



BERWYN TOWNSHIP TRUSTEES

March 10, 2025

- ☐ 5:30 PM: Budget Workshop
- ☐ 6:00 PM: Regular Meeting



NOTICE OF PUBLIC MEETING – PLEASE READ

The Berwyn Township Board will conduct meetings in person at 6600 W. 26th Street, Berwyn. Any person wishing to submit comments for the Open Forum for this meeting may do so by 3:00 PM on the meeting date to Township Clerk Margaret Paul at 6700 West 26th Street, Berwyn, IL 60402, email Mpaul@ci.berwyn.il.us, or 708-749-6451. Please request that your comments become part of the Board Meeting Record.

TOWNSHIP OF BERWYN BOARD

Committee of the Whole Budget Workshop Agenda

Monday, March 10, 2025 | 5:30 PM

1. ROLL CALL
2. OPEN FORUM
3. REVIEW OF FY 24-25 BUDGET VS EXPENDITURES
4. DISCUSSION OF FY 25-26 ANTICIPATED INCREASES IN COST FOR ROUTINE LINE ITEMS
5. ADJOURNMENT

TOWNSHIP OF BERWYN BOARD

Regular Meeting Agenda

Monday, March 10, 2025 | 6:00 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
 - A. Budget Committee Minutes on February 10, 2025
 - B. Regular Meeting on February 10, 2025
5. APPROVAL OF TOWN & GA FUNDS PAYABLES & PAYROLL – February 2025
 - A. Assessor's Office Payables
 - B. Township Fund Payroll & Payables
 - C. GA Fund Payroll & Payables
6. STATEMENT OF RECEIPTS & DISBURSEMENTS
7. 708 COMMUNITY MENTAL HEALTH BOARD
 - A. New Board Member Appointee: Elliotte Emmanuel Greene, III
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. Deferred (7/2024): Engage Realtor to Relocate Township Offices – Ambriz
 - B. Deferred (1/2025): 2025 Schedule of Events
 - C. Deferred Item (5/2024): Participatory Budgeting Update – Avila
10. NEW BUSINESS
 - A. Review & Approve Proposed Budget Transfers – Eagan
 - B. Approve Notice of Meeting and Agenda for April Annual Town Meeting – Paul
11. ADJOURNMENT



AGENDA ITEM SUMMARY

AGENDA ITEM: **4**

TITLE	Approval of Minutes
MEETING DATE	March 10, 2025
SUBMITTED BY	Margaret Paul, Clerk

SUMMARY

ATTACHMENTS

- 4A Budget Committee Minutes on February 10, 2025
4B Regular Meeting on February 10, 2025

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				



4-A

BUDGET COMMITTEE MINUTES

Berwyn Township Board of Trustees – February 10, 2025

Supervisor Avila called the Township Budget Committee meeting to Order at 5:30 p.m. Township Deputy Clerk Anderson called the roll. Trustees Ambriz, Espinoza, and Miranda were present. Ambriz made the motion, seconded by Miranda, to excuse Trustee Zapata. The motion passed by a unanimous voice vote. Attorney Zdarsky and Accountant Egan were also present.

Open Forum: Supervisor Avila announced Open Forum. There were no comments. The Open Forum portion of the agenda was ended.

Budget Discussion: Mr. Egan distributed a copy of a Budget Development Worksheet listing budget line items from years 2021 thru 2025. He led the Trustees in a discussion of remaining budgetary items. Espinoza suggested the purchase and installation of closed circuit cameras. A discussion ensued. Supervisor Avila raised the possibility of reducing the Community Outreach from \$5,000.00 to \$2,500.00 and Senior Resource & Dance from \$2,500.00 to \$1,500.00. He suggested increasing Dumpster Days from \$4,000.00 to \$5,000.00.

With no further items for discussion, Avila made the motion, seconded by Ambriz, to adjourn the Budget Workshop meeting. The motion passed by a unanimous voice vote.

The meeting adjourned at 5:50 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Sandra Anderson", is written over the typed name.

Sandra Anderson
Deputy Township Clerk



A-B

Berwyn Township Regular Meeting – February 10, 2025

1. Call to Order: Supervisor Avila called the meeting to Order at 6:00 p.m. The following Trustees answered present for the meeting: Ambriz, Espinoza, Miranda, and Zapata. Board Attorney Zdarsky and Board Accountant Egan were also present.

2. Pledge: Attendees recited the Pledge of Allegiance.

3. Open Forum: No one asked to be recognized.

4. Approval of Minutes: Avila made the motion, seconded by Zapata, to approve the Regular Meeting Minutes of January 13, 2025 as submitted. The motion passed by a unanimous voice vote.

5. Bills Payable and Payrolls:

5A: Assessor's Office Bills Payable and Payroll: Avila made the motion, seconded by Miranda, to approve the disbursements from Assessor's payroll and payables for \$666.83 through February 10, 2025. The motion passed with Avila, Ambriz, Miranda, and Zapata voting AYE. Espinoza voted NAY.

5B: General Town Fund Bills Payable and Payroll: Avila made the motion, seconded by Miranda, to approve the General Town Fund bills payable and payroll as submitted for payment through February 10, 2025 for \$37,075.81. The motion passed with Avila, Ambriz, Miranda, and Zapata voting AYE. Espinoza voted NAY.

5C: GA Fund Bills Payable and Payroll: Avila made the motion, seconded by Miranda, to approve the GA Payroll and payables through February 10, 2025 for \$37,539.45 as submitted. The motion passed with Avila, Ambriz, Miranda, and Zapata voting AYE. Espinoza voted NAY.

6. Statement of Receipts and Disbursements: Mr. Eagan was recognized and commented on his monthly report. Avila made the motion by order of the chair with no objections to accept the communication as information. The motion passed by a unanimous voice vote.

7. 708 Board Report / Update: Allen Doederlein, Executive Director of the 708 Board submitted a communication germane to the Agenda as follows: 1). 2025-2026 they are reviewing 19 Agency Grant Proposals including the Public Health District. 2). The Board has 2 open positions and they are eager to fill them. 3). No 708 Board meeting is scheduled for February. Their next meeting is March 17, 2025. Avila made a motion to accept the report as informational. It was seconded by Miranda. The motion passed by a unanimous voice vote.

7A: Confirmation of New 708 Board Members: Nothing was discussed during this meeting.

David Avila made a motion, seconded by Jesse Miranda to accept Sandra Diaz as a new board member to the 708 board. To be sworn in at a later date. The motion passed by a unanimous voice vote.

8. Correspondence: Nothing submitted for the agenda.

9. Old Business:

9-A: Avila made a motion to defer discussion of relocating Township Offices to March, 2025 meeting. Espinoza seconded the motion. The motion passed by a unanimous voice vote.

9-B: Avila made a motion to accept the communication ***Assist Residents in Obtaining Lost Proof of Identity*** as informational since it is handled by the Illinois Secretary of State.

9-C: Avila made a motion seconded by Zapata to defer the 2025 Schedule of Events until March, 2025 meeting. The motion passed by a unanimous voice vote.


10. New Business:

10 A: Avila made a motion seconded by Ambriz to accept Secretary Paul's communication regarding the Annual Town Hall Meeting as informational. The motion passed by a unanimous voice vote.

10 B: Budget Workshop Schedule: Avila made the motion, by Order of the Chair to accept the Township of Lobby Day of April 29, 2025 as informational. The motion passed by a unanimous voice vote.

Adjournment: There being no further business before the Board, Avila made the motion, seconded by Miranda, to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 6:25 p.m.

Respectively submitted,



Sandra Anderson,
Deputy Township Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM: **5**

TITLE	Bills Payable and Payroll
MEETING DATE	March 10, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Payroll and vendor disbursement lists are attached for review and approval. Physical invoices and receipts are available for your review and audit.

ATTACHMENTS

Attachments:

- 5-A. Assessor's Office Payables
- 5-B. Township Fund Payroll & Payables
- 5-C. GA Fund Payroll & Payables

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				

5A

Berwyn Township - General Town Fund (Assessor)
Disbursements for Approval
March 10, 2025

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
			NONE			
				Total Interim Disbursements		
						<u>\$ -</u>
DISBURSEMENTS TO VENDORS						
1a	40026	03/10/25	Jacqueline Pereda	2025-02 Microsoft online services 1/2-2/1/25	5240.00	\$ 9.13
1b				2025-02 Nationbuilder; billing period 2/7-3/6/25	5230.00	104.00
1c				2025-02 Google; 2/1/25-2/28/25	5220.00	14.40
2	40027	03/10/25	Kate Beltran	Reimbursement- Assessor's Meeting parking	5210.00	<u>5.00</u>
				Total Disbursements to Vendors		<u>\$ 132.53</u>

5B

Berwyn Township - General Town Fund
Disbursements for Approval
March 10, 2025

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
			NONE			
				Total Interim Disbursements		
					\$	-
INTERCOMPANY						
1a	40022	03/10/25	Berwyn Public Health	2025-03 Rent	5165.00	\$ 3,503.50
1b				Panera lunch-Township board meeting	5615.00	170.50
				Total Intercompany		\$ 3,674.00
DISBURSEMENTS TO VENDORS						
1	40021	03/10/25	BCBS - Profile 43806	2025-03 insurance premiums	5880.00	\$ 3,289.03
2	40023	03/10/25	Cook County Township Assessor's Assn	CCTAA dues-2025	5240.00	475.00
3	40024	03/10/25	Dearborn Life Insurance Company	2025-03 insurance premiums	5880.00	56.51
4	40025	03/10/25	GPC Digital	website annual upgrade	5625.00	262.50
5	40028	03/10/25	Lawrence Zdarsky	2025-03 Legal Services	5143.00	865.00
6a	40029	03/10/25	Selden Fox, Ltd.	2025-03 Accounting Services	5105.00	940.00
6b				2025-03 software subscription	5106.00	100.00
7	40030	03/10/25	Vision Service Plan	2025-03 insurance premiums	5880.00	173.01
				Total Disbursements to Vendors		\$ 6,161.05
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	02/10/25	Board checks	Gross Board payroll - February	various	\$ 8,400.00
2	EFT	02/24/25	Gross Payroll	Gross payroll - 2/1/25 - 2/15/25	various	6,531.64
3	EFT	02/24/25	Payroll withholdings	Payroll taxes - 2/1/25 - 2/15/25	various	1,186.50
4	EFT	02/24/25	Employer IMRF Obligation	IMRF match - 2/1/25 - 2/15/25	5835.00	2,171.88
5	EFT	02/28/25	Gross Payroll	Gross payroll - 2/16/25 - 2/28/25	various	6,492.30
6	EFT	02/28/25	Payroll withholdings	Payroll taxes - 2/16/25 - 2/28/25	various	533.33
7	EFT	02/28/25	Employer IMRF Obligation	IMRF match - 2/16/25 - 2/28/25	5835.00	1,285.43
				Total Payroll & Withholding Disbursements		\$ 26,601.08
				Total Disbursements for Approval		\$ 36,436.13
				Reconciled Cash Balance at 2/28/25-Byline Bank checking	\$	88,737.44
				Reconciled Cash Balance at 2/28/25-Republic Bank checking		244,173.18
				Reconciled Cash Balance at 2/28/25-Republic Bank sweep		579,123.36
				Total	\$	912,033.98

5-C

Berwyn Township - General Assistance Fund
Disbursements for Approval
March 10, 2025

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
			NONE			
				Total Interim Disbursements		
					\$	-
INTERCOMPANY						
1	40070	03/10/25	Berwyn Public Health District	2025-03 Rent	5165.00	\$ 2,866.50
2a	40071	03/10/25	Berwyn Township	EE Reimbursement	5440.00	612.38
2b				Payroll Reimbursement	5803.00	4,280.50
2c				Retirement Reimbursement	5835.00	10,928.70
				Total Intercompany		\$ 18,688.08
DISBURSEMENTS TO FLAT GRANT RECIPIENTS						
1	40061	03/10/25		2025-02 Flat grant	5350.00	\$ 439.00
2	40063	03/10/25		2025-02 Flat grant	5350.00	439.00
3	40064	03/10/25		2025-02 Flat grant	5350.00	439.00
4	40065	03/10/25		2025-02 Flat grant	5350.00	439.00
5	40066	03/10/25		2025-02 Flat grant	5350.00	439.00
6	40067	03/10/25		2025-02 Flat grant	5350.00	439.00
7	40069	03/10/25		2025-02 Flat grant	5350.00	439.00
8	40072	03/10/25		2025-02 Flat grant	5350.00	439.00
9	40073	03/10/25		2025-02 Flat grant	5350.00	439.00
10	40074	03/10/25		2025-02 Flat grant	5350.00	439.00
11	40075	03/10/25		2025-02 Flat grant	5350.00	439.00
12	40076	03/10/25		2025-02 Flat grant	5350.00	439.00
13	40078	03/10/25		2025-02 Flat grant	5350.00	439.00
14	40079	03/10/25		2025-02 Flat grant	5350.00	439.00
15	40080	03/10/25		2025-02 Flat grant	5350.00	439.00
16	40081	03/10/25		2025-02 Flat grant	5350.00	439.00
17	40082	03/10/25		2025-02 Flat grant	5350.00	439.00
18	40083	03/10/25		2025-02 Flat grant	5350.00	439.00
19	40084	03/10/25		2025-02 Flat grant	5350.00	439.00
20	40085	03/10/25		2025-02 Flat grant	5350.00	439.00
21	40086	03/10/25		2025-02 Flat grant	5350.00	439.00
22	40087	03/10/25		2025-02 Flat grant	5350.00	439.00
23	40088	03/10/25		2025-02 Flat grant	5350.00	439.00
24	40089	03/10/25		2025-02 Flat grant	5350.00	439.00
25	40090	03/10/25		2025-02 Flat grant	5350.00	439.00
26	40091	03/10/25		2025-02 Flat grant	5350.00	439.00
27	40092	03/10/25		2025-02 Flat grant	5350.00	439.00
28	40093	03/10/25		2025-02 Flat grant	5350.00	439.00
29	40094	03/10/25		2025-02 Flat grant	5350.00	439.00
30	40095	03/10/25		2025-02 Flat grant	5350.00	439.00
31	40096	03/10/25		2025-02 Flat grant	5350.00	439.00
32	40097	03/10/25		2025-02 Flat grant	5350.00	439.00
33	40099	03/10/25		2025-02 Flat grant	5350.00	439.00
34	40100	03/10/25		2025-02 Flat grant	5350.00	439.00
35	40101	03/10/25		2025-02 Flat grant	5350.00	439.00
36	40102	03/10/25		2025-02 Flat grant	5350.00	439.00
37	40103	03/10/25		2025-02 Flat grant	5350.00	439.00
38	40104	03/10/25		2025-02 Flat grant	5350.00	439.00
39	40105	03/10/25		2025-02 Flat grant	5350.00	439.00
40	40106	03/10/25		2025-02 Flat grant	5350.00	439.00
41	40107	03/10/25		2025-02 Flat grant	5350.00	439.00
42	40108	03/10/25		2025-02 Flat grant	5350.00	439.00
43	40109	03/10/25		2025-02 Flat grant	5350.00	439.00
44	40110	03/10/25		2025-02 Flat grant	5350.00	439.00
45	40111	03/10/25		2025-02 Flat grant	5350.00	439.00
46	40112	03/10/25		2025-02 Flat grant	5350.00	439.00
47	40113	03/10/25		2025-02 Flat grant	5350.00	439.00
48	40114	03/10/25		2025-02 Flat grant	5350.00	439.00
49	40116	03/10/25		2025-02 Flat grant	5350.00	439.00
50	40117	03/10/25		2025-02 Flat grant	5350.00	439.00
51	40119	03/10/25		2025-02 Flat grant	5350.00	439.00
52	40120	03/10/25		2025-02 Flat grant	5350.00	439.00

Berwyn Township - General Assistance Fund
Disbursements for Approval
March 10, 2025

[illegible]

**BERWYN TOWNSHIP
GENERAL ASSISTANCE PROGRAM**

Activity Report for Month of: February 2025

CASELOAD	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Clients from Previous Month	53	0
(+) New Cases/Reinstated	1	0
(-) Terminated Cases	2	0
Clients End-of-Month Total	52	0

Client Eligibility Status	# of Clients
EXEMPT (SSI/SSDI case pending)	15
RESTRICTED (Temporarily disabled)	17
ABLE (Unemployed and seeking work)	20

In-person residence checks were last completed in January 2025.

INQUIRIES	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Total Assistance Application Requests	1	1
Applications In-Process	0	0
Applications Approved	1	0
Applications Denied	0	0
<i>No show/Unable to contact</i>	0	0
<i>Excess Income</i>	0	0
<i>Eligible for other agency funds</i>	0	0
<i>Incomplete app/docs</i>	0	0
<i>Other (Describe)</i>	0	0
Total Applicants Referred Other Agency	0	1

OTHER APPLICATION ASSISTANCE	February	TOTAL 2025 YTD
Access To Care	0	0
Benefit Access Program	0	1
Emergency ID Bracelet	17	33
Medicaid/Medicare	2	3

Respectfully,
Cynthia Arreola, GA Coordinator

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Township Trustees of Berwyn Township, Cook County, Illinois, certify and state as follows:

that we have this 10th day of March 2025 examined and approved the foregoing claims or charges against Berwyn Township Town Fund and that we hereby approve said claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Trustee

_____ Trustee

_____ Trustee

_____ Trustee

_____ Supervisor

CERTIFICATE

I, the undersigned, Town Clerk of Berwyn Township, Cook County, Illinois, certify and state as follows:

that the Board of Township Trustees of said Township examined, reviewed, approved and directed the payment of the foregoing accounts on this 10th day of March 2025 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP GENERAL ASSISTANCE
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Township Trustees of Berwyn Township,
Cook County, Illinois, certify and state as follows:

that we have this 10th day of March 2025 examined and approved the foregoing claims or
charges against Berwyn Township General Assistance Fund and that we hereby approve said
claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll
consisting of 1 page.

_____ Trustee

_____ Trustee

_____ Trustee

_____ Trustee

_____ Supervisor

CERTIFICATE

I, the undersigned, Town Clerk of Berwyn Township, Cook County, Illinois, certify and state
as follows:

that the Board of Township Trustees of said Township examined, reviewed, approved and
directed the payment of the foregoing accounts on this 10th day of March 2025 and that the
foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor



AGENDA ITEM SUMMARY

AGENDA ITEM: **6**

TITLE	Statement of Receipts & Disbursements
MEETING DATE	March 10, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Statement of revenues, expenditures, and changes in net assets – modified cash basis for the General Town and General Assistance Fund of Berwyn Township is attached for your review.

ATTACHMENTS

- Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis for the period **April 1, 2024 through February 28, 2025.**

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				



Accounting for your future

One Parkview Plaza, Suite 710 | Oakbrook Terrace, IL 60181 | www.seldenfox.com
p 630.954.1400 | f 630.954.1327 | email@seldenfox.com

ACCOUNTANT'S COMPILATION REPORT

Board of Trustees
Berwyn Township
Berwyn, Illinois

Management is responsible for the accompanying statement of revenues, expenditures, and changes in net assets – modified cash basis for the period April 1, 2024 through February 28, 2025 for the General Town Fund and General Assistance Fund of **Berwyn Township**. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

This financial statement is prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the entity's revenues, expenditures, and changes in net assets. Accordingly, this financial statement is not designed for those who are not informed about such matters.

The supplementary budget information is presented for purposes of additional analysis and is not a required part of the basic financial statement. This information is the representation of management of **Berwyn Township**. The information was subject to our compilation engagement, however, we have not audited or reviewed the information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Berwyn Township.

Selden Fox, Ltd.

March 5, 2025

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2024- February 2025

	April 2024 - Feb 2025	Approved Budget	Remaining Budget	% of Budget
Income				
4100.00 Property Tax	\$ 284,728.73	\$ 438,375.00	\$ (153,646.27)	64.95%
4200.00 Replacement Tax	41,761.90	65,000.00	(23,238.10)	64.25%
4330.00 Miscellaneous Income	3.00	2,500.00	(2,497.00)	0.12%
4400.00 Interest Income	13,076.11	2,500.00	10,576.11	523.04%
Total Income	339,569.74	508,375.00	(168,805.26)	66.80%
Gross Profit	339,569.74	508,375.00	(168,805.26)	66.80%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,500.00	(7,500.00)	0.00%
5017.00 Park Improvements and Equipment	-	5,000.00	(5,000.00)	0.00%
5020.00 Office Furnishings	-	4,000.00	(4,000.00)	0.00%
Total 5000.00 Capital Outlay	-	16,500.00	(16,500.00)	0.00%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	10,340.00	11,280.00	(940.00)	91.67%
5106.00 Payroll Processing Fees	1,100.00	1,800.00	(700.00)	61.11%
5115.00 Annual Audit	3,868.75	3,875.00	(6.25)	99.84%
5120.00 Association Dues	2,291.45	3,000.00	(708.55)	76.38%
5135.00 General Liability Insurance	6,394.25	10,000.00	(3,605.75)	63.94%
5140.00 Legal Expense	675.00	10,000.00	(9,325.00)	6.75%
5143.00 Town Attorney	8,808.33	10,000.00	(1,191.67)	88.08%
5144.00 Website Costs	-	1,500.00	(1,500.00)	0.00%
5145.00 Newsletter/Website	-	5,000.00	(5,000.00)	0.00%
5155.00 Town Board Educ, Trans, Travel	1,908.44	6,000.00	(4,091.56)	31.81%
5165.00 Office Rent - Rent & Services	38,538.50	42,042.00	(3,503.50)	91.67%
Total 5100.00 Contractual Services	73,924.72	104,497.00	(30,572.28)	70.74%
5200 Assessor's Office			-	
5210.00 Assessor Educ, Trans, Travel	1,181.07	2,250.00	(1,068.93)	52.49%
5215.00 Assessor's Office Supplies	1,740.12	250.00	1,490.12	696.05%
5220.00 Assessor's Office Equipment	2,349.95	3,650.00	(1,300.05)	64.38%
5225.00 Assessor's Printing and Publica	-	1,500.00	(1,500.00)	0.00%
5230.00 Assessor's Web Hosting/ IT	4,059.00	4,000.00	59.00	101.48%
5231.00 Assessor Outreach Special Events	-	750.00	(750.00)	0.00%
5240.00 Assessor's Office Budget	1,315.75	2,750.00	(1,434.25)	47.85%
Total 5200 Assessor's Office	10,645.89	15,150.00	(4,504.11)	70.27%

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2024- February 2025

	April 2024 - Feb 2025	Approved Budget	Remaining Budget	% of Budget
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	2,500.00	(2,500.00)	0.00%
5425.00 Officials' Bonds	3,500.00	3,500.00	-	100.00%
5440.00 Special Events & Programs	1,902.79	30,000.00	(28,097.21)	6.34%
5440.02 Community Outreach	-	5,000.00	(5,000.00)	0.00%
5440.03 Dumpster Days	13,254.75	8,500.00	4,754.75	155.94%
5440.04 Senior Breakfast	1,500.00	1,500.00	-	100.00%
5440.05 Holiday Fund	4,000.00	4,000.00	-	100.00%
5440.06 Community Hero	2,345.00	4,000.00	(1,655.00)	58.63%
5440.07 Intergovernmental	-	15,000.00	(15,000.00)	0.00%
5440.08 New Programs and Initiatives	-	600,000.00	(600,000.00)	0.00%
5440.09 Emergency Preparedness Training	-	1,500.00	(1,500.00)	0.00%
5440.10 Senior Resource & Dance	-	3,000.00	(3,000.00)	0.00%
5440.11 Mentorship program	-	1,500.00	(1,500.00)	0.00%
Total 5440.00 Special Events & Programs	23,002.54	674,000.00	(650,997.46)	3.41%
5442.00 Participatory Budget	-	12,000.00	(12,000.00)	0.00%
5444.00 Emergency Preparedness	-	5,000.00	(5,000.00)	0.00%
5450.00 Decorating	2,012.00	1,000.00	1,012.00	201.20%
5470.00 Record Retention	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	28,514.54	699,000.00	(670,485.46)	4.08%
5500.00 Repairs and Maintenance			-	
5520.00 Landscaping	1,300.00	5,500.00	(4,200.00)	23.64%
5530.00 Town Park - Maint & Operations	-	5,000.00	(5,000.00)	0.00%
5540.00 Snow Removal	695.00	3,000.00	(2,305.00)	23.17%
Total 5500.00 Repairs and Maintenance	1,995.00	13,500.00	(11,505.00)	14.78%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	4,224.98	5,000.00	(775.02)	84.50%
5620.00 Postage	-	2,000.00	(2,000.00)	0.00%
5625.00 Printing and Publication	1,233.75	2,000.00	(766.25)	61.69%
5635.00 Clerk's Budget	-	100.00	(100.00)	0.00%
Total 5600.00 Commodities	5,458.73	9,100.00	(3,641.27)	59.99%
5800.00 Personnel Expenses			-	
5830.00 Taxes - Employer FICA	15,005.09	21,824.48	(6,819.39)	68.75%
5831.00 Taxes - Employer Medicare	3,503.80	6,574.88	(3,071.08)	53.29%
5832.00 Taxes - SUTA	204.04	2,050.00	(1,845.96)	9.95%
5835.00 Retirement Contribution	35,459.76	56,000.00	(20,540.24)	63.32%
5875.00 Township Assessor	27,500.00	33,600.00	(6,100.00)	81.85%

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2024- February 2025

	April 2024 - Feb 2025	Approved Budget	Remaining Budget	% of Budget
5877.00 Assessor's Office Staff	88,228.30	104,992.00	(16,763.70)	84.03%
5880.00 Group Health Insurance	34,606.71	62,500.00	(27,893.29)	55.37%
5885.00 Board of Trustees	7,050.00	12,500.00	(5,450.00)	56.40%
5890.00 Township Clerk	13,750.00	17,850.00	(4,100.00)	77.03%
5895.00 Township Supervisor	41,250.00	49,350.00	(8,100.00)	83.59%
5898.00 Clerical	41,928.91	105,000.00	(63,071.09)	39.93%
5899.00 Clerk's Office Staff	-	2,000.00	(2,000.00)	0.00%
Total 5800.00 Personnel Expenses	308,486.61	474,241.36	(165,754.75)	65.05%
Total Expenses	429,025.49	1,331,988.36	(902,962.87)	32.21%
Net Operating Income	(89,455.75)	(823,613.36)	734,157.61	10.86%
Net Income	(89,455.75)	\$ (823,613.36)	\$ 734,157.61	10.86%
Beginning net assets	1,014,504.51			
Ending net assets	\$ 925,048.76			

Berwyn General Assistance Fund
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2024- February 2025

	Apr 2024 - Feb 2025	Approved Budget	Remaining Budget	% of Budget
Income				
4100.00 Property Tax	\$ 249,057.95	\$ 425,000.00	\$ (175,942.05)	58.60%
4700.00 Investment Income	54,301.52	25,000.00	29,301.52	217.21%
4900.00 Interest Income	16,533.27	5,000.00	11,533.27	330.67%
Total Income	319,892.74	455,000.00	(135,107.26)	70.31%
Gross Profit	319,892.74	455,000.00	(135,107.26)	70.31%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,000.00	(7,000.00)	0.00%
5030.00 Computer/GA Tracking Program	1,800.00	4,000.00	(2,200.00)	45.00%
Total 5000.00 Capital Outlay	1,800.00	11,000.00	(9,200.00)	16.36%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	10,083.37	11,000.00	(916.63)	91.67%
5115.00 Annual Audit	3,868.75	3,500.00	368.75	110.54%
5120.00 Association Dues	40.00	800.00	(760.00)	5.00%
5135.00 Gen. Liability Insurance	3,901.25	6,000.00	(2,098.75)	65.02%
5140.00 Legal Expense	675.00	3,000.00	(2,325.00)	22.50%
5143.00 Town Attorney	3,783.33	4,200.00	(416.67)	90.08%
5145.00 Newsletter/Website	843.75	7,000.00	(6,156.25)	12.05%
5155.00 GAEducation, Transport & Travel	50.00	2,000.00	(1,950.00)	2.50%
5165.00 Office Rent - Rent & Services	31,531.50	35,000.00	(3,468.50)	90.09%
5180.00 Insurance - Catastrophic	3,074.00	3,000.00	74.00	102.47%
Total 5100.00 Contractual Services	57,850.95	75,500.00	(17,649.05)	76.62%
5300.00 Assistance Programs			-	
5340.00 Statutory Burial Expenses	-	20,000.00	(20,000.00)	0.00%
5350.00 Relief - Flat Grant	205,170.00	250,000.00	(44,830.00)	82.07%
5355.00 Hospitalization Exp / Inst Care	-	50,000.00	(50,000.00)	0.00%
5356.00 Medical Assistance	-	10,000.00	(10,000.00)	0.00%
Total 5300.00 Assistance Programs	205,170.00	330,000.00	(124,830.00)	62.17%
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	10,000.00	(10,000.00)	0.00%
5435.00 Access to Care	-	4,000.00	(4,000.00)	0.00%
5440.00 Special Events & Programs	11,486.46	50,000.00	(38,513.54)	22.97%
5442.00 Participatory Budget	-	7,450.00	(7,450.00)	0.00%
5444.00 Emergency Assistance Program	-	150,000.00	(150,000.00)	0.00%

Berwyn General Assistance Fund
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis

April 2024- February 2025

	Apr 2024 - Feb 2025	Approved Budget	Remaining Budget	% of Budget
5460.00 Office Furnishings	-	4,000.00	(4,000.00)	0.00%
5470.00 Record Retention/Disposal	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	11,486.46	226,450.00	(214,963.54)	5.07%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	3,103.85	1,000.00	2,103.85	310.39%
5620.00 Postage	-	500.00	(500.00)	0.00%
5625.00 Printing and Publication	-	2,000.00	(2,000.00)	0.00%
Total 5600.00 Commodities	3,103.85	3,500.00	(396.15)	88.68%
5800.00 Personnel Expenses			-	
5803.00 Intake Personnel	29,123.64	90,000.00	(60,876.36)	32.36%
5830.00 Taxes - Employer FICA	2,350.34	4,000.00	(1,649.66)	58.76%
5831.00 Taxes - Employer Medicare	549.65	1,000.00	(450.35)	54.97%
5832.00 Taxes - SUTA	78.80	400.00	(321.20)	19.70%
5835.00 Retirement Contribution	7,959.36	12,000.00	(4,040.64)	66.33%
5880.00 Group Health Insurance	8,598.14	25,000.00	(16,401.86)	34.39%
Total 5800.00 Personnel Expenses	48,659.93	132,400.00	(83,740.07)	36.75%
Total Expenses	328,071.19	778,850.00	(450,778.81)	42.12%
Net Operating Income	(8,178.45)	(323,850.00)	315,671.55	2.53%
Net Income	(8,178.45)	\$ (323,850.00)	\$ 315,671.55	2.53%
<hr/>				
Beginning net assets	2,745,149.30			
<hr/>				
Ending net assets	\$ 2,736,970.85			



AGENDA ITEM SUMMARY

AGENDA ITEM: **7**

TITLE	708 Community Mental Health Update
MEETING DATE	March 10, 2025
SUBMITTED BY	Allen Doederlein, Executive Director

SUMMARY	
<ul style="list-style-type: none">Board Member Appointment term to be filled: January 2025 – December 2027 (1 positions)	
ATTACHMENTS	
<ul style="list-style-type: none">Resume for Elliotte Emanuel Green III	

ACTION PROPOSED			
<input checked="" type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION
<input checked="" type="checkbox"/>	REVIEW & APPROVAL		
<input type="checkbox"/>	OTHER		

Elliote Emanuel Greene III

elliottgreene8@gmail.com | (312) 714-6828

Professional Summary

Dedicated law enforcement professional with 26 years of experience in the Cook County Sheriff's Department. Proven leadership in overseeing operations, managing personnel, and ensuring public safety. Strong background in law enforcement procedures, crisis management, executive protection, and community relations. Former United States Navy Aviation Electrician with a commitment to service, discipline, and excellence.

Professional Experience

Superintendent (2021-Present)

Cook County Sheriff's Office

- Leads departmental operations, ensuring compliance with policies and procedures.
- Supervises personnel and coordinates law enforcement initiatives to enhance public safety.
- Develops and implements strategies to improve department efficiency and effectiveness.

Correctional Sergeant (2003-2021)

Cook County Sheriff's Department

- Managed teams of correctional officers, providing leadership and training to maintain high performance.
- Oversaw daily operations within correctional facilities, ensuring compliance with security protocols.
- Ensured the proper enforcement of regulations and policies within the correctional system.

Executive Protection Officer (2006-2010)

Cook County Office of the President

- Provided executive protection for the Cook County Board President.
- Conducted threat assessments, security planning, and risk mitigation strategies.
- Coordinated with law enforcement agencies to ensure the safety of high-profile officials.

Executive Protection Officer (2001-2002)

Clerk of the Circuit Court of Cook County

- Provided executive protection for the Clerk of the Circuit Court of Cook County.
- Conducted security assessments and implemented protective measures.
- Ensured safe transportation and public appearances for the Clerk.

Correctional Officer (1999-2003)

Cook County Sheriff's Department

- Supervised inmates and maintained order within correctional facilities.
- Conducted security checks, searches, and monitored inmate activities.
- Prepared reports, enforced institutional policies, and ensured the safety of staff and detainees.

Education

Talladega College, Talladega, AL

Political Science & Public Administration, 1996-1998

Hales Franciscan High School, Chicago, IL

College Preparatory, 1983-1987

Military Service

United States Navy (1987-1995)

Aviation Electrician – Honorable Discharge

- Maintained and repaired electrical systems on aircraft, ensuring operational readiness.
- Gained extensive technical expertise and leadership skills.

Skills & Certifications

- Correctional Facility Operations & Leadership
- Crisis Management & Emergency Response
- Executive Protection & Threat Assessment
- Investigations & Report Writing
- Training & Personnel Management
- Community Engagement & Public Relations
- Aviation Electrical Systems Maintenance



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-A**

TITLE	Engage Realtor to Relocate Township Offices
MEETING DATE	March 10, 2025
SUBMITTED BY	Tomasa Ambriz

SUMMARY	
Item Deferred (7/2024)	
Dear Board:	
ATTACHMENTS	
None submitted	

ACTION PROPOSED				
	INFORMATION	x	DISCUSSION	REVIEW & APPROVAL
	OTHER			



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-B**

TITLE	2025 Special Event Dates
MEETING DATE	March 10, 2025
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager

SUMMARY	
A preliminary schedule of events for 2025 is attached. Events listed as TBD dates are yet to be confirmed with partnering agencies.	
ATTACHMENTS	
<ul style="list-style-type: none">2025 Schedule of Events	

ACTION PROPOSED			
X	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

Berwyn Township & Public Health District

SCHEDULE OF EVENTS

2025

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

01/01/25 (Wed)	<i>New Year's Day</i>	<i>Office Closed</i>
01/13/25 (Mon)	Health & Township Board Meetings	Board Meeting
01/13/25 (Mon)	REC Senior Luncheon - info table	Outreach
01/15/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
01/20/25 (Mon)	<i>Martin Luther King Jr. Day</i>	<i>Office Closed</i>
01/22/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
01/28/25 (Tue)	Blood Drive	EVENT
01/29/25 (Wed)	REC Senior Luncheon - info table	Outreach
01/29/25 (Wed)	YMCA Senior Lunch Lectures	Outreach

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

02/10/25 (Mon)	Health & Township Board Meetings	Board Meeting
02/12/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
02/13/25 (Thu)	REC Senior Luncheon - info table	Outreach
02/17/25 (Mon)	<i>President's Day</i>	<i>Office Closed</i>
02/19/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
02/21/25 (Fri)	REC Senior Luncheon - info table	Outreach
02/26/25 (Wed)	YMCA Senior Lunch Lectures	Outreach

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

03/09/25 (Sun)	<i>Daylight Saving (move clocks ahead 1 hour)</i>	
03/10/25 (Mon)	Health & Township Board Meetings	Board Meeting
03/12/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
03/18/25 (Tue)	REC Senior Luncheon - info table	Outreach
03/19/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
03/24/25 (Mon)	REC Senior Luncheon - info table	Outreach
03/26/25 (Wed)	YMCA Senior Lunch Lectures	Outreach

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

04/09/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
04/14/25 (Mon)	Health & Township Board Meetings	Board Meeting
04/16/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
04/18/25 (Fri)	<i>Good Friday</i>	<i>Office Closed</i>
04/23/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
04/27/25 (Sun)	DUMPSTER DAY	EVENT
TBD	REC Senior Luncheon - info table	Outreach

Berwyn Township & Public Health District

SCHEDULE OF EVENTS

2025

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

05/07/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
05/11/25 (Sun)	Mother's Day	Holiday
05/12/25 (Mon)	Health & Township Board Meetings	Board Meeting
05/14/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
05/18/25 (Sun)	DUMPSTER DAY	EVENT
05/21/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
05/26/25 (Mon)	Memorial Day	Office Closed
05/31/25 (Sat)	Yoga in the Park	PROGRAM
TBD	REC Senior Luncheon - info table	Outreach

06/01/25 (Sun)	DUMPSTER DAY	EVENT
06/04/25 (Wed)	Wellness Wednesdays-Screenings	PROGRAM
06/07/25 (Sat)	Yoga in the Park	PROGRAM
06/09/25 (Mon)	Health & Township Board Meetings	Board Meeting
06/11/25 (Wed)	Wellness Wednesdays-Consultations	PROGRAM
06/14/25 (Sat)	Yoga in the Park	PROGRAM
06/15/25 (Sun)	Father's Day	Holiday
06/17/25 (Tue)	DMV Mobile Unit (Secretary of State)	EVENT
06/18/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
06/19/25 (Thu)	Juneteenth	Office Closed
06/21/25 (Sat)	Yoga in the Park	PROGRAM
06/28/25 (Sat)	Yoga in the Park	PROGRAM
06/29/25 (Sun)	Berwyn Sunday Market	EVENT
TBD	REC Senior Luncheon - info table	Outreach
TBD	Lunch Bus (Greater Food Depository)	PROGRAM

Berwyn Township & Public Health District

SCHEDULE OF EVENTS

2025

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

07/04/25 (Fri)	Independence day	Office Closed
07/12/25 (Sat)	Yoga in the Park	PROGRAM
07/14/25 (Mon)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/15/25 (Tue)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/16/25 (Wed)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/17/25 (Thu)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/18/25 (Fri)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/19/25 (Sat)	Yoga in the Park	PROGRAM
07/26/25 (Sat)	Yoga in the Park	PROGRAM
07/27/25 (Sun)	Berwyn Sunday Market	EVENT
07/31/25 (Thu)	Health & Township Board Meetings	Board Meeting
TBD	School & Sports Physicals (Loyola Bus)	PROGRAM
TBD	Lunch Bus (Greater Food Depository)	PROGRAM
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

08/02/25 (Sat)	Yoga in the Park	PROGRAM
08/11/25 (Mon)	Health & Township Board Meetings	Board Meeting
TBD	School & Sports Physicals (Loyola Bus)	PROGRAM
TBD	Lunch Bus (Greater Food Depository)	PROGRAM
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	PROGRAM
TBD	Wellness Wednesdays-Consultations	PROGRAM

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

09/01/25 (Mon)	Labor Day	Office Closed
09/06/25 (Sat)	Community Health Resource & Fair	EVENT
09/06/25 (Sat)	Yoga in the Park	PROGRAM
09/08/25 (Mon)	Health & Township Board Meetings	Board Meeting
09/13/25 (Sat)	Yoga in the Park	PROGRAM
09/20/25 (Sat)	Yoga in the Park	PROGRAM
09/27/25 (Sat)	Yoga in the Park	PROGRAM
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	PROGRAM
TBD	Wellness Wednesdays-Consultations	PROGRAM

Berwyn Township & Public Health District

SCHEDULE OF EVENTS

2025

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10/04/25 (Sat)	Yoga in the Park	PROGRAM
10/06/25 (Mon)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/07/25 (Tue)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/08/25 (Wed)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/13/25 (Mon)	<i>Columbus Day</i>	<i>Office Closed</i>
10/16/25 (Thu)	Health & Township Board Meetings	Board Meeting
10/19/25 (Sun)	Berwyn Sunday Market & Pet Parade	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	PROGRAM
TBD	Wellness Wednesdays-Consultations	PROGRAM

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

11/02/25 (Sun)	<i>Daylight Saving (move clocks back 1 hour)</i>	
11/10/25 (Mon)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/11/25 (Tue)	<i>Veterans Day</i>	<i>Office Closed</i>
11/11/25 (Tue)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/12/25 (Wed)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/13/25 (Thu)	Health & Township Board Meetings	Board Meeting
11/18/25 (Tue)	DMV Mobile Unit (Secretary of State)	EVENT
11/27/25 (Thu)	<i>Thanksgiving</i>	<i>Office Closed</i>
11/28/25 (Fri)	<i>Day after Thanksgiving</i>	<i>Office Closed</i>
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	PROGRAM
TBD	Wellness Wednesdays-Consultations	PROGRAM

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12/08/25 (Mon)	Health & Township Board Meetings	Board Meeting
12/11/25 (Thu)	Community Hero Awards Dinner	EVENT
12/24/25 (Wed)	<i>Christmas Eve</i>	<i>Office Closed</i>
12/25/25 (Thu)	<i>Christmas Day</i>	<i>Office Closed</i>
12/31/25 (Wed)	<i>New Year's Eve</i>	<i>Office Closed</i>
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	PROGRAM
TBD	Wellness Wednesdays-Consultations	PROGRAM



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-C**

TITLE	Participatory Budgeting
MEETING DATE	March 10, 2025
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager

SUMMARY	
(Item Deferred 5/2024)	
ATTACHMENTS	
<ul style="list-style-type: none">Participatory Budgeting Program for Berwyn TownshipParticipatory Budgeting Program for Berwyn Township-Relief Fund <p>(forthcoming) JAR</p>	

ACTION PROPOSED			
<input checked="" type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	REVIEW & APPROVAL



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-A**

TITLE	Proposed Budget Transfers
MEETING DATE	March 10, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY
ATTACHMENTS

ACTION PROPOSED				
<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/> REVIEW & APPROVAL
<input type="checkbox"/>	OTHER			



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-B**

TITLE	Notice of Meeting and Agenda for April Annual Town Meeting
MEETING DATE	March 10, 2025
SUBMITTED BY	Margaret Paul, Clerk

SUMMARY	
ATTACHMENTS	
<ul style="list-style-type: none">• Notice of Meeting and Agenda for April Annual Town Meeting	

ACTION PROPOSED				
<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/> REVIEW & APPROVAL
<input type="checkbox"/>	OTHER			



NOTICE OF MEETING AND AGENDA
2025 ANNUAL TOWN MEETING – BERWYN TOWNSHIP
APRIL 8, 2025 - 6:01 P.M.
LOCATION: Pav YMCA 2947 S. Oak Park Avenue, Berwyn, IL 60402

NOTICE OF IN-PERSON ANNUAL MEETING

The 2025 Berwyn Township Annual Meeting is on Tuesday, **April 8, 2025**. The meeting will start at **6:01 p.m.** The location for the meeting is the **Pav YMCA, 2947 S. Oak Park Avenue, Berwyn, Illinois**. The Berwyn Township Board of Trustees approved the following Annual Meeting Agenda at their Regular Meeting held on 3/10/2025.

All Berwyn Registered Voters Are Invited to Attend

ANNUAL TOWN MEETING AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Notice of 2025 Meeting & Agenda: Proof of Publication
4. Call for Nominations and Election of Moderator
5. Swearing in of Moderator
6. Moderator's Appointment of a Sergeant at Arms
7. Approval of the **2024 Annual Town Meeting** Minutes held on April 9, 2024
8. Resolution Re: The Hiring of Auditors – Certified Public Accountant
9. Resolution Re: Authorization to Consider and Act upon the Minutes of this Meeting
10. Resolution Re: Authorization to Prepare, in Tentative Form, a Budget and Appropriation Ordinance
11. Resolution Re: Setting of the Time and Place for the Next Annual Meeting on April 14, 2026.
12. Supervisor's Annual Financial Statements - Town Fund and General Assistance Fund
13. General Business:
 - A. Supervisor: Communications and Comments
 - B. Town Clerk: Communications and Comments
 - C. Town Assessor: Communications and Comments
 - D. Town Trustees: Communications and Comments
 - E. Public Comment
14. Adjournment

S: Margaret Paul, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM: **3**

TITLE	COW: Budget Development Worksheet
MEETING DATE	March 10, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY	
ATTACHMENTS	
<ul style="list-style-type: none">Budget Development WorksheetAssessor's Tentative Budget	

ACTION PROPOSED					
	INFORMATION	X	DISCUSSION		REVIEW & APPROVAL
	OTHER				