

OAK PARK TOWNSHIP



Fiscal Year 2007 Annual Report

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A Message from Your Township

Dear Township Resident:

This Annual Report is our message to Oak Park citizens and taxpayers that the Township is meeting its mission, is carefully managing its resources and is open to public inspection and comment. In this report, you will find an overview of Township services and financial support provided in FY07, as well as a summary of revenues, expenditures and reserves.

The services highlighted evolved over many years, beginning with financial relief during the Great Depression to the current broad spectrum. More than other units of government, the Township is concerned with addressing social service needs, most often for our most vulnerable residents. As an independent unit, the Township is able to maintain a consistent quality and focus on what are often low visibility services that are fundamental to Oak Park's quality of life. Specifically, the Township provides:

- ✦ **Youth Services** that address the emotional, social and academic needs of our community's youth;
- ✦ **Senior Services** that promote a healthy, independent lifestyle for people age 60 and over;
- ✦ **Financial Assistance** for unemployed and disabled adult residents;
- ✦ **Meal Services** for homebound seniors and persons with disabilities;
- ✦ **Transportation Services** for seniors and residents with disabilities;
- ✦ **Funding to Mental Health Service Providers** for residents coping with mental illness, developmental disabilities, substance abuse, domestic violence and other issues.
- ✦ **Assessor Services** that educate residents on property tax matters and help with assessment and tax appeals;
- ✦ **Voter Services** such as registration, absentee and handicapped voting, and assistance to the county at polling time.



Oak Park Township Supervisor David Boulanger (above right) with Township Manager Sharon Hammer

In FY07, the Township continued to evolve in areas of:

- ✦ **Collaboration:** Tax cap legislation limits the resources available to all taxing units in Oak Park, except the Village of Oak Park. To meet the broad range of youth service needs, the Township has collaborated for nine years with all the taxing units of Oak Park and River Forest. Senior Services and mental health funding are other areas of collaboration between Oak Park and River Forest Townships, allowing quality services while better managing costs.
- ✦ **Programs:** All divisions continued to strategically reexamine and refocus their efforts to better fulfill their service missions. Information on services provided, staffing and costs by division are highlighted in the following pages.
- ✦ **Facilities:** The Township continued its search for more accessible space for Senior Services. The Community Mental Health Board (CMHB) move to a new space is allowing for improved services to funded agencies while increasing Medicaid revenues. The Township's main office was remodeled to improve security and expand staff space and the reception area.
- ✦ **Staff:** Maintaining salary equity and good benefits has ensured a stable, qualified and energetic staff. The CMHB staff has expanded to process Medicaid reimbursements that will bring in more funds for local mental health agencies.
- ✦ **Financial Management:** The Township FY07 budget received the Distinguished Budget Presentation Award for the 4rd year in a row and the audit received the Award for Excellence in Financial Reporting. These are the highest recognitions from the Government Finance Officers Association, evidence of professionalism in financial practice and in clarity and transparency for public inspection..

All achievements in FY07 are due to the work of our dedicated staff and corps of citizen volunteers. Their commitment to deliver services with compassion and respect is the foundation of the Township's success in meeting the needs of Oak Park residents.

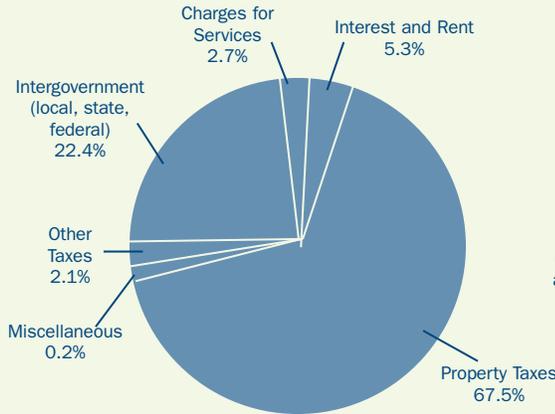
F. David Boulanger
Township Supervisor

Sharon Hammer
Township Manager

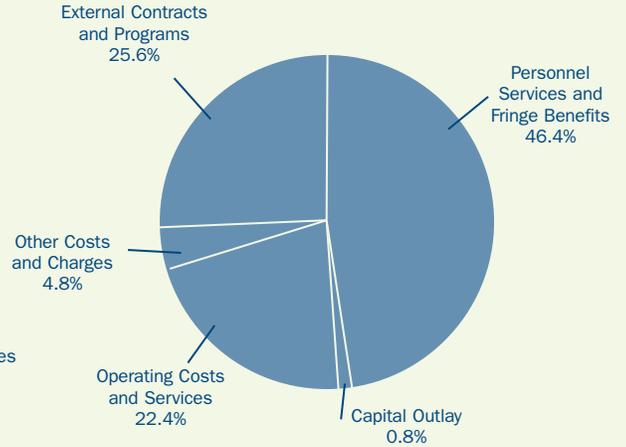
Operating Financial Statement

For the fiscal year beginning April 1, 2006 and ending March 31, 2007

FY2007 REVENUES



FY2007 EXPENDITURES



What's the difference between Oak Park Township and the Village of Oak Park?

The Township focuses on human and social services, while the Village provides municipal services such as police, fire, parking and streets.

The Township Office is located at 105 South Oak Park Avenue. Village Hall is located at Madison and Lombard.

Village services maintain the community, while Township services sustain its residents. Working in concert, they make Oak Park a great place to live.

Revenues

Property Taxes*	\$ 3,298,242
Other Taxes	104,600
Interest and Rent	261,343
Intergovernment	1,085,165
Charges for Services	132,475
Miscellaneous	3,158

Total \$ 4,884,983

Expenditures

Personnel Services and Fringe Benefits	\$2,177,505
Capital Outlay	36,459
Operating Costs and Services	1,052,565
External Contracts and Programs	1,203,079
Other Costs and Charges	225,746

Total \$ 4,695,354

*Township property taxes were 2.47% of your property tax bill.

Revenues by Fund Type

Town Fund	\$ 3,061,979
General Assistance Fund	439,967
Community Mental Health Fund	1,383,037

Total \$ 4,884,983

Fund Balance

Reserved	\$ 21,030
Unreserved	3,319,728
Designated for Capital Improvement	700,000
Vehicle replacement	50,000

Total \$ 4,090,758

NOTES

- Consistent with the historic trend, Oak Park Township relied on property tax dollars to provide approximately two-thirds of revenues (67.5%) in FY07, which was 2.47% of local property tax bills in 2005. Other major funding sources were state and federal grants, intergovernmental agreements and program fees.
- To meet rising expenditures, the Township approved an FY07 annual property tax levy increase of 2.4%, the cost-of-living limit (tax cap) set by the State of Illinois.
- The *Distinguished Budget Presentation Award* of the Government Finance Officers Association was awarded for the Township FY06 budget and the *Award for Excellence in Financial Reporting* for its FY07 audit. These are the highest form of government recognition for professionalism in budgetary and fiscal management practices.

We helped young people thrive..

MISSION  To enhance the social and emotional development of youth and their families, and to work for the prevention of juvenile delinquency by addressing the needs of youth at risk of becoming involved in inappropriate or illegal activities.

In FY 2007, Youth Services of Oak Park and River Forest Townships touched the lives of more than 10,000 young people in the following ways:

Directly Helping Youth

Designed to reduce the incidence of gang activity, substance abuse and violence in Oak Park and River Forest by intervening in the lives of school-age youth, the Youth Interventionist Program coordinates a broad spectrum of services for young people who are showing signs of involvement with gang activity, violence or substance abuse.

This intensive program helped many troubled teens turn their lives around and contributed to a decrease in juvenile arrests in both communities. Identified by the U.S. Justice Department in early 2005 as an effective model program, it has been cooperatively funded through July 2008 by the park districts, libraries, school districts, townships and village governments of Oak Park and River Forest. The Youth Interventionist Program registered and served 72 high-risk young people and their families in FY2007 and several hundred unregistered youth and families.



Youth Services Director John F.S. Williams in front of a mural painted by members of the Youth Advocacy Council (YAC).

Contracts with Community Agencies and Organizations

Youth Services contracted with 13 local agencies and organizations to support 36 community based programs that helped thousands of young people in FY07. These programs — which ranged from mentoring and recreational programs to scholarships — helped young people make positive choices that will lead to healthy and socially productive lives.

In FY07, Youth Services:

-  began training of teachers in bullying prevention at school as part of its violence prevention research and programming
-  provided information and referral services for young people and their parents;
-  published literature about youth issues, which is distributed through schools and community agencies; and
-  supported opportunities for young people to develop leadership skills by planning, promoting and conducting local youth activities.

Contracts with Community Youth Services Providers FY07

Oak Park School District 97*

- \$ 20,900 Tutoring and relationship building
- \$ 7,500 Summer school scholarships

Oak Park River Forest High School

- \$ 14,575 Evening intramurals for teens
- \$ 2,900 Summer School/Work Study

Parenthesis

- \$ 15,000 Teen parent support (Parenteen Case Management)*
- \$ 4,112 Pregnancy prevention through shared experiences (Hear Our Stories)

Volunteer Center of OPRF

- \$ 18,328 Adult mentors for teens (Youth Connect)
- \$ 15,300 Community service for teen offenders (TIME)



YOUTH SERVICES FY07

STAFF: 6

EXPENDITURES:

Youth Interventionist Program	\$ 204,611
External Program Contracts	\$ 177,632
Information and Referral	\$ 11,772
Violence Prevention	\$ 48,640
Policies and Issues	\$ 43,370
Youth Development and Advocacy	\$ 29,580
Contracts and Programs	\$ 51,759
Total Expenditures:	\$ 567,364

Other

- \$ 15,000 Adult mentoring for youth age 6-12 (Hephzibah)
- \$ 25,122 Summer recreation and education (Friday Night Place)
- \$ 13,500 Summer bridge and peer leadership (Family Services)
- \$ 12,000 Holiday Food and Gift Basket Program (Community of Congregations)*
- \$ 7,000 Recreation program scholarships for youth (Park District)*
- \$ 3,000 African Drumming Program (Steckman Studio of Music)*
- \$ 2,565 Junior Police Explorers (Oak Park Police Department)*
- \$ 680 Pony Baseball Sponsorship*

\$177,842 TOTAL

\$ 22,263 River Forest Township Support

\$ 155,579 Oak Park Township Support

* All programs are jointly supported by Oak Park Township and River Forest Township, with the exception of programs marked with an asterisk, which receive support from Oak Park Township only.

We helped seniors live vital, independent lives...

MISSION  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.

The Oak Park/River Forest community is recognized as a great place to be a senior, thanks to a broad continuum of “senior friendly” services designed to meet the needs of residents age 60 and over. With services ranging from meals and transportation to health and wellness programs and in-home chore services, Senior Services helped more than 2,500 residents live healthy, productive lives in FY2007.



Senior Services Director Desiree Scully in front of the Oak Park Township Senior Services bus

Programs and Services Update

MEDICARE D PRESCRIPTION DRUG PLAN

On January 1st, 2006, the federal government initiated the Medicare "D" Prescription Drug Plan. This program is intended to provide affordable access to prescription drug coverage. All Medicare recipients are eligible for this program and are able to receive drug benefits through creditable employer or retirement plans or private insurance carriers. The Senior Services staff made numerous presentations on the plan and helped individuals make choices among options.

PREVENTING FALLS

A project conceived in FY06 was conducted in Fall 2007. UIC occupational therapy students conducted a series of individual mini-assessments on safety issues and falling in the home. The assess-

ments helped identify areas of independent living that are strengths and those that are becoming more difficult for the participating seniors. The assessments helped identify modifications and adaptations that can be made in order to make activities easier and improve quality of life. The findings were compiled in a booklet so that other seniors can learn from the different issues and strategies brought up by the study participants.

Facilities

A space needs analysis completed in February 2003 indicated that the Township’s Senior Services facility had unsolvable accessibility problems. Since then, the Township has had several discussions with the Park District of Oak Park and other organizations about sharing facilities. A study group of representatives of organizations serving seniors in Oak Park began meeting in spring 2006 to consider a central senior service facility in Oak Park. The center would also address the Township need for more suitable space with parking and easy ground-level access. A long term goal of the Township is to improve public facilities that address the range of social and recreational needs important to maintaining senior independent living.

Services Provided for Seniors FY07

Information and referral contacts	5,339 contacts
Case management to ensure that seniors get needed services	5,253 hours
Nutritious meals served in a group dining or restaurant setting	19,643 meals
Nutritious meals delivered to homebound seniors	27,322 meals
Bus transportation within Oak Park or River Forest	35,030 rides
Health screenings	25 sessions
Caregiver support, respite and other services	2,072 units
Predischarge screenings to ensure that hospitalized seniors receive appropriate levels of care after discharge	870 screenings
In-home chore services	1575 hours
Home energy and pharmaceutical assistance	1307 units



SENIOR SERVICES FY07

STAFF:	15 full-time, 13 part-time
EXPENDITURES:	
Transportation	\$ 344,788
Information and Assistance	\$ 54,728
Meals	\$ 440,831
Case Management	\$ 504,613
Other Programs	\$ 182,644
Total Expenditures:	\$ 1,527,604

Protective Services (elder abuse, neglect or exploitation investigations)	46 cases
Help in accessing public assistance programs and services	1025 hours
Assistance with health insurance selection, applications and disputes	150 consultations
Income tax preparation assistance	600 tax returns
Affordable will preparation	20 wills
Home assistance and day care to preserve independence	3,850 units
Money management assistance	52 clients

We helped enhance the mental health and well-being of Township residents...

MISSION  To enhance the mental health and developmental potential of Oak Park residents, establish an appropriate continuum of community support services, and manage local resources in a fiscally responsible manner.

Oak Park Township's Community Mental Health Board (CMHB) is comprised of nine residents, eight appointed by the Township Board of Trustees, and one trustee liaison member. The CMHB assists in planning, developing and coordinating mental health services in Oak Park for persons with mental disorders, alcohol or other drug dependence or developmental disorders. Using tax funds from the Township's Mental Health Fund, the CMHB exercises broad authority as defined in the Community Mental Health Act including conducting needs assessments, selecting programs for support, approving the release of funds and evaluating outcomes.



Community Mental Health Board Executive Director Lydia Y. Tuck

contracts totaled \$1,016,383 in grants from the Community Mental Health Fund.

The CMHB began participation in FY07 in a new state level *Local Funds Initiative* to increase revenues available to the CMHB through federal reimbursement of certain Medicaid services paid out of the CMH Fund. The resulting new space and staff needs and Township space limitations required a move of the CMHB in August 2006 to new offices at 1100 Lake Street.

With the move of the CMHB from the Township main office, a process was begun in the fall 2006 to clarify the CMHB's relationship with the Township as part of an initiative by the Township Board to document all

its policies for consistency in practice and openness to the public. The outcome will be a common reference that administrators and board members can access for clarity in ongoing policy development and decision-making.

In FY07, the CMHB contracted mental health, developmental disabilities, and substance abuse services with eighteen (18) community agencies, supporting forty-four (44) programs. The

Contracts with Community Mental Health Providers FY07

\$ 160,280	Outpatient care, transitional support, emergency services, individual/group/family therapy and substance abuse prevention, day treatment for CILA residents (Family Services and Mental Health and Substance Abuse Center of OPRF)
\$ 104,935	Child and youth mental health and substance abuse services and adult rehabilitation (Community Care Options)
\$ 69,030	Prevention and support services for teens, single parents and families and home-based counseling (Parenthesis)
\$ 57,780	Family support program and Substance Abuse Assessment Referral Program (Hephzibah Childrens Association)
\$ 68,355	Respite care and case management for developmentally disabled (Community Support Services)
\$ 50,550	Employment training, early intervention and coordination of services for individuals with developmental disabilities (Oak Leyden Developmental Services)
\$ 38,000	Mental health support for domestic violence victims and their families and transitional housing (Sarah's Inn)
\$ 35,745	Community training and employment for individuals with developmental disabilities (Seguin Services)
\$ 23,040	Senior case management (Oak Park Township Senior Services)
\$ 26,625	Drop-in center (National Alliance for the Mentally Ill - Metro Chicago)
\$ 100,534	Special initiatives and community development



Community Mental Health Services FY2006

STAFF: 2 full time, 1 part time

EXPENDITURES:

Administration and Other Charges	\$ 284,721
External Contracts and Programs	\$ 1,016,383
Other Charges	\$ 31,977
Capitol Outlay	\$ 25,103

Total Expenditures: \$ 1,358,184

\$ 25,000	Case management for individuals with developmental disabilities (Suburban Access)
\$ 14,020	Mental health case management for individuals with HIV/AIDS (Vital Bridges)
\$ 11,010	Substance abuse rehabilitation and support for females and their families (Way Back Inn - Grateful House)
\$ 3,285	High school therapist for prevention, assessment, referral (Community Support Program)
\$ 6,000	Substance abuse treatment services and temporary assistance to agencies (Purchase of Care)
\$ 4,312	Mental health support for the homeless (West Suburban P.A.D.S.)
\$ 36,515	Youth psycho-education for prevention and the Volunteer Program for mentally ill (Volunteer Center)
\$ 181,367	Case management, Community Integrated Living Arrangement - CILA (Thresholds)

\$ 1,016,383 Total Contracted Clinical Services

We provided a helping hand...

In FY07, the Township helped more than 1000 residents in need of food, housing, health care or financial assistance through the following programs:

General Assistance

The Township's General Assistance program, which provides financial assistance for single adult residents who are not eligible for social security or state-supported programs, provided an average of \$317 per month to eligible residents in FY07. The number of financial assistance grants provided to Township residents increased from an average of 26 grants per month in FY2000 to 88 grants per month in FY07 — with a peak of 107 grants in November 2006. While seeking employment, able-bodied clients participate in a community service program that assigns them to work at local non-profit agencies. A job bank is being developed to assist clients in finding work.



General Assistance Administrator Jay Allen



Assistance FY07

STAFF: 1

EXPENDITURES:

General Assistance	
Administration	\$ 130,800
Financial Assistance	\$ 277,702

Total Expenditures: \$ 408,502

Food Programs

The Township provided financial support for the Community of Congregations' Holiday Food and Gift Basket Program, which delivered food and gift certificates to 797 families during the winter holiday season.

Links to Health Care

The Township guided low-wage and part-time workers who are not eligible for Medicare or Medicaid to subsidized health insurance coverage or publicly provided health care.

Services to Citizens with Disabilities

The Township offered special services for citizens with temporary or permanent disabilities in FY07 including transportation, meal, home and pharmacy assistance.

We provided voter services ...

The Township Clerk, in addition to maintaining all Township records, provided voter registration services to individuals – 150 registered – and community groups and deputy registrars, including extending office hours for voter registration. The Clerk's office assisted the County Clerk with polling place administration, including assisting handicapped and absentee voters and distribution of polling place materials at election time.

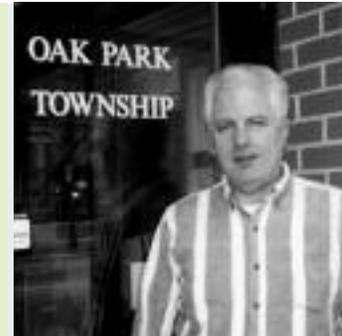
Clerk's Office

FY07

STAFF: 1 elected, part-time clerk with seasonal part-time help as needed

Total Expenditures: \$ 20,564

Township Clerk Gregory P. White



We helped residents with property tax concerns...



Township Assessor Ali ElSaffar

Our Township Assessor's office serves an important role as a local liaison to the Cook County Assessor's office, which actually assesses Oak Park properties. The Township Assessor provides a host of other services for Oak Park property owners, such as assistance with property tax appeals, help in obtaining tax exemptions and refunds, information about sales trends in the real estate market, and expertise on

important tax policy issues facing the community.

With the issuance of tax bills in the fall and spring, the Assessor assisted property owners in appealing tax bills and ensuring that the taxpayer had received the exemptions that they were entitled to. A side benefit of all of these one-on-one meetings was the continuing education of the citizen on the details of the tax system and areas in need of reform.



Assessor's Office

FY07

STAFF: 1 elected, part-time assessor, 1 full-time deputy, and part-time help as needed in appeal periods.

Total Expenditures: \$ 88,023

In FY07, the Township relied on the talent, energy and vision of many citizen volunteers ...

We are grateful to the volunteers listed here for their efforts to improve the quality of life in Oak Park by helping the Township carry out its mission of people helping people.

Community Mental Health Board

James Balanoff
Dr. Victoria Boies
Maudette Carr
Dr. Richard Carroll
Teresa Davis
Dr. Cindy Gilmore
Nancy Hartman
Bill Higgins

Home Delivered Meals

Patricia Badami
Nicole Burrell
Lillian Coffill
Larry Guides
Margaret Hartney
Irene Haupricht
Kaye O'Shea
John Reeves
Janet Wellwood
Julia Wrinch

Low Income Home Energy Assistance Program

Ruth Lake*
Suzanne Larocca
Jerry Ochota
Shirley Thompson
Leonard Wolfkiel

Money Management Program

Donna Cervini
Timothy Cronin
James Heffernan
Mary Marling
Linda Reisberg
Joseph Rose
Mike Sookikian
Dolores Wendland*

M-Team **

Linda Carson
Officer Troy Fields
Dr. Joseph Levin
Patrick Phillips
Jewell Sneed
Detective Tim Unzicker
William Villareal
Bob Wohlgemuth

Senior Health Insurance Program

Lorraine Galasek
Margaret Olivet
Marilyn Thomas
Jim Walsh
Paula Zwintscher

Senior Lunch Program

Russ Bower
Ed Mampre
Walter McLaughlin
Anthony Pastore
Anthony P. Pastore
Theresa Prah
Ron Rieck

Senior Services Administration

Jeannette "Mitch" Ackley*
Carol Chlipala
Victoria Durham
Phyllis Krone
Maurice Lyons
Elaine Marzel
Robert Murphy
Tracey Smith
Sheryl Thompson-Frazier

Senior Services Committee

Dr. Kenneth Blair
Shirley Esenther
Dr. Marcia Finlayson
Christopher Fox
Doris Gruskin
Pauline Koch
Warren Lowe
John Mobed*
Ben Neiburger

Falls Sub-committee

Dr. Elizabeth Peterson

Senior Services Student Volunteers

Carlos Galvez
Daniel Kang
Josh Kruger
Frances Mei Hardin
Tamika Thompson
Peter Toberman

Tax Aide

John Bruun
Nancy Clark
Tom Dawson
Robert Faber*
Marion Gannon
Patricia Getz
Ed Hagerty
Terry Hamerman
Marge Harmon

Kate Kaltenbach*
M. J. Luetgert
Lee O'Donnell
Michael O'Rourke
Donna Oswald
Janet Phillips*
Robert Pozorski
Dr. Donald Riff
Joe Scott
John Summaria
Edward Westbrook

Youth Services Committee

Connie Coleman
Mary Doheny
Lynette Lovely
Rani Morrison
Valerie Plomin
Keith Plummer
Rochelle Ragin
Doug Varn
Leandrew Wade
Angela Wiley

Youth Services Volunteers

Prof. George Bailey
Dr. Gerald Clay
Lee Pulliam
Deacon Wiley Samuels
Dr. Carl Spight

OAK PARK TOWNSHIP

ELECTED OFFICIALS

Township Supervisor
F. David Boulanger

Township Clerk
Gregory P. White

Township Assessor
Ali ElSaffar

Township Collector
Trevor Agard

Township Trustees
William G. Troyer
Clarmarie I. Keenan
Eric Davis
Mary T. Cozzens

APPOINTED STAFF

Township Manager
Sharon Hammer

Mental Health
Executive Director
Lydia Y. Tuck

Senior Services
Director
Desiree Scully

Youth Services
Director
John F.S. Williams

From left to right: Trustees
Eric Davis, Clarmarie
Keenan, Bill Troyer, and
Mary Cozzens.

* Volunteers for more than one program

** An all-volunteer, multi-disciplinary team of law enforcement, medical, legal, financial, clerical and mental health professionals that meets monthly to consult on specific cases of elder abuse, neglect or exploitation.



Oak Park Township

105 South Oak Park Avenue
Oak Park, Illinois 60302

Business hours: Monday-Friday 9 a.m.- 5 p.m.

General Information and Services: 708-383-8005

Youth Services: 708-445-2727

Senior Services, 418 S. Oak Park Ave: 708-383-8060

CMHB Office, 1100 Lake Street: 708-358-8855

www.oakparktownship.org