

# BERWYN TOWNSHIP TRUSTEES

## REGULAR MEETING

April 16, 2024 | 6:00 PM

*Board Member: Please review the meeting packet before the board meeting and contact Township Supervisor David J. Avila at (708) 484-2578 with any questions.*



# NOTICE OF PUBLIC MEETING – PLEASE READ

The Berwyn Township Board will conduct meetings in person at 6600 W. 26<sup>th</sup> 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](mailto: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

### REGULAR MEETING AGENDA

Tuesday, April 16, 2024 | 6:00 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
  - A. Regular Meeting March 11, 2024
  - B. Budget Committee Meeting March 11, 2024
5. APPROVAL OF TOWN & GA FUNDS PAYABLES & PAYROLL – March 2024
  - 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 UPDATE
8. CORRESPONDENCE
  - A. Email from the Berwyn Public Library's Summer Reading Challenge on 6/8/24 – Paul
9. OLD BUSINESS
  - A. 2024-2025 Assessor's Office Proposed Budget – Pereda
10. NEW BUSINESS
  - A. Review & Approve Yoga in the Park for Adults & Seniors Program – Avila
  - B. Senior Resource Helpdesk - Avila
  - C. Review & Approve Ebenezer Youth Family Development Initiative – Avila
  - D. Approve Tentative 2024-2025 Annual Budget & Appropriation Ordinance – Avila
11. ADJOURNMENT

## TOWNSHIP OF BERWYN BOARD

### COW: BUDGET WORKSHOP MEETING AGENDA

Tuesday, April 16, 2024 | 7:00 PM

1. ROLL CALL
2. OPEN FORUM
3. REVIEW OF FY 23-24 BUDGET VS EXPENDITURES
4. DISCUSSION OF FY 24-25 ANTICIPATED INCREASES IN COSTS FOR ROUTINE LINE ITEMS
5. ADJOURNMENT



## AGENDA ITEM SUMMARY

AGENDA ITEM: **4**

<b>TITLE</b>	Approval of Minutes
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	Margaret Paul, Clerk

SUMMARY	
Attachments:	
<ul style="list-style-type: none"><li>• Regular Meeting Minutes on March 11, 2024</li><li>• Budget Committee Meeting on March 11, 2024</li></ul>	

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



  
 **COPY**

**Berwyn Township Regular Meeting – March 11, 2024**

**1. Call to Order:** Supervisor Avila called the Regular Meeting to order at 6:04 p.m. The following Trustees were present on the call of the roll: Ambriz, Miranda, and Zapata. Attorney Zdarsky, Accountant Eagan, and Office Manager Rodriguez were also in attendance. Guests included members of the Berwyn Tree Canopy Initiative.

**2. Pledge:** Attendees recited the Pledge of Allegiance.

**3. Open Forum:** There were no other remarks for Open Forum. Open Forum ended.

Clerk's Note: Supervisor Avila made various motions to bring forward items on the agenda out of regular order:

**10-F Review and Approve Berwyn Tree Canopy Initiative Funding Request:** Supervisor Avila made the motion, seconded by Trustee Ambriz, to bring forward this agenda item. The motion passed by a unanimous voice vote. Attorney Zdarsky was recognized. He asked questions of the group to clarify their intent with regard of having the Township pay \$75,000 to the City of Berwyn to purchase and plant 150 trees in city-owned public spaces. He explained that Supervisor Avila took it upon himself to place their agenda item request on the March Regular Meeting agenda for consideration though the group had asked for it to be an Annual Meeting agenda item. Mr. Zdarsky explained in detail the Annual Meeting process. Discussion ensued. Supervisor Avila stated he was in favor of the group's request for \$75,000 from the Township. Zachary Taylor, a member of the group, spoke promoting the benefits of adding trees within the City. A discussion of whether the Public Works Department had the capacity to plant an additional 150 trees in 2024 ensued. Thereafter, Supervisor Avila made the motion, seconded by Trustee Ambriz, to defer the item to the April Regular Meeting. The motion passed by a unanimous voice vote.

**9. Old Business- Annual Town Meeting Agenda:** Supervisor Avila made a motion, seconded by Trustee Zapata, to move forward agenda item 9-A. The motion passed by a unanimous voice vote. Clerk Paul was recognized. She commented on her receipt of a petition and request by the Berwyn Tree Canopy Initiative to have either an agenda item or a referendum item on the upcoming Annual Town Meeting agenda. She confirmed with members of that group present at the meeting that they were seeking only an agenda item and not a referendum question. Clerk Paul advised the Trustees that the required number of Berwyn Electors had signed the petition she received on March 1, 2024. Mr. Zdarsky explained that the agenda item had to be accepted and placed on the Annual Meeting agenda since all the criteria had been met. Clerk Paul asked the Trustees if there were any other agenda items, other than those listed on the draft Notice and Agenda they had received. There were no other agenda items raised by the board. Avila then made a motion, seconded by Trustee Miranda, to approve the Agenda for the 2024 Annual Town Meeting as submitted. The motion passed by a unanimous voice vote.

**10-C Assessor's Tentative Budget 2024-2025:** Supervisor Avila made a motion, seconded by Trustee Ambriz, to bring forward Agenda Item 10-C. The motion passed by a unanimous voice vote. Supervisor Avila stated that he received the Assessor's budget on January 31, 2024 but failed to put it on the Regular Meeting agenda for February. Supervisor Avila made a motion, seconded by Trustee Ambriz, to refer the Assessor's tentative budget to the next Budget Workshop meeting in April. The motion passed by a unanimous voice vote.

**10-D TOI Township Perspective Articles and 2024 Checklist Calendar:** Supervisor Avila made a motion, seconded by Trustee Ambriz, to bring forward Agenda Item 10-D. The motion passed by a unanimous voice vote. Office Manager Rodriguez was recognized. She explained her purpose for putting the magazine articles before the Trustees. Special attention was paid to the article entitled *Migrant Worker Issue (March 2024, toi.org)*. The article explained the limits of GA and Town powers to assist migrant families. Supervisor Avila recognized Rev. Sandra Castillo of the Chicago Episcopal Diocese. Rev. Castillo spoke of migrant assistance being provided by St. Michael the Arc Angel Episcopal Church in Berwyn. The Trustees thanked her for her work at the conclusion of her remarks. Supervisor Avila made a motion, seconded by Trustee Ambriz, to mark the agenda item as informational. The motion passed by a unanimous voice vote.

Clerk's Note: The regular agenda order resumed.

**4. Approval of Minutes:**

**Regular Meeting Minutes – February 12, 2024:** Supervisor Avila made the motion, seconded by Trustee Ambriz, to approve the Regular Meeting Minutes of February 12 2024 as submitted. The motion passed by a unanimous voice vote. Supervisor Avila made the motion, seconded by Trustee Zapata, to approve the Minutes of the February 12<sup>th</sup> Budget Workshop meeting as submitted. The motion passed by a unanimous voice vote.

**5. Bills Payable and Payrolls:**

**5A: Assessor's Office Bills Payable and Payroll:** Supervisor Avila made the motion, seconded by Trustee Miranda to file the Assessor's Office zero dollar report ending March 11, 2024 as informational. The motion passed by a unanimous voice vote.

**5B: General Town Fund Payable and Payroll:** Supervisor Avila made the motion, seconded by Trustee Ambriz, to approve the payroll and payables for the General Town Fund in the amount of \$37,933.39 as submitted. The motion passed on a unanimous roll call vote.

**5C: GA Fund Bills Payable and Payroll:** Supervisor Avila made the motion, seconded by Trustee Ambriz to approve the GA disbursements for \$28,579.83 as submitted. The motion passed unanimously on the call of the roll.

**6. Statement of Receipts and Disbursements:** Mr. Egan was recognized and reported on budget line items. Supervisor Avila made the motion, seconded by Trustee Zapata, to accept and file the report as submitted. The motion passed by a unanimous voice vote.

**7. 708 Board Report / Update:** There were no reports for this meeting. Ms. Rodriguez stated that the 708 Board Director stated that the grant period would end at the end of April. Supervisor Avila marked the statement as informational by Order of the Chair.

**8. Correspondence:** Clerk Paul and Office Manager Rodriguez reported that neither received any correspondence for the board's consideration.

**10. New Business:**

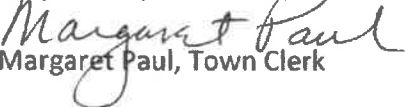
**10 – A Budget Transfers:** Mr. Egan was recognized. He spoke on the 2023-2024 budget lines that had gone over-budget. Supervisor Avila made a motion, seconded by Trustee Miranda, to transfer \$58,000 from various Town Fund budget lines to other various Town Fund budget lines and transfer \$12,500 from various GA Fund budget lines to other various GA Fund budget lines. The motion passed by a unanimous roll call vote.

**10-B Bill for Additional Legal Fees:** Supervisor Avila made the motion, seconded by Trustee Miranda, to approve payment of \$675.00 from the Town Fund and \$675.00 from the GA Fund to Mr. Zdarsky for additional legal work performed beyond the contract. The motion passed by a unanimous roll call vote.

**10-E Town Calendar of Events:** Ms. Rodriguez was recognized. She spoke on the calendar of upcoming events. Supervisor Avila made a motion, seconded by Trustee Miranda, to accept and file the agenda item.

**Adjournment:** There being no further business before the Board, Supervisor Avila made the motion, seconded by Trustee Zapata to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 7:20 p.m.

Respectively submitted,

  
Margaret Paul, Town Clerk



A rectangular stamp with the word "COPY" in bold, capital letters, preceded by a small icon of a document with a checkmark.

4B

### BUDGET COMMITTEE MINUTES

Berwyn Township Board of Trustees – March 11, 2024

Supervisor Avila called the meeting to Order at 7:25 p.m. Clerk Paul called the roll. Trustees Ambriz, Miranda, and Zapata were present. Trustee Espinoza was absent. Office Manager Rodriguez, Attorney Zdarsky and Accountant Egan also attended.

**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 previously budgeted line items. He led the attendees through sections of past budget expenditures. Discussion ensued.

Clerk Paul, in her capacity as Berwyn City Clerk, addressed the committee. She suggested that they consider providing a stipend to a staff member for their participation with the Berwyn Emergency Operations Coordinator. This stipend would be paid for the employees training and facilitation of emergency preparedness operations for both the Township, Health District, and 708 Board. Clerk Paul will submit a communication at the next meeting.

Supervisor Avila asked the members to bring program ideas to the next meeting. Mr. Zdarsky reminded the members that a tentative budget needed to be considered and passed prior to the May meeting.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Margaret Paul".  
Margaret Paul,  
Town Clerk



## AGENDA ITEM SUMMARY

AGENDA ITEM: **5**

<b>TITLE</b>	Bills Payable and Payroll for March 2024
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	Brian Eagan, CPA   Senior Vice President, Selden Fox, Ltd.

### SUMMARY

Payroll and vendor disbursement list are attached for review and approval.

Physical invoices and receipts are available for your review and audit.

#### Attachments:

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







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**Berwyn Township - General Assistance Fund**  
**Disbursements for Approval**  
**April 16, 2024**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
NONE						
Total Interim Disbursements					\$	-
DISBURSEMENTS TO FLAT GRANT RECIPIENTS						
1	17925	04/16/24		2024-03 Flat grant	5350.00	\$ 425.00
2	17936	04/16/24		2024-03 Flat grant	5350.00	425.00
3	17943	04/16/24		2024-03 Flat grant	5350.00	425.00
4	17945	04/16/24		2024-03 Flat grant	5350.00	425.00
5	17946	04/16/24		2024-03 Flat grant	5350.00	425.00
6	17947	04/16/24		2024-03 Flat grant	5350.00	425.00
7	17948	04/16/24		2024-03 Flat grant	5350.00	425.00
8	17927	04/16/24		2024-03 Flat grant	5350.00	425.00
9	17916	04/16/24		2024-03 Flat grant	5350.00	425.00
10	17917	04/16/24		2024-03 Flat grant	5350.00	425.00
11	17919	04/16/24		2024-03 Flat grant	5350.00	425.00
12	17920	04/16/24		2024-03 Flat grant	5350.00	425.00
13	17921	04/16/24		2024-03 Flat grant	5350.00	425.00
14	17922	04/16/24		2024-03 Flat grant	5350.00	425.00
15	17923	04/16/24		2024-03 Flat grant	5350.00	425.00
16	17928	04/16/24		2024-03 Flat grant	5350.00	425.00
17	17932	04/16/24		2024-03 Flat grant	5350.00	425.00
18	17933	04/16/24		2024-03 Flat grant	5350.00	425.00
19	17934	04/16/24		2024-03 Flat grant	5350.00	425.00
20	17937	04/16/24		2024-03 Flat grant	5350.00	425.00
21	17938	04/16/24		2024-03 Flat grant	5350.00	425.00
22	17939	04/16/24		2024-03 Flat grant	5350.00	425.00
23	17940	04/16/24		2024-03 Flat grant	5350.00	425.00
24	17941	04/16/24		2024-03 Flat grant	5350.00	425.00
25	17942	04/16/24		2024-03 Flat grant	5350.00	425.00
26	17944	04/16/24		2024-03 Flat grant	5350.00	425.00
27	17918	04/16/24		2024-03 Flat grant	5350.00	425.00
28	17926	04/16/24		2024-03 Flat grant	5350.00	425.00
29	17929	04/16/24		2024-03 Flat grant	5350.00	425.00
30	17930	04/16/24		2024-03 Flat grant	5350.00	425.00
31	17931	04/16/24		2024-03 Flat grant	5350.00	425.00
32	17935	04/16/24		2024-03 Flat grant	5350.00	425.00
33	17949	04/16/24		2024-03 Flat grant	5350.00	425.00
34	17924	04/16/24		2024-03 Flat grant	5350.00	425.00
Total Disbursements to Flat Grant Recipients					\$	14,450.00
DISBURSEMENTS TO VENDORS						
1	17914	04/16/24	Amazon	Prime Business fee & office supplies	5615.00	\$ 123.36
2	17951	04/16/24	Blue Cross Blue Shield	2024-04 insurance premiums	5880.00	783.54
3	17954	04/16/24	Berwyn Public Health District	2024-04 Rent	5165.00	2,866.50
4a	17950	04/16/24	Berwyn Township	2024-03 payroll reimbursements	2400.00	3,394.96
4b				Shared employee reimbursement	5440.00	591.67
5	17912	04/16/24	Dearborn Life Insurance Company	2024-04 insurance premiums	5880.00	7.58
6	17915	04/16/24	Lawrence Zdarsky	2024-04 Legal services	5143.00	333.33
7	17953	04/16/24	NJS Enterprises, Inc.	VisualGA.net ssoftware service	5030.00	1,800.00
8	17907	04/16/24	Selden Fox, Ltd.	2024-04 Accounting Services	5105.00	916.67
9	17910	04/16/24	Vision Service Plan	2024-04 insurance premiums	5880.00	16.02
Total Disbursements to Vendors					\$	10,833.63
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	EFT	03/15/24	Gross Payroll	Gross payroll - 3/1/24 - 3/15/24	5803.00	\$ 1,646.67
2	EFT	03/15/24	Payroll withholdings	Payroll taxes - 3/1/24 - 3/15/24	various	142.91
3	EFT	03/15/24	Employer IMRF Obligation	IMRF match - 3/1/24 - 3/15/24	5835.00	346.46
4	EFT	03/29/24	Gross Payroll	Gross payroll - 3/16/24 - 3/31/24	5803.00	1,646.67
5	EFT	03/29/24	Payroll withholdings	Payroll taxes - 3/16/24 - 3/31/24	various	142.91
6	EFT	03/29/24	Employer IMRF Obligation	IMRF match - 3/16/24 - 3/31/24	5835.00	346.46
Total Payroll & Withholding Disbursements					\$	4,272.08
Total Disbursements for Approval					\$	29,555.71
Reconciled Cash Balance at 3/31/24					\$	1,207,047.45

**BERWYN TOWNSHIP**  
**GENERAL ASSISTANCE MONTHLY SUMMARY**  
**March 2024**

<b>CASELOAD</b>	<b>GENERAL ASSISTANCE</b>	<b>EMERGENCY ASSISTANCE</b>
<b>Clients from Previous Month</b>	<b>32</b>	<b>0</b>
(+) New Cases/Reinstated	3	0
(-) Terminated Cases	1	0
<b>Clients End-of-Month Total</b>	<b>34</b>	<b>0</b>

<b>Client Eligibility Status</b>	<b># of Clients</b>
EXEMPT (SSI/SSDI case pending)	14
RESTRICTED (Temporarily disabled)	11
ABLE (Unemployed and seeking work)	9

<b>INQUIRIES</b>	<b>GENERAL ASSISTANCE</b>	<b>EMERGENCY ASSISTANCE</b>
<b>Total Assistance Application Requests</b>	<b>3</b>	<b>0</b>
Applications In-Process	0	0
Applications Approved	3	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	0

<b>OTHER APPLICATION ASSISTANCE</b>	<b>March</b>	<b>TOTAL 2024 YTD</b>
Access To Care	1	4
Benefit Access Program	2	18
Emergency ID Bracelet	0	0
Medicaid/Medicare	2	12

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 16th day of April 2024 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 16th day of April 2024 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 16th day of April March 2024 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 16th day of April 2024 and that the  
foregoing amounts are due to the organizations or persons stated above.

\_\_\_\_\_ Town Clerk

Countersigned

\_\_\_\_\_ Supervisor



## AGENDA ITEM SUMMARY

AGENDA ITEM: **6**

<b>TITLE</b>	Statement of Receipts & Disbursements
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	Brian Eagan, CPA   Senior Vice President, Selden Fox, Ltd.

### SUMMARY

Statement of revenues, expenditures, and changes in net assets – modified cash basis for the period **April 1, 2023 through March 31, 2024** for the General Town and General Assistance Fund of Berwyn Township is attached for your review.

### ACTION PROPOSED

<b>X</b>	<b>INFORMATION</b>		<b>DISCUSSION</b>		<b>REVIEW &amp; APPROVAL</b>
	<b>OTHER</b>				

# Selden Fox

Accounting for your future

619 Enterprise Drive | Oak Brook, Illinois 60523 | [www.seldenfox.com](http://www.seldenfox.com)  
p 630.954.1400 | f 630.954.1327 | [email@seldenfox.com](mailto: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 year ended March 31, 2024 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.*

April 10, 2024



**Berwyn Township General Town Fund**  
**Statement of Revenues, Expenditures and Changes in Net Assets -**  
**Modified Cash Basis**  
**April 2023-March 2024**

	<b>Apr 23-Mar 24</b>	<b>Amended Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
4100.00 · Property Tax	\$ 592,265.69	\$ 417,500.00	\$ 174,765.69	141.86%
4200.00 · Replacement Tax	83,101.79	45,000.00	38,101.79	184.67%
4500.00 · Miscellaneous Income	414.50	5,000.00	(4,585.50)	8.29%
4900.00 · Interest Income	2,251.38	2,000.00	251.38	112.57%
<b>Total Income</b>	<b>678,033.36</b>	<b>469,500.00</b>	<b>208,533.36</b>	<b>144.42%</b>
<b>Expense</b>				
<b>5000.00 · Capital Outlay</b>				
5015.00 · Equipment	-	2,500.00	(2,500.00)	0.00%
5017.00 · Park Improvements and Equipment	596.00	5,000.00	(4,404.00)	11.92%
5020.00 · Office Furnishings	-	4,000.00	(4,000.00)	0.00%
<b>Total 5000.00 · Capital Outlay</b>	<b>596.00</b>	<b>11,500.00</b>	<b>(10,904.00)</b>	<b>5.18%</b>
<b>5100.00 · Contractual Services</b>				
5105.00 · Accounting/Bookkeeping	11,280.00	11,280.00	-	100.00%
5115.00 · Annual Audit	3,375.00	3,500.00	(125.00)	96.43%
5120.00 · Association Dues	2,211.45	3,000.00	(788.55)	73.72%
5135.00 · General Liability Insurance	8,065.25	10,000.00	(1,934.75)	80.65%
5140.00 · Legal Expense	-	2,500.00	(2,500.00)	0.00%
5143.00 · Town Attorney	9,999.96	10,000.00	(0.04)	100.00%
5145.00 · Newsletter/Website	560.00	3,500.00	(2,940.00)	16.00%
5155.00 · Town Board Educ, Trans, Travel	4,129.29	6,000.00	(1,870.71)	68.82%
5165.00 · Office Rent - Rent & Services	42,042.00	42,042.00	-	100.00%
<b>Total 5100.00 · Contractual Services</b>	<b>81,662.95</b>	<b>91,822.00</b>	<b>(10,159.05)</b>	<b>88.94%</b>
<b>5200.00 · Assessor's Office</b>				
5210.00 · Assessor Office Educ, Trans, Travel	4,230.65	4,700.00	(469.35)	90.01%
5215.00 · Assessor Office Supplies	445.07	850.00	(404.93)	52.36%
5220.00 · Assessor Office Equipment	1,059.57	1,950.00	(890.43)	54.34%
5225.00 · Assessor Office Printing & Pub/Dues	-	1,400.00	(1,400.00)	0.00%
5230.00 · Assessor Office Web Hosting/IT	2,059.34	2,350.00	(290.66)	87.63%
5240.00 · Assessor Office Budget Contingency	1,102.69	2,550.00	(1,447.31)	43.24%
5877.00 · Assessor's Office Staff	101,456.97	100,000.00	1,456.97	101.46%
5250.00 · Assessor Office Taxes - FICA	6,290.33	5,750.00	540.33	109.40%
5251.00 · Assessor Office Taxes - Medicare	1,471.13	1,100.00	371.13	133.74%
5252.00 · Assessor Office Taxes - SUTA	306.55	550.00	(243.45)	55.74%
5253.00 · Assessor Office Retirement Contr.	17,755.48	14,500.00	3,255.48	122.45%
5254.00 · Assessor Office Group Health Ins.	8,390.01	15,000.00	(6,609.99)	55.93%
<b>Total 5200.00 · Assessor's Office</b>	<b>144,567.79</b>	<b>150,700.00</b>	<b>(6,132.21)</b>	<b>95.93%</b>

**Berwyn Township General Town Fund**  
**Statement of Revenues, Expenditures and Changes in Net Assets -**  
**Modified Cash Basis**  
**April 2023-March 2024**

	<b>Apr 23-Mar 24</b>	<b>Amended Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>5400.00 · Other Expenditures</b>				
5410.00 · Contingencies	-	500.00	(500.00)	0.00%
5425.00 · Officials' Bonds	3,500.00	3,500.00	-	100.00%
5440.00 · Special Events & Programs	45,356.36	50,000.00	(4,643.64)	90.71%
5442.00 · Participatory Budget	-	12,000.00	(12,000.00)	0.00%
5444.00 · Emergency Preparedness	12,333.33	15,000.00	(2,666.67)	82.22%
5450.00 · Decorating	-	1,000.00	(1,000.00)	0.00%
5470.00 · Record Retention	-	1,000.00	(1,000.00)	0.00%
<b>Total 5400.00 · Other Expenditures</b>	<b>61,189.69</b>	<b>83,000.00</b>	<b>(21,810.31)</b>	<b>73.72%</b>
<b>5500.00 · Repairs and Maintenance</b>				
5520.00 · Landscaping	969.30	5,500.00	(4,530.70)	17.62%
5530.00 · Town Park - Maint & Operations	1,130.00	5,000.00	(3,870.00)	22.60%
5540.00 · Snow Removal	1,252.50	3,000.00	(1,747.50)	41.75%
<b>Total 5500.00 · Repairs and Maintenance</b>	<b>3,351.80</b>	<b>13,500.00</b>	<b>(10,148.20)</b>	<b>24.83%</b>
<b>5600.00 · Commodities</b>				
5615.00 · Office Supplies and Expense	3,785.48	5,500.00	(1,714.52)	68.83%
5620.00 · Postage	-	2,000.00	(2,000.00)	0.00%
5625.00 · Printing and Publication	4,257.25	5,500.00	(1,242.75)	77.40%
5635.00 · Clerk's Budget	-	100.00	(100.00)	0.00%
<b>Total 5600.00 · Commodities</b>	<b>8,042.73</b>	<b>13,100.00</b>	<b>(5,057.27)</b>	<b>61.39%</b>
<b>5800.00 · Personnel Expenses</b>				
5830.00 · Taxes - Employer FICA	10,734.49	15,000.00	(4,265.51)	71.56%
5831.00 · Taxes - Employer Medicare	2,451.61	5,000.00	(2,548.39)	49.03%
5832.00 · Taxes - SUTA	132.46	1,500.00	(1,367.54)	8.83%
5835.00 · Retirement Contribution	33,937.36	40,500.00	(6,562.64)	83.80%
5875.00 · Township Assessor	30,000.00	32,000.00	(2,000.00)	93.75%
5880.00 · Group Health Insurance	39,613.08	35,000.00	4,613.08	113.18%
5885.00 · Board of Trustees	7,125.00	12,500.00	(5,375.00)	57.00%
5890.00 · Township Clerk	15,000.00	17,000.00	(2,000.00)	88.24%
5895.00 · Township Supervisor	45,000.00	47,000.00	(2,000.00)	95.74%
5898.00 · Clerical	45,824.94	58,250.00	(12,425.06)	78.67%
5899.00 · Clerk's Office Staff	182.70	2,000.00	(1,817.30)	9.14%
<b>Total 5800.00 · Personnel Expenses</b>	<b>230,001.64</b>	<b>265,750.00</b>	<b>(35,748.36)</b>	<b>86.55%</b>
<b>Total Expense</b>	<b>529,412.60</b>	<b>629,372.00</b>	<b>(99,959.40)</b>	<b>84.12%</b>
<b>Net Income</b>	<b>\$ 148,620.76</b>	<b>\$ (159,872.00)</b>	<b>\$ 308,492.76</b>	<b>-92.96%</b>
<b>Net assets, beginning of year</b>	<b>\$ 1,033,579.75</b>			
<b>Net assets, end of year</b>	<b>\$ 1,182,200.51</b>			

**Berwyn Township General Assistance Fund**  
**Statement of Revenues, Expenditures, and Changes in Net Assets-Modified Cash Basis**  
**April 2023-March 2024**

	<b>Apr 23-Mar 24</b>	<b>Amended Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
4100.00 · Property Tax	\$ 521,336.70	\$ 352,000.00	\$ 169,336.70	148.11%
4501.00 · SSI Recoupment	-	3,000.00	(3,000.00)	0.0%
4700.00 · Investment Income	35,826.63	25,000.00	10,826.63	143.31%
4900.00 · Interest Income	2,525.12	5,000.00	(2,474.88)	50.5%
<b>Total Income</b>	<b>559,688.45</b>	<b>385,000.00</b>	<b>174,688.45</b>	<b>145.37%</b>
<b>Expense</b>				
5000.00 · Capital Outlay				
5015.00 · Equipment	-	7,000.00	(7,000.00)	0.0%
5030.00 · Computer/GA Tracking Program	-	3,500.00	(3,500.00)	0.0%
<b>Total 5000.00 · Capital Outlay</b>	<b>-</b>	<b>10,500.00</b>	<b>(10,500.00)</b>	<b>0.0%</b>
5100.00 · Contractual Services				
5105.00 · Accounting/Bookkeeping	11,000.04	11,000.00	0.04	100.0%
5115.00 · Annual Audit	3,375.00	3,500.00	(125.00)	96.43%
5120.00 · Association Dues	120.00	800.00	(680.00)	15.0%
5135.00 · Gen. Liability Insurance	3,543.25	6,000.00	(2,456.75)	59.05%
5140.00 · Legal Expense	-	3,000.00	(3,000.00)	0.0%
5143.00 · Town Attorney	3,999.96	4,000.00	(0.04)	100.0%
5145.00 · Newsletter/Website	2,531.25	7,000.00	(4,468.75)	36.16%
5155.00 · GAEducation, Transport & Travel	590.69	2,000.00	(1,409.31)	29.54%
5165.00 · Office Rent - Rent & Services	34,398.00	35,000.00	(602.00)	98.28%
5180.00 · Insurance - Catastrophic	-	3,000.00	(3,000.00)	0.0%
<b>Total 5100.00 · Contractual Services</b>	<b>59,558.19</b>	<b>75,300.00</b>	<b>(15,741.81)</b>	<b>79.1%</b>
5300.00 · Assistance Programs				
5340.00 · Statutory Burial Expenses	-	20,000.00	(20,000.00)	0.0%
5350.00 · Relief - Flat Grant	86,955.00	250,000.00	(163,045.00)	34.78%
5355.00 · Hospitalization Exp / Inst Care	-	50,000.00	(50,000.00)	0.0%
5356.00 · Medical Assistance	778.00	10,000.00	(9,222.00)	7.78%
<b>Total 5300.00 · Assistance Programs</b>	<b>87,733.00</b>	<b>330,000.00</b>	<b>(242,267.00)</b>	<b>26.59%</b>
5400.00 · Other Expenditures				
5410.00 · Contingencies	127.50	10,000.00	(9,872.50)	1.28%
5435.00 · Access to Care	-	4,000.00	(4,000.00)	0.0%
5440.00 · Special Events & Programs	19,776.04	21,500.00	(1,723.96)	91.98%
5442.00 · Participatory Budget	-	7,450.00	(7,450.00)	0.0%
5444.00 · Emergency assistance program	-	137,500.00	(137,500.00)	0.0%
5460.00 · Office Furnishings	-	4,000.00	(4,000.00)	0.0%
5470.00 · Record Retention/Disposal	-	1,000.00	(1,000.00)	0.0%
<b>Total 5400.00 · Other Expenditures</b>	<b>19,903.54</b>	<b>185,450.00</b>	<b>(165,546.46)</b>	<b>10.73%</b>

**Berwyn Township General Assistance Fund**  
**Statement of Revenues, Expenditures, and Changes in Net Assets-Modified Cash Basis**  
**April 2023-March 2024**

	<b>Apr 23-Mar 24</b>	<b>Amended Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>5600.00 · Commodities</b>				
<b>5615.00 · Office Supplies and Expense</b>	210.07	1,000.00	(789.93)	21.01%
<b>5620.00 · Postage</b>	-	500.00	(500.00)	0.0%
<b>5625.00 · Printing and Publication</b>	-	2,000.00	(2,000.00)	0.0%
<b>Total 5600.00 · Commodities</b>	<u>210.07</u>	<u>3,500.00</u>	<u>(3,289.93)</u>	<u>6.0%</u>
<b>5800.00 · Personnel Expenses</b>				
<b>5803.00 · Intake Personnel</b>	27,481.49	90,000.00	(62,518.51)	30.54%
<b>5830.00 · Taxes - Employer FICA</b>	2,091.25	4,000.00	(1,908.75)	52.28%
<b>5831.00 · Taxes - Employer Medicare</b>	573.91	1,000.00	(426.09)	57.39%
<b>5832.00 · Taxes - SUTA</b>	140.55	400.00	(259.45)	35.14%
<b>5835.00 · Retirement Contribution</b>	8,061.66	12,000.00	(3,938.34)	67.18%
<b>5880.00 · Group Health Insurance</b>	8,285.64	25,000.00	(16,714.36)	33.14%
<b>Total 5800.00 · Personnel Expenses</b>	<u>46,634.50</u>	<u>132,400.00</u>	<u>(85,765.50)</u>	<u>35.22%</u>
<b>Total Expense</b>	<u>214,039.30</u>	<u>737,150.00</u>	<u>(523,110.70)</u>	<u>29.04%</u>
<b>Net Income</b>	<u>\$ 345,649.15</u>	<u>\$ (352,150.00)</u>	<u>\$ 697,799.15</u>	<u>-98.15%</u>
<b>Net Assets, beginning of year</b>	<u>\$ 2,517,336.15</u>			
<b>Net Assets, end of year</b>	<u>\$ 2,862,985.30</u>			



## AGENDA ITEM SUMMARY

AGENDA ITEM: **7**

<b>TITLE</b>	708 Community Mental Health Board Update
<b>MEETING DATE</b>	March 11, 2024
<b>SUBMITTED BY</b>	Allen Doederlein, Executive Director

SUMMARY	
Verbal update to be provided.	

ACTION PROPOSED					
X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				



## AGENDA ITEM SUMMARY

AGENDA ITEM: **8-A**

<b>TITLE</b>	Berwyn Public Library's Summer Reading Challenge on 6/8/24
<b>MEETING DATE</b>	March 11, 2024
<b>SUBMITTED BY</b>	David J. Avila, Township Supervisor

### SUMMARY

**Attachment:**

- Email from the Berwyn Public Library

### ACTION PROPOSED

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

**Jessica Aquino-Rodriguez**

---

**From:** Margaret M. Paul <MPaul@ci.berwyn.il.us>  
**Sent:** Monday, March 25, 2024 5:09 PM  
**To:** David Avila; Jacqueline Pereda; Jessica Aquino-Rodriguez; Allen Doederlein (b708cmhb@yahoo.com)  
**Cc:** Edward Espinoza; Tomasa Ambriz; mzapata@berwyntownship.org; jmirandaib+708@comcast.net; Jeannette M. Hess  
**Subject:** FW: Berwyn Library event

Please see this email that I received from Ms. Hess at the Library. David did not respond. She is looking to see if the Township wanted to participate in this event. I am also including the 708 Board in this email. Perhaps they would like to get out into the public eye.

Jessica, please put Ms. Hess' email on our April agenda as correspondence.  
Thank you,

Margaret Paul,  
Berwyn Township Clerk  
6600 W. 26<sup>th</sup> Street  
Berwyn, IL 60402  
708-749-6451

**From:** Jeannette M. Hess <JHess@berwynlibrary.org>  
**Sent:** Monday, March 25, 2024 12:51 PM  
**To:** Margaret M. Paul <MPaul@ci.berwyn.il.us>  
**Subject:** Berwyn Library event

Hi Margaret –

I'm following up on an email I sent last month to Supervisor Avila in regards to having someone from the Berwyn Township attend our upcoming event.

The Berwyn Public Library is planning an outdoor kickoff event for our Summer Reading Challenge, Berwyn Reads 2024, on Saturday, June 8, from 10:00AM to 12:00PM. The Kickoff Event is a great way to welcome summer and to hear about what the library has to offer.

We are celebrating the 100th year of the Berwyn Public Library, and we hope you will be able to join us on June 8 to share information about the Township and its services.

Please let us know whether or not you will be able to attend.

With Kind Regards,

Jeannette Hess, MLIS

Collection Management Librarian

**Berwyn Public Library**

2701 S. Harlem Ave.

Berwyn, IL 60402

708-749-6346

[jhess@berwynlibrary.org](mailto:jhess@berwynlibrary.org)

*she/her/hers*





## AGENDA ITEM SUMMARY

AGENDA ITEM: **9-A**

<b>TITLE</b>	2024-2025 Assessor's Office Proposed Budget
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	Jacqueline Pereda, Assessor

### SUMMARY

**Attachment:**

- 2024-2025 Assessor's Office Proposed Budget email

### ACTION PROPOSED

<b>X</b>	<b>INFORMATION</b>		<b>DISCUSSION</b>	<b>X</b>	<b>REVIEW &amp; APPROVAL</b>
	<b>OTHER</b>				

**Jessica Aquino-Rodriguez**

---

**From:** Jackie Rojas <rojas8002@yahoo.com>  
**Sent:** Wednesday, April 03, 2024 10:51 PM  
**To:** Deputy Assessors  
**Subject:** Fw: Proposed Assessor's Office Budget 2024-2025

Jessica,

Can you please place this on the April 2024 Township Agenda. Thank you.

I am sending you the following as a proposed budget for the Assessor's Office for year 2024-2025:

5210 Assessor's Office Education, Trans. and Travel	2,250
5215 Assessor's Office Supplies	250
5220 Assessor's Office Equipment	3,650
5225 Assessor's Office Printing and Publication Dues	1,500
5230 Assessor's Office Web Hosting/IT	4,000
5240 Assessor's Office Contingency	2,750
5287 Assessor's Office Staff	104,992

I will be adding a new line item "Outreach Special Events" 750

Thank you,

Jacqueline Pereda  
Berwyn Township Assessor



## AGENDA ITEM SUMMARY

AGENDA ITEM: **10-A**

<b>TITLE</b>	Yoga in the Park for Adults & Seniors
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	David J. Avila, Supervisor

### SUMMARY

Yoga classes taught to adults and seniors by a certified yoga instructor at the Township/Lesak Park on Saturdays in June and July at 10am. - David

#### Class Details

- Instructor: Liz Simbi
- Class Schedule:
  - June 1, 8, 15, 22, 29;
  - July 6, 13, 20, 27.
- Time: 10:00 AM

#### Budget: **\$1,950 Total (not to exceed \$2,500)**

- Instructor: \$1,350 (9 classes at \$150/class)
- Mats & misc. purchases: \$600

#### Attachment:

- Email from Liz Simbi

### ACTION PROPOSED

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

**From:** davidavila berwyntownship.org <davidavila@berwyntownship.org>  
**Sent:** Monday, April 08, 2024 2:06 PM  
**To:** manager  
**Subject:** Fwd: Community Yoga

----- Original Message -----

From: Liz Simbi <limberlizzy@gmail.com>  
To: Davidavila@berwyntownship.org  
Date: 03/18/2024 5:24 PM CDT  
Subject: Community Yoga

Hi David,

Touching base with you about the community outdoor yoga for the spring/summer.

1. Would this be a weekly or biweekly or once a month?

I am open depending on the time and day, but ideally biweekly would be best since I like to travel in the summer. I currently have a prenatal class I'm teaching on Saturdays at 9:45 till May 13th. So if Saturdays is the day for yoga maybe we do it at 11:30, Sundays I am pretty open. I feel like 9 or 10am is a great option for the summer since I might get hot for outdoor yoga. We could also do something in the evenings.

I am thinking of marketing it like Mindful Movements with Liz.  
Working on breathwork, meditation, mobility and functional movements.

2. Are you envisioning this be an all ages activity or just for adults?

For payments I was thinking around \$150.00 a class.

Let me know what you think, I could create a flyer and help with marketing it as well.

I am feeling excited about offering this to the Berwyn community!

Liz

**David J. Avila**

**Township Supervisor & BPHD President**

[davidavila@berwyntownship.org](mailto:davidavila@berwyntownship.org)



## AGENDA ITEM SUMMARY

AGENDA ITEM: **10-B**

<b>TITLE</b>	Senior Resource Helpdesk
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	David J. Avila, Supervisor

### SUMMARY

A table will be placed at the City of Berwyn REC Center during their senior lunches and events to help seniors with questions they have and to share resources with them.

-David

*No attachments*

### ACTION PROPOSED

<b>X</b>	INFORMATION	<b>X</b>	DISCUSSION		REVIEW & APPROVAL
	OTHER				



## AGENDA ITEM SUMMARY

AGENDA ITEM: **10-C**

<b>TITLE</b>	Ebenezer Youth Family Development Initiative
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	David J. Avila, Supervisor

### SUMMARY

**Attachments:**

- Email and proposal from Ebenezer Church

### ACTION PROPOSED

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

**Jessica Aquino-Rodriguez**

---

**From:** Kay Rops <kay.rops@ebenezer-crc.org>  
**Sent:** Sunday, April 07, 2024 9:04 PM  
**To:** manager; davidavila@berwynthownship.org  
**Subject:** Ebenezer grant  
**Attachments:** Berwyn Town Program proposal Budget.xlsx - Budget.pdf; Berwyn Township Health Proposal.pdf

Good evening David Avila,

Thank you so much for the opportunity to apply for this grant with Berwyn. Ebenezer Foundation is grateful to be a part of this Berwyn Community and to work alongside the Health department in supporting individuals and families continue to grow and thrive.

Attached is the grant proposal and budget. Please let me know if you need anything else from me.

Blessings

--

Kay Rops, LCSW  
Dir of Youth & Community Care  
Ebenezer CRC, Berwyn, IL

## Ebenezer Community Church Program Proposal

Program Amount: \$50,000

Program Period: FY2025, July 1st, 2023 - June 30th, 2025

### Region of Service:

Ebenezer Church currently services the communities and neighborhoods of Berwyn and the surrounding areas. Today Ebenezer is a thriving multi-ethnic and multi-generational community of followers, many of whom are Spanish-speaking immigrants. We believe in continuing the long tradition of having Ebenezer Church be a rock for our communities. We provide multiple services to help meet community needs such as a food pantry, legal clinic, and English as a Second Language Class. With this program, we will be partnering with local organizations to support the existing need and championing of youth via violence prevention and healthier living for families and youth in the Berwyn community.

### Project Abstract:

- Resilience, Growth, and Community are key factors in building a community that supports and uplifts community members. Through this program, we will be able to fund programming that shows that Berwyn is invested in building a resilient and thriving community.
- Resilience: Youth Development and Family Services are core values for both Ebenezer Church. Through this program, we will be able to serve Berwyn youth and families by providing them with a safe space for development opportunities and healthy emotional expression.
- Growth: Berwyn and surrounding areas are predominantly home to Latino families. Latino youth, moreover, are especially susceptible to Adverse Childhood Events (ACEs), such as violence in the home or community, which can traumatize a child and compromise their capacity to grow into healthy adults. Our programming works to ensure that Berwyn youth are afforded opportunities that will have generational impacts.
- Community: Ebenezer Church is devoted to working to bring the Berwyn community together. By providing free programming and family services, we are giving the community a gathering place and a haven for our youth population.
- Objectives: Serve 20-30 youth a week in a trauma-informed setting through basketball, volleyball, soccer, and healthy cooking activities while pairing with mentors in the community to support the youths' overall growth and development



**Budget Worksheet**  
**Subgrantee Name:**

50,000

**Contract Name:**  
**Contract Amount:**  
**Contract Time Period:**

[illegible]

Total Amount for Consultants (Calculates automatically)						\$0.00
<b>Travel</b>						
Purpose of Travel	Number of Positions	Reimbursement Amount Per Mile	Number of Miles Per Month	Number of Months	Amount Requested <i>Calculates automatically</i>	Service Category <i>Select a service category for every expense.</i>
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
					\$0.00	
Total Amount for Travel (Calculates automatically)					\$0.00	
<b>Materials and Supplies -</b>						
Description of item and justification w/relationship to program objectives. <i>For general office supplies, enter office supplies and the total amount requested in the unit cost column with a quantity of one.</i>						
			Unit Cost	Number of Units	Amount Requested <i>Calculates automatically</i>	Service Category <i>Select a service category for every expense.</i>
materials for cooking class			\$100.00	20	\$2,000.00	Supplies
For for Programs			\$10.00	391	\$3,910.00	Supplies
Sporting equipment			\$1.00	1114.8	\$1,114.80	Supplies
					\$0.00	Supplies
					\$0.00	Supplies
Total Amount for Materials and Supplies (Calculates automatically)					\$7,024.80	
<b>Occupancy, Rent and Utilities</b>						
			Rate	Percentage of costs attributed to grant	Amount Requested <i>Calculates automatically</i>	Service Category <i>Select a service category for every expense.</i>
Description of Cost						
facility support			\$100.00	100	\$10,000.00	
Total Amount for Occupancy (Calculates automatically)					\$0.00	
<b>Training and Education</b>						
	Training Event Title and Description				Amount Requested	Service Category <i>Select a service category for every expense.</i>
Position Title						

			\$0.00

Total Amount for Training and Education Costs (Calculates Automatically)

Category	Service Category	Total Direct	Indirect Costs	Total
Program Costs	personell cost			\$27,975.20
	operation cost			\$5,000.00
	materials and supplies			\$7,024.80
	occupancy			\$10,000.00
		Total Program Costs		\$50,000.00
		Total Budget Amount		\$50,000.00



## AGENDA ITEM SUMMARY

AGENDA ITEM: **10-D**

<b>TITLE</b>	Tentative 2024-2025 Annual Budget & Appropriation Ordinance
<b>MEETING DATE</b>	April 16, 2024
<b>SUBMITTED BY</b>	David J. Avila, Supervisor

SUMMARY	

ACTION PROPOSED					
	INFORMATION		DISCUSSION	X	REVIEW & APPROVAL
	OTHER				