

AGENDA
RIVER FOREST CIVIC CENTER AUTHORITY (RFCCA)
BOARD OF MANAGERS

Tuesday, May 12, 2026 immediately following Township 6:30PM Meeting
River Forest Civic Center Authority Building
8020 Madison Street, River Forest, IL 60305 - Room 208

To participate via Zoom,
<https://us02web.zoom.us/j/87812837417?pwd=ak1hJnh0ZBbiYSYRcVaGEFFnGsdcln.1>
Meeting ID: 878 1283 7417 Passcode: 160855

If you need an accommodation to participate, please contact Clerk@RiverForestTownship.org

1. CALL TO ORDER / ROLL CALL
2. [PUBLIC PARTICIPATION & COMMENTS](#) *(limit 3 minutes per person; 15 minutes max total)*
3. CONSENT APPROVAL OF
 - a. [Minutes from the April 14, 2026 RFCCA Meeting](#) *(draft of which posted to website)*
 - b. [April FY27 Profit and Loss Statement](#) (Unaudited)(Includes RFT)
4. APPROVAL OF RFCCA EXPENSES [\(BILLS AND TRANSACTIONS\) FY27](#)
5. RFCCA FACILITIES AND CAPITAL IMPROVEMENT REPORT - Mike Sletten
6. OLD BUSINESS
 - a. Community Center (RFCC) lease obligations update on vending machine space
 - b. Garbage / Recycling at the building and SBC dispute
 - c. Cook County Property Tax Exemption - 2026 Annual Affidavit
 - d. Received a Certificate of Deposit for ComEd in the amount of \$3440.00
 - e. Next steps to allow tax payer dollars to be used to support the building
7. NEW BUSINESS
 - a. [ComEd Proposal for LED Lights](#) with 2.5 year payback period
 - b. [FY27 Budget presentation](#) and discussion
8. ANNOUNCEMENTS
 - a. The next regularly scheduled meeting of the RFCCA Board is Tuesday, June 9, 2026 following the Township Board Meeting which begins at 6:30PM.
 - b. Capital Improvement Committee (e.g. "Tenant") meeting - June 22
 - i. Tenant & Fire Department Requests - Exterminator, Deep Cleaning Bathroom, Adult Changing Table, Sensor Lighting, Exterior signage/doors for Fire Department, CO Detectors
9. ADJOURNMENT

BOARD PACKAGE OF ADDITIONAL MATERIALS *(may be updated prior to meeting)*

RENTAL INCOME MAY 2026 (FY27)

- [RFCC \(3 Months; net of reimbursements\)](#) \$34,852.26 (paid April-June)
- River Forest Township (1 Month) \$3047.92
- Oak Park Township (1 Month) \$1013.83
- Opportunity Knocks (1 Month) \$6788.83 *(March & Apr clean credit apply in May)*
- CAYR Connection (1 Month) \$1682.45 *(received April 28)*
- Cactus Society \$100.00 *(previously deposited for Mar-Dec 2026)*
- Chamber Orchestra \$190.00 *(previously deposited for Jan-Jun 2026)*
- LaToya Williams - June 20, 2026 Rm 219 \$400.00 (paid on April 28, 2026)

FY27 RENTAL INCOME ESTIMATE

	Q1 (Apr-Jun)	Q2 (Jul-Sep)	Q3 (Oct-Nov)	Q4 (Jan-Mar)	Annual
River Forest Township	\$9,144	\$9,144	\$9,144	\$9,144	\$36,575
Oak Park Township	\$3,041	\$3,041	\$3,041		\$9,124
CAYR Connection	\$5,047	\$5,047	\$5,047	\$5,047	\$20,189
Opportunity Knocks	\$20,366	\$20,366	\$20,366	\$20,366	\$81,466
RFCCA (Rent & CAM)	\$30,261	\$30,261	\$30,261	\$30,261	\$121,044
RFCCA (Reimburse)	\$6,121	\$4,376	\$4,376		\$14,873
Room Rentals	\$1,370	\$500	\$500	\$500	\$2,870
TOTAL GROSS RENT	\$75,351	\$72,736	\$72,736	\$65,319	\$286,142

CASH EXPENSES (BILLS AND ACCRUALS) - See also this [Jan-Mar 2026 Expense Analysis](#)

TO APPROVE RFCCA FOR THE MONTH ENDING MAY 31, 2026 (FY27) for **\$18,186.73**

- River Forest Park District - Reimburse \$459.99 (for Dance Studio A/C unit)
- River Forest Park District - Reimburse \$85.15 (for Dance Studio A/C platform)
- River Forest Park District - Reimburse \$48.10 (for CO detect batteries and install)
- River Forest Park District - Reimburse \$528.40 (for Premistar HVAC work)
- Opportunity Knocks - May Cleaning \$2200.00 (credit applied in June)
- RFCC - May Cleaning \$510.00 (credit applied in July)
- Forest Security (3 Months Service) \$0.00 (paid thru June)
- Nicor Gas \$1152.46 (due in June)
- ComEd \$3252.72 (April service)
- McAdams Landscaping \$423.00 (Apr 15 - May 14)
- Cintas \$334.82 (April statement) with \$242.82 May
- Village River Forest \$50.00 (Elevator Inspection Fee)
- Village River Forest \$827.64 (Water and Sewer Bill)
- River Forest Township - Reimburse \$116.20 (AccessOne April bill)
- River Forest Township - Reimburse \$7952.00 (Insurance premium 2nd Install)
- Ancel Glink \$206.25 (for SBC situation)

RENTAL PROGRAMMING AT RFCCA

(with programs in development in italics)

RECURRING PROGRAMMING

- Monday 1:00PM Arts & Crafts for older adults Dance Studio (starting July 1)
- Tuesday 3:00PM Chess for Seniors Room 208
- Tuesday 6:30PM Addiction Recovery Group Dance Studio (Room 219)
- Tuesday 6:30PM Board/Committee Meetings Room 208
- Wed 1:00PM Chair Yoga Dance Studio (starting July 1)
- 2nd Wed 6:30PM Cactus & Succulent Society Dance Studio (PAID thru Dec 2026)
- Thursday 1:00PM Mahjong for Seniors Room 208
- Friday 11:15-12:15 Zumba for Older Adults Dance Studio (Apr-June 2026)
- Friday 6:30PM Sunflower Chamber Orchestra Dance Studio (thru June 2026)
- Weekdays 8:30-10A *Walking Track* Gym (starting TBD 2026)

AD HOC EVENTS

- May 18 6PM Property Tax Assessment TBD location in RFCCA Building
- Jun 8 11A Caregiver Support Room 208
- Aug 20 All Day Blood Drive Requested Gym from RFCC

LONG-TERM TENANTS IN THE BUILDING

- [River Forest Township](#) 1/1/2026 - 6/30/2028 2nd Floor Offices & Room 202
- [RFCC \(Community Center\)](#) 1/1/2026 - 12/31/2029 1st Floor Spaces
- [Opportunity Knocks](#) 1/1/2026 - 6/30/2028 2nd Floor Outer Rooms
- [CAYR Connection](#) 1/15/2026 - 6/30/2027 2nd Floor Atrium
- [Oak Park Township](#) 2/1/2026 - 12/31/2026 1st Floor Office & Room 201

Exterior Door	Unlock AM	Lock PM
Sunday	9:30 AM	Was 5:00 PM; Now 8:00 PM
Monday	6:55 AM	8:45 PM
Tuesday	6:55 AM	9:30 PM
Wednesday	6:55 AM	8:45 PM
Thursday	6:55 AM	9:30 PM
Friday	6:55 AM	8:45 PM
Saturday	6:55 AM	Was 6:00 PM; Now 7:00 PM
Interior Door	Unlock AM	Lock PM
Sunday	9:30 AM	5:00 PM
Monday	7:00 AM	7:00 PM
Tuesday	7:00 AM	7:00 PM
Wednesday	7:00 AM	7:00 PM
Thursday	7:00 AM	7:00 PM
Friday	7:00 AM	7:00 PM
Saturday	7:00 AM	5:00 PM

RFCC Gym Rentals

- Mon Apr 27 5-7PM Phil Carmody Little League Team - \$180 (APPROVED)
- Swish House – various Mondays - \$195 (APPROVED)
- Kareem Price (Oak Park) - 5 Sundays in June 5:57P-7:30 - \$500 (APPROVED)

FACILITIES REPORT

The Park District conducted a monthly inspection of the facility. The following facility issues to be noted or performed in the last month include:

Park District Staff Work:

- Installed new posts and signage at the RFCCA parking lot entrances to provide notice on lot parking.
- Installed additional bus parking signage.
- Replaced the US and Township flags.
- Installed carbon monoxide detectors in the facility.
- Purchased a new portable AC unit for the Dance Room and built a pedestal to allow for the condensate drain.
- Repaired the dance room sink faucet.

RFCCA Architect Services: The contract with FGMA has been signed, and the first meeting with the Architect is set for the week of May 11th.

HVAC: The contract between the RFCCA and PermiStar is official, beginning March, 2026. The bi-annual inspection contract is \$4,704.00/year.

1. PremiStar was called once this month to look at a thermostat. The issue was resolved.
2. Two (2) stage 2 condensers are not operating. The condensers will be replaced in the spring to maximize the warranty based on an upcoming PremiStar proposal.
 - a. Room 206 south unit is out. The unit works, but struggles to get the temperature down to 73. If the divider in the room is partially open, the room temperature can get to 73.
 - b. 1st floor unit is also out.
 - c. Likely to install some new programmable thermostats in the spring for 2nd Floor rooms
3. The Clerk reached out to the company who replaced Project Green (who retired) to get an inspection from them about energy efficiency in the building.

BATHROOMS:

4. Park District staff installed ADA hand bars in the dance room bathrooms the week of 3/9.
5. We have received recommendations on adult changing table requested from tenant, Opportunity Knocks.

FRONT ENTRANCE DOOR: Automatic Door Authority completed front door repairs the week of 3/9.

- a. Met with the Community Center to review anomalies.

ELEVATOR: The elevator passed its pressure test and the unit is good for another year.

LIGHTING: Park District staff replaced all the second level hallway, bathroom and Dance Room light bulbs.

FIRE SUPPRESSION / EXTINGUISHERS / BACKFLOW DEVICES

- Managers Becvar and Strom met with the RF Fire Department (Fire Marshall and Deputy Chief) who noted we need CO detectors in the building.

- All Doors will be lettered and numbered - including the Township sub-offices and closets - in one continuous numbering system (versus using “names”)
- Plan to consolidate inspections with the Park District timing.
- Park District arranged with Franzen plumbing for backflow testing to be done May 13th.
- The Authority is not required to do DCFS inspections.

UTILITIES

- **Landscaping:** The contract with McAdam has been signed, and landscape service has begun for the facility. The service will continue until November 2026.
- **SBC recycling - Tuesday and Friday.**
 - The Board has never approved an agreement with SBC before.
 - Historically, RFCCA has NOT been charged for extra materials by SBC (Feb 2026 invoice was the first time in the billing history) and we have been paying \$135/month for recycling (although the bins may not be labeled as such).
 - SBC provided verbal quotes for increased service
 - Both bins as just garbage 2x week =\$430 month
 - Both bins as just garbage 3x a week =\$645 month
 - 95 Gallon recycling container 2x week add \$125
 - 95 Gallon recycling container 3x week add \$187
 - Currently requesting quotes from LRS, Allied, and Flood Brothers

PARK DISTRICT SURVEY

The River Forest Park District has been hired in a consultatory role by the River Forest Civic Center Authority (RFCCA) to provide guidance regarding capital expenditures for the Civic Center Authority building located at 8020 Madison Street. This includes evaluating the scope of work necessary for both minor and major facility renovations for this community asset. To support the design process, please respond to the following inquiry. **Please be advised that the building is already equipped with a gymnasium suitable for basketball, volleyball, and pickleball.**

Which of the following indoor facility elements are important to you and your household?

(Select up to 3)

- a. Birthday party program room
- b. Child care facility (before/after school, daycare)
- c. Dance studio
- d. Esports game room
- e. Fitness center
- f. Indoor group fitness space
- g. Indoor golf simulator
- h. Indoor playground
- i. Indoor track
- j. Large, 100-person program room/meeting space w/kitchen
- k. Senior activity room
- l. Other: _____