

OAK PARK TOWNSHIP



Fiscal Year 2009 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 FY09, 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 Gavin Morgan.

In FY09, the Township continued to evolve in areas of:

- 🌿 **Collaboration:** Property tax cap legislation limits the resources available to all taxing units in Oak Park, except the Village of Oak Park, which is under Home Rule. To meet the broad range of youth service needs, the Township has collaborated for eleven years with all the other 10 taxing units of Oak Park and River Forest to fund the highly effective Youth Interventionist program. All other youth services, all senior services and mental health funding of both Oak Park and River Forest Townships are administered by Oak Park Township through contract and intergovernmental agreement, allowing quality services while better managing costs.
- 🌿 **Programs:** All divisions continued to strategically reexamine and refocus their efforts to better fulfill their service missions. An important new area of funding is the Collaborative for Early Childhood Care and Education. 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 Township's 2006-07 main office remodeling has improved security and expanded staff space and client reception area.
- 🌿 **Staff:** Maintaining salary equity and good benefits has ensured a stable, qualified and energetic staff. A new benefits package will expand some benefits like tuition and vacation while requiring more from employees toward health costs.
- 🌿 **Financial Management:** The Township FY09 budget received the Distinguished Budget Presentation Award for the 6th 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 FY09 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

Gavin Morgan
Township Manager



Mission

Oak Park Township assists residents by providing a variety of government services and resources, with a special emphasis on advocacy and partnerships in human services that benefit at-risk youth and senior citizens as well as mentally ill and financially struggling community members.

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.

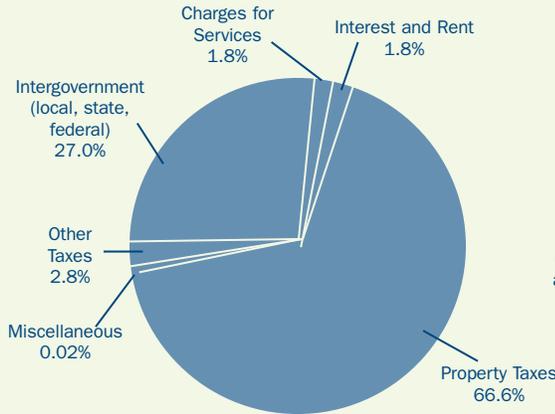
Village services maintain the community, while Township services sustain its residents. Working in concert, they make Oak Park a great place to live.

FY 2009

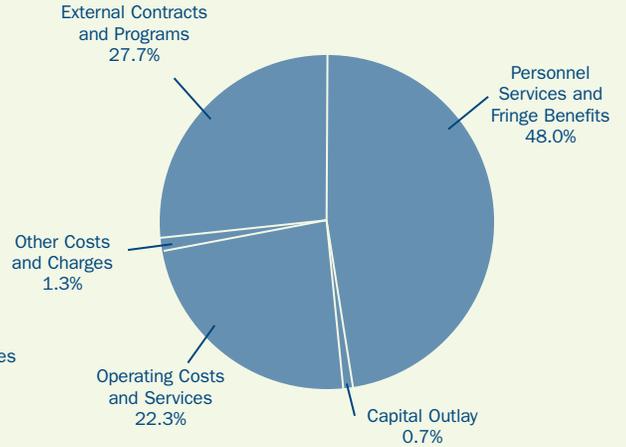
Operating Financial Statement

For the fiscal year beginning April 1, 2008 and ending March 31, 2009

FY2009 REVENUES



FY2009 EXPENDITURES



Revenues

Property Taxes*	\$ 3,608,810
Other Taxes	152,024
Interest and Rent	94,709
Intergovernment	1,463,869
Charges for Services	99,768
Miscellaneous	1,256

Total \$ 5,420,436

Expenditures

Personnel Services and Fringe Benefits	\$2,343,865
Capital Outlay	33,774
Operating Costs and Services	1,087,853
External Contracts and Programs	1,353,353
Other Costs and Charges	61,463

Total \$ 4,880,308

*Township property taxes were 2.6% of your property tax bill.

Revenues by Fund Type

Town Fund	\$ 3,458,033
General Assistance Fund	492,195
Community Mental Health Fund	1,470,208

Total \$ 5,420,436

Fund Balance

Reserved	\$ 10,857
Unreserved	3,116,036
Designated for Capital Improvement and CMHB Initiatives	1,600,000
Vehicle replacement	105,000

Total \$ 4,831,893

NOTES

- Consistent with the historic trend, Oak Park Township relied on property tax dollars to provide approximately two-thirds of revenues (66.6%) in FY09, which was 2.6% of local property tax bills in 2007. Other major funding sources were state and federal grants, intergovernmental agreements and program fees.
- To meet rising expenditures, the Township approved an FY09 annual property tax levy increase of 2.5%, 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 FY09 budget and the *Award for Excellence in Financial Reporting* for its FY08 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 FY09, Youth Services of Oak Park and River Forest Townships touched the lives of thousands of young people and their families 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 2010 by the park districts, libraries, school districts, townships and village governments of Oak Park and River Forest. The Youth Interventionist Program registered over 70 high-risk young people and their families in FY09 as well as helping 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

Contracts with Community Agencies and Organizations

In FY09, Youth Services contracted with 11 local agencies and organizations to support 35 community based programs to provide specific services to at-risk youth and youth from families with low and moderate incomes. 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 FY09, Youth Services:

- Continued implementation of and training of school staff in Olweus Bullying Prevention Program in cooperation with the Oak Park Police Department;
- Provided information and referral services for young people, their families and organizations seeking to assist youth;
- Continued Township web-site listing of jobs for youth and began job-training workshops
- Supported opportunities for young people to develop leadership skills by planning, promoting and participating in local conferences.
- Initiated mentoring and creative therapy for youth at risk.

Contracts with Community Youth Services Providers FY09

Oak Park School District 97*

- \$ 53,091 Tutoring and relationship building
- \$ 7,200 Summer school scholarships

Oak Park River Forest High School

- \$ 12,364 Evening intramurals for teens
- \$ 3,900 Summer School/Work Study

Parenthesis

- \$ 16,000 Teen parent support (Parenteen Case Management)*

Volunteer Center of OPRF

- \$ 15,200 Adult mentors for teens (Youth Connect)
- \$ 12,240 Community service for teen offenders (TIME)
- \$ 6,000 Education to Nullify Usage by First Timers (ENUF)

Other

- \$ 26,000 Summer recreation and education (Fellowship Community Services - Friday Night Place)



YOUTH SERVICES FY08

STAFF: 6

EXPENDITURES:

Youth Interventionist Program	\$ 205,481
External Program Contracts	\$ 179,699
Information and Referral	\$ 14,069
Violence Prevention	\$ 51,422
Policies and Issues	\$ 44,486
Youth Development and Advocacy	\$ 28,921
Contracts and Programs	\$ 53,536
Total Expenditures:	\$ 577,614

- \$ 9,804 Summer bridge and peer leadership (Family Services)
- \$ 10,000 Holiday Food and Gift Basket Program (Community of Congregations)*
- \$ 8,000 Recreation program scholarships for youth (Park District)*
- \$ 6,700 Middle School African Drumming Program (Steckman Studio of Music)*
- \$ 4,100 Junior Police Explorers (Oak Park Police Department)*
- \$ 500 Pony Baseball Sponsorship*
- \$ 6,500 River Forest Public Library

\$179,699 TOTAL

\$ 17,202 River Forest Township Support

\$ 162,497 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 2,900 residents live healthy, productive lives in FY09.



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

(the State conduit for funding senior programs) and the Department of Experiential Education at CSU, Senior Services accepted four students at the 418 S. Oak Park Avenue site. These students assisted seniors with completing Medicaid Part D, Illinois RX and Circuit Breaker applications, both on site and in local community senior residences.

Facilities

A space needs analysis completed in February 2003 indicated that the Township’s Senior Services facility had unsolvable accessibility problems. Since then, a conceptual plan has been created for an more assessible, comprehensive senior facility in Oak Park, with parking and easy

ground-level access. A 2008-09 survey of senior interest in such a facility found that 2/3rds or more “would use” for educational programs, social services and an exercise machine fitness center. Receiving more than 50% that definitely “would use” were a warm water indoor pool; scheduled, accessible transportation; group discussion activity space; and dining space for affordable nutritious meals and social contact. The Township has investigated sharing facilities with other organizations or acquiring its own. A long term goal continues to be the improvement of public facilities that address the range of social and recreational needs important to helping seniors continue healthy, active, independent lives.

Programs and Services Update

LONG-TERM CARE IN A COMMUNITY SETTING

The Money Follows the Person program was developed in the context of legislative mandates for rebalancing the Long Term Care systems for older adults and persons with physical, psychiatric, and developmental disabilities. Money follows the Person Implementation Act (PA095-0438) has been in effect since January 2008. This act increased the ability of the State Medicaid program to provide home and community-based long-term care services for eligible individuals who are transitioning from an institution to a community setting.

PHARMACY STUDENT FIELD TRAINING

Chicago State University (CSU) College of Pharmacy has entered into an agreement with Oak Park Township Senior Services to provide students with an opportunity to work directly with older adults on pharmaceutical issues. In coordination with Age Options

Services Provided for Seniors FY09

Information and referral contacts	7,100 contacts
Case management to ensure that seniors get needed services	5,580 hours
Nutritious meals served in a group dining or restaurant setting	19,000 meals
Nutritious meals delivered to homebound seniors	30,900 meals
Bus transportation within Oak Park or River Forest	36,000 rides
Health screenings	24 sessions
Caregiver support, respite and other services	2,127 units
Predischarge screenings to ensure that hospitalized seniors receive appropriate levels of care after discharge	920 screenings
In-home chore services	1600 hours
Home energy and pharmaceutical assistance	1275 units



SENIOR SERVICES FY09

STAFF:	15 full-time, 17 part-time
EXPENDITURES:	
Transportation	\$ 371,095
Information and Assistance	\$ 56,420
Meals	\$ 496,742
Case Management	\$ 587,682
Other Programs	\$ 211,229
Total Expenditures:	\$ 1,723,168

Protective Services (elder abuse, neglect or exploitation investigations)	51 cases
Help in accessing public assistance programs and services	1025 hours
Assistance with health insurance selection, applications and disputes	175 consultations
Income tax preparation assistance	450 tax returns
Affordable will preparation	25 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 the treatment and prevention of mental illness, substance abuse disorders and addictions, and developmental disorders. Using tax funds from the Township's Community 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 Lisa DeVivo near the CMHB offices in the Shaker Building

Health Fund and \$140,360 from River Forest Township.

The CMHB began participation in FY07 in a new state level *Local Funds Initiative* (LFI) to increase revenues available to the CMHB through federal reimbursement of certain Medicaid services paid for out of the CMH Fund. In FY09, the CMHB purchased almost \$ 200,000 of Medicaid eligible mental health services for residents. Due to the LFI, the CMHB will receive up to \$ 100,000 in federal funds, reimbursing 50% of the CMHB expenditure with new revenue.

In 2008, the CMHB contracted with a national service to create and maintain the

Network of Care for Behavioral Health web site for Oak Park - www.cmhb.networkofcare.org. The web site is a resource for individuals, families and agencies to provide information about behavioral health services, laws, and related news, as well as communication tools and other features. It is an invaluable local resource for inquiry into mental health issues and services.

In FY09, the CMHB contracted mental health, developmental disabilities, and substance abuse services with sixteen (16) community agencies, supporting thirty-nine (39) programs. The contracts totaled \$ 1,005,615 from the Community Mental

Contracts with Community Mental Health Providers FY09

\$ 263,239	Thrive (Family Services and Mental Health and Substance Abuse Center of OPRF): Anti-Stigma Project, psychiatric rehab and recovery, transitional learning center, substance abuse/prevention, psychiatric community crisis, adult behavioral health and at-risk youth program
\$ 130,590	Pillars: Child and adolescent mental health and substance abuse, adult day program learning center, and group diagnostic services
\$ 91,420	Parenthesis: Prevention and support services for teens, single parents and families and home-based counseling
\$ 88,598	Hephzibah Childrens Association: Family support program
\$ 63,205	Community Support Services: Respite care and case management for developmentally disabled
\$ 91,200	Oak Leyden Developmental Services: Employment training, early intervention, multidisciplinary clinic and supported employment
\$ 29,498	Sarah's Inn: Battered women's services, children's services, crisis services, teen dating violence prevention
\$ 39,405	Seguin Services: Community training and employment for individuals with developmental disabilities
\$ 35,835	Oak Park Township Senior Services: Senior case management
\$ 60,470	National Alliance for the Mentally Ill - Metro Chicago: Drop-in center and executive director position
\$ 25,000	Suburban Access: Education and management for individuals with developmental disabilities to navigate service system



Community Mental Health Board  FY2008	
STAFF: 3 full time, 1 part time	
EXPENDITURES:	
Administration and Other Charges	\$ 331,062
External Contracts and Programs	\$ 1,145,975
Other Charges	\$ 61,463
Capitol Outlay	\$ 377
Total Expenditures:	\$ 1,538,877

\$ 30,350	Vital Bridges: Mental health case management for individuals with HIV/AIDS
\$ 14,010	Grateful House: Substance abuse rehabilitation and support for females and their families
\$ 55,000	Aspire: Early intervention services for children with developmental disabilities and delays to help achieve full potential
\$ 8,680	West Suburban P.A.D.S: Help homeless increase job skills, self determination and housing through access to medical and mental health care
\$ 45,880	Volunteer Center: Youth psycho-education for prevention (ENUF) and the Volunteer Program for mentally ill ()
\$ 73,595	Thresholds: Case management, Community Integrated Living Arrangement day treatment and program activities - CILA
\$1,145,975	TOTAL contracted for clinical services
\$ 140,360	River Forest Township support
\$1,005,615	Oak Park Township Community Mental Health Fund

We provided a helping hand...

In FY09, 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 more than 60 financial assistance grants per month in FY09. The average grant amount per client over the fiscal year was \$2,810. While seeking employment, able-bodied clients participate in a community service program that assigns them to work at local non-profit agencies. Assistance in training for and locating jobs was provided through existing sources such as Triton College.



General Assistance Administrator Jay Allen

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 over 800 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 (Access to Care) or publicly provided health care.

Services to Citizens with Disabilities

The Township offered special services for citizens with temporary or permanent disabilities in FY09 including transportation, meal, home and pharmacy assistance.

General Assistance FY09

STAFF: 1

EXPENDITURES:

General Assistance	
Administration	\$ 145,720
Financial Assistance	\$ 155,196

Total Expenditures: \$ 300,916



We provided voter services...

The Township Clerk, in addition to maintaining all Township records, provided voter registration services to individuals – over 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.

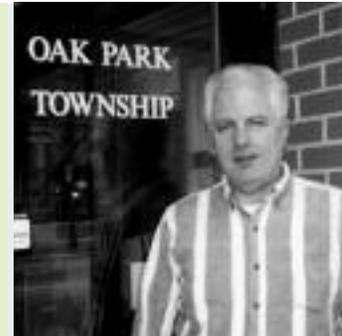
Clerk's Office

FY09

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

Total Expenditures: \$ 22,214

Township Clerk Gregory P. White



We helped residents with property tax concerns...

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. In 2008, the County Assessor closed its suburban offices, making townships the only suburban access to services.

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.



Township Assessor Ali ElSaffar

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

FY09

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

Total Expenditures: \$ 122,334



In FY09, 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

Donna Baptiste
Richard Carroll
Barry Greenwald
Nancy Hartman
Jim Jepsen
Nadine Peacock
Andrea Ravin
James Whalen

Senior Services Committee

Dr. Kenneth Blair
Anna Cotto
Shirley Esenther
Donald Kane
Betsy Burton Kelly
Patricia Koko
Marie-Louis Settem
James Taglia

Home Delivered Meals

Theresa Allen
Lillian Coffill
Rhonda Huber
Marguerita Johnson
Cecelia Millar
Kaye O'Shea
Margaret Puccini
Corina Saucedo
Herb Thompson
Wilma Wells

Low Income Home Energy Assistance Program

Leonard Wolfkiel

Money Management Program

Timothy Cronin
Ruth Foley
Yvonne Hampton
James Heffernan
Kathy Jones
John Miniutti
Jerome Mrowca
Cathaleen Roach
Joseph Rose
Mike Sookikian
Christine Worry

M-Team **

Linda Carson
Sam Clay
Officer Troy Fields
Shatonya Harris
Patrick Phillips
Rodney Schainis
Anne Schmidt
Sarah Stein
Detective Tim Unzicker

Senior Health Insurance Program

Lorraine Galasek
Marilyn Thomas

Senior Lunch Program

Russ Bower
Jim Duignan
Ed Mampre
Ed Powers
Theresa Prah

Senior Services Administration

Phyllis Krone

Abuse, Neglect, Exploitation Subcommittee

Shatonya Harris

Tax Aide

John Bruun
Nancy Clark
Tom Dawson
Nancy Guarino
Ed Hagerty
Terry Hamerman
Marge Harmon
Kate Kaltenbach*

Patricia Lowe
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

Margot Clayton
Connie Coleman
Anthony Gargiulo
Kristen McLean
Ruth Rankin
Margaret Trybus
Leandrew Wade

Youth Services Volunteers

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

Youth Services Women's Mentoring Group

Latrice Blair
Tabita Daniels
Rosalind Dyson
Phillis Walden

OAK PARK TOWNSHIP

ELECTED OFFICIALS

Township Supervisor
F. David Boulanger

Township Clerk
Gregory P. White

Township Assessor
Ali ElSaffar

Township Collector
Jim Taglia

Township Trustees
Lee Callaway
Eric Davis

Clarmarie Keenan
Dorothy Reid

APPOINTED STAFF

Township Manager
Gavin Morgan

Mental Health Executive Director
Lisa DeVivo

Senior Services Director
Desiree Scully

Youth Services Director
John F.S. Williams

From left to right:
David Boulanger, Supervisor
Greg White, Clerk
Ali ElSaffar, Assessor
Jim Taglia, Collector
Lee Callaway, Trustee
Eric Davis, Trustee
Clarmarie Keenan, Trustee
Dorothy Reid, Trustee

* 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