individually, a group meeting of all stakeholders took place on January 7, 2019.

At the January 7, 2019 meeting, each of the seven (7) stakeholders who were part of the IGA, and Opportunity Knocks who is a tenant of the Community Center in the building, presented information about their operations and future anticipated needs. After the presentations, a group discussion took place to answer questions, clarify information and determine the next steps for the Feasibility Study. Although Mr. Herman indicated he would be stepping down at the conclusion of the January 7 meeting, he would forward all information presented during the meeting to the Village for inclusion as part of the Request for Proposals (RFP) that would be advertised to complete the Feasibility Study.