BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT BOARD

REGULAR MEETING May 13, 2024 | 4:00 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 Public Health District 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 Health Board Secretary Jacqueline Pereda at 6600 West 26th Street, Berwyn, IL 60402, email jacquelinepereda@berwynassessor.org, or 708-765-4519. Please request that your comments become part of the Board Meeting Record.



BERWYN PUBLIC HEALTH DISTRICT BOARD

REGULAR MEETING AGENDA Monday, May 13. 2024 | 4:00 PM

- 1. ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. OPEN FORUM
- 4. APPROVAL OF MINUTES
 - A. Amended Regular Meeting on March 11, 2024
 - B. Regular Meeting on April 13, 2024
 - C. Budget Committee Meeting on April 13, 2024
- 5. STAFF REPORT UPDATES
 - A. Clinic Activity
 - B. Sanitation Activity
 - C. Vital Statistics Activity
- 6. APPROVAL OF BILLS PAYABLE & PAYROLL April 2024
- 7. STATEMENT OF RECEIPTS & DISBURSEMENTS
- 8. CORRESPONDENCE
- 9. OLD BUSINESS
 - A. Discuss, Review & Approve Ebenezer Youth Family Development Initiative Avila
 - B. EMR Prospect Companies & Tentative Implementation Budget
- 10. NEW BUSINESS
 - A. Review & Approve Transfer of Responsibility to Upload Financial Documents to Cook County Tax Extension Portal Paul
 - B. Review & Approve Lead Water Service Line Replacement Funding Paul
 - C. Review & Approve Residential Floor Mitigation Downspout Diversion Funding Paul
 - D. Review & Approve 7th Annual Breast Cancer 5K Walk/Run Sponsorship Avila/Pereda
 - E. Multi-Sports Field & Walking Track Avila
 - F. Participatory Budget Avila
 - G. Review & Approve Grant Writer Applicant Avila
 - H. Election of Officers Avila
- 11. ADJOURNMENT

BERWYN PUBLIC HEALTH DISTRICT BOARD

COW: BUDGET WORKSHOP MEETING AGENDA Monday, April 13, 2024 | 5:00 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: 4

TITLE	Approval of Minutes
MEETING DATE	May 13, 2024
SUBMITTED BY	Jacqueline Pereda, Health Board Secretary

	SUMMARY
	ATTACHMENTS
Attach	ments:
•	Amended Regular Meeting Minutes on March 11, 2024
•	Regular Meeting Minutes on April 13, 2024
•	Budget Committee Meeting on April 13, 2024

	ACTION PROPOSED		
INFORMATION	DISCUSSION	Х	REVIEW & APPROVAL
OTHER	^	1	



BERWYN TOWNSHIP HEALTH DEPARTMENT BOARD MEMBERS AMENDED MINUTES OF THE REGULAR MEETING HELD MARCH 11, 2024

- 1. Call to Order/Roll Call: Avila called the Berwyn Township Health Department Regular meeting to Order at 4:02 p.m. Secretary Jacqueline Pereda, Treasurer Margaret Paul and Supervisor David Avila were present on the Call of the Roll. Township Manager, Jessica Rodriguez, was also in attendance. Township Attorney, Larry Zdarsky, and Accountant Brian Eagan were also in attendance.
- 2. <u>Pledge</u>: The attendees recited the Pledge of Allegiance.
- 3. Open Forum: President Avila opened the floor for public comment. There were no commenters.

4. Minutes:

- **4-A:** Avila made the motion, seconded by Paul, to approve the Regular Meeting Minutes of the February 12, 2024, Regular Meeting as submitted. The motion passed by a unanimous voice vote.
- **4-B:** Avila made the motion, seconded by Paul, to approve the Budget Committee Meeting Minutes of February 12, 2024, Budget Committee Meeting as submitted. The motion passed by a unanimous voice vote.

5. Staff Reports:

- **5-A:** Clinic Activity: Avila made the motion seconded by Paul, to accept the Clinical Activity report for February 2024 as submitted. The motion carried by a unanimous voice vote.
- **5-B: Sanitation Activity:** Avila made the motion seconded by Paul to accept the report for 2024, February as submitted.
- **5-C:** Vital Statistics Activity: Avila made the motion seconded by Paul, to accept the Vital Statistics report as submitted and deposit monies in the amount of \$324.00 in the appropriate fund. The motion passed unanimous on the call of the roll.
- 6. <u>Bills Payable & Payroll:</u> Avila made the motion, seconded by Pereda to have the bills and payable and payroll for February 2024 as submitted in the amount of \$68,903.34. The motion passed unanimous on the call of the roll.
- 7. <u>Statement of Receipt & Disbursements-February 2024</u>: Avila made the motion, seconded by Paul that the statements will be accepted and filed for audit. Avila marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.
- 8. Correspondence: There were no items submitted for the agenda.

9. Old Business:

- **9-A:** Monthly Status Report Request from Abelin Strategies, LLC: Avila made the motion, seconded by Pereda that the monthly status report be accepted and marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.
- 9-B: EMR RFP Status Report Request: Avila made the motion, seconded by Pereda that the EMR status report be accepted and marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.
- **9-C:** Website Progress Report Request: Avila made the motion, seconded by Pereda that the website progress report be accepted and marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.
- 9-D: Review & Approve Emergency Roofing Repair Agreement: Paul made the motion, seconded by Avila that the contract with Walton Roofing be ratified that was agreed upon and paid for in December 2023, for \$25,235.00. The motion passed unanimous on the call of the roll.

10: New Business

- 10-A: Review & Approve Proposed Budget Transfers: Avila made the Motion, seconded by Paul to accept the communication and place it on file and authorize and approve the Budgetary transfers in the amount of \$65,500.00 in various accounts as submitted. The motion passed unanimous on the call of the roll.
- 10-B: Review and Approve Attorney Fees for Tax Rate Objections: Avila made the Motion, seconded by Pereda, to approve the attorney fees for the tax rate objections in the amount of \$1,350.00. The motion passed unanimous on the call of the roll.
- 10-C: Review & Approve Annual Roof Maintenance: Avila made the Motion, seconded by Paul to approve the annual roof maintenance contract in the amount of \$2,100.00. The motion passed unanimous on the call of the roll.
- 10-D: Review & Approve Cintas Service Agreements: Avila made the motion seconded by Pereda to approve the Cintas service agreement in the amount of \$17,666.00. Motion passed by Pereda and Avila voting AYE. Paul voting NAY.
 - **10-E: 2024 Calendar of Events:** Avila made the motion, seconded by Pereda that the calendar of events be accepted and marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.
- 10-F: Review 2024 Health Fitness Equipment Program Funding: Avila made the motion, seconded by Pereda to approve the 2024 Health Fitness Community Health Improvement Program to be opened from April 1, 2024, to May 31, 2024. That all the language in the body of the document that includes the word "grant" shall be removed and replaced with "Health Fitness Community Health Improvement Program". The motion carried by a unanimous voice vote.

- 10-F: Review & Approve Berwyn Tree Canopy Initiative Funding Request: Avila made the motion, seconded by Pereda to defer the matter to the April 16, 2024, meeting. The motion carried by a unanimous voice vote.
- 11. <u>Adjournment:</u> Avila made the Motion, seconded by Paul to adjourn the meeting. The Motion passed by a unanimous voice vote. The meeting adjourned by 5:40 p.m.





BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT MEETING MINUTES

MEETING TYPE			A March Control of Con
X REGULAR MEETING OTHER:	SPECIAL MEE	TING BUDGET WORKSHOP	DECENNIAL COMMITTEE
DAY AND DATE	TIME	LOCATION	
April 16, 2024	4:07 PM	6600 W. 26 TH STREET, 1 ST FLOOR C	ONFERENCE ROOM

BOARD MEMBERS / ATTENDEES REQUESTED	PRESENT	ABSENT
David J. Avila, Health Board President	x	
Margaret Paul, Health Board Treasurer	х	
Jacqueline Pereda, Health Board Secretary	х	
Brian Eagan, Accountant	х	
Larry Zdarsky, Attorney	х	
Jessica Aquino Rodriguez, Operations Manager	х	

1. Call to Order/Roll Call:

Avila called the Berwyn Township Health Department Regular meeting to Order at 4:07 p.m. Secretary Jacqueline Pereda, Treasurer Margaret Paul and Supervisor David Avila were present on the Call of the Roll. Township Manager, Jessica Rodriguez, was also in attendance. Township Attorney, Larry Zdarsky, and Accountant Brian Eagan were also in attendance.

- 2. **Pledge**: The attendees recited the Pledge of Allegiance.
- 3. Open Forum: President Avila opened the floor for public comment. There were no commenters.

4. Minutes:

4-A: Avila made the motion, seconded by Paul, to Amend the Regular Meeting Minutes of the March 11, 2024, Amended Regular Meeting as submitted. The motion passed by a unanimous voice vote. **4-B:** Avila made the motion, seconded by Pereda, to approve the Budget Committee Meeting Minutes of

March 11, 2024, Budget Committee Meeting as submitted. The motion passed by a unanimous voice vote.

5. Staff Reports:

- **5-A:** Clinic Activity: Paul made the motion seconded by Pereda, to accept the Clinical Activity report for March 2024 as submitted. The motion carried by a unanimous voice vote.
- **5-B: Sanitation Activity:** Avila made the motion seconded by Paul to accept the report for March 2024, as submitted.
- 5-C: Vital Statistics Activity: Avila made the motion seconded by Pereda, to accept the Vital Statistics report as submitted and deposit monies in the amount of \$276.00 in the appropriate fund. The motion passed unanimous on the call of the roll.

10. New Business:

10-E: Discuss, Review & Approve Safe a Life Initiative: Avila made the motion seconded by Paul, to move up line item 10-E. The motion carried by a unanimous voice vote. Paul made the motion seconded by Avila, to defer this item to the Health Budget Committee. The motion carried by a unanimous voice vote.

9. Old Business:

9-A: EMR RFP Update: Avila made the motion seconded by Paul, to move up line item 9-A. The motion carried by a unanimous voice vote. Paul made the motion seconded by Avila, to defer this item to the Health Budget Committee. The motion carried by a unanimous voice vote.

6. Bills Payable & Payroll:

Avila made the motion, seconded by Pereda to have the bills and payable and payroll for March 2024 as submitted in the amount of \$69,317.10. The motion passed unanimous on the call of the roll.

7. Statement of Receipt & Disbursements-March 2024:

Avila made the motion, seconded by Paul that the statements will be accepted and filed for audit. Avila marked the item as informational by Order of the chair. The motion carried by a unanimous voice vote.

8. Correspondence:

An email from Abelin Strategies dated April 8, 2024, was submitted for correspondence. This item is marked as informational. A Memorandum of Understanding for Collaboration between: The Berwyn Public Health District and Berwyn North School District #98 Preschool Expansion Program. This item is marked as informational.

10: New Business

- **10-A: Downspout Diversion/Flood Mitigation Program:** Avila made the Motion, seconded by Pereda to refer this item to the Health Budget Committee. The motion passed unanimous on the call of the roll.
- **10-B: Senior Resource Desk:** Avila made the Motion, seconded by Pereda, to refer this item to the Health Budget Committee. The motion passed unanimous on the call of the roll.
- 10-C: Discuss, Review & Approve Yoga in the Park for Adults & Seniors: Avila made the Motion, seconded by Pereda to refer this item to the Health Budget Committee. The motion passed unanimous on the call of the roll.
- 10-D: Discuss Lead Pipe & Lead Paint Replacement Program: Avila made the motion, seconded by Paul refer this item to the Health Budget Committee. The motion passed unanimous on the call of the roll
- **10-F: Discuss, Review & Approve Ebenezer Youth Family Development Initiative:** Pereda made the motion, seconded by Avila to defer this item to the May 13, 2024, Health Board meeting. Motion passed by Pereda and Avila voting AYE. Paul voting NAY.
- **10-G: Approve Tentative 2024-2025 Annual Budget & Appropriation Ordinance:** Avila made the motion, seconded by Pereda to approve the tentative 2024-2024 Budget & Appropriation Ordinance and to authorize the Health District, attorney and accountant to place same in ordinance form and post as soon as it is available. Further, to authorize publication and Notice of Public Hearing for June 10, 2024, at 3:45 p.m. The motion carried by a unanimous voice vote.
- 11. <u>Adjournment:</u> Avila made the Motion, seconded by Paul to adjourn the meeting. The Motion passed by a unanimous voice vote. The meeting adjourned by 5:33 p.m.

Respectfully Submitted,

Jacqueline Pereda Health Board Secretary





BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT MEETING MINUTES

MEETING TYPE		
REGULAR MEETING	SPECIAL MEE	TING BUDGET WORKSHOP DECENNIAL COMMITTEE
OTHER:		
DAY AND DATE	TIME	LOCATION
April 16, 2024	5:34 PM	6600 W. 26 TH STREET, 1 ST FLOOR CONFERENCE ROOM

BOARD MEMBERS / ATTENDEES REQUESTED	PRESENT	ABSENT
David J. Avila, Health Board President	x	
Margaret Paul, Health Board Treasurer	х	
Jacqueline Pereda, Health Board Secretary	х	
Brian Eagan, Accountant	х	
Larry Zdarsky, Attorney	х	
Jessica Aquino Rodriguez, Operations Manager	x	

- 1. <u>Call to Order/Roll Call</u>: Avila called the Berwyn Township Health Department Regular meeting to Order at 5:48 p.m. Secretary Jacqueline Pereda, Treasurer Margaret Paul and Supervisor David Avila were present on the Call of the Roll. Township Manager, Jessica Rodriguez, was also in attendance. Township Attorney, Larry Zdarsky, and Accountant Brian Eagan were also in attendance.
- 2. <u>Pledge</u>: The attendees recited the Pledge of Allegiance.
- 3. Open Forum: President Avila opened the floor for public comment. There were no commenters.

4. Minutes:

President Avila recognized Mr. Eagan who reviewed aspects of the budget. The board members worked their way through the list of budget lines proposing increases and decreases in funding for expenses and programs paid under their respective lines. He assisted the board in conceptualizing costs associated with current line items. Questions and discussions ensued. Mr. Eagan will provide a summary spreadsheet for further review of items discussed at the meeting.

President Avila made the motion, seconded by Pereda, to adjourn the meeting. The motion carried by a unanimous voice vote. The meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Jacqueline Pereda Health Board Secretary

	FYE 2022	FYE 2023	FY 2024	Budget FY 2024	Proposed Budget	Notes
Ordinary Income/Expense						
Income						
4000.00 · Real Estate Taxes						
4100.00 · Property Tax	\$ 725,238.60	702,125.38	\$ 727,292.43	\$ 690,000.00	745,000.00	
4200.00 · Replacement Tax	33,898.23	49,134.18	31,458.54	35,000.00	35,000.00	
4300.00 · Grant Revenue						
4340.00 · FEMA Grant	,	77,624.00	67,772.27	1		
Total 4300.00 · Grant Revenue		77,624.00	67,772.27	,		
4400.01 · Fees, Rents and Others						
4400.00 · Rental Income	79,963.50	76,440.00	76,440.00	76,440.00	76,440.00	
4410.00 · Vital Record Income	46,762.00	43,537.15	37,730.24	37,500.00	37,500.00	
4450.00 · Clinic Fees & Income	2,443.00	1,085.00	1,257.28	2,000.00	2,000.00	
Total 4400.01 · Fees, Rents and Others	129,168.50	121,062.15	115,427.52	115,940.00	115,940.00	
4440.00 · Miscellaneous Income	26,553.19	1,601.42	4,212.30	5,000.00	9,000.00	
4600.00 · Investment Income	(5,110.44)	16,740.67	40,891.70	15,000.00	15,000.00	
Total Income	909,748.08	968,287.80	987,054.76	860,940.00	915,940.00	
Gross Profit	909,748.08	968,287.80	987,054.76	860,940.00	915,940.00	
Expense						
5000.00 - Capital Outlay						
5005,00 · Medical & Office Equipment	6,719.95	30,553.84	21,484.00	35,000.00	100,000.00	EMR budget next month; tampon machine;
5006.00 · Roof and Building Improvements	12,656.22	5,554.00	35,808.00	200,000.00	150,000.00	Fire protection panel, roof maintenance
5007.00 · Park Improvements and Equipment	6,657.48	00.099	1,790.00	8,000.00	8,000.00	
5010.00 · Parking Lot Improvements		,	٠	10,000.00	10,000.00	
Total 5000.00 · Capital Outlay	26,033.65	36,767.84	59,082.00	253,000.00	268,000.00	
5100.00 · Contractual Services						
5105.00 · Accounting/Bookkeeping	23,100.00	23,100.00	23,700.00	23,700.00	23,700.00	
TBD - Payroll processing fees					2,400.00	
6116.00 - Annual Audit	5,915.00	6,225.00	6,725.00	6,800.00	7,250.00	
5120.00 · Association Dues	1,135.00	1,530.00	1,080.00	2,000.00	2,000.00	
5135.00 · Gen Llab, Work Comp, Prop Ins	16,838.00	19,211.50	20,655.50	23,500.00	23,500.00	
5140.00 · Legal Expense	1,093.75	•	٠	10,000.00	7,500.00	
5143.00 · Health District Attorney	15,000.00	17,888.88	17,694.42	18,000.00	19,000.00	COLA increase but how much?
TBD - IT Services		ŢŢ.		t	10.000.00	
TBD - Website services	1	ı	ı	,	5,000.00	
5160.00 · Rodent Abatement Agreement	6,000.00	6,000.00	,	40,000.00	40,000.00	
5185.00 · Contract Svcs - Vision/Hearing	t				6,000.00	Sound InSight
5190.00 · Contractual Services - Dental	1	1	1	15,000.00	15,000.00	
5195.00 · Contractual Services - Pediatri	12,000.00	(1,000.00)	,	12,000.00	20,000.00	
Total 5100.00 · Contractual Services	81.081.75	72,955.38	69.854.92	151,000.00	181 350 00	

	FYE 2022	FYE 2023	FY 2024	Budget FY 2024	Proposed Budget	Notes
5300.00 · Health Programs						
5310.00 · Lead Awareness Program	E.			2,500.00	2,500 00	
5315.00 · Clinics	180.00	r	3,255.18	10,000.00	10,000.00	
6320.00 · Spec. Program - Flu	7,634.66	8,542.38	16,056.36	19,000.00	19,000.00	
5325.00 · Spec. Programs - Other	23,515.78	38,465.92	66,515.95	40,000.00	40,000.00	For unplanned programs
TBD - Spec, program - combined veterans			3		4,000.00	Repeat program
TBD - Berwyn holiday fund			20		4,000.00	Repeat program
TBD - Senior Breakfast			ą		1,500.00	Repeat program
TBD - Sunday Market			æ		10,000.00	Repeat program
TBD - marketing and promotion					5,000.00	Repeat program
TBD - Tree canopy initiative			24		ú	
5326.00 · Spec. Programs - Intergov	34,292.27	47,683.75	31,734.88	20,000.00	35,000.00	Shared employee
6328.00 · Special Programs-covid and other	29,422.88	97,547.25	26,506.28	150,000.00	10,000.00	
5332.08 · Special Prg Eyes for Educati	1,400.00	3,717.00	5,767.00	5,000.00	6,500.00	
5334.00 · Special Prg CHIP	10,840.30	11,000.00	12,961.64	50,000.00	80,000.00	2024 Community Health Improvement program (CHIP)
TBD - Healthy Familles	1			100,000.00	100,000 00	
TBD - Infrastructure Initiatives	.9	93	29	1,000,000.00	1,000,000.00	
TBD - New programs and initiatives	9	*	(9)	1	600,000.00	
5335.00 · Special Programs - NARCAN				1.00	٠	
6340.00 - Participatory Budget	3.0	14	19		17,000.00	
Total 5300.00 · Health Programs	107,285.89	206,956.30	162,797.29	1,426,501.00	1,944,500.00	
5400.00 · Other Expenditures						
5405.00 · Conference/Education Expenses	1,157.39	3,474.65	3,770.52	4,500.00	4,500.00	
5410.00 - Contingencies	2,775.55	2,738.61	2,284.76	5,000.00	5,000.00	
TBD - Transaction processing fees	1	1	ſ	1	6,500.00	Credit card fees, payroll processing fees
6420.00 - Medical Waste Disposal	6,269.79	6,518.83	6,269.54	7,500.00	7,500.00	
5425,00 · Official's Bonds	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
5430.00 · Death Surcharge Fee	6,715.00	5,956.00	5,844.00	10,000.00	7,500.00	
Total 5400.00 · Other Expenditures	20,417.73	22,188.09	21,668.82	30,500.00	34,500.00	
5500.00 · Repairs and Maintenance						
5505.00 · Bullding Maintenance	8,531.26	15,734.32	11,006.20	25,000.00	25,000.00	Sterilize bathrooms
5510.00 - Janitorial Service	1,575.00		,	3,000.00	3,000.00	
5515.00 · Equipment Maintenance Agreement	2,670.17	1,596.44	3,655.72	4,000.00	4,000.00	
5530.00 · Snow Removal	2,929.25	1,703.50	1,252.50	3,500.00	3,500.00	
Total 5500.00 · Repairs and Maintenance	15,705.68	19,034.26	15,914.42	35,500.00	35,500.00	
5600.00 · Supplies and Materials						
5605.00 - Janitorial Supplies	947.58	2,270.61	3,009.46	2,000.00	2,500.00	
5610.00 · Medical Supplies	648.67	1,267.63	8,901.13	3,000.00	3,000.00	
6615.00 - Office Supplies and Expense	9,720.97	12,892.89	12,411.99	9,000.00	10,000.00	
5620.00 · Postage and Meter Rental	1,042.47	1,388.06	1,340.68	3,000.00	3,000.00	
5625.00 · Printing and Publication	3,703.46	2,929.43	8,691.62	10,000.00	10,000.00	
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	FYE 2022	FYE 2023	FY 2024	Budget FY 2024	Proposed Budget	Notes
5700.00 · Utilities						
5710.00 · Heat, Light and Water	3,095.55	3,169.51	2,306.86	4,000.00	4,000.00	
5720.00 · Telephone	11,169.22	10,812.77	6,981.36	20,000.00	10,000.00	
Total 5700.00 - Utilities	14,264.77	13,982.28	9,288.22	24,000.00	14,000.00	
5800.00 · Payroll Expenses						
5805.00 · Admin Assistant to Secretary				1,200.00		
5815.00 · Chairman	44,965.68	44,000.04	44,000.04	46,000.00	46,000.00	
5816.00 · Secretary	35,140.88	34,200.00	34,200.00	36,200.00	36,200.00	
5817.00 · Treasurer	35,247.14	34,200.00	34,200.00	36,200.00	36,200.00	
5820.00 · Clerks	123,650.79	103,007.99	84,740.63	155,000.00	162,750.00	
5830.00 · Health Director	20,971.20	20,971.20	20,971.20	24,000.00	24,000.00	
TBD - Interns	,	1	ı	l.	45,000.00	
5831.00 · Taxes - Employer FICA	26,475.33	25,029.16	27,752.83	35,000.00	45,000.00	
5832.00 · Taxes - Employer Medicare	6,191.82	5,848.35	6,485.71	8,000.00	10,000.00	
6833.00 · Taxes - SUTA	1,014.43	1,114.44	1,328.84	3,500.00	3,000.00	
5835.00 · Retirement Contribution	2,557.53	2,037.11	2,586.83	20,000.00	15,000.00	
5840.00 · Inspectors	36,568.11	41,811.00	45,658.72	105,000.00	110,250.00	
5841.00 - Environmental Health Practioner	23,584.00	63,129.01	61,777.48	50,000.00	65,000.00	
5845.00 · Janitor	16,931.25	19,451.25	26,191.76	22,500.00	30,000.00	
5860.00 · Public Health Nurses	107,482.40	101,617.37	88,554.07	140,000.00	147,000.00	
5880.00 - ரே Health, Vision, Dental Ins	72,727.54	75,542.39	60,917.39	80,000.00	90,000,00	
Total 5800.00 · Payroll Expenses	553,508.10	571,959.31	539,365.50	762,600.00	865,400.00	
Total Expense	834,360.72	964,592.08	912,326.05	2,710,101.00	3,371,750.00	
Net Ordinary Income	75,387.36	3,695.72	74,728.71	(1,849,161.00)	(2,455,810.00)	
Net Income	75,387.36	3,695.72	74,728.71	(1,849,161.00)	(2,455,810.00)	
Net assets, beginning of year	2,409,563.55	2,484,950.91	2,488,646.63		((
Net assets, end of year	2,484,950.91	2,488,646.63	2,563,375.34			

AGENDA ITEM: 5-A

TITLE	Clinic Activity
MEETING DATE	May 13, 2024
SUBMITTED BY	Bradford S. Wainer, D.O., Health Clinic Medical Director

SUMMARY

Attached please find the monthly activity and tracking report for the medical and nursing departments.

ATTACHMENTS

• Nursing Monthly Report - April 2024

	David Comment	ACTION PROPOSE	:D
X	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER	*	

NURSING MONTHLY REPORT April 1-31, 2024

- 1. Monthly report organized, prepared and distributed at monthly Public Health meeting.
- Residents of Berwyn continue to call needing to make appointments for immunizations, TB
 Tests, and guidance on Covid-19 guidelines as well as ensuring children are ready for
 upcoming school year registration requirements.
- 3. The Health District continues to offer saliva PCR Tests in the month of April 2024 with 24 tests completed. We are continuing to offer Covid vaccines on a limited basis.
- 4. Refrigerator and Freezer temperatures recorded twice a day per VFC guidelines and also logged into I-CARE on Daily Basis and Clinic continues to download temperature data from the temperature data logger in vaccine room for record keeping per VFC guidelines.
- 5. Clinic continues to conduct regular counts of vaccine inventory.
- Mauricio is continuing to demonstrate great understanding and knowledge when performing his Medical Assistant duties.
- 7. The clinic continues working on being able to provide safe sex materials at the clinic.
- 8. The clinic continues working on our loaner medical equipment. We continue to ensure our inventory can meet demand and safety standards for use of Berwyn Residents.
- 9. Clinic continues working on its Berwyn Wellness Initiative which would address well needed services to underserved communities in the area.
- 10. Clinic had their screenings on April 10th and consults on April 17th.
- 11. In April Clinic staff had a meeting with Neelyx to discuss the implementation of STI testing and other lab work. We already have an account with Health Lab, and we are currently negotiating with Neelyx to see if they can offer more competitive prices for their services.

- 12. On April 25th the Red Cross came in and conducted the final portion of the CPR/AED Certification class. However, one employee had to reschedule their class.
- 13. On April 15th, Dr. Wainer and Betsy attended the 708 Mental Health Board meeting, where they shared information on the Berwyn Wellness Program. The meeting was informative.

Monthly Tracking:

Scheduled	34	Blood Pressure Check	0
Seen	30	TB Tests	9
Walk-ins	1.	TB reads	8
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	5	Regular – Quad	2
Rescheduled	0	High Dose	0
New Patients	18	Nutrition Referrals	0
Established	12	School Physicals	
VFC	13	Referral	0
Title 19	6	Rx collection	0
Uninsured	7	Sharps collection	1
Under insured	0	Records Request	0
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	16
Adult Immunizations	0	Spanish	14

April Clinic Deposit: \$80.00

April Flu Deposit: \$0.00

Total Deposit: \$80.00

Yearly Tracking (April 2024 – March 2025):

Scheduled	34	Blood Pressure Check	0
Seen	30	TB Tests	9
Walk-ins	1	TB reads	8
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	5	Regular – Quad	2
Rescheduled	0	High Dose	0
New Patients	18	Nutrition Referrals	0
Established	12	School Physicals	
VFC	13	Referral	0
Title 19	6	Rx collection	0
Uninsured	7	Sharps collection	1
Under insured	0	Records Request	0
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	16
Adult Immunizations	0	Spanish	14

Fiscal Year Totals:

Clinic Deposit: \$80.00

Flu Deposit: \$0.00

Total Deposit: \$80.00

AGENDA ITEM: 5-B

TITLE	Sanitation Activity
MEETING DATE	May 13, 2024
SUBMITTED BY	Sheri Leto, Inspector

SUMMARY

Attached please find the monthly activity report for the Environmental Health & Safety Department.

ATTACHMENTS

• Sanitation Report - April 2024

		ACTION PROPOSE	D
Х	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

Berwyn Public Health District Sanitation Report

Reporting Period: April 1, 2024 through April 30, 2024

MONTHLY RECAP

		Apri	20)24										
Company	#	Street	Gls	Insp. Date	Ins.	Not es	<u>N</u> B	<u>C</u>	VH R	<u>Н</u> <u>R</u>	<u>М</u> <u>R</u>	<u>L</u> <u>R</u>	<u>C</u> <u>F</u>	
La Guadalaupana Cocina	6739	Ogden Ave		4/30/24	МК		1			*				Г
Corazon 24	6314	Cermak Rd		4/17/24	MK		1			*				
Milly's Pizza in the Pan	6737	Roosevelt Rd		4/24/24	МК		1			*				
St. Odilo	2305	S. Clarence Avenue	1	4/8/24	٦V					1				
St. Leonards	3322	S. Clarence Avenue	1	4/8/24	JV					1				
Fresh Start Day Care Center	6401	16th Street												
Sunshine Scholars (Old Happy Kids West)	6928	W. 16th Street												
Happy Days Child Dvlp,	6304	W. 26th Street		4/19/24	CR				1					
St. Michaels & All Angels	6730	34th Street												
Rising Stars Daycare	6217	Cermak Road		4/17/24	CR				1					
Jump For Joy	3833	Harlem Ave												
Peques Wiggles and Giggles Learning Center	6416	Ogden Avenue												
Happy Bear Child Development Center	6718	W. Ogden Ave												
Peques Wiggles and Giggles Learning Center #2	2618	Ridgeland Ave		4/17/24	1/				1	25 1/3				
St. Mary of Celle Child Development Center - Catholic Charities	1448	Wesley Avenue							i					
Alphabet Learning Center	6950-5 8	Windsor Ave												
Parrilla Express	6401	34th Street		4/23/24	МK					1				
Uncle Shawarma	6310	Cermak Road		4/2/24	MK					1				
Jardin Restaurant	6431	Cermak Road		4/24/24	МК					1				

Berwyn Public Health District Sanitation Report

Waldo Cooney's Pizza	6733	Cermak Road	4/4/24	МК			1			
Guadalajara Grill & Bar	6814	Cermak Road	4/17/24	МК			1			
D'Nuez Restaurant	7016	Cermak Road	4/4/24	МК			1			
Longhorn Steakhouse	7115	Cermak Road	4/2/24	МК			1			
White Castle	7155	Ogden Avenue	4/24/24	МК			1			
Taquito De Oro	3205	Harlem Avenue	4/30/24	МК			1			
Bodhi Thai Bistro	6211	Roosevelt Road	4/10/24	МК			1			
Monse's Tapas Bar	6607	Roosevelt Road	4/11/24	МК			1			
Baby Gold BBQ	6613	Roosevelt Road	4/11/24	МК			1			
Stick It	6625	Roosevelt Road	4/9/24	МК			1			
DiNico's Pizza/Gelato Uno	6627	Roosevelt Road	4/23/24	МК			1			
Тасо Уо	6629	Roosevelt Road	4/25/24	МК			1			
Sushi Junki	6639	Roosevelt Road	4/18/24	МК			1			
J Wok	6643	Roosevelt Road	4/18/24	МК	T		1			
Autre Monde Cafe & Spirits	6727	Roosevelt Road	4/25/24	МК			1			
Berwyn Chicken Co.	7021	Roosevelt Road	4/16/24	МК			1			
Tasty House	7101	Roosevelt Road	4/16/24	МК			1			
El Moral Meat Market	6706	16th Street	4/18/24	МК				1		
Sanchez Produce	6301	26th Street	4/9/24	МК				1		
Berwyn Eagles Aerie 2125, F.O.E.	6309	26th Street	4/10/24	МК				1		
The Freeze	6621	26th Street	4/9/24	МК				1		
Trinkin, Inc	6412	27th Street	4/10/24	МК				1		
La Michoacana Los Primos	6224	Cermak Road	4/17/24	МК				1		
	6311-									
El Rey Tortilla's	В	Cermak Road	4/3/24	МК				1		
Paleteria La Michoacana	6533	Cermak Road	4/30/24	MK				1		
Dominos Pizza	6613	Cermak Road	4/16/24	МК				1		
7 Eleven #38580	7144	Ogden Avenue	4/3/24	МК				1		
Mike's Sports Bar and Grill	6319	Roosevelt Road	4/11/24	МК				1		
Commodore Barry Post # 256	6921	Roosevelt Road							H	
McDonald's Rest. Of Illnois #2543	7135	Roosevelt Road	4/4/24	мк				1		
Flapjack Brewery	6833	Stanley Avenue	4/3/24	МК	+			1	\dashv	
			., -,			1				

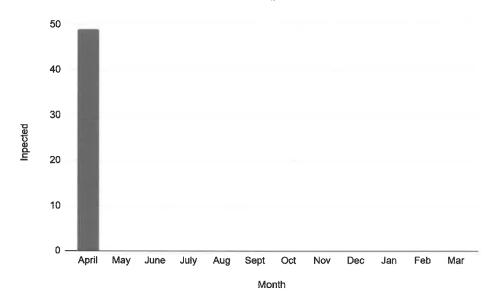
3 Cien 100 % Naturalisimo 6835 **Cermak Road** 4/30/24 MK 1 1 2947 Oak Park Avenue CR PAV YMCA - Senior Lunch Cafe 4/17/24 6615-1 Fitzgeralds Pub & Banquets 9 **Roosevelt Road** MK 1 4/11/24 7117-The Pile Book Store ΜK 1 В **Roosevelt Road** 4/23/24 S. 60th CT -**Melody Ice Cream Truck** 3331 CR 1 Cicero, IL 4/18/24 S. 60th CT -**Melody Ice Cream Truck** 3331 CR 1 Cicero, IL 4/18/24 S. 60th CT -**Melody Ice Cream Truck** 3331 4/18/24 J۷ 1 Cicero, IL S. 60th CT -**Melody Ice Cream Truck** 3331 Cicero, IL 4/18/24 J۷ 1 **MONTHLY** <u>Actu</u> **TOTALS Goals YEARLY TOTALS** <u>al</u> **New Business** 3 **New Business** 3 Complaint 0 Inspections 0 0 Complaint Insp. 0 3 Very High High 0 22 Routine Insp. 46 Medium 2 13 Low 0 8 Cottage Food 0 Cottage Food 0 0 **Temporary Food** <u>0</u> <u>0</u> **Temporary Food** 0 2 **Total** 49 Total YTD 49

Berwyn Public Health District **Sanitation Report**

4

Berwyn Public Health District Sanitation Report

Graph 1: ROUTINE INSPECTIONS - April 2024 - March 2025



BERWYN SHOPS

No News.

ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

• Hoarding: 0

Uninhabitable

Living Conditions: 0

• Water: 1 - No Hot Water

• Heat: 1

• Other - Bed Bugs: 1

- Mold in Com. Est. 1

GOALS

Completed:

- 1. A completion rate of 2,450% of the Food Establishment Inspections for April.
 - a. We met and exceeded our goal of 90%.

Berwyn Public Health District Sanitation Report

In-Progress Goals:

- 1. A 90% or better competition rate of the Food Establishment Inspections for May.
- 2. By the end of the 2024-2025 Fiscal Year, to have inspected 650 establishments.
- 3. Perfect The BEE Award, formally known as the Sheri Smith Award, to have all details ready to present to the Board.
- 4. Start drafting SOPs stated in the April 2023 Board Meeting.
- 5. BHD can obtain 25% of the prospective food vendors for 2024 Berwyn Shops.
- 6. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
- 7. Create a list of suggestions for BDC: what worked well, what did not, and changes for the following year regarding Berwyn Pop-Ups for Cottage Food Vendors.
- 8. Have a greater understanding of Cottage Food and the process in Cook County.
- 9. Update Food Banks in and near Berwyn. Create an infographic for accessible information for us and residents.

News:

No news.

Prepared by:

Sheri a. Leto

AGENDA ITEM: 5-C

TITLE	Vital Records Activity
MEETING DATE	May 13, 2024
SUBMITTED BY	Salma Nava, Deputy Registrar

SUMMARY

Report of monies collected by the Vital Statistics Department for certified copies of Birth and Death records.

ATTACHMENTS

• Vital Records Report - April 2024

		ACTION PROPOSE	D
X	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

May, 2024

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **April 2024** for certified copies of Birth and Death records as follows

(3 LESS requests than March-2024):

Total Amount Collected	\$3,254.00
Fee to the State of Illinois: (Death Surcharge Fee 157– D.C. Requested): (Total Credit Charges: 57 = Amount: \$1,369.00)	-\$628.00
Health District Portion of Fees:	\$2,626.00
These figures represent fiscal year 2024/2025	
Total Fees Collected (to date):	\$3,254.00
Total paid to State of Illinois (to date):	-\$628.00
Total Berwyn Health District (to date):	\$2,626.00
These figures represent fiscal year 2023/2024	
Total Fees Collected (to date):	\$34,152.50
Total paid to State of Illinois (to date):	-\$5,808.00
Total Berwyn Health District (to date):	\$28,344.50
These figures represent fiscal year 2022/2023	
Total Fees Collected (to date):	\$35,068.70
Total paid to State of Illinois (to date):	-\$5,656.00
Total Berwyn Health District (to date):	\$29,412.70
These figures represent fiscal year 2021/2022	
Total Berwyn Health District (to date):	\$37,523.00
These figures represent fiscal year 2020/2021 Total Berwyn Health District (to date):	\$38,568.00

Respectfully,

Salma Nava Local Registrar



State of Illinois Illinois Department of Public Health

Division of Vital Records (217)785-3164

County of	COOK	District #	03121	County Clerk C	OR	Local Registrar X	ı
i i	Number of certified copies of Death and Fetal Death Certificates issued.	eath and Feta	l Death Certifi	cates issued.			
Check is for the mo	Check is for the month of		20 2	7			
Multiply number o	 Multiply number of copies issued by \$4.00, total amount due \$_	otal amount (due \$	18 If none issue	nd pa	If none issued put 0 in amount due.	
Remit a check made payab completed VR360 form to:	le to the Illinois	epartment of	Public Health	Department of Public Health for the amount stated above along with a copy of thi	bove	along with a copy of	of thi
IDPH Vital Records							
Attn: DCSF/COLDF							
925 E. Ridgely Ave.							
Springfield, IL 62702	702						-
			OR) Ja (_	35	80
Signature of County Clerk		Date	is	Signature of Local Registrar	,	_ثٌ	Date
If vour contact inform	f vour contact information changes, please undate	the following information:		Contact person			
Email Address			Phone number	mber			
VR 360 (rev. 05/17)			Contact us at	Contact us at dttn: Death Surcharge in Subject line">dph.vitals@illinois.gov	: Deat	n Surcharge in Subject li	ine

AGENDA ITEM:



TITLE	Bills Payable and Payroll
MEETING DATE	May 13, 2024
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Berwyn Public Health District Disbursements for Approval is attached for review and approval. Physical invoices and receipts are available for your review and audit.

ATTACHMENTS

Disbursements for Approval – May 13, 2024

	ACTION PROPOS	SED	
INFORMATION	DISCUSSION	Х	REVIEW & APPROVAL
OTHER	,	,	

Item	Ref#	Date	Payee	Description	Account	_	Amount
INTERIN	A DISBURSE		···				
1	Debit	04/02/24	Pitney Bowes Postedge	postage machine & postage auto refill	5620.00	\$	100.00
2	Debit	04/04/24	Constant Contact	monthly charge-annual renewal of software	5625.00		42.75
3	Debit	04/08/24	Ring Central	DigitalLine Unlimited	5720.00		394.27
4	Debit	04/08/24	Buildasign.com	Assessor's office business cards and outdoor flag	1400.00		492.39
8	Debit	04/11/24	Control Company	Annual subscript-power monitoring; vaccine fridge	5610.00		124.00
6a	Debit	04/11/24	Network Solutions	email domain annual renewal, split between H/T	5615.00		259.43
6b				email domain annual renewal, split between H/T	1400.00		259.43
7a	Debit	04/11/24	Society for Human Resources	SHRM membership renewal, split between H/T	5120.00		132.00
7b				SHRM membership renewal, split between H/T	1400.00		132.00
8	Debit	04/15/24	Adobe	software	5615.00		63.74
9a	Debit	04/15/24	Jimmy John's	Dumpster Days staff meal, split between H/T	5615.00		24,11
9b				Dumpster Days staff meal, split between H/T	1400,00		24,10
10	Debit	04/18/24	Jimmy John's	Township Board meeting meal	1400,00		113,39
11	Debit	04/19/24	American Red Cross	CPR program training materials	5325,00		577.14
12	Debit	04/19/24	BuildASign	appointment cards for clinic	5325,00		155.05
13	Debit	04/20/24	American Red Cross	CPR program training materials	5325.00		3,982,84
14	Debit	04/20/24	American Red Cross	CPR program training materials	5325.00		361.81
15	21442	04/24/24	Lawrence Zdarsky	Fees for Tax Rate Objection Lawsuit	5143.00		1,350.00
16	Debit	04/24/24	Familia Fresh Market	Staff meeting snacks	5615.00		48.00
17	Debit	04/25/24	American Red Cross				
18	Debit	04/25/24	Di Nico's Pizza	CPR program training materials	5325.00		347.16
				CPR training class staff meal	5615.00		48.39
19	Debit	04/29/24	Pitney Bowes Postedge	quarterly lease payment	5620.00	-	201.06
				Total Interim Disbursements		\$	9,233.06
		O VENDORS					
1	21443	05/13/24	4Imprint	Promotional materials	5325.00	\$	62,12
2	21444	05/13/24	Able Printing Service, Inc.	Environmental Health: Rodent Inspection Forms	5615.00		325,00
3	21445	05/13/24	Amazon Capital Services	Prime business fee & office supplies	5615.00		643.64
4	21446	05/13/24	AR Electric	installation of new data line + two new info boards	5005.00		428.00
5	21447	05/13/24	BCBS - Profile 43806	2024-05 insurance premiums	5880.00		5,081.93
6	21448	05/13/24	Berwyn General Assistance Fund	Shared employee reimbursement	5326,00		1,053.87
7	21449	05/13/24	Berwyn Township	Shared employee reimbursement	5326,00		1,775.00
8	21450	05/13/24	Cintas	Janitor supplies	5605.00		844.92
9	21451	05/13/24	City of Berwyn - Water	monthly water	5710-00		53,16
10	21452	05/13/24	Comcast Business (Internet)	Internet 4/25/24-5/24/24	5720.00		159.90
11	21453	05/13/24	Dearborn Life Insurance Company	2024-05 insurance premiums	5880.00		63.10
12	21454	05/13/24	Eduardo Cabrera	2024-03 snow removal	5530.00		347.50
13	21455	05/13/24	Health Lab	Labs	5325.00		168.00
14	21456	05/13/24	Illinois Department of Public Health	2024-04 death and birth certificates	5430.00		628.00
15	21457	05/13/24	J P Computer Services Inc.	Software services	5615.00		1,333.34
16	21458	05/13/24	Johnny's Landscaping Services	Grass cut 4/26/24	5505.00		40.00
17	21459	05/13/24	Konica Minolta Business Solutions	Monthly lease			
18	21471	05/13/24	Lawndale News	•	5515.00		523.04
19				Notice-June Public Hearing: Proposed Budget Ordina			168.00
20	21460	05/13/24	Lawrence Zdarsky	2024-05 Legal Services	5143.00		1,555.00
	21461	05/13/24	McKesson Medical-Surgical	Medical Supplies	5610.00		252.76
21	21462	05/13/24	Neelyx Labs	2024-03 COVID tests	5328.00		440.00
22	21463	05/13/24	Nicor Gas	Monthly gas	5710.00		226,41
23	21464	05/13/24	Roscoe	Janitor Supplies	5605.00		1,092.00
24	21472	05/13/24	SBC Waste Solutions	Dumpster Days event + waste service	5505.00		3,534.33
25a	21465	05/13/24	Selden Fox, Ltd.	2024-05 Accounting Services	5105.00		1,975.00
25b		05/13/24		2024-04 & 2024-05 Software	5615.00		550.00
26	21466	05/13/24	Sound InSight Inc	2024-04 Hearing & vision screenings	5332.00		468.00
27	21467	05/13/24	Stericycle	Disposals: monthly medical waste/expired sanitizer	5420.00		6,517.43
28	21468	05/13/24	Vision Service Plan	2043-05 insurance premiums	5880.00		156.99
				Total Disbursements to Vendors		\$	30,466.44
PAYROL	LL CHECKS	& WITHHOLD	INGS SUMMARY				
1 E	Board checks	04/16/24	Board checks	Gross board payroll - April	various	\$	11,114.27
2	EFT	04/15/24	Gross Payroll	Gross payroll 4/1/24 - 4/15/24	various	*	13,818.01
3	EFT	04/15/24	Payroll withholdings	Payroll taxes - 4/1/24 - 4/15/24	various		1,122.43
4	EFT	04/15/24	Employer IMRF Obligation	IMRF match - 4/1/24 - 4/15/24	5835.00		
5	EFT	04/30/24	Gross Payroll				91.42
6	EFT	04/30/24	Payroll withholdings	Gross payroll - 4/16/24 - 4/30/24	various		14,659.26
-		04/30/24		Payroll taxes - 4/16/24 -4/30/24 IMRF match - 4/16/24 - 4/30/24	various		2,023.34
7							175 70
7	EFT	04/30/24	Employer IMRF Obligation	IMAC IIIatcii - 4/10/24 - 4/30/24	5835.00	_	125.28

Berwyn Public Health District Disbursements for Approval May 13, 2024

ltem	Ref#	Date	Payee	Description	Account	Am	nount	
				Total Disbursements for Approval		\$ 8	2,653.51	
				Reconciled Cash Balance at 4/30/24		\$ 80	9,331,77	

CERTIFICATE

May 13, 2024 COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that we have this 13th day of May 2024 examined and approved the foregoing claims or charges against Berwyn Public Health District Fund and that we hereby approve said claims or C

or charge	s and direct the Chairman to pay the same of 2 pages.	, , ,
		Secretary
		Treasurer
		Chairman
	CERTIFICAT	E
	ersigned, Secretary of Berwyn Public Healtl as follows:	n District, Cook County, Illinois, certify
directed tl	oard of the Berwyn Public Health District ex he payment of the foregoing accounts on th amounts are due to the organizations or pe	is 13th day of May 2024 and that the
		Secretary
	Countersigned	
		Chairman

AGENDA ITEM: 7

TITLE Statement of Receipts & Disbursements	
MEETING DATE	May 13, 2024
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 Health District Fund 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 April 30, 2024.

	ACTION PROPOSED								
Х	INFORMATION	DISCUSSION	REVIEW & APPROVAL						
	OTHER								



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 Health Berwyn Public Health District 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 April 30, 2024 of **Berwyn Public Health District.** 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 Public Health District**. 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 Public Health District.

May 8, 2024

Selden Jox, Ltd.

Berwyn Public Health District Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis April 2024

	April 2024	T	entative Budget	Remaining Budget	% of Budget
Income					***
4000.00 Real Estate Taxes			-	-	
4100.00 Property Tax	\$ 2,216.00	\$	745,000.00	\$ (742,784.00)	0.30%
4200.00 Replacement Tax	2,267.49		35,000.00	(32,732.51)	6.48%
4400.01 Fees, Rents and Others				-	
4400.00 Rental income	6,370.00		76,440.00	(70,070.00)	8.33%
4410.00 Vital Record Income	2,265.00		37,500.00	(35,235.00)	6.04%
4450.00 Clinic Fees & Income	223.00		2,000.00	(1,777.00)	11.15%
Total 4400.01 Fees, Rents and Others	8,858.00		115,940.00	(107,082.00)	7.64%
4440.00 Miscellaneous Income	100.00		5,000.00	(4,900.00)	2.00%
4600.00 Investment Income	173.85		15,000.00	(14,826.15)	1.16%
Total Income	13,615.34		915,940.00	(902,324.66)	1.49%
Gross Profit	13,615.34		915,940.00	(902,324.66)	1.49%
Expenses					
5000.00 Capital Outlay				-	
5005.00 Medical & Office Equipment	-		100,000.00	(100,000.00)	0.00%
5006.00 Roof and Building Improvements	-		150,000.00	(150,000.00)	0.00%
5007.00 Park Improvements and Equipment	-		8,000.00	(8,000.00)	0.00%
5010.00 Parking Lot Improvements	-		10,000.00	(10,000.00)	0.00%
Total 5000.00 Capital Outlay	-		268,000.00	(268,000.00)	0.00%
5100.00 Contractual Services				-	
5105.00 Accounting/Bookkeeping	1,975.00		23,700.00	(21,725.00)	8.33%
5106.00 Payroll Processing Fees	-		2,400.00	(2,400.00)	0.00%
5115.00 Annual Audit	-		7,250.00	(7,250.00)	0.00%
5120.00 Association Dues	132.00		2,000.00	(1,868.00)	6.60%
5135.00 Gen Liab, Work Comp, Prop Ins	-		23,500.00	(23,500.00)	0.00%
5140.00 Legal Expense	1,350.00		7,500.00	(6,150.00)	18.00%
5143.00 Health District Attorney	1,500.00		19,000.00	(17,500.00)	7.89%
5144.00 IT Services	-		4,000.00	(4,000.00)	0.00%
5150.00 Website Services	-		4,000.00	(4,000.00)	0.00%
5160.00 Rodent Abatement Agreement	-		40,000.00	(40,000.00)	0.00%
5190.00 Contractual Services - Dental	-		15,000.00	(15,000.00)	0.00%
5195.00 Contractual Services - Pediatri	-		12,000.00	(12,000.00)	0.00%
Total 5100.00 Contractual Services	4,957.00		160,350.00	(155,393.00)	3.09%
5300.00 Health Programs				-	
5310.00 Lead Awareness Program	-		2,500.00	(2,500.00)	0.00%

Berwyn Public Health District Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis

April 2024

	April 2024	Tentative Budget	Remaining Budget	% of Budget
•				
5315.00 Clinics	193.50	10,000.00	(9,806.50)	1.94%
5320.00 Spec. Program - Flu	-	19,000.00	(19,000.00)	0.00%
5325.00 Spec. Programs - Other	5,477.60	40,000.00	(34,522.40)	13.69%
5325.02 Special Program-Combined Veteran	-	4,000.00	(4,000.00)	0.00%
5325.03 Berwyn Holiday Fund	-	4,000.00	(4,000.00)	0.00%
5325.04 Senior Breakfast	-	1,500.00	(1,500.00)	0.00%
5325.05 Sunday Market	-	10,000.00	(10,000.00)	0.00%
5325.06 Marketing and Promotion	-	5,000.00	(5,000.00)	0.00%
5326.00 Spec. Programs - Intergov	2,565.40	35,000.00	(32,434.60)	7.33%
5328.00 Special Programs-Emergency Prep	960.00	10,000.00	(9,040.00)	9.60%
5332.00 Special Prg Eyes for Educati	-	6,500.00	(6,500.00)	0.00%
5334.00 Special PrgHealth Grants	-	80,000.00	(80,000.00)	0.00%
5336.00 Heatlh Families	-	100,000.00	(100,000.00)	0.00%
5337.00 Infrastructure Initiatives	-	1,000,000.00	(1,000,000.00)	0.00%
5340.00 Participatory Budget	-	17,000.00	(17,000.00)	0.00%
5346 New Programs and Initiatives		600,000.00	(600,000.00)	0.00%
Total 5300.00 Health Programs	9,196.50	1,944,500.00	(1,935,303.50)	0.47%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	-	4,500.00	(4,500.00)	0.00%
5410.00 Contingencies	171.97	5,000.00	(4,828.03)	3.44%
5413.00 Transaction Processing Fees	-	6,500.00	(6,500.00)	0.00%
5420.00 Medical Waste Disposal	571.69	7,500.00	(6,928.31)	7.62%
5425.00 Official's Bonds	-	3,500.00	(3,500.00)	0.00%
5430.00 Death Surcharge Fee	276.00	7,500.00	(7,224.00)	3.68%
Total 5400.00 Other Expenditures	1,019.66	34,500.00	(33,480.34)	2,96%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	1,434.69	25,000.00	(23,565.31)	5.74%
5510.00 Janitorial Service	-	3,000.00	(3,000.00)	0.00%
5515.00 Equipment Maintenance Agreement	270.87	4,000.00	(3,729.13)	6.77%
5530.00 Snow Removal	347.50	3,500.00	(3,152.50)	9.93%
Total 5500.00 Repairs and Maintenance	2,053.06	35,500.00	(33,446.94)	5.78%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	822.68	2,500.00	(1,677.32)	32.91%
5610.00 Medical Supplies	124.00	3,000.00	(2,876.00)	4.13%
5615.00 Office Supplies and Expense	1,582.21	10,000.00	(8,417.79)	15.82%

Berwyn Public Health District Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis April 2024

	April 2024	Tentative Budget	Remaining Budget	% of Budget
5620.00 Postage and Meter Rental	301.06	3,000.00	(2,698.94)	10.04%
5625.00 Printing and Publication	42.75	10,000.00	(9,957.25)	0.43%
Total 5600.00 Supplies and Materials	2,872.70	28,500.00	(25,627.30)	10.08%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	281.17	4,000.00	(3,718.83)	7.03%
5720.00 Telephone	544.17	10,000.00	(9,455.83)	5.44%
Total 5700.00 Utilities	825.34	14,000.00	(13,174.66)	5.90%
5800.00 Payroll Expenses			-	
5815.00 Chairman	3,666.67	46,000.00	(42,333.33)	7.97%
5816.00 Secretary	2,850.00	36,200.00	(33,350.00)	7.87%
5817.00 Treasurer	2,850.00	36,200.00	(33,350.00)	7.87%
5820.00 Clerks	7,132.09	162,750.00	(155,617.91)	4.38%
5829.0 Interns	-	45,000.00	(45,000.00)	0.00%
5830.00 Health Director	1,747.60	24,000.00	(22,252.40)	7.28%
5831.00 Taxes - Employer FICA	2,431.10	45,000.00	(42,568.90)	5.40%
5832.00 Taxes - Employer Medicare	568.57	10,000.00	(9,431.43)	5.69%
5833.00 Taxes - SUTA	146.10	3,000.00	(2,853.90)	4.87%
5835.00 Retirement Contribution	216.70	15,000.00	(14,783.30)	1.44%
5840.00 Inspectors	3,787.34	110,250.00	(106,462.66)	3.44%
5841.00 Environmental Health Practioner	4,877.34	65,000.00	(60,122.66)	7.50%
5845.00 Janitor	1,970.75	30,000.00	(28,029.25)	6.57%
5860.00 Public Health Nurses	10,709.75	147,000.00	(136,290,25)	7.29%
5880.00 Grp Health, Vision, Dental Ins	5,302.02	90,000.00	(84,697.98)	5.89%
Total 5800.00 Payroll Expenses	48,256.03	865,400.00	(817,143.97)	5.58%
Total Expenses	69,180.29	3,350,750.00	(3,281,569.71)	2.06%
Net Operating Income	(55,564.95)	(2,434,810.00)	2,379,245.05	2.28%
Net Income	(55,564.95)	\$ (2,434,810.00)	\$ 2,379,245.05	2.28%

Beginning net assets

2,824,811.50

Ending net assets

\$ 2,769,246.55

AGENDA ITEM: 9-A

TITLE	Ebenezer Youth Family Development Initiative
MEETING DATE	May 13, 2024
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY

ATTACHMENTS

- Email from Kay Rops, Dir. of Youth & Community Care, Ebenezer CRC
- Ebenezer Community Church Program Proposal

ACTION PROPOSED									
INFORMATION	Х	REVIEW & APPROVAL							
OTHER									

Jessica Aquino-Rodriguez

From: Kay Rops <kay.rops@ebenezer-crc.org>

Sent: Sunday, April 07, 2024 9:04 PM

To: manager; davidavila@berwyntownship.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

Berwyn Township Proiect Name: Ebenezer Church

Budget Worksheet
Subgrantee Name:
Contract Amount:
Contract Time Period:

50.000

Personnel Costs Salaries and Wages	Builcation							
			Annual Salary	% Time Please indicate the percentage of time that will	Months Please indicate the number of months position will	Amount Requested		Amount Requested
Position Title	Description of Job	# of Docition		be billed to this	be billed to	Calculates	Rate of Fringe	Calculates
Community Organizer	and personal control	2 01 00 00 00 00	2	Area.	17	416 918 00	15%	\$2 527 20
Vouth Menter		2 P	00.027,0T¢	100%	3 6	22,070,070	15/0	20,00
Culinary Coordinator		-) p-	\$6,000.00	100%	1 5	00.000,35		\$0.00
7.						\$0.00		\$0.00
	Total Salari	es and Wages (C	Total Salaries and Wages (Calculates automatically)	ically)		\$25,448.00		
			Total Fringe	Total Fringe Benefits (Calculates automatically)	s automatically	\$2,527.20		
Non-Personnel Costs								
Contractual Services Contractor Name/Vendor	Description of Service (Delivery of grant-related services)	Rate		Hours		Amount Requested Calculates automatically		Notes
indirect cost			10%			\$5,000.00	General a	General admin expenses
						\$0.00		General admin expenses
						\$0.00		
		Tot	al Amount for Cor	Total Amount for Contractors (Calculates automatically)	s automatically	\$5,000.00		
	Description of Service (Advising on delivery of grant					Amount Requested Calculates	Service Select a service	Service Category Select a service category for every
Consultant Name/Vendor	related services)	Rate		Hours		automatically	9	expense.
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00 \$0.00 \$0.00		

\$0.00 \$0.00 \$0.00 \$7,024.80 Service Category Select a service category for every ically \$10,000.00 \$0.00 \$10,000.00	Amount F Colculates automatis	Total Amount for Materials and Supplies (Calculates automatically) Percentage of costs attributed to grant Total Amount for Occupancy (Calculates automatically)	Total Amount for Occupancy (Calculates automatically)			Iraining and Education
\$0.00 24.80 20.00 90.00	Amount F Colculates automatit	Percentage costs attributed to grant		al Amount for Ucc	log	
\$0.00 24.80 cested	Amount F Colculates automatis	Percentage c costs attributed to grant				
\$0.00 24.80 ested	Amount F Colculates	es automatical	\$100.00			facility support
		es automatical	Rate			Description of Cost
		es automatical				Occupancy- Rent and Utilities
			upplies (Calculat	or Materials and S	Total Amount fo	
\$0.00 Supplies						
\$1,114.80 Supplies		1114.8	\$1.00			Sporting equipment
\$3,910.00 Supplies			\$10.00			For for Programs
\$2,000.00 Supplies	20 \$		\$100.00			materials for cooking class
tequested Service Category Select a service category for every cally expense.	Amount Requestee Calculates automatically	Number of Units	Unit Cost	e unit cost column	rogram objectives. Otal amount requested in the	Description of item and justification w/relationship to program objectives. For general office supplies, enter office supplies and the total amount requested in the unit cost column with a quantity of one.
\$0.00	- X	es automatical	Total Amount for Travel (Calculates automatically)	Total Amount fo		Materials and Supplies -
\$0.00						
\$0.00						
\$0.00						
\$0.00						
\$0.00						
\$0.00						
\$0.00						
Requested Service Category Select a service category for every expense.	Amount Requested Calculates automatically	Number of Months	Number of Miles Per Month	Reimbursemen t Amount Per Mile	Number of Positions	Purpose of Travel

\$50,000.00	Total Program Costs	70		
\$10,000.00			occupancy	
\$7,024.80			materials and supplies	Program Costs
\$5,000.00			operation cost	
\$27,975.20			personell cost	
Total	Indirect Costs	Total Direct	Service Category	Category

Total Budget Amount \$50,000,00

Total Amount for Training and Education Costs (Calculates Automatically)

\$0.00

AGENDA ITEM: 9-B

TITLE	EMR Prospect Companies & Tentative Implementation Budget
MEETING DATE	May 13, 2024
SUBMITTED BY	Betsy Canedo, RN

SUMMARY

A list of electronic medical record prospect companies is attached for your review in addition to a tentative budget to implement in full.

Plan is to meet with Dr. Wainer upon his return from vacation to discuss prospect companies and be ready to present a recommendation at the July 29th regular health meeting.

ATTACHMENTS

- EHR Prospect Companies
- Clinic Budget
- List of Equipment for Purchase from Best Buy and CDW

		ACTION PROPOSE	D
Х	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

EHR Prospect Companies

Company	Contact Details	Cost Per:	Additional Monthly Cost	Estimated Monthly Cost
Cerbo	Name: Slyde Email: Slayde - sales@cer.bo	Provider: \$251 Residents: \$100 Nurse:\$148 MA: \$56 Receptionist:\$0	-Telemedicine: \$35 -Texting: \$49 -eFax: \$25 -patient portal:\$115 -\$1200 setup fee	*\$1,230 *one time: \$1,200
eClinical Works	Name: Ron Toth Email: ron.toth@eclinic al.com	Provider:\$699 Nurse:\$0 MA: \$0 Receptionist:\$0	-clearinghouse: \$200 -telemedicine: \$2 per session -texting: \$49	*1,100
Elation	Name: Brendan Carney Email:brendan.c arney@elationhe alth.com	Provider:\$699 Nurse:\$215 MA: \$0 Receptionist:\$0	-Zoom: \$25 -IntakeQ: \$60 -texting: \$49	\$1,300

Features on EHRs

- Telemedicine with multiple users
- o Patient Portal
- RX Script (electronic)
- Texting
- o Patients can fill out forms online and send them to us

All companies are:

- o HIPPA-compliant
 - All patient information is safe
- o Provide Telemedicine
- o Patient Portal
- o Interface with I-care, Health Lab
 - EHR community bi-directional with each other seamlessly
- Compatible with PC/MAC/IOS/Android
- o Cloud-based
 - No need for memory storage hardware in our facility
- o *If we were to terminate the contract/not continue with them we

- would still own all patient information
- o No additional cost for the receptionist

Additional Updates:

- Require new Internet contract, specific to BPHD.
 - o Ensures we are HIPPA compliant.
 - o Ensures only authorized personnel can access information.
 - New printer/scanner that will only communicate with EMR and clinic staff.





• Clinic Budget

- Furniture/Medical Storage:\$70,000
- Hardware:\$30,000
 - Marketing/Events: \$10,000 (over 12 months)
 - Continuing education/Stipend for Providers:\$30,000
 - New internet service: \$2,300 (over 12 months)
 - EMR: \$20,000 (over 12 months)
 - Installation: \$20,000
 - Staff training/Continuing education:\$5,000
- o IT services: \$12,000
 - Season flu for Berwyn residents:\$15,000
 - Medical Supplies: \$10,000
 - Office Supplies: \$5,000

Estimated total:\$220,000



Mabel Asfahani, BSN RN

Nurse | Health Clinic

Berwyn Township | Public Health District

6600 W. 26th St., Berwyn IL 60402

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(708)788-0432 Fax

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		\$169.00
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		Remove

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Space Oray		Remove
AppleCare+ for iPad Pro 11-inch (4th ge	eneration)	\$129.00
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In stock and ready to ship. Delivery options for: 60126 ⁺⁺ ~	Order now. Pick up; in-store: Today at Apple Oakbrook Show more stores	

Smart Keyboard Folio for iPad Pro 11-inch (4th generation)

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4/30/24, 9:20 AM Bag - Apple



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16-inch MacBook Pro - Space Black

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\$2,499.00

Pay 0% APR for 12 months:

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AppleCare+ for 16-inch MacBook Pro (M3)

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\$14.08/mo.

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FREE

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Total

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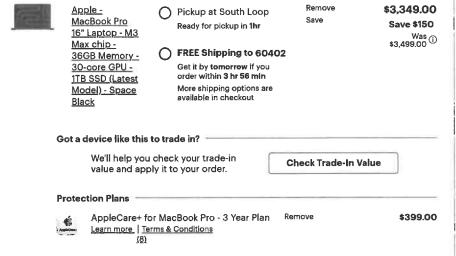
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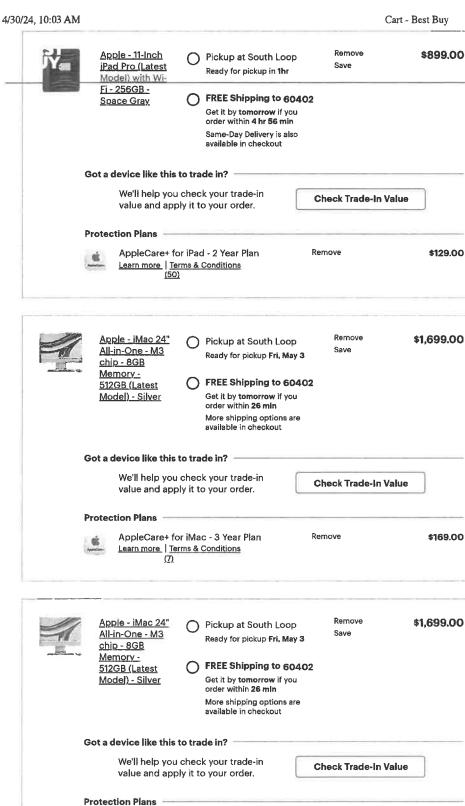
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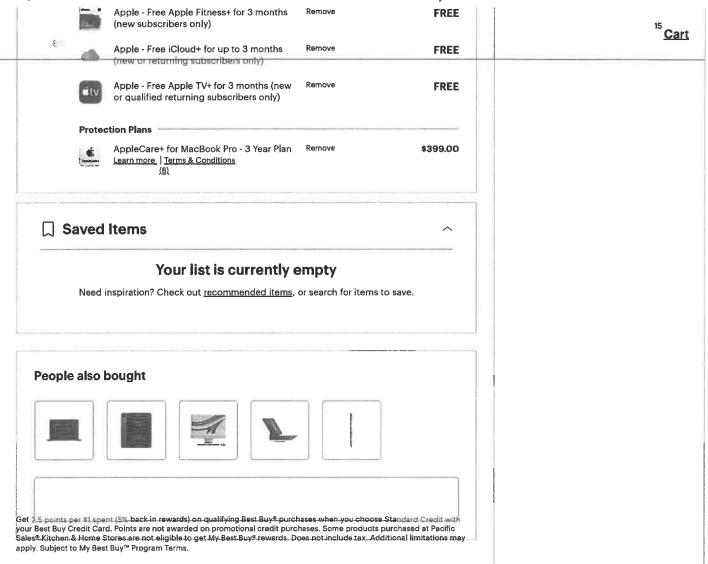
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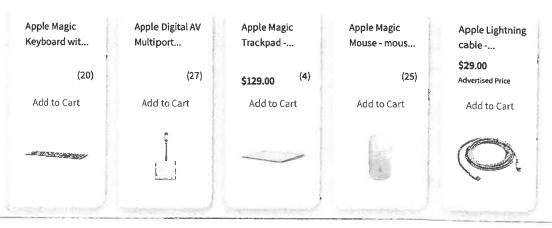
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AGENDA ITEM: 10-A

TITLE	Transfer of Responsibility to Upload Financial Documents to Cook County Tax Extension Portal
MEETING DATE	May 13, 2024
SUBMITTED BY	Margaret Paul, Health Board Treasurer

	SUMMARY	
	ATTACHMENTS	
Letter from Margaret Paul		

	ACTION PROPO	SED	
INFORMATION	DISCUSSION	Х	REVIEW & APPROVAL
OTHER			



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT

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Margaret Paul Town Clerk/ BPHD Treasurer Jacqueline Pereda Town Assessort BPHD Secretary

To: President Avila and Secretary Pareda

Date: May 3, 2024

Re: Transfer of Responsibility to Upload Financial Documents

To Cook County Tax Extension Portal

Dear BPHD Board Members:

One of my duties as Town Clerk has been to submit documents to the Cook County Tax Extension Office. I submit documents for Berwyn Township, Berwyn Public Health District, and the 708 Mental Health Board. The documents include budgets, tax levies, audits, and Comptroller Reports (if necessary).

Prior to the COVID 19 shut-downs, I submitted the documents in person to the county office located in the City - County building in Chicago. The Tax Extension Office now prefers electronic submissions. The Tax Extension "Portal" to submit documents has always been confusing. Their software is designed to better handle fiscal years adopted by cities and villages in Cook County and not townships.

Submitting our financial documents was always confusing due to our fiscal calendar. The County introduced a new Portal system in December when all tax levy ordinances were due to be uploaded. The new system requires more information about levies. It no longer is just a matter of uploading a document. This takes the burden off the County to calculate levies but places the burden on the person uploading the document.

I have discussed this matter with Brian Egan. I believe that he should be the one uploading and reviewing the Portal information. He would be in a better position to recognize issues necessary to prevent any errors occurring in our County financial submittals. He has agreed to assume the responsibility.

Please concur with this transfer of duties from the Clerk to Mr. Egan regarding the submittal of financial documents to the Cook County Tax Extension Office.

Very truly yours, Marsaret Fauf



AGENDA ITEM: 10-B

TITLE Lead Water Service Line Replacement Funding			
MEETING DATE	May 13, 2024		
SUBMITTED BY	Margaret Paul, Health Board Treasurer		

SUMMARY

ATTACHMENTS

- Letter from Margaret Paul
- City of Berwyn Residential Lead Water Service Line Replacement Program

		ACTION PROPOSED				
INFORMATION X DISCUSSION X REVIEW & APPROVAL						
OTHER				•		



Fown Supervisor : BPHD President

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Margaret Paul
Town Clerk' BPHD Treasurer
Jacqueline Pereda
Town Assessor/ BPHD Secretary

To: President Avila and Secretary Pareda

Date: May 6, 2024

Re: BPHD Lead Water Service Line Replacement Funding

Dear BPHD Board Members:

We voted on April 16, 2024 to commit \$100,000 to assist in the replacement of residential lead water service lines located within Berwyn. April agenda Item 10-D was referred to our Budget Committee to be included in the BPHD FY 2024-2025 Budget.

There are approximately 9,000 lead water service lines in Berwyn. The federal government passed the Lead and Copper Rule requiring the replacement of lead and copper water service lines. 56 FR 26460. The Illinois legislature then passed a law requiring all municipalities to replace lead service lines. (415 ILCS 5/17.12). Both of these were unfunded mandates.

The City of Berwyn hired Robinson Engineering to develop its lead service line replacement plan in 2022. The City has completed an inventory of where lead water service lines are located and anticipates the total cost to replace all service lines to be in excess of \$20,000,000. They are seeking grants, both state and federal, to help share the cost.

The City also implemented a shared cost program to encourage resident home owners to encourage the replacement of service lines. The City currently reimburses residents a total of \$2,500. The City also waives all permit fees, TAP fees, sidewalk / street opening fees, and inspection fees.

The City has already in place a program application process. I believe that it would be prudent to provide the budgeted amount as a pledge to the City of Berwyn's program rather than try to implement a new BPHD shared cost program. The City maintains a waiting list, checks to make sure that the applicant is not in debt to the City, and oversees inspection of the replacement project. The latter step makes sure that the project is done correctly. Only then is reimbursed funds made payable.

I am including copies of the City of Berwyn Residential Lead Water Service Line Replacement Program and other documents. I recommend that we refer this matter to Mr. Zdarsky and Mr. Egan to provide guidance as to how best to structure our \$100,000 fund. Perhaps we could create a reserved budget line and invest a partial amount so as to create a continuing fund available until all the lead water service lines in the city are replaced.

Very truly yours

Margaret Pa





¹This document provides a summary of federal drinking water requirements; to ensure full compliance, please consuit the federal regulations at 40 CFR 141 and any approved state requirements.

It was subsequently revised by: the LCR Minor Revisions, 65 FR 1950, January 12, 2000; and the LCR Short-Term Revisions, 72 FR 57782, October 10, 2007.

Lead	and Copper Rule: A Quick Reference Guide
Overviev	v of the Rule
Title ¹	Lead and Copper Rule (LCR) ² , 56 FR 26460 - 26564, June 7, 1991
Purpose	Protect public health by minimizing lead (Pb) and copper (Cu) levels in drinking water, primarily by reducing water corrosivity. Pb and Cu enter drinking water mainly from corrosion of Pb and Cu containing plumbing materials.
General Description	Establishes action level (AL) of 0.015 mg/L for Pb and 1.3 mg/L for Cu based on 90th percentile level of tap water samples. An AL exceedance is not a violation but can trigger other requirements that include water quality parameter (WQP) monitoring, corrosion control treatment (CCT), source water monitoring/treatment, public education, and lead service line replacement (LSLR).
Utilities Covered	All community water systems (CWSs) and non-transient non-community water systems (NTNCWSs) are subject to the LCR requirements.
Public He	ealth Benefits
Implementati of the LCR har resulted in	
Major M	onitoring Provisions
Lead and	Copper Tap

iviajor ivi	OU	itoring Provisions
Lead and	Co	pper Tap
Applicability	►	All CWSs and NTNCWSs.
Standard	F	CWSs and NTNCWSs must collect first-draw samples at taps in homes/buildings that are at high risk of Pb/Cu contamination as identified in 40 CFR 141.86(a).
	 	Number of samples is based on system size (see Table 1).
	•	Systems must conduct monitoring every 6 months unless they qualify for reduced monitoring.
Reduced	▶	See Table 1 for sample number and Table 2 for criteria.
Water Qu	ıali	ty Parameter (WQP)
Applicability	▶	Systems serving > 50,000 people.
	•	Systems serving ≤ 50,000 during monitoring periods in which either AL is exceeded.
Standard	-	WQP samples at taps are collected every 6 months.
	•	WQPs at entry points to distribution system (EPTDS) are collected every 6 months prior to CCT installation, then every 2 weeks.
Reduced	•	See Table 1 for sample number and page 2 for criteria. Does not apply to EPTDS WQP monitoring.

Size Category	System Size	Number of Pb/Cu	Tap Sample Sites ³	Number of WQP Tap Sample Sites ⁴	
Oize Odlegory	System Size	Standard	Reduced	Standard	Reduced
Large	> 100K	100	50	25	10
Laige	50,001 - 100K	60	30	10	7
Medium	10,001 - 50K	60	30	10	7
Mediniti	3,301 - 10K	40	20	3	3
	501 - 3,300	20	10	2	2
Small	101 - 500	10	5	1	1
	≤ 100	5	5	1	1

Table 1: Lead and Copper Tap and WQP Tap Monitoring

With written State approval, PWSs can collect < 5 samples if all taps used for human consumption are sampled.
 Two WQP tap samples are collected at each sampling site.

	Table 2: Criteria for Reduced Pb/Cu Tap Monitoring			
Annual	 PWS serves ≤ 50,000 people and is ≤ both ALs for 2 consecutive 6-month monitoring periods; or Any PWS that meets optimal WQPs (OWQPs) and is ≤ Pb AL for 2 consecutive 6-month monitoring periods. 			
Triennial	 PWS serves ≤ 50,000 people and is ≤ both ALs for 3 consecutive years of monitoring; or Any PWS that meets OWQP specifications and is ≤ Pb AL for 3 consecutive years of monitoring; or Any PWS with 90th percentile Pb and Cu levels ≤ 0.005 mg/L and ≤ 0.65 mg/L, respectively, for 2 consecutive 6-month monitoring periods (i.e., accelerated reduced Pb/Cu tap monitoring). 			
Every 9 years	PWS serves ≤ 3,300 people and meets monitoring waiver criteria found at 40 CFR 141.86(g).			

Lead Consumer Notice

Within 30 days of learning the results, all systems must provide individual Pb tap results to people who receive water from sites that were sampled, regardless of whether the results exceed the Pb AL, as required by 40 CFR 141.85(d).

Consumer Confidence Report (CCR)

All CWSs, irrespective of their lead levels, must provide an educational statement about lead in drinking water in their CCRs as required by 40 CFR 141.154. Must be in 2008 CCR (due July 1, 2009) if EPA is Primacy Agency, State adopts the rule by reference automatically, or adopts during 2008. Otherwise, this statement is required in the 2009 CCR (due July 1, 2010). 2010).

² The June 1991 LCR was revised with the following Technical Amendments: 56 FR 32112, July 15, 1991; 57 FR 28785, June 29, 1992; 59 FR 33860, June 30,

For additional information on the LCR

Call the Safe Drinking Water Hotline at 1-800-426-4791; visit the EPA Web site at http://water.epa.gov/drink; or contact your State drinking water representative.

Treatment Technique and Sampling Requirements if the AL is Exceeded⁵

⁵ Based on 90^{th} percentile level. Multiply number of valid samples by 0.9 (e.g., 10 samples x 0.9 = 9; thus, use 9^{th} highest Pb and Cu test result to compare to AL). For 5 samples, everage 4^{th} and 5th highest results. For < 5 samples, use highest result.

result.	
Water Qualit	y Parameter (WQP)
Applicability	Refer to page 1.
Parameters	pH, alkalinity, calcium (initial only, unless calcium carbonate stabilization is used), conductivity (initial monitoring only), orthophosphate (if inhibitor is phosphate-based); silica (if inhibitor is silicate-based), and temperature (initial monitoring only).
Frequency	 Systems installing CCT, must conduct follow-up monitoring for 2 consecutive 6-month periods. WQP tap monitoring is conducted every 6 months, EPTDS monitoring increases to every 2 weeks. After follow-up monitoring, State sets OWQP specifications that define optimal CCT.
Reduced Tap Monitoring	 Collect reduced number of sampling sites (see Table 1) if meet OWQPs for 2 consecutive 6-month periods. Collect reduced number of sampling sites at reduced frequency if meet OWQPs for: 6 consecutive 6-month monitoring periods can monitor annually; 3 consecutive years of annual monitoring can monitor triennially.
Public Educa	
Applicability	Systems that exceed the Pb AL (not required if only the Cu AL is exceeded).
Purpose	Educates consumers about lead health effects, sources, and steps to minimize exposure.
Delivery Method	CWSs: deliver materials to bill-paying customers and post lead information on water bills, work in concert with local health agencies to reach at-risk populations (children, pregnant woman), deliver to other organizations serving "at-risk" populations, provide press releases, include new outreach activities from list in 40 CFR 141.85(a)(2)(vi), and post to Web site (CWSs serving > 100,000 only). NTNCWSs: posting and distribution to all consumers (can be electronic with State permission). Can apply to CWSs such as hospitals and prisons where population cannot make improvements.
Timing	 Within 60 days after end of monitoring period in which Pb AL was exceeded if not already delivering PE.⁶ Repeat annually except: water bill inserts - quarterly; press releases - 2x/year, and Web posting - continuous. Can discontinue whenever ≤ Pb AL but must recommence if subsequently exceed Pb AL.
⁶ State may allow	extension in some situations. Also, State may require approval of message content prior to delivery.
	Monitoring and Source Water Treatment (SOWT)
Applicability	Systems that exceed Pb or Cu AL.
Purpose	▶ Determine contribution from source water to total tap water Pb and Cu levels and need for SOWT.
Timing	 One set of samples at each EPTDS is due within 6 months of first AL exceedance. System has 24 months to install any required SOWT. State sets maximum permissible levels (MPLs) for Pb and Cu in source water based on initial and follow-up source water monitoring.
Standard	Ground water PWSs monitor once during 3-year compliance periods; surface water PWSs monitor annually.
Reduced	Monitor every 9 years if MPLs are not exceeded during 3 consecutive compliance periods for ground water PWSs or 3 consecutive years for surface water PWSs.
Corrosion Co	ontrol Treatment (CCT)
Applicability	 All large systems except those meeting requirements of 40 CFR 141.81(b)(2) or (b)(3). Medium and small systems that exceed either AL; may stop CCT steps if ≤ both ALs for 2 consecutive 6-month periods but must recommence CCT if subsequently exceed either AL.
Study	 All large systems except as noted above. If State requires study for small or medium systems, it must be completed within 18 months.
Treatment	 Once State determines type of CCT to be installed, PWS has 24 months to install. Systems installing CCT must conduct 2 consecutive 6 months of follow-up tap and WQP monitoring.
OWQPs	▶ After follow-up Pb/Cu tap and WQP monitoring, State sets OWQPs. Refer to WQP section above.
Lead Service	Line Replacement (LSLR)
Applicability	 Systems that continue to exceed the Pb AL after installing CCT and/or SOWT. Can discontinue LSLR whenever ≤ Pb AL in tap samples for 2 consecutive 6-month monitoring periods; must recommence if subsequently exceed.
Monitoring	 Optional: Sample from LSL to determine if line must be replaced. If all samples are ≤ 0.015 mg/L, line is considered "replaced through testing"; must reconsider these lines if Pb AL is subsequently exceeded. Required: Sample from any LSLs not completely replaced to determine impact on Pb levels.
Replacement	Must replace at least 7% of LSLs annually; State can require accelerated schedule. If only portion of LSt is replaced, PWS must:

Notify customers at least 45 days prior to replacement about potential for increased Pb levels.
 Collect samples within 72 hours of replacement and provide results within 3 days of receipt.

If only portion of LSL is replaced, PWS must:



AGENDA ITEM: 10-C

TITLE Residential Floor Mitigation – Downspout Diversion Funding			
MEETING DATE	May 13, 2024		
SUBMITTED BY	Margaret Paul, Health Board Treasurer		

SUMMARY ATTACHMENTS • Letter from Margaret Paul

• City of Berwyn Residential Flood Mitigation Program

	ACTION PROPOSED						
INFORMATION X DISCUSSION X REVIEW & APPROVAL							
	OTHER			*			



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Margaret Paul Town Clerk/ BPHD Treasurer Jacqueline Pereda Town Assessor/ BPHD Secretary

To: President Avila and Secretary Pareda

Date: May 6, 2024

Town Supervisor / BPHD President

Re: BPHD Residential Flood Mitigation - Downspout Diversion Funding

Dear BPHD Board Members:

We voted on April 16, 2024 to commit \$100,000 to assist Berwyn residents who are installing basement flood mitigation systems and incurring costs to disconnect downspouts from City of Berwyn sewers. April agenda Item 10-A was referred to our Budget Committee to be included in the BPHD FY 2024-2025 Budget. I am providing some of the City of Berwyn's flood mitigation program guidelines for your review.

The City of Berwyn, and other communities in our area, have endured increased basement flooding since 2011. The city's sewer system is a "Combined Sewer System" that intakes both storm water, grey water, and sewer water. The antiquated sewer system is approximately 90+ years old and was designed for rains not exceeding 3 inches. Rain totals of more than 7 inches in a short amount of time are now common.

The City has been encouraging homeowners to install flood mitigation systems. Presently the city is able to provide up to \$9,500 toward the costs of a residential installation. They have already in place a program application process. I believe that it would be prudent to provide the budgeted amount as a pledge to the City of Berwyn's program rather than try to implement a new BPHD shared cost program. The City maintains a waiting list, checks to make sure that the applicant is not in debt to the City, and oversees inspection of the replacement project. The latter step makes sure that the project is done correctly. Only then is reimbursed funds made payable.

I am including copies of the City of Berwyn Residential Flood Mitigation Program for your review. I recommend that we refer this matter to Mr. Zdarsky and Mr. Egan to provide guidance as to how best to structure our \$100,000 budgeted fund. Perhaps we could create a reserved budget line and invest a partial amount so as to create a continuing fund available until all the lead water service lines in the city are replaced.

The City of Berwyn



Robert P. Schiller Director of Public Works

A Century of Progress with Pride

Date: January 9, 2024

To: Mayor Robert J. Lovero

Members of the Berwyn City Council

Re: Informational announcement: Cook County partners with Berwyn to provide ARPA funds to supplement

and enhance Berwyn's Flood Mitigation program

I am happy to announce that the City of Berwyn has secured \$500,000 from Cook County to supplement our current Flood Mitigation Grant Reimbursement Program. The Residential Flood Mitigation Shared Cost Program was established to provide financial assistance to homeowners who install systems to protect their homes from sewer backup during a heavy rain event. The program's intent is to offset a portion of the expense of modifying a building's plumbing system to prevent backflow when City sewers are at capacity and assistance to homeowners who desire to protect their home from flooding during a heavy rain event. In late November 2023 Cook County executed the subservient agreement for this program. The following announcement was received from Cook County:

"Cook County has awarded \$500,000 to the City of Berwyn for its Residential Sewer Backup Prevention Program. These funds will be used to expand the City's existing program to reduce residential basement flooding from combined stormwater and sanitary sewage backups. Cook County is providing funding through the American Rescue Plan Act (ARPA) and has allocated \$20 million in ARPA funding to better manage stormwater and build resiliency to climate events throughout Cook County. This project is being supported, in whole or in part, by federal award number ALN 21.027 awarded to Cook County by the U.S. Department of the Treasury."

The following table is the REVISED grant funding provided:

Improvement Type	Current Program Cost Share and Max Reimbursement	Proposed Program Cost Share and Max Reimbursement
Overhead Sewer or Modified Overhead Sewer	50/50 – Max. \$3,500	\$6,000 of funds plus 50% up to \$3,500 of the remaining cost. Applicant would be responsible for permit and inspection fees.
Backflow Prevention Valve and Bypass Pump	50/50 – Max. \$3,500	\$4,000 of funds plus 50% up to \$3,500 of the remaining cost. Applicant would be responsible for permit and inspection fees.
Backflow Prevention Valve	50/50 – Max. \$3,500	\$2,000 of funds plus 50% up to \$3,500 of the remaining cost. Applicant would be responsible for permit and inspection fees.

Any application approved AFTER the execution date of this agreement will be eligible for the increased reimbursement amount. The program does not allow for funding for previously completed projects.

Respectfully.

Robert Schiller

Director of Public Works



Residential Flood Mitigation Shared Cost Pilot Program

OVERHEAD SEWER AND BACKFLOW PREVENTION

February 2, 2024

RESIDENTIAL FLOOD MITIGATION SHARED COST PILOT PROGRAM GUIDELINES

PROGRAM GOALS

The Residential Flood Mitigation Shared Cost Pilot Program was established to provide financial assistance to homeowners who install systems to protect their homes from sewer backup during a heavy rain event. The program's intent is to offset a portion of the expense of modifying a building's plumbing system to prevent backflow when City sewers are at capacity and assistance to homeowners who desire to protect their home from flooding during a heavy rain event.

This is a reimbursement program, in which the homeowners must first receive approval to take part in the program prior to installing a flood mitigation system. Improvements installed prior to approval are not eligible for reimbursement.

To repair or modify building sewer systems, there are three (3) basic options available to the homeowner as follows:

- Modification of the internal waste piping to direct the flow out of the building in a new OVERHEAD SEWER or MODIFIED OVERHEAD SEWER and the elimination of all gravity drainage below the basement floor (Figure 1);
- 2. Installation of a BACKFLOW PREVENTION VALVE and BYPASS PUMP on the building lateral in an underground vault installed outside of the building between the building and City sewer main (Figure 2); and
- Installation of a BACKFLOW PREVENTION VALVE only, on the building lateral outside of the building between the building and City sewer main (Figure 2 without bi-pass pump).

Each of the above approaches has different costs, degrees of disruption and levels of protection. This Program is designed to assist homeowners in reducing the risk of basement flooding due to sewer backups. However, there is always a risk of a sewer backup as a result of unexpected sewer

collapse, obstruction, power failure, extreme environmental or weather conditions or other unforeseen factors, as well as basement flooding due to seepage and other causes. Homeowners assume the risk of loss of any future property damage due to flooding.

Homeowners <u>are required</u> to disconnect roof drainage/downspouts and footing drain sump pumps from their sewer system as an integral component of this program except in specific hardship cases where an exemption may be granted by the City.

Prior to the disconnection of the downspouts, the homeowner will be required to schedule a preliminary inspection with the **Engineering Department** if the homeowner is interested in the **Downspout Disconnection Program** offered by the City. Downspouts previously disconnected will not be eligible for the downspout disconnection program.

Eligible homeowners may qualify for a 50% cost sharing, up to a maximum of \$3,500.00 for installing an overhead sewer system, modified overhead sewer system, a backflow prevention valve with a bypass pump, or a backflow prevention valve only. Please see the letter dated January 9, 2024 for additional assistance available.

HOMEOWNER PROTECTION

Modification of the plumbing in a building (in many cases) can prevent the backflow of sewage into below ground areas of buildings during times of an overloaded combined sewer system. Installation of pump(s), where required, to lift the building's lower level sewage above the street level will provide this positive protection.

In order to fully protect a basement from flooding, in addition to installing a flood mitigation system, homeowners should make sure foundation drains are operating properly to prevent seepage of ground water through walls below grade. (This Program does not cover existing foundation drains, and the City will not test them for proper operation under this Program.) The homeowner has the responsibility for all testing,

inspections and any corrective work that may become necessary.

Homeowners should also make sure their sump/ejector pump(s) operates reliably. The continuous operation of sump/ejector pump(s) is necessary for the proper functioning of overhead sewers, backflow prevention valves and foundation drains. The homeowner is responsible to check the operation of the pumps regularly. The homeowner is responsible for all testing, inspections and any corrective work that may become necessary after the improvements covered by this Program are installed. Homeowners should also install a battery backup system to provide protection in the event of power failure.

The homeowner owns the sewer service from the house to the sewer main, typically located in the center of the road. The homeowner should perform regular maintenance procedures on their sewer lateral line. Such items are use of root killer in the sewer service and regular sewer service and catch basin cleaning. Homeowners can also take part in a sewer line warranty program.

ITEMS COVERED UNDER THIS PROGRAM

This Program covers Flood Mitigation measures. The following are **Eligible** costs that may be covered as part of this program:

- Cost of location, excavation and exposure of the building sewer, including the support of existing structures, for reconnection to a new overhead sewer to the existing sewer line or for the installation of a clean-out for the purpose of lining the sewer lateral to the City's sewer main.
- Cost of a new pump pit, ejector pump and associated electrical and plumbing works needed to lift the drainage from basement plumbing fixtures to an overhead sewer or existing soil stack.
- Cost of trenching and concrete floor replacement.
- · Cost of installing a backflow prevention valve with a bypass (new sump and

ejector pump in an underground vault) and associated electrical and plumbing work.

- Cost of grass seeding or sod to restore disrupted landscape.
- New electrical panels and/or upgrading the house electrical supply to power a new sump pump(s).
- Applicable permit fees.

The following are **Non-Eligible** costs that will not be covered by this program:

- Battery backup system.
- Removal and replacement of interior basement walls and finishes.
- Use of materials not meeting the requirements of the City's Specifications or Codes.
- Ancillary homeowner improvements not necessary to provide sewer backup protection of the basement.
- Planting of new or replacement landscaping (bushes and trees) other than grass seeding or sod.
- Homeowner enhancements not necessary to provide sewage backup protection in below grade levels of buildings.
- Costs associated with disconnecting downspouts, roof drains, and footing drain sump pumps from the City's sewer system.
- Expenses incurred prior to City approval of application packet.
- Inspection fees.

PROGRAM ELIGIBILITY

This program is open to owners of residential properties that are susceptible to sewer backup by way of a gravity sewer line. A property will be eligible for this program only once. Applications will be received until the funds dedicated to this purpose have been expended; afterwards, interested applicants will be put on a waiting list until funds are made available.

Homeowners will be considered ineligible if:

- Any unpaid taxes or water bills or other debt is due to the City.
- Any unpaid final judgments of liability from the office of Adjudication are due and owing.
- Any unpaid City liens are on any property owned by the applicant.
- Any outstanding Code violations exist that the homeowner has been advised of and had not corrected.
- The homeowner is not current on any other City obligations; or not in compliance with requirements of the City Code, including but not limited to multi-family licensing, alarm permitting or vacant building registration.

PROCEDURES

The City will undertake this Flood Mitigation Shared Cost Program immediately to assist with flood prevention. The City reserves the right to modify the administration of the Flood Mitigation Program, as well as policies, procedures and rules adopted under this Flood Mitigation Program as a result of the information and experience compiled throughout the program.

The basic steps in the procedure for the overall program are as follows:

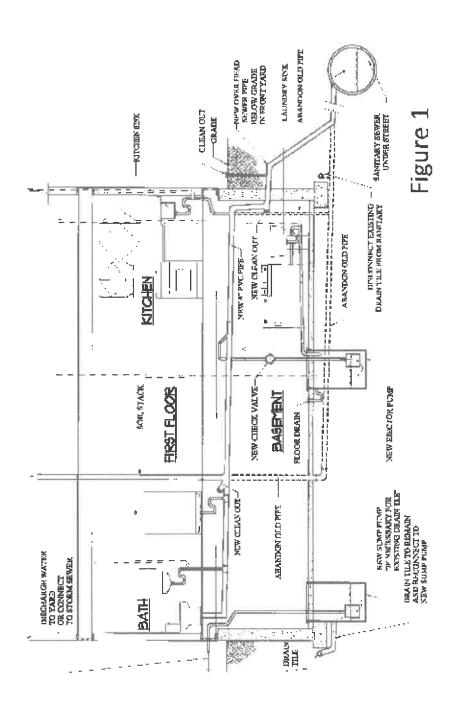
- 1. The homeowner establishes initial intent to participate in the Flood Mitigation Program by contacting the Engineering Department at: 708-749-6434; by email at stormwater@ci.berwyn.il.us; in person at City Hall; or fax 708-749-6593. The homeowner will provide their name, address, phone number and email address on a waiting list application form. The form can also be printed from: http://www.berwyn-il.gov/government/departmental-directory/traffic-services
- 2. The Senior Engineer and/or plumbing inspector will conduct an initial review to determine if the property is eligible. If the property is not eligible, the Senior Engineer will notify the homeowner of the reason for the ineligibility. If the

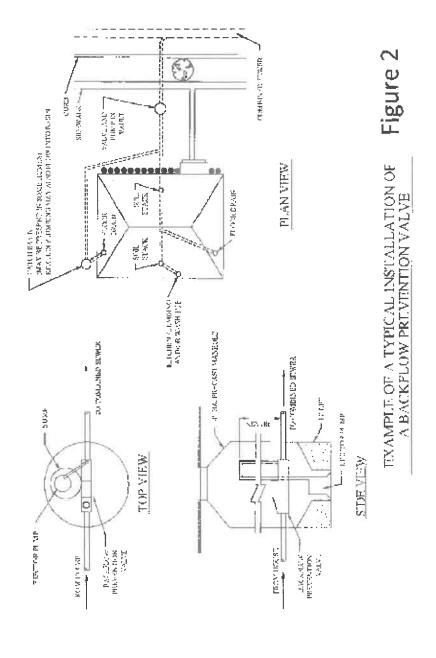
reason for the ineligibility is due to an outstanding debt, judgment or code compliance issue, the homeowner will be allowed to satisfy those obligations, come into compliance with the City Code and re-apply. For purposes of determining priority, the homeowner's place in line will be based upon the date of reapplication.

- 3. The property's sewer service must be televised and a copy of the video must be provided to the **Building Department** for review and approval.
- 4. After being deemed eligible, the homeowner shall give final notice of intent to participate in the program by signing and returning a completed application packet to the **Engineering Department**. The application packet consists of:
 - a) A completed Application, Letter of Agreement, and Downspout Waiver; A
 Contractor's Affidavit form signed and dated by the Contractor;
 - b) A detailed proposal(s) typed on company letterhead from an Illinois licensed plumbing contractor(s), which includes technical information on materials, pumps, valves, electrical panels, etc. that will be used on the improvement. The City encourages homeowners to obtain at least three estimates from qualified contractors for this work; and
 - c) A flash drive containing a copy of the televised sewer video of the property.
- 5. The City reviews the application packet and formally replies to the homeowner of approval or denial. If the City issues a denial, it will set forth a reason for such denial, and allow the homeowner to submit a new or revised proposal.
- 6. If approved, the homeowner shall then authorize the contractor to do the work by executing the contract approved by the City and instructing the contractor to pull (obtain) the permit. **Please note**: Although the building permit fee is waived for this program, the contractor must still obtain the necessary permits from the

Building Department at City Hall (i.e., plumbing, electrical, etc.). Complete a building permit application and submit it with all the necessary proposal documents from the contractor(s) performing the work to the **Building Department**. Your contractor may start the project after the required permits are approved and issued by the **Building Department**.

- 7. The contractor shall follow all project requirements, obtain the permit for construction (permit fees will be waived for items qualifying under this program) and schedule City Inspections (inspection fees still apply) as required during construction. The City shall inspect the improvement, maintain records of inspections and approve the final installation. NOTE: Incomplete or unresolved inspections will delay a homeowner's receipt of reimbursement funds.
- 8. Upon completion of the work, the homeowner shall submit the Request for Reimbursement form to the **Engineering Department**, accompanied by the following:
 - a) Proof of payment;
 - b) Certification from the contractor that the work was completed; and
 - c) Certification from the City Inspector that the work was completed in accordance with City Codes and passed final inspection.
- 9. The Senior Engineer shall review the Request for Reimbursement form, certify the eligible improvement costs and requested reimbursement amount, and forward the approved Request for Reimbursement to the City Finance Department.







- 1. What types of improvements are eligible for funding?
 - The installation of an Overhead Sewer;
 - The installation of a Modified Overhead Sewer;
 - The installation of a Backflow Prevention Valve; or
 - The installation of a Backflow Prevention Valve with a Bypass Pump.
- 2. What is the cost sharing available to residents?
 - 50% of costs up to a \$3,500 maximum. Please see the letter dated January 9, 2024 for additional assistance available.

3. Who is eligible?

Owners of Berwyn residential properties are eligible.

4. How do I apply?

- There are many different ways to apply. You can:
 - a. Visit the **Engineering Department** at the lower level of City Hall between the hours of 9AM and 5PM Monday through Friday; or
 - b. Call the **Engineering Department** at 708-749-6434; or
 - c. Send an email to stormwater@ci.berwyn.il.us with your request to apply, and include your name, address, and phone number; or
 - d. Send a fax to 708-749-6593 with the same information as (c) above; or
 - e. Pick up a Flood Mitigation Program information packet in the kiosk located outside City Hall (available in English or Spanish, bottom right-hand corner boxes), fill out the waiting list application form (page 2) and return it to the **Engineering Department**; or
 - f. Pick up a Flood Mitigation Program information packet at the **Building**Department counter, fill out the waiting list application form (page 2) and



return it to the Engineering Department; or

g. See http://www.berwyn-il.gov/government/departmental-directory/traffic-services and download the waiting list application form (page 2), fill it out and return it to the **Engineering Department** in person, or by dropping it off or mailing it to City Hall, 6700 W. 26th St., Berwyn, IL 60402, or emailing it to stormwater@ci.berwyn.il.us.

5. Can I start the work now?

 No, in order to be eligible for reimbursement, the homeowner <u>must</u> receive final written approval from the City before any construction occurs.

6. What are eligible costs for reimbursement?

- Cost of location, excavation and exposure of the building sewer, including the support of existing structures, for reconnection to a new overhead sewer to the existing sewer line or for the installation of a clean-out for the purpose of lining the sewer lateral to the City's sewer main.
- Cost of a new pump pit, ejector pump and associated electrical and plumbing works needed to lift the drainage from basement plumbing fixtures to an overhead sewer or existing soil stack.
- Cost of trenching and concrete floor replacement.
- Cost of installing a backflow prevention valve with a bypass (new sump and ejector pump in an underground vault) and associated electrical and plumbing work.
- Cost of grass seeding or sod to restore disrupted landscape.
- New electrical panels and/or upgrading the house electrical supply to power a new sump pump(s).
- Applicable permit fees.



7. Who will administer the program?

- The City's **Engineering Department** Senior Engineer and plumbing inspector will approve all the application proposals for installation.
- The Building Department will issue the appropriate permits prior to construction.
- The **Engineering Department** Senior Engineer will approve reimbursement payments after renovations and inspections are completed.

8. What information is required as part of an application?

- The property's sewer service must be televised and a copy of the video must be provided to the **Building Department** for review and approval.
- The following must be provided to the **Engineering Department**:
 - a. A completed Application;
 - b. A completed and signed Letter of Agreement;
 - c. A completed and signed Downspout Waiver;
 - d. A completed and signed Contractor's Affidavit;
 - e. A contractor's detailed proposal, typed on company letterhead, including drawings of existing plumbing and proposed improvements; and
 - f. A flash drive containing a copy of the televised sewer video of the property.

9. Can I e-mail or fax my application?

Yes. Forms can be mailed, hand-delivered, emailed or faxed to the Engineering Department at City Hall, 6700 W. 26th Street, Berwyn, IL 60402.
 The email address is stormwater@ci.berwyn.il.us and the office fax number is 708-749-6593.

10. How does the homeowner obtain reimbursement from the City?

• Upon completion of the work, the homeowner shall submit the Request for



Reimbursement form to the **Engineering Department**, accompanied by the following:

- a. A paid invoice showing proof of payment in full to the contractor, with a detailed breakdown of charges; and
- b. Certification from the contractor that the work was completed.
- The contractor must schedule all relevant inspections through the Building
 Department. The property must pass all required inspections, with a final
 approved inspection report signed off by City staff. NOTE: Incomplete or
 unresolved inspections will delay a homeowner's receipt of reimbursement
 funds.

11. How will I know that you received my application?

 The Engineering Department will notify applicants within two business days via email that it has received their application; if no email address was provided, the department will notify applicants by phone.

12. Miscellaneous Items:

- Work must be performed by an Illinois licensed plumber who is registered to work in the City of Berwyn.
- Homeowners are <u>required</u> to disconnect roof drainage/downspouts and footing drain sump pumps from their sewer system as an integral component of this program except in specific hardship cases where an exemption may be granted by the City.
- For the Downspout Disconnection Program offered by the City, contact the
 Engineering Department for a preliminary inspection prior to disconnection, or go to:
 http://www.berwyn-il.gov/government/departmental-directory/traffic-services.

For more information, email: stormwater@ci.berwyn.il.us.



AGENDA ITEM: 10-D

TITLE	7 th Annual Breast Cancer 5K Walk/Run Sponsorship
MEETING DATE	May 13, 2024
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY	
ATTACHMENTS	
Funding Request for Event	

ACTION PROPOSED						
	INFORMATION DISCUSSION X REVIEW & APPROVAL					
	OTHER					

FUNDING REQUEST FOR EVENT

Event Name: Pink Divas & Gents 5K Sponsorship 7th Annual Breast Cancer 5K

Walk/Run

Requesters of Funds: David Avila & Jacqueline Pereda

Amount Requested: \$2,400

Budget Breakdown:

• \$1,200 from Township for event sponsorship

- \$1,200 from BPHD for event sponsorship
- \$390 for employee event registration

Justification for Funding:

- \$1,000 sponsorship will all for:" Company's logo on T-shirts worn by participants/walkers. Company's name displayed on our website, social media pages, and company's advertisement during the event."
- "All donations are tax deductible and greatly appreciated in our effort to educate, empower, raise awareness, and support men and women affected by breast cancer. Please complete the attached donation form and return it along with your company's name and or logo."

Event Information:

When: June 29, 2024

Where: Morton West High School (Outdoors)- 2400 Home Avenue, Berwyn,

IL 60402

Check In Time: 8:30 am

Walk/Run Begins: 9:30am

Business Vendor Application Due: June 3rd, 2024

Registration Fee Due: May 27th; \$30 guarantees T-shirt

Impact Assessment:

Support community and engage community activities.

Ponk Divas Bents June 4

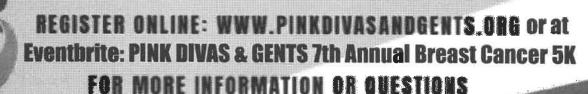


Proudly Supported by Berwyr Mayor Robert Lovero

7th Annual WALK & RUN



MORTON WEST HIGH SCHOOL
2400 HOME AVENUE, BERWYN, IL. 60402
8:30AM CHECK-IN - 9:30AM WALK/RUN
\$30 REGISTRATION FEE DUE BY MAY 27TH (GUARANTEES T-SHIRT)
SAME DAY REGISTRATION IS AVAILABLE (T-SHIRT NOT GUARANTEED)



CALL: (708) 571-0271 OR.

EMAIL: PIKKDIVASALDGENTS@GMAIL.COM



April 5, 2024

Dear Friend:

It is that time of year again!

We would like to invite you to be a part of our 7th Annual "Pink Divas & Gents" Breast Cancer Walk – Run. Due to a great turnout last year, this year we will be walking again at Morton West High School in Berwyn, IL. and we are grateful that we are continually proudly supported by Berwyn's Mayor Robert Lovero. Last year there were approximately 350 walkers/runners that participated and over 13 informational vendors that provided a wealth of resources.

As you know, Pink Divas & Gents is a Cancer Awareness and Support Organization, a 501(c)(3) non-profit that has been influential and dedicated in serving as a catalyst in eliminating socioeconomic disparities and lowering the mortality rate for minorities and underserved women and men in the Chicagoland area and surrounding communities. We are walking because somewhere in the United States someone is diagnosed with breast cancer every 3 minutes...and every 13 minutes breast cancer claims another life.

We are reaching out to businesses/organizations and individuals that we can count on for support. In doing this we want to give your business exposure. If your company would like to support this event, please choose from the sponsorship levels below, or any donation amount that is put on your heart to give is welcomed and acceptable:

- \$2,000 and Higher Company's logo on T-shirts worn by participants/walkers. A Sign with the company's logo (displayed at event). All the items listed below including a vendor booth at the event (optional). Please indicate if you would be taking advantage of participating as a vendor, so that we can provide the necessary set up.
- ✓ \$1,000 Company's logo on T-shirts worn by participants/walkers. Company's name displayed on our website, social media pages, and company's advertisement during the event.
- ✓ \$500 Company's name and/or logo on T-shirts worn by walkers/runners and company's advertisement during the event.
- ✓ Less than \$500 A sign with the company's name and/or logo (displayed at the event) and company's advertisement during the event.

All donations are tax deductible and greatly appreciated in our effort to educate, empower, raise awareness, and support men and women affected by breast cancer. Please complete the attached donation form and return it along with your company's name and or logo.

Public and private organizations, including schools, churches and businesses are all invited to walk/run in support of this initiative. We are confident that with your support we will gain meaningful exposure and gratitude in assisting families affected by this disease.

We hope that we can count on your support for this worthy cause and thank you in advance for your kind consideration!

Yours sincerely,

Janel Moreland Founder & President

Pink Divas & Gents Breast Cancer Non-Profit Organization
PO Box 7193
Westchester, IL 60154-2241
Website: pinkdivasandgents.org
Email: pinkdivasandgents@gmail.com
Contact Number: (708) 571-0271



2024 WAIVER AND RELEASE OF LIABILITY

In consideration of the risk of injury while participating in THE PINK DIVAS & GENTS BREAST CANCER ORGANIZATION WALK/RUN, and as consideration for the right to participate in the Activity, I hereby, for myself, my heirs, executors, administrators, assigns, or personal representative, knowingly and voluntarily enter into this waiver and release of liability and hereby waive any and all rights, claims or causes of action of any kind whatsoever arising out of my participation in the Activity, including traveling to and from an event related to this Activity.

I AM VOLUNTARILY PARTICIPATING IN THE AFOREMENTIONED ACTIVITY AND I AM PARTICIPATING IN THE ACTIVITY ENTIRELY AT MY RISK. I ACKNOWLEDGE THAT THIS ACTIVITY MAY INVOLVE A TEST OF A PERSON'S PHYSICAL AND MENTAL LIMITS AND MAY CARRY WITH IT THE POTENTIAL FOR DEATH, SERIOUS INJURY, AND PROPERTY LOSS. The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather, lack of hydration, condition of participants, equipment, vehicular traffic and actions of others, including but not limited to, participants, volunteers, spectators, coaches, event officials and event monitors, and/or producers of the event.

I ACKNOWLEDGE THAT I HAVE CAREFULLY READ THIS "WAIVER AND RELEASE" AND FULLY UNDERSTAND THAT IT IS A RELEASE OF LIABILITY. I EXPRESSLY AGREE TO RELEASE AND DISCHARGE THE PINK DIVAS & GENTS BREAST CANCER ORGANIZATION AND ALL OF ITS AFFILIATES, PARTNERS, MANAGERS, MEMBERS, AGENTS, ATTORNEYS, STAFF, VOLUNTEERS, HEIRS, REPRESENTATIVES, PREDECESSORS, SUCCESSORS AND ASSIGNS, FROM ANY AND ALL CLAIMS OR CAUSES OF ACTION AND I AGREE TO VOLUNTARILY GIVE UP OR WAIVE ANY RIGHT THAT I OTHERWISE HAVE TO BRING A LEGAL ACTION AGAINST THE PINK DIVAS & GENTS BREAST CANCER ORGANIZATION FOR PERSONAL INJURY OR PROPERTY DAMAGE.

Please initial that you have read and understand the above waiver_____

USE OF PHOTOS

I hereby grant the Pink Divas & Gents Breast Cancer Organization permission to use my likeness in a photograph, video, or other digital media in all of its publications, including web-based publications and social media, without payment or other consideration.

I hereby irrevocably authorize the Pink Divas & Gents Breast Cancer Organization to edit, alter, copy, exhibit, publish, or distribute these photos for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo. **Please initial**



2024 MEDICAL CONSENT-WAIVER

I hereby hold harmless, release, and forever discharge the Pink Divas & Gents Breast Cancer Organization and its Partner(s) from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

If I should require medical care or treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

Please initial

I, the undersigned participant, affirm that I am of the age of 18 years or older, and that I am agreement in its entirety. I certify that I have read this agreement in its entirety and that I fu content and that this release cannot be modified orally. I am aware that this is a release of I and that I am signing it of my own free will.	ılly understand its
Participant's Name (print):	
Signature (minors do not sign):	
Today's Date or Event Date:	



2024 PARENT/GUARDIAN WAIVER FOR MINORS

In the event that the participant is ur a parent or guardian, as follows:	nder the age of consent (18 years	of age), then this release must be signed by
I hereby certify that I am the parent above, and do hereby give my conse		minor participant named egoing on behalf of this individual.
Parent/Guardian Name:		
Relationship to Minor:	3	
Parent/Guardian Signature:		
Todav's Date or Event Date:		



7th Annual Breast Cancer 5K Walk /Run 2024

Saturday, June 29, 2024

Business - Vendor Application
Donations of Any Amount are Welcomed to Secure
Your Spot

(Includes table & chairs) (Must bring your own tent - optional) Application due by June 3rd, 2024

(PLEASE PRINT CLEARLY

Business Name	
(Contact Person)	
Address	
(Contact Number) Fax	Email
What will you be marketing or promoting?	
I, the above exhibitor agrees to hold harmless to Cancer Organization) from any liability, loss or to sale merchandise of any kind. I agree to abid responsibility for my display and items.	damage to any item or member. I agree not
Signature of contact person	Date

Make Check or Money Order payable to: Pink Divas & Gents Organization PO BOX 7193 Westchester, IL 60154

THIS APPLICATION MUST BE RETURNED NO LATER THAN JUNE 3, 2024, TO RESERVE YOUR SPOT.

Any questions, please call Janel Moreland at (708)296-9274 or Email pinkdivasandgents@gmail.com

PONATION FORM PONK DIVESS Breast Cancer Support & Awareness & Gents

7th Annual Breast Cancer Awareness 5K Walk & Run 2024 Please return this form with your donation

Amount of donation \$	
Organization's/Individual's Nam	ne:
Address:	City, State, Zip:
Name of Contact Person:	Phone:
Mail/Return this form & payme	ent to:
Pink Divas & Gents NFP Organization PO BOX 7193 Westchester, IL 60154 Or give online at www.pinkdivasan	
available for take home post walk or selections. Please return form & payment for selections.	ivor Yard Signs which will be posted at the Walk & or stored by Pink Divas & Gents for future walks. sign by Monday, June 3, 2024.
Our Angel Earned His/Her Wings (n	
Our Survivor Didn't Fight Alone (na	
our burvivor bluff t right Alone (na	ime on signi

We are a 501c3. Your Donation is Tax Deductible.
THANK YOU FOR YOUR SUPPORT!!!



7th Annual Breast Cancer 5K Walk /Run

2024 Registration Form

Where: Morton West High School (outdoors) - 2400 Home Avenue, Berwyn, IL 60402
Check In Time: 8:30AM

Registration Fee: \$30 per person (includes a T-shirt to be worn at event)
Registration Deadline for guaranteed T-Shirt is Monday, May 27, 2024
'Must Register Children 12 years & Older to receive t-shirt'

Team Captain (if applicable)

Team Captain (if applicable)				4				
Name:				Male:		_ Fem	ale:	
Address:	Ci	ty:		-A	Sta	te:	Zip:	
Email:								
Phone #:	_ Age	(if 1	mder	18):	Survi	vor: Y_	N_	
Shirt Size: (Adult Unisex) S	M	L	XL	2XL	3XL	4XL	(Circle	One

- Please Return this form along with all Payments, Donations &/or Pledges to
 Pink Divas & Gents PO BOX 7193, Westchester, IL 60154 or Email forms to
 pinkdivasandgents@gmail.com (payment must be received prior to event) or Register
 online at pinkdivasandgents.org or Eventbrite.com Pink Divas & Gents 5k Walk Run
- Please Make Checks/M.O. Payable to "Pink Divas & Gents" Cash App \$pinkdivasandgents
- * Same Day Registration & Registration after Deadline are available (T-Shirt NOT guaranteed)

Children Under 16 years of age must be accompanied by an adult

For more information or any questions call: Janel Moreland at (708) 571-0271

Email: pinkdivasandgents@gmail.com - Website: www.pinkdivasandgents.org

PONK DIVAS Breast Cancer Support & Awareness Breast Cancer Support & Awareness

Pledges & or Team complete Form online at www.pinkdivasandgents.org

7th Annual Breast Cancer Awareness 5K Walk & Run 2024

Team Name (if applicable):	Total # of Team Members:			
Team Captain (if applicable):	Trophy for the BIGGEST TEAM!			
Trophy and Bragging Rights f	or the person with the	most funds Pledged/Raised/Donated!		
Each Participating Team	Member Must Complet	te a Registration Form and Waivers		
Pledgers/Team Members	Amount Enclosed	Please indicate if Walking or Donating		
1.	\$			
2.	\$	-		
3.	\$	20		
4.	\$	-		
5	\$			
6.	\$	-		
7.	\$			
8.	\$			
9.	\$			
10.	\$	3		
11.	\$			
12.	\$			
13.	\$			
14.	\$			
15.	\$			

^{*}Please make checks payable to the Pink Divas & Gents Organization or CashApp: \$pinkdivasandgents
Any questions, please contact Janel Moreland at (708) 571-0271 or
Website: pinkdivasandgents.org - Email: pinkdivasandgents@gmail.com



AGENDA ITEM: 10-E

TITLE	Multi-Use Athletic Field and Walkway
MEETING DATE	May 13, 2024
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY

ATTACHMENTS

- i. Letter from David J. Avila
- ii. Information originally presented to board on March 31, 2023
- iii. Article: Preliminary review of Part 2 of the U.S. Federal Government's tire crumb rubber FRAP analysis as prepared by the Recycled Rubber Coalition
- iv. Proposal from Team REIL Inc. dated 5/6/2024
- v. Proposal from FieldTurf dated May 2, 2024

ACTION PROPOSED						
INFORMATION	Х	DISCUSSION	Х	REVIEW & APPROVAL		
OTHER						



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT

"A TRADITION OF SERVICE" 6600 W. 26th Street • Berwyn, IL 60402 (708) 788-6600 • Fax (708) 788-0432



MARGARET PAUL Secretary, Board of Health Township Clerk JACQUELINE PEREDA Treasurer, Board of Health Township Assessor

May 8, 2024

TO: Berwyn Health Board / Berwyn Town Board

FROM: David J. Avila, Township Supervisor & Health Board President

RE: MULTI-PURPOSE ATHLETIC FIELD @ BASEBALL ALLEY

It has been approximately one year since I first introduced the idea that Berwyn should improve "BASEBALL ALLEY" into a MULTI-PURPOSE ATHLETIC FIELD and HEALTH & WELLNESS WALKWAY. This cooperative project between the City of Berwyn, the Township and the Public Health District could benefit ALL Berwyn Residents. The promotion of sports, physical activity and open space will foster a healthier community and economic vitality in our neighborhoods.

I attach some of the information that was originally provided to the BOARDS. (This includes a rough draft of an ICA with the City) I respectfully request that you once again consider this worthwhile endeavor. If you concur, I request that each Board approve the following procedure:

- A. Agree in concept that the BPHD will contribute up to a maximum of \$1,000,000; and the Township would contribute up to a maximum of \$500,000.
- B. The BOARDS authorize to begin negotiation with the City, to launch the project; and enter into either an INTERGOVERNMENTAL COOPERATION AGREEMENT and/or a JOINT-PURCHASING COOPERATIVE AGREEMENT between the City and our two entities.
- C. That within those agreements responsibilities and benefits will be set forth, including but not limited to (1) ongoing maintenance responsibilities; (2) further financial obligations; (3) proper naming rights and recognitions; (4) ongoing program and services decisions; and (5) responsibilities for development, bids, etc.
- D. It is critical that ALL BERWYN RESIDENTS & NEIGHBORHOODS shall be beneficiaries of this project.

THANK YOU FOR YOUR CONSIDERATION OF THIS MATTER.

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NOTICE OF PUBLIC MEETING - PLEASE READ

The Berwyn Township Board will conduct a regular meeting on Friday, March 31, 2023, at 6:00 PM via Teleconference (See bottom of Agenda for log-in information). A copy of the meeting recording will be available to residents for 30 days from the meeting date.

Any person wishing to submit comments for the Open Forum for this meeting may do so by 4:00 PM on the meeting date to Health Board Secretary 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 Health Board Meeting Record.

BERWYN TOWNSHIP BOARD OF TRUSTEES MEETING AGENDA Friday, March 31, 2023 | 6:00 PM



- 1. ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. OPEN FORUM
- 4. MULTI-USE ATHLETIC FIELD & WALKWAY
- 5. ADJOURNMENT

TOWNSHIP OF BERWYN



Supervisor
David J. Avila
Town Clerk
Margaret Paul
Assessor
Jacqueline Pereda



Board of Trustees
Edward Espinoza
Tomasa Ambriz
Jesse Miranda
Maribel Zapata

March 21, 2023

RE: Multi-purpose sports field and walkway

Dear Berwyn Township Board:

There is often a negative perception of allocating funding to creating multi-use athletic fields. Still, the overall benefit to students and our community is immeasurable, not to mention the impact a sports field can have on our community for years to come. Sports and exercise can yield many positive outcomes, including healthier communities, raising standards and economic vitality, and meeting children's and young people's needs.

According to findings from a community health needs assessment conducted by The Alliance for Health Equity CHNA in 2019, increased health equity, improved health, improved quality of life, and increased life expectancy were identified as priority health needs in our community. Public sports and leisure facilities are a crucial indicator of local government provisions. They significantly contribute to advancing health equity and addressing these needs.

In this packet you will find community assessment findings, financial memorandum, articles that address the benefits of said facility, renderings of the proposed site for development, and the intergovernmental agreement between the City of Berwyn, the Berwyn Township, and the Berwyn Township Public Health District.

Please contact me directly before the meeting date if you require additional information not provided in this packet. If there have no further questions, please approve as submitted.

Respectfully,

David J. Avila

Township Supervisor

JAR

BERWYN TOWNSHIP FIELD

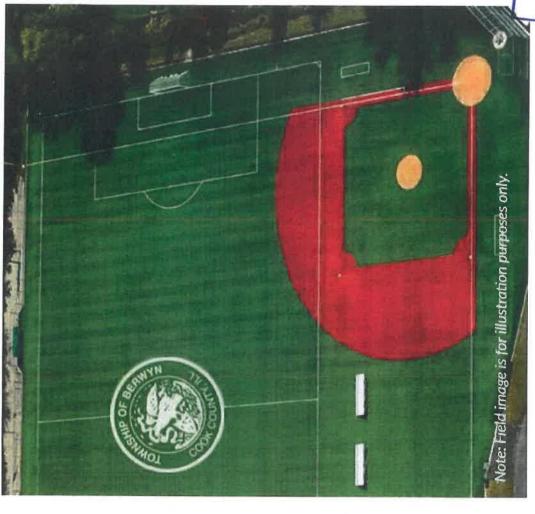
MULTI-USE ATHLETIC FIELD & WALKWAY

Highschool Regulation Sports Field Baseball, Football, Soccer, La Crosse

- Promote community engagement and development
- Support physical and mental health through

sports and exercise

- Provide opportunities for students who, due to economic status, might not have the opportunity to pursue education beyond high school
- Recreational teams will have access to local training field



TCOPY

RIDGELAND AVE.

31st ST.

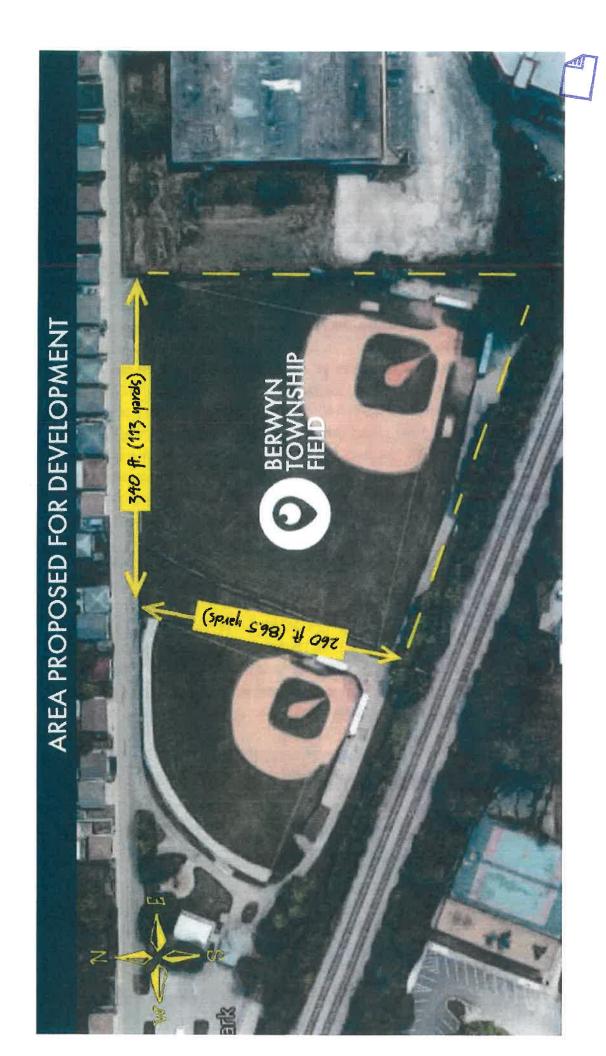
Berwyn Police Dept.

Berwyn Recreation Dept.

EAST AVE

Janura Park

SITE LOCATION





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619 Enterprise Drive | Oak Brook, Illinois 60523 | www.seldenfox.com p 630.954.1400 | f 630.954.1327 | email@seldenfox.com

MEMORANDUM

To: David Avila, Berwyn Township Supervisor

From: Brian Eagan

Date: March 24, 2023

Re: Funding for multi-purpose athletic fields

The Township Trustees for Berwyn Township and the Board of Health for Berwyn Health District are considering a project to fund the development and installation of a multi-purpose athletic field. As the accountant for both entities, I wanted to provide some specifics as it relates to the funding of this project and overall impact on the finances of the various entities. Here are some important points to understand as you consider this project, and all comments are based on an anticipated cost and subject to change in the costs are different than projected as of this date:

- 1. The entities currently has available cash reserves to pay for this project in its entirety. The entities would not need to consider an additional tax levy in order to fund this project and would not cause future levies to be impacted.
- 2. After funding this project, all entities would still have cash reserves available.

An important consideration of this project is reserves, particularly excess reserves. The maximum cash reserves the entity is allowed to have is not unlimited. There are court cases that have set the precedent limiting reserves to 200% of the average expenses over the last three years, and the DCEO recommends a minimum cash reserve of 6 months of operating expense. This information is easily found in the question and answer section on the Township of Officials website. At present time, there is no enforcement by the state as it relates to excess reserves, however, should a legal situation arise related to reserves, the Berwyn entities could be in jeopardy of losing these reserves. Possible actions that have been considered include turning the excess funds over to the state, returning these funds through a tax levy rebate, and suspending the entities ability to levy taxes in future years.

I have attached a Financial Projections of Multi-Purpose Athletic Field schedule that shows the impact this project would have on the reserves based on the estimated cost of the project provided at the most recent board meetings. It shows that at this time, each entity has reserves in excess of the 200% of the average expenses over the last three years. After funding the project, all of the entities will still have a minimum of 12 months of operating expenses available as cash reserves.

Since I have worked with the Berwyn entities starting in 2012, the boards have always recognized the importance of having reserves and the risk of having excess reserves. However, neither entity has spent any of these reserves and has generated operating surpluses each year, causing the reserves to increase each year. It is due to this prudent fiscal management that has put the Berwyn entities in a position where they can consider large dollar projects and fund them in full without additional tax levies or the need to issue bonds.



Berwyn Health District / Township Financial Projections of Multi-Purpose Athletic Field For Illustrative Purposes Only

	Health District	Township
Cash reserves at 3/31/22 200% of three year average expenses	2,431,071.00 1,288,536.00	894,703.00 782,354.00
Excess reserves	1,142,535.00	112,349.00
Cash reserves at 3/31/22 Estimated funding of project	2,431,071.00 1,000,000.00	894,703.00 500,000.00
Cash reserves after funding the project	1,431,071.00	394,703.00
Excess reserves after funding project	142,535.00	
Estimated number of months reserves before funding the project	45	27
Estimated number of months reserves after funding the project	27	12

Priority Community Health Issues

Based on the findings from the collaborative assessment methods, the 2019 Alliance for Health Equity CHNA identifies the following community health priorities.

Figure 17. Priority Community Health Issues, Alliance for Health Equity, Chicago and Suburban Cook County, 2019

Social and Structural Determinants of Health

Addressing Structural Racism and Advancing Racial Equity
 Policies that Advance Equity and Promote Physical and Mental
 Well-Being
 Conditions that Support Healthy Eating and Active Living
 Community Engagement in Decision-Making

- Economic Vitality and Workforce Development
- **Education and Youth Development**
- Environmental Justice and Sustainability
- Food Security and Food Access
- Housing, Transportation, and Neighborhood Environment
- Structural Racism and Structural Inequities
- Violence, Trauma, and Community Safety

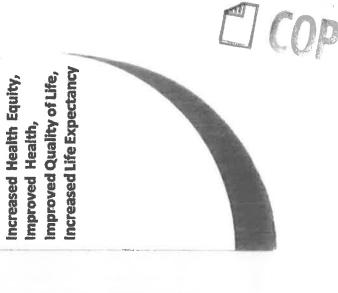
Access to Care, Community Resources, and Systems Improvements

- Increased Timely Linkage to Appropriate Care, including Behavioral Health and Social Services
- Resources, Referrals, Coordination, and Connection to Community. Based Services
- Trauma-Informed Care
- Diversity and Inclusion in Workforce
- Care based in Cultural Humility and Cultural Competence
- Data Systems



- Chronic Conditions: Risk Factors, Prevention, and Management
- Asthma
- Cancer
- Complex Chronic Conditions
- Diabetes
- **Heart Disease**
- Hypertension
- Obesity
- Maternal and Child Health including maternal and infant mortality
- Injury

including violence-related injury



Alliance for Health Equity | 42





August 31, 2020

Master Planning, Governance, Engagement

The Benefits of Multi-Use Facilities

MELISSA DRISCOLL

It's not surprising that we have seen a rise in multi-user, shared or multi-purpose facilities. Multi-use facilities provide a feasible solution when the availability of greenspace is limited, when clubs have smaller membership numbers or distinct playing times, or when resources are limited. However, we have found that there is an expectation from some clubs that Council will provide each club with their very own exclusive-use clubhouse and activity space. The dissonance between expectations and feasibility can stifle the development of new facilities.

One of the primary responsibilities of local government, as the lessor of most community spaces, is to provide a wide range of critical local area services and infrastructure to support and meet the needs of the local community. It is also local government's responsibility to do this in a fiscally-responsible way, ensuring that Council's revenue (including revenue generated from rates and grants) is invested in the community. There needs to be a balance between the community needs and the costs, with consideration given to community growth and future costs, such as asset maintenance and replacement.

While each local sport and community group may desire their own space, the reality is that the expenditure required to develop and maintain a facility for each community group makes this untenable, especially when membership or facility usage is low or restricted to only a defined period (e.g. after school hours and weekends). This situation gives rise to the multi-user space as a necessary solution.

The practicalities of operating within a multi-user space is not without its challenges and requires club members to embrace flexibility, problem-solving and teamwork. These attributes also happen to be desirable for the successful operation of community organisations regardless of facility sharing. The formation of well-functioning user groups, written user or lease agreements and the development of facility master plans can support the success of multi-use situations.

If club members are able to let go of the old ways and work together, clubs can ultimately end up with better facilities than they would have within an exclusive, lower use situation. More participants and more use of a facility means Council can justify more investment. This is also reflected in the provision of grant funds, with funding providers preferring to offer funding to multi-user facilities where greater community outcomes can be achieved. In some cases, commercial multi-user arrangements are possible, making them a potential revenue source for the primary lessee.



In the long term, as participation trends come and go, well-designed multi-user facilities are more able to accommodate growth, and even adapt to complete changes in activities, with only minor adjustments, future proofing the high investment made in the original infrastructure.

In order to have access to the best participation spaces available, it is essential that community groups adapt their operations towards successful multi-use arrangements, to the benefit of all.

CPR GROUP1800 100 204 INFO@CPRGROUP.COM.AU
This website and its contents are the copyright of CPR Group © 2020 All rights reserved.
https://www.cprgroup.com.au/plog-articles/2020/8/31/the-benefils-of-multi-use-facilities



IDEAS

Stantec.
July 14, 2020
Ry Scott Klaus

Beyond sports: 4 ways investments in athletic facilities improve communities

As entire sports seasons have been put on hold or canceled due to the COVID-19 pandemic, the absence of sports has served to remind us of their importance. From gridirons to gymnasiums, from ice rinks to aquatic centers, athletic facilities serve as the anchor for many communities to congregate and participate in or cheer on games of friendly competition. They bring us together. And while they may look different in a post-COVID-19 world, these facilities will remain integral parts of our lives.

Millions of dollars are spent each year on athletic programs and facilities at every level, from high school programs to elite professional organizations. Athletic facilities are integral to our communities, schools, and cities serving people of all ages and skill levels. But why are sports so important and why do they play such a large part in our society? Why do we spend such large amounts of money on facilities for these sports to take place? Here are four ways athletics facilities impact students, schools, and the community.

1. The building blocks for important life skills

With most schools and athletic facilities shuttered during the pandemic, coaches have worked diligently to stay engaged with their student athletes by holding conference calls and providing workouts for athletes to stay in shape. However, training independently can only be successful to a point. Student athletes need access to facilities and to work with their teammates in order to hone their skills and learn from each other, and athletes and coaches alike are looking forward to the day these spaces can safely reopen.

In addition to keeping students active and healthy, athletics provide an opportunity for students to learn skills that they might not otherwise obtain in a classroom or other life experiences. Sports builds character and self-esteem by requiring students to understand what it means to compete, work hard, and lead. They can see the work that goes into practice translates into positive results on the field. It also teaches students to handle failure, criticism, pressure, adversity, and how to learn from their mistakes.

The ability to be coached is a life skill that serves all athletes well throughout their lives. Sports teaches students what it means to be part of a team that works together toward a common goal—and feeling accountable to others and accepting other's mistakes.

2. A brighter social and economic future

Students who participate in sports also have higher attendance rates, missing five fewer school days per year, along with increased levels of engagement and better academic success in the form of higher grades and graduation rates. Additional studies have shown that student athletes are less likely to get pregnant or use drugs, both of which can have a detrimental effect on their ability to earn a high school diploma and maximize their lifetime earnings.

Athletics also provide opportunities for students who, due to their economic status, might not have the opportunity to get an education beyond high school. While the number of athletics scholarships by percentage is low, the NCAA reports that more than 150,000 student athletes receive nearly \$3 billion in athletics scholarships every year from Division I and II schools. Division III schools are not allowed to award scholarships, but they are typically smaller private colleges who give merit awards for student accomplishments. Most of these athletes do not go into professional sports,

COPY

but they are given the opportunity to earn a degree and choose a career, ultimately ending up with a much higher earning potential than they would have had otherwise.

3. A beacon of pride for the school and community

Athletic facilities represent a school district or community and are often the first introduction for visiting schools and communities that travel to watch their own students compete. Communities can have great pride in the facilities that they have been able to provide for their students. Likewise, facilities that are outdated, poorly maintained, or in disrepair can also be

Athletic facilities and the millions spent on them each year are about more than just sports. They are a point of pride for communities.

a source of shame. The pride an athletic facility creates can have a positive or negative impact on the attitude of the athletes and the overall performance of a team. We see this firsthand with projects like the <u>Del Valle High School Athletics Facility</u>, where the transformation from an inadequate sports complex to a collegiate-level design that celebrates hard work and student achievement has boosted athletic performance and created a sense of place and belonging.

Communities can also benefit economically by providing athletic accommodations. For example, the 1,200-seat Westside Aquatic Center in Lewisville Independent School District, home to one of the only Myrtha competition pools in Texas, is capable of hosting large meets ranging from district championships and pro-am events to an international water polo tournament where teams from the US, Australia, Brazil, Canada, China, and Japan competed for a spot in the 2016 FINA World League Super Final. These events draw people who then purchase goods, eat, and sleep in the area. Surrounding communities with lesser amenities are also likely to ask to rent out a neighboring facility like this for a playoff game to accommodate more spectators. Facilities can also be rented out to local teams and groups to help create revenue or offset maintenance costs.

While the impact of COVID-19 will almost certainly change the spectator experience, it will not eliminate in-person viewing in the long term. The world continues to adapt to new physical distancing standards to support public health, and sports complexes can use the lessons learned from other industries to ensure the safety of visitors. Changes in cleaning regimens and operational protocols will allow facilities to host spectators, which will continue to provide an economic boost for communities.

4. Improving the experience for everyone

Modern educational sports facilities are being created to be more multipurpose and serve more than just the student athletes and marching bands. They are being created to support learning for careers that revolve around sports. Those careers include marketing, video editing, broadcast, technology, physical training, physical therapy, culinary, and event management. The sport facilities can simulate an experience that students could receive in the real world. In some cases, like Planet Ford Stadium, students are given a small stipend to operate the scoreboard for an evening.

There is often a negative perception about the funding that is allocated to the creation of stadiums and sport complexes, but the overall benefit to students and communities is immeasurable. I have great pride as an architect who has had the opportunity to design and deliver stadiums, arenas, natatoriums, and practice facilities to communities. There is nothing like seeing the excitement and joy on the faces of students, coaches, parents, and spectators on opening night. It is also wonderful to know what impact these places will have on communities for years to come.

A design architect, <u>Scott</u> focuses on athletic facilities and education projects.

Contact Scott

Phone: <u>1-866-782-6832</u>

Media Requests: media@stantec.com

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https://www.stantec.com/en/ideas/market/mining/beyond-sports-4-ways-investments-in-athletic-facilities-improve-communities



IMPROVING COMMUNITIES

SPORTS FACILITIES

COMPANIES POSTED BY JUMPSIX2 ON SEPTEMBER 11, 2018 AT 7:58 PM

HOME » FOUR REASONS WHY A MULTI-PURPOSE CENTER CAN BE SUCCESSFUL IN YOUR COMMUNITY

WHY A MULTI-PURPOSE CENTER CAN BE SUCCESSFUL IN YOUR COMMUNITY

If your community is looking at developing and building a community center, the facility planning process will be a crucial aspect. Determining what your demographics are and what the feasibility of your project is are important factors in the process. However, arguably the most important part of the facility planning process is deciding what type of facility you will build. Will you develop a recreation center, a sport-specific center, or the more common multi-purpose center? At Sports Facilities Advisory, we believe that a multi-purpose center might be the best option for your community and in today's post, we will give you four reasons why we think SO.

1. They Are Cost-Effective

The biggest benefit to a multi-purpose center is that it is more cost-effective than other facilities. Why? Well, with a multi-purpose center, you will be able to host more activities, whether they be sports leagues or youth programs, which makes for more revenue streams. While a community center is ultimately for the community, the center itself has to generate revenue to stay afloat. A multi-purpose facility has that ability.

2. They Are Inclusive

Too often, community centers are developed and built without considering the community as a whole. There might be a large contingency of people in your community that loves basketball, but if you build a facility specifically for basketball, the other people in your community will have no use for it. A multi-purpose center is more inclusive than those facilities and will encourage your community to be more involved.

3. They Are Perfect For Youth

A constant struggle of communities across the country is what to do with youth. Too often, young kids and teenagers are left with nowhere to go after school, especially if both their parents work. A multi-purpose center is a perfect place for youth to go after school because it can host all sorts of after-school programs, including sports leagues and other extracurricular activities. This sort of community center is good for the youth of your community because it ensures that they are safe and have a place to socialize.

4. They Can Connect Your Community

Lastly, a multi-purpose facility is beneficial because it has the ability to connect people to their community. In a community center that can host a multitude of programs and events, there are more and more opportunities for people in the community to develop relationships and friendships.

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https://sportsfacilities.com/four-reasons-why-a-multi-purpose-center-can-be-successful-in-your-community/



INTERGOVERNMENTAL COOPERATION AGREEMENT FOR MULTI-PURPOSE SPORT FIELD & WALKWAY

BETWEEN THE CITY OF BERWYN, ILLINOIS AND THE BERWYN PUBLIC HEALTH DISTRICT AND THE TOWNSHIP OF BERWYN

This Intergovernmental Cooperation Agreement (hereafter referred to as the "Agreement") is entered into on the dates set forth below, by and between the <u>City of Berwyn, Illinois</u> (hereafter referred to as the <u>"City"</u>), and the <u>Berwyn Public Health District</u>, (hereafter referred to as the "<u>Health District</u>,"); and the <u>Township Of Berwyn</u>, <u>Illinois</u>, (hereafter referred to as the "<u>Township</u>,")

WHEREAS, each of the parties is a political subdivision of the State Of Illinois, and is a unit of local government organized and existing under the laws of the State of Illinois; and

WHEREAS, Section Ten (10) of Article VII of the Illinois Constitution and Section 5 ILCS 220/1 et seq. of the Illinois Compiled Statutes authorizes units of local government to jointly exercise any powers, privileges and/or authorities which may be exercised by any public agency; and

WHEREAS, that the Berwyn Public Health District was created in 1921 by referendum, and Berwyn was the first City in the State to create a separate Public Health Authority. Under the Illinois Public Health District Act. (70 ILCS 905/1 et seq.) the Health District is charged with the responsibility for all health and sanitation statutes and ordinances within the City; and

WHEREAS, since its inception, the City and the Health District have had a partnership through formal intergovernmental cooperation agreements and/or informal arrangements; that the Health District and the City would work together to provide for the health and wellness needs of the City; a role that the Health District has freely accepted; and

WHEREAS, the Township of Berwyn, was and is a local government existing under the Illinois Township Code (60 ILCS 1/85-1 et seq.). Further, the Township is authorized by statute, through action of the Town Board of Trustees; to enter into agreements such



as these to provide services to the public, including but not limited to, health, recreation and social services.

WHEREAS; the CITY, the TOWNSHIP and the HEALTH DISTRICT recognize that the community of Berwyn and its citizens have health, social and recreational needs that should be addressed; and that such needs clearly fall within the previously stated authorized priorities of these governmental entities. These include, but are not limited to, issues of diabetes, hypertension, heart disease high cholesterol and obesity; and

WHEREAS the parties hereto have identified ways and means to meet these obligations and address these health, social and recreational needs; and

WHEREAS the City owns a property (commonly known as "Baseball Alley") on a parcel that is located north of the IC tracks between Ridgeland and East Avenues; and the Township and Health District are desirous of partnering with the City to develop that parcel into a Multi-Sport Athletic Field and Health Walkway; and have funds to assist in that development and implementation of programs and activities related thereto;

NOW HEREFORE. IT IS AGREED THAT the parties hereto do further formalize this partnership and agreement for the development of said Multi-Purpose Sport Field and Walkway; and the implementation of a comprehensive health, wellness and recreation program, on the terms and conditions as set forth herein:

ARTICLE I - PURPOSE

The City and the Health District and the Township acknowledge and agree that there is a continuing need for a comprehensive plan for the development of accessible health, wellness and recreational facilities, services and programs within the City Of Berwyn. They further understand that each party, under current law, has certain obligations and authority concerning these issues; and the parties desire to cooperate and partner to implement land development, as well as, programs and services toward these ends. The purpose of this Intergovernmental Cooperation Agreement is to partner in the development of the property commonly known as "Baseball Alley" on a land parcel that is located north of the IC tracks between Ridgeland and East Avenues into a Multi-Sport Athletic Field (that meets full high-school regulation standards) and a Health Walkway; and cooperate in that development and the implementation of programs, services and



activities related thereto. (hereafter collectively referred to as the "Project" within this Agreement)

ARTICLE II - AUTHORITY AND DUTIES

- 1. The parties acknowledge and agree that the City owns the land (Baseball Alley") which is the primary site for the envisioned development and proposed programs and activities. Further, the City, through its Berwyn Playground And Recreation Commission ("BPRC"), has experience and expertise and resources in recreational land maintenance and programming; all invaluable for the implementation of the types of programs and services envisioned by this Project within the City
- 2. The Health District is enabled and authorized by State Statute and local ordinance to enforce all laws relating to public health and sanitation in the City and to implement any and ALL services and programs related to the general health, wellbeing and welfare of Berwyn's citizens. Further, the Health District has certain expertise and resources invaluable for the implementation of the types of programs and services envisioned by this Project within the City.
- 3. The Township is enabled and authorized by State Statute to provide and fund any number of programs and services related to parks, health, recreation, youth, seniors and disabled citizens within the City and to implement any and ALL services and programs related to those needs. Further, the Township has certain expertise and resources invaluable for the implementation of the types of programs and services envisioned by this Project within the City.
- 4. Notwithstanding the foregoing, and the cooperative efforts related to this Project; nothing in this Agreement is intended to alter, modify or shift any current mandates or responsibilities between the parties. Nor does either party waive, relinquish or transfer any jurisdictional authority that it currently possesses, whether exercised or not.
- 5. The parties will adopt such additional Resolutions and Ordinances required to properly implement the Project, as well as the services and programs related thereto.
- 6. The parties shall be responsible for the following obligations under this Agreement for the Project:

MARINE

2023 - ICA - Sport Field / Walkway DRAFT (03/12/23)

The City Of Berwyn:

- a. will commit the property it owns North of the IC tracks between East & Ridgeland Avenues (n/k/a "Baseball Alley") to the Project
- b. for the duration of the Project, will commit through its annual budget and appropriations the funds required to physically maintain the property and the facilities developed and placed upon the real property for the Project.
- c. will maintain the necessary and appropriate insurance coverages on the real property for use as the Project.

The Berwyn Public Health District:

- will make the financial funds commitment outlined in Article III below toward the Project on an agreed schedule outlined between the parties.
- e. for the duration of the Project, will fund (through its annual budget and appropriations) its agreed financial portion of the program and services part of the Project. [The annual financial commitments toward the program and services part of the Project will be agreed in writing by and between the parties through the periodic review meeting envisioned in Article II - Par. 8, herein and per Article III herein.]

The Township Of Berwyn:

- f. Will make the financial funds commitment outlined in Article III below toward the Project on an agreed schedule outlined between the parties.
- g. For the duration of the Project, will fund (through its annual budget and appropriations) its agreed financial portion of the program and services part of the Project. [The annual financial commitments toward the program and services part of the Project will be agreed in writing by and between the parties through the periodic review meeting envisioned in Article II-Par. 8, herein and per Article III herein.]

RESPONSIBILITIES OF ALL PARTIES:

h. The MULTI SPORT FIELD shall be named the "Berwyn Township Field", or such comparable name that is chosen by the Berwyn Township and Health District. Further, the participation/sponsorship of this Project via funds made available by the Health District and Township shall (for the duration of this Agreement) be prominently displayed and recognized on all park/facility signage; as well as on all promotional materials (digital or in print) for the facility, or its programs and services.



- i. As funding for this Project is provided by ALL Residents of the City Of Berwyn, it is expressly understood that any and all facilities, programs and/or services provided per the provisions of this Agreement shall be available to ALL Berwyn Residents on equal terms and conditions.
- The parties agree that the completion of the Project Multi-Sport Field will be by July 1, 2023.
- 7. For planning purposes all parties shall accurately track all resources dedicated to the Project, including, but not limited to, finances, supplies, printing, training and employee hours, and will share this data with the other parties upon request.
- 8. The parties (through their appropriate representatives and designees) agree to meet periodically as required under the circumstances; but in no event less than once per year. Each party agrees that it will meaningfully participate in said meetings by sending knowledgeable representatives from all key departments. The purpose of the meeting will be to discuss all aspects of the Project; and to determine financial commitments for the upcoming fiscal years.

ARTICLE III - FINANCES AND FUNDING

- 1. The parties understand and agree that the <u>initial contributions</u> toward the Project development and implementation shall be as follows:
 - a. INITIAL CONTRIBUTION:

<u>CITY</u>: Commit to provide the real estate parcel;

HEALTH DISTRICT: \$1,000,000.00 (maximum)

TOWNSHIP: \$500,000.00 (maximum)

b. **ONGOING CONTRIBUTIONS:**

<u>CITY</u>: Ongoing Costs of Physical maintenance and repairs for real estate and Project facilities

HEALTH DISTRICT: Annual Program & Services costs established and agreed per Article II, par. 6(e) above and Par. 2 below.

<u>TOWNSHIP</u>: Annual Program & Services costs established and agreed per Article II, Par. 6(e) above and Par. 2 below.

All three parties shall meet to approve Project concepts, detailed plans & specifications, RFP/Bids for construction/development and a schedule of revenue &



expenses, including a timeline for same. The same process will remain in place for ANNUAL CONTRIBUTION AGREEMENTS for proposed Project Programs and Services for each following fiscal year.

3. Notwithstanding the foregoing; however, the parties understand and agree that should the City, or Health District or Township desire to provide additional programs or services to the public which may be outside of the scope of those set forth in this Agreement or in Project Plans, nothing in this Agreement shall prevent the individual entities from doing so, at its sole cost and expense. [Of course, the foregoing is contingent upon property/facility availability without conflict with regular agreed Project programs and services offered per this Agreement.

ARTICLE IV - WITHDRAWAL / TERMINATION

- 1. The parties to this Agreement understand and agree that this Agreement shall extend in perpetuity until termination is effected by mutual agreement or by an individual party as hereafter set forth:
- A. Either party may terminate the Agreement, with or without cause, at the end of the period of twenty (20) years. For the purpose of this Article the first possible termination date could occur at the end of the City's fiscal year of December 31st 2043; or any subsequent December 31st thereafter. Notice of termination shall be given one year prior to the end of the fiscal year that termination becomes effective.
- B. If either part fails to approve its funding portion (if any) of the ongoing maintenance and or program costs; or if either party fails to budget and/or appropriate its funding responsibilities; or if either party fails to fund its agreed and approved funding obligations, then the other party may withdraw from the Program with one year's Notice to the other party.
- 2. In the event of termination of this Agreement, the fiscal obligations of the parties shall not be abrogated or terminated if contractual obligations remain and extend beyond the termination date. The parties agree to use good faith and best efforts to mitigate any expenses and damages.



ARTICLE V - MISCELLANEOUS PROVISIONS

- 1. All Notices hereunder shall be served in writing to the Mayor or Health District President or Township Supervisor at their corporate offices. Notice shall be deemed served and received if transmitted via email before 5:00 pm on the day of service, with another copy placed in regular US mail on that same day.
- 2. The agreements, covenants, terms and conditions of this Agreement may only be modified through the written mutual consent of the parties.
- Nothing within this agreement in any way modifies or abridges any rights, powers or authority granted to the parties, either jointly or severally, by any law or ordinance.
- 4. The parties acknowledge and agree that each has sufficient liability insurance coverage that insures the agency for any and all acts and/or omissions envisioned or reasonably contemplated within this Agreement for that entity's responsibilities and obligations hereunder and/or the facilities and programs related thereto. No party will seek reimbursement from the other for any loss or claim occasioned by any act or omission by its own staff, agents or officers. Each party will indemnify and hold the other party harmless for any and all loss, costs, expenses, claims and/or damages, including reasonable attorney's fees, occasioned by any act or omission by its own employees, staff, officers or agents with respect to this Agreement and the facilities or programs related thereto.
- This Agreement shall become effective upon its approval in accordance with the law by the respective corporate authorities of the City, the Township, and the Health District

Α.	The	City	Council	of Th	e City , 2023.		Berwyn	approved	this	Agreeme	nt on
В.	The E	loard	of The E	Berwyn	Public . 2023.	Hea	lth Distri	ct approve	d this	s Agreeme	ent on



	Town Board of The		Of Berwyn	approved	this /	Agreement	on
Dated:							
CITY OF BERW	YN, ILLINOIS						
By:							
ATTEST:	City Clerk						
Dated:	·						
BERWYN PUBL	IC HEALTH DISTR	ICT					
By: Health Bo	pard President						
ATTEST:	Health Board	Secretary					



Dated:		
TOWNSHII	P OF BERWYN	
By:	rnship Supervisor	
ATTEST:	Town Clerk	



TOWNSHIP OF BERWYN

Supervisor
David J. Avila
Town Clerk
Margaret Paul
Assessor
Jacqueline Pereda



Board of Trustees
Edward Espinoza
Tomasa Ambriz
Jesse Miranda
Maribel Zapata



MULTI-SPORT FIELD AND WALKWAY RESOLUTION

WHEREAS, The Township Board has seen the high impact of diabetes, high blood pressure and high cholesterol in community members; and

WHEREAS, In an effort to combat those long-term effects in the community, the area previously known as Baseball Alley located on East and Ridgeland Avenue will be fully renovated to address these needs; and

WHEREAS, The members of the Berwyn Township are ecstatic to allot \$500,000 for community development needs; and

WHEREAS, The \$500,000 shall allow the creation of a High School Regulation Multi-Sport Field and Walkway for the community; and

WHEREAS, The field and walkway shall be named Berwyn Township Field to honor the board members that have made this possible; and

WHEREAS, The Berwyn Township Field shall be completed by July 1, 2023; and

THEREFORE BE IT RESOLVED, BY THE BERWYN TOWNSHIP, that we do hereby allot \$500,000 for the creation of a High School regulation multi-sport field and walkway for the Berwyn Township community.

Passed This	Day of	, 2023.
David J. Avila, Tow	nship Supervisor	
Margaret Paul, To	wnship Clerk	101010-0-000
Jacqueline Pereda	, Township Treasurer	



BASEBALL ALLEY BASEBALL FIELD



February 20, 2023

FieldTurf is pleased to offer to supply and install the following high performance artificial infilled turf system:

BASE BID

FIELD NAME	Baseball Alley Baseball Field
TURF SYSTEM	Vertex Prestige 2" (FTVT-50)
SQUARE FOOTAGE	95,344 SF
FIELD MARKINGS	Baseball, Soccer
TOTAL PRICE	\$451,931

ALTERNATE PRICE

ADD Alternate No. 1: Fine Grading	LUMP SUM
Fine grading of existing base. ** FieldTurf will accept one-tenth percent rough grade of compacted stone base. FieldTurf will fine grade to within '%" and roll stone base with a 3 ton roller. This assumes no more than four planes on any field unless stated in the price. Any additional planes will be charged on a time and equipment basis.	\$ 29,663.00
Total	\$ 29,663.00

ADD Alternate No. 2: Vertex Core 2" (FTVTC-2)	LUMP SUM
Vertex Core 2.5" (FTVTC-2) in lieu of Vertex Prestige 2" (FTVT-50)	\$ 76,275.00
Total	\$ 76,275.00



ADD Alternate No. 3: Maintenance Equipment	LUMPSUM
FieldTurf Maintenance Equipment: (1) FieldSweep and (1) GroomRight	\$ 9,719.00
Total	\$ 9,719.00

ADD Alternate No. 4: Genius	LUMP SUM
 Supply and install two (2) Genius Sensors Training A five (5) year warranty on the Genius Sensors Monthly monitoring for ten (10) years 	\$ 40,000.00
Total	\$ 40,000.00

ADD Alternate No. 5: Sitework	LUMP SUM
Site Work Budget*	
* Price assumes normal site and soil conditions using our standard 6" stone base (2 lifts of stone) and herringbone drainage pattern. Price also includes concrete perimeter curbing and turf attachment. A soils report and survey would be required prior to finalizing base work price.	\$ 7.00/SF
Total	\$ 7.00/SF

PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer the FieldTurf Vertex Prestige 2" (FTVT-50) and Vertex Core 2" (FTVTC-2) systems, with the following product characteristics:

FTVT-50

- Pile Height: 2 Inches
- Infill Weight: 2lbs sand & 3lbs ambient rubber per sq.ft.
- Pile Weight: 39 oz/yd2
- ► Total System Weight: 782 oz/yd2

ALT FTVTC-2

- Pile Height: 2 inches
- Infill Weight: 3.65lbs sand & 2.6lbs cryo per sq.ft.
- Pile Weight: 39 oz/yd2
- ▶ Total System Weight: 960 oz/yd2



FieldTurf has taken the necessary steps to ensure that your project will run smoothly and that the quality promised will be the quality delivered.



PRICE INCLUDES:

- a) Installation of the artificial in-filled grass surface upon a suitable base.
- b) Supply and install of baseball and soccer markings.
- c) An 8-year 3rd party pre-paid insured warranty on the FleidTurf artificial grass surface; with exception on the home plate area, base paths and pitcher's mound which shall be 2 years instead of 2 years and there is no third-party insurance.

PRICE DOES NOT INCLUDE:

- a) The base upon which the FieldTurf artificial turf surface will be placed. FieldTurf shall not be responsible for the planarity, stability, porosity, nor the approval of the base upon which the FieldTurf surface will be installed, the drainage system, nor any construction or modification of existing installations around the fields.
- b) Any costs associated with necessary changes relating to delineation of the field.
- c) The supply or installation of the field edging and perimeter nailer board.
- d) Unless otherwise specified, the price does not include any G-max testing.
- e) The supply of or adjustment to manholes or clean-outs, grates and supply of the manhole covers.
- f) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- g) Site security.
- h) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
- 1) Site restoration, sodding, landscaping or grow-in.
- j) Permit fees, Inspection fees.
- k) A vehicle to tow FieldTurf maintenance equipment.
- i) Performance and Payment Bond fees.
- m) Anything not explicitly noted in the inclusions.

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the impacts of the COVID-19 pandemic are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products in addition, as these contingencies have not been factored into this proposal; materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding.



Please feel free to reach out to any member of our project team with questions about our offer:

Morgan Rey Project Manager (706) 331-4340

Morgan.Rev@FieldTurf.com

Brian Smykowski
Regional Sales Manager
(773) 569-1038
Brian.Smykowski@FieldTurf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

Per:

Marie-Christine Raymond, Vice President of Customer Operations FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.



CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and force majeure.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and force majeure
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 faet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill

- material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING

































(OEiii)

The following document is a preliminary review of Part 2 of the U.S. federal government's tire crumb rubber FRAP analysis as prepared by the Recycled Rubber Coalition. Readers should review the <u>full report</u> prepared by the agencies.

Overview: The U.S. Environmental Protection Agency released the Synthetic Turf Field Recycled Tire Crumb Rubber Characterization Research Final Report: Part 2 -Tire Crumb Rubber Exposure Characterization. This builds off of Part 1 of the study, released in 2019, which summarized the physical, chemical, and microbiological components of crumb rubber infill, but notably did not offer any assessment of risk.

Part 2 is divided into two volumes:

- Volume 1 (results from pilot exposure study): here
- Volume 2 (results from the supplemental biomonitoring study, quality control/quality assurance assessments, and information about methods): here

Volume 1:

- Executive summary:
 - Did not find increased risk between crumb rubber and natural grass fields: "Recycled tire crumb rubber infill field users and natural grass field users experienced similar differences in pre-and post-activity PAH concentrations, including for hydroxynaphthalene."
 - Noted prevalence of background contamination: "Exposures at synthetic turf fields should also be considered in context, since the chemicals in recycled tire crumb rubber are present in other products and/or environmental media that people use or contact."
 - Chemicals are present, but low risk: "Support the conclusion that although chemicals are present (as expected) in the tire crumb rubber and exposures can occur, they are likely limited"
 - Notes this study is not a formal risk study but cites other studies to reference, all of which state playing on synthetic turf fields are safe:
 - Netherlands National Institute for Health and Environment (2016): "The results of this research indicate that playing sports on these fields is safe. The risk to health from playing sports on these synthetic turf fields is virtually negligible. While rubber granulate contains harmful substances, these substances are only released from the rubber granulate in very small quantities after ingestion, contact with the skin or evaporation in hot weather."
 - European Chemicals Agency (2017): "ECHA has found no reason to advise people against playing sports on synthetic turf containing recycled rubber granules as infill material. This advice is based on ECHA's evaluation that there is a very low level of concern from exposure to substances found in the granules."
 - The National Toxicology Program (2019): "There was no evidence of toxicity in mice from ingestion of crumb rubber. Analysis of the animals' blood and urine showed that internal levels of crumb rubber chemicals were very low. No health problems were observed."

• Section 1, Introduction:

- Outlines goals:
 - Aim 1: Collect human activity data for synthetic turf field users that will reduce the reliance of default exposure factor assumptions in exposure and risk assessment; and,
 - Aim 2: Conduct an exposure measurement sub-study for people using synthetic turf fields with tire crumb rubber infill, in what are likely to be among the higher exposure scenarios to improve understanding of potential exposures, particularly for the dermal and ingestion exposure pathways.

Section 2, Summary of Results and Findings:

- Metals in some cases are more prevalent in the environment than in the crumb rubber: "On average, SVOCs [semivolatile organic compounds] were present in field dust at concentrations similar to, but lower than, those measured in the tire crumb rubber infill. Zinc and cobalt, two tire crumb rubber metal constituents, were measured in field dust at lower levels than in tire crumb rubber. Other metals, such as lead, were present in field dust at levels higher than those measured in the tire crumb rubber, suggesting potential sources other than the rubber."
- No difference found in presence of metals pre-and-post activity: "The
 concentrations of metals in whole blood and serum were compared in samples
 collected from study participants pre- and post-activity. Significant differences
 were not observed in the means and geometric means between the pre- and
 post-activity samples for football or soccer players."

Section 3, Exposure Characterization Methods:

- Research design included information collection and human exposure study: "There were two primary components in the exposure characterization research: a) information collection from synthetic turf field users on human activity parameters that may affect potential exposures to tire crumb rubber constituents, and b) human exposure measurement study to further develop and deploy appropriate sample collection methods and to generate data for improved exposure characterization."
- Targeted participants with above average exposure potential: "A goal was to recruit participants from among those thought to be in one or more higherexposure scenarios based on the frequency and duration of synthetic turf field use, as well as specific activities that may be involved in higher levels of contact with synthetic turf field materials including tire crumb rubber."

• Section 4, Exposure Characterization Results:

- Exposure pilot study questionnaire reported reported frequent use and frequent contact with crumb rubber: "For all participants, a majority noticed tire crumb rubber, dirt or debris every time or often on their body (66%), in their car (75%), or at home (59%) after using a synthetic turf facility."
- Video assessment found hand-to-turf, body-to-turf, hand-to mouth, and object-to-mouth were important components to dermal exposure and

- varied by sport: "Post-hoc analysis revealed that the number of mean hand-to-mouth events per hour were significantly different between soccer players and football players (p = 0.029), but were not significantly different between field hockey and football players or field hockey and soccer players."
- Exposure pilot study measurements find chemicals are present: "These results provide evidence that chemicals associated with tire crumb rubber are present in field dust, on field surfaces, and in transferrable residues, where they are available for field user exposures through inhalation, dermal, and ingestion pathways. For many metals, and possibly some SVOCs, there is evidence that sources other than the tire crumb rubber are adding to amounts found in the dust and on surfaces, potentially leading to exposures above those that could be attributed solely to the tire crumb rubber."
- Biological sample measurements do not find an increased presence of metals: "When comparing pre activity measurements to post-activity measurements, there were no significant differences observed in the mean or geometric mean for any of the whole blood metals. Additionally, there were no significant differences observed in pre- and post-activity concentrations for the serum metals"

Volume 2:

- Volume 2 of the EPA's report is a biomonitoring study to supplement the pilot-scale human exposure study detailed in Volume 1. This volume of the report includes a larger sample size of synthetic turf with recycled tire crumb rubber infill users and a comparison group of natural grass field users. This volume of the report also primarily focuses on polycyclic aromatic hydrocarbon (PAH) concentrations in urine.
- Executive summary:
 - Three objectives of the expanded study detailed in volume two
 - Expand the study to include a larger sample of synthetic turf: "Objective 1: Expand upon the FRAP's pilot-scale study by including a larger sample size of synthetic turf with recycled tire crumb rubber infill users and a comparison group of natural grass field users."
 - Examine urine concentrations associated with each field type: "Objective 2: Examine potential associations in pre- and post-activity urinary polycyclic aromatic hydrocarbon (PAH) metabolite concentrations with field type (i.e., synthetic turf fields with recycled tire crumb rubber infill and natural grass fields)."
 - Compare urine concentrations to general U.S. population "Objective 3: Compare study participants' urinary concentrations to those found in the noninstitutionalized general U.S. population using National Health and Nutrition Examination Survey (NHANES) data"
 - Main findings:
 - Differences in urine concentration were not associated with field type: "Pre- and post-activity differences in urinary PAH concentrations

- were not associated with field type (i.e., synthetic turf with recycled tire crumb rubber infill and natural grass fields)."
- Differences in pre- and post-activity urine samples varied by method used: "Pre- and post-activity differences in urinary PAH concentrations varied by statistical method and urinary dilution adjustment (i.e., specific gravity, creatinine) method."
- Pre-activity urinary PAH concentration was the best predictor of post-activity measures: "The best predictor of post-activity urinary PAH concentration was pre-activity concentration."
- Tire crumb rubber infill users and natural grass field users experienced similar levels of pre-and post-activity PAH concentrations: "These results indicate recycled tire crumb rubber infill users and natural grass field users experienced similar differences in pre- and post-activity PAH concentrations. Importantly, CDC/ATSDR's biomonitoring study as detailed in this report is not a risk assessment. However, combined with the initiatives of the FRAP, this study's findings contribute to the extensive research portfolio regarding the use of tire crumb rubber infill in playing fields."

Additional key quotes:

- Pre- and post-activity urinary PAH concentration differences were not associated with field type, regardless of the test method applied: "In this study, pre- and post-activity urinary PAH concentration differences were not associated with field type, regardless of urine adjustment method or statistical method applied. Consistent with the pilot-scale study [EPA and CDC/ATSDR 2024], most participants demonstrated an increase in specific gravity-adjusted PAH concentrations after performing field activities. However, the increase occurred irrespective of field type, among both natural grass participants as well as synthetic turf with recycled tire crumb rubber participants."
- Chemicals found in synthetic turf fields are also often found in surface soil at natural gas playing fields: "As described previously [EPA and CDC/ATSDR 2019], while there is concern about chemical exposures resulting from the use of recycled tire in synthetic turf fields, it is important to consider that some PAHs and other chemicals are also found in surface soil and may be present in other types of fields, including natural grass fields. For example, metals (including lead) and PAHs (including benzo[a]pyrene) of potential concern at synthetic turf fields with tire crumb rubber infill are also often found in surface soil present at natural grass playing fields [EPA and CDC/ATSDR 2019]."



PH: 815-923-4321

FAX: 815-923-4303

Project Location:	Baseball Alley, Berwyn, IL	Bid Date: 5/6/2024
Project Name:	Baseball Alley Synthetic Turf Field	Bid Number:
	Berwyn, IL 60402	Fax:
Address:	6700 26th St.	Phone:
To:	City Of Berwyn	Contact: Robert Lovero

Thank you for the opportunity to provide a proposal on this project. Please feel free to contact us with any questions or clarifications.

Item #	Item Description	Estimated Quantity	Unit	Total Price
1	Engineering, Permitting, Geotech, Topographic Survey	1.00	LS	\$124,000.00
2	Layout & As Built	1.00	LS	\$32,900.00
3	Mobilization	1.00	LS	\$6,800.00
4	Earth Excavation	1.00	LS	\$33,100.00
5	Haul Off Excess Soil	3,600.00	CY	\$136,800.00
6	Silt Fence	1,000.00	LF	\$6,000.00
7	Inlet Filter Basket	7.00	EACH	\$567.00
8	Chain Link Fence Fabric Removal And Reinstallation.	960.00	LF	\$38,400.00
9	Temporary Construction Fencing	50.00	LF	\$400.00
10	12" Flat Curb	1,250.00	LF	\$50,000.00
11	Nailer Board	1,250.00	LF	\$10,000.00
12	Aggregate Base Course, Type B, Vulcan 210, 7 Inch & Varies	96,000.00	SF	\$307,200.00
13	Geotechnical Fabric For Soil Stabilization	10,700.00	SY	\$39,590.00
14	12" Horizontal Panel Underdrain	5,000.00	LF	\$35,000.00
15	12" HDPE N12	100.00	LF	\$5,500.00
16	12" HDPE N12, Perforated	1,100.00	LF	\$88,000.00
17	Manhole, Type A, 48 Inch Diameter, Type 1 Frame & Grate	4.00	EACH	\$24,000.00
18	Storm Sewer Connection/Restrictor	1.00	EACH	\$18,000.00
19	Bases And Plates	1.00	LS	\$5,500.00

Total Bid Price:	\$961,757.00	J
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Allowance

A2	Contingency	1.00 AL	\$96,000.00
		Total Price for above Allowance Items:	\$596,000.00

Notes:

• NOTES:

Budget based on assumed conditions. Pricing to change after design phase

5/6/2024 3:41:16 PM Page 1 of 2

STANDARD CONTRACT TERMS & CONDITIONS

- * Fees, permits, and bonds are NOT included in this contract proposal.
- * Progress payments are due within **30** days of invoice. Final payment, including all approved change orders and retention, is due within **30** days of final notice. Past due payments will accrue interest at a rate of 1.5% per month until paid.
- * Non-Progress or EWO (Extra Work Order) payments are due upon completion of work.
- * Legal rights to file Liens/Notice of Intent to Lien will NOT be allowed to expire. This will occur 90 days after substantial completion. If payment is not made per terms #2 and #3, there will be a \$250.00 service charge added to the contract to cover the cost of securing our lien rights. The customer will pay all legal fees and court costs to collect past due balances.
- * Changes in the above work shall be effective only if in writing and signed by both parties.
- * Rock excavation and non-standard dewatering methods are NOT included in this contract proposal.
- * Restoration of ANY kind not specifically noted in the specs or proposal is NOT included. Team REIL, Inc. will NOT be responsible for damages to trees, shrubs, sod, flowers, etc..
- * Team REIL, Inc. will NOT be responsible for damages or losses from hits of unmarked underground utilities, sprinkler systems, drainage, etc..
- * If unknown unsuitable soil conditions are encountered of rock excavation is necessary, the removal of the unsuitable and placement of suitable material, along with labor used will be billed on a time and material basis, unless specifically noted in scope of work.
- * Positive drainage disrupted by others will NOT be the responsibility of Team REIL, Inc.
- * Dewatering caused by natural acts (i.e., Rain, groundwater, etc.,) are NOT included in this contract unless specifically noted in scope of work.
- * No traffic control is included in this contract proposal, unless specifically noted in scope of work.
- * One punch list repair will be performed within an agreed period of time, after substantial completion. Additional call backs will be billed on a time and material basis.
- * Team REIL, Inc. shall NOT be held responsible for delays caused by strikes, accidents, rain, snow or other Acts of God, or other circumstances beyond its control.
- * If a portion of this contract is found to be illegal or unenforceable, it shall NOT make void or voidable the entire contract.
- * Unless stated otherwise the price above does not include the following: Permits, Testing, locating private utilities, surveying, CCCD Soil Testing, and Restoration outside of the project limits.
- * Any item(s) not specifically called out above are excluded from the price
- * Based upon single mobilization.

ACCEPTED:	CONFIRMED:
The above prices, specifications and conditions are satisfactory and hereby accepted.	Team Reil Inc.
Buyer:	- La colorer
Signature:	Authorized Signature:
Date of Acceptance:	Estimator: Tim Cederlund (815) 923-4321 Tim@getreil.com



BASEBALL ALLEY BASEBALL FIELD

May 2, 2024



FieldTurf USA, Inc. is pleased to present the following proposal. FieldTurf pricing is based on the Sourcewell contract (formerly NJPA). Sourcewell provides predetermined preferential pricing through approved vendors. Since the products have already been bid at the national level, individual municipalities do not have to duplicate the bidding process per Sourcewell Contract # 031622-FTU.



Click on the following Sourcewell hyperlink for contract due diligence documentation: Sourcewell



	Description - BASEBALL ALLEY BASEBALL FIELD	Quantity	Units	Unit Price	Total
	Synthetic Turf				
	FieldTurf Vertex Prestige 2"	95,344	SF	\$5.00	\$476,720.00
	Inlaid Soccer Markings	1	EA	\$7,280.00	DONATED
	Inlaid Unified Lacrosse Markings	1	EA	\$7,280.00	DONATED
	Inlaid Baseball Markings	1	EA	\$7,280.00	DONATED
	An 8-year 3rd party pre-paid insured warranty on the FieldTurf artificial grass surface, apart from the base areas and slide zones, which will carry a 2-year manufacturer's warranty. Furthermore, the following designated high traffic areas are excluded from the warranty: home plate, pitcher's mound, pitcher's lane, catcher's box, batting cage and bullpen area.	1	LS	INCLUDED	INCLUDED
	Subtotal Synthetic Turf				\$476,720.00
					_
	Subtotal Project				\$476,720.00
	Performance & Payment Bonds	1	LS	\$5,423.43	\$5,423.43
	Total - BASEBALL ALLEY BASEBALL FIELD				\$482,143.43
	Voluntary Alternates				
A1	Fine Grading** ** FieldTurf will accept rough grade of compacted stone base within .05 feet of proposed subgrade finished elevation. FieldTurf will fine grade to within ½" and roll stone base with a 3 ton roller. This assumes no more than four planes on any field unless stated in the price. Any additional planes will be charged on a time and equipment basis.	95,344	EA	\$0.32	\$30,634.03
	Performance & Payment Bonds	1	LS	\$352,97	\$352.97
	Total Alternate #1				\$30,987.00
A2	Upgrade to Vertex Core 2" (FTVTC-2) in lieu of Vertex Prestige 2" (FTVT-50)	95,344	EA	\$0.80	\$76,275.20
	Performance & Payment Bonds	1	LS	\$878,84	\$878.84
	Total Alternate #2				\$77,154.04
A3	FieldTurf Maintenance Equipment: (1) FieldSweep and (1) GroomRight	1	EA	\$9,840.49	\$9,840.49
	Performance & Payment Bonds	1	LS	\$113.39	\$113.39
	Total Alternate #3				\$9,953.88



PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer the FieldTurf Vertex Prestige 2" (FTVT-50) and Vertex Core 2" (FTVTC-2) systems, with the following product characteristics:

VERTEX PRESTIGE 2" (FTVT-50)

Pile Height: 2 Inches

Infill Weight: 2lbs sand & 3lbs ambient rubber per sq.ft.

Pile Weight: 39 oz/yd2

► Total System Weight: 782 oz/yd2

ALT 2: VERTEX CORE 2" (FTVTC-2)

Pile Height: 2 Inches

Infill Weight: 3.65lbs sand & 2.6lbs cryo per sq.ft.

Pile Weight: 39 oz/yd2

Total System Weight: 960 oz/yd2

FieldTurf has taken the necessary steps to ensure that your project will run smoothly and that the quality promised will be the quality delivered.

PRICE DOES NOT INCLUDE:

- a) The base upon which the FieldTurf artificial turf surface will be placed. FieldTurf shall not be responsible for the planarity, stability, porosity, nor the approval of the base upon which the FieldTurf surface will be installed, the drainage system, nor any construction or modification of existing installations around the fields.
- b) Any costs associated with necessary changes relating to delineation of the field.
- c) The supply or installation of the field edging and perimeter nailer board.
- d) Unless otherwise specified, the price does not include any G-max testing.
- e) The supply of or adjustment to manholes or clean-outs, grates and supply of the manhole covers.
- f) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- g) Site security.
- h) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
- i) Site restoration, sodding, landscaping or grow-in.
- j) Permit fees, Inspection fees.
- k) A vehicle to tow FieldTurf maintenance equipment.
- i) Performance and Payment Bond fees.
- m) Anything not explicitly noted in the inclusions.



The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the effects of global economic instability are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products. In addition, as these contingencies have not been factored into this proposal, materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. FieldTurf shall endeavor to notify you as soon as possible of any such events and/or contingencies. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding

Please feel free to reach out to any member of our project team with questions about our offer:

Morgan Underwood

Project Manager (706) 331-4340

Morgan, Underwood @FieldTurf.com

Brian Smykowski

Regional Sales Manager (773) 569-1038

Brian.Smvkowski@FieldTurf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

The present proposal serves to provide an overview of the terms and conditions governing the business relationship between the parties for the completion of the above-referenced transaction. The parties hereby undertake to subsequently formalize their agreement by signing a more detailed agreement and/or purchase order ("Contract") and as such the amount listed herein shall be an estimate which will be formalized in said Contract.

By its signature(s) below, the customer acknowledges having read and accepted this proposal and undertakes to be bound by it.

Per:

Marie-Christine Raymond,

Vice President of Customer Operations

FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.

Owner (Signature)

Printed Name and Title

FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to FieldTurf USA, Inc. 175 N industrial Blvd NE. Calhoun, GA 30701 If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please

contact Eric Fisher at: Eric.Fisher@smartbuycooperative.com.





CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and force majeure.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and force majeure
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill

- material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- j) All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING



































AGENDA ITEM: 10-F

TITLE	Participatory Budget	
MEETING DATE	May 13, 2024	
SUBMITTED BY	David J. Avila, Health Board President	

	SUMMARY	
A	TTACHMENTS	
Infographics for participatory budge		

		ACTION PROPOSE	D
X	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT Margaret Paul David J. Avila Jaqueline Pereda Township Clerk d Bourd of Health Secretary Tomiship Supervisor 6: Board of Health President How should **BPHD** spend \$17,000? ¿Cómo debería gastar BPHD \$17,000? **DESIGN THE PROCESS** DISEÑA EL PROCESO **BRAINSTORM IDEAS APORTAL IDEAS DEVELOP PROPOSAL DESARROLLAR PROPUESTAS** VOTE! **FUND WINNING PROJECT** PROVEER FONDONS A PROYECTOS **GANADORES** 6 **EVALUATE THE PROCESS EVALULAR EL PROGRESO** www.berwyntownship.org

Hearth



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT

David J. Avila Jaqueline Pereda

Board of Health Treasure

Margaret Paul



Bistord

Township Clerk Board of Health Secretary





WHAT TYPE OF PROJECTS CAN I SUBMIT?

Any project within Berwyn zipcode boundaries. Submitted projects must be able to be categories in parks and recreation, safe and environment, community and culture



HOW DO I JOIN THE COMMITTEE

Any Berwyn resident, business owner, or full-time employee over the age of 13 is invited to join the committee. Contact our office at 708-788-6600 or email us at berwyntownship, marketing@gmail.com



WHERE DOES THE MONEY COME FROM?

The participatory budget is a portion of the Berwyn Township budget \$millions. Although the budget is preapporove by the board, the elected officials decided to give \$millions of the budget up for the democratic vote.



WHO CAN PARTICIPATE?

Anyone can participate by sharing an idea, creating a proposal, and voting. Participants must be Berwyn residents, Berwyn business owners, or full-time Berwyn employees. Participants must be 13 years of age and older.



HOW WILL A DECISION BE MADE?

Community stakeholders will share ideas, develop proposals create a ballot, and hold a community vote. The top winning project will receive the funding.

www.berwyntownship.org



AGENDA ITEM: 10-G

TITLE	Grant Writer Applicant
MEETING DATE	May 13, 2024
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY	
ATTACHMENTS	
Cover letter and resume from Carina E. Sanchez	

	ACTION PROPO	SED	
INFORMATION	DISCUSSION	Х	REVIEW & APPROVAL
OTHER			

May 2024

Township of Berwyn, Public Health District 6600 W 26th Street Berwyn, IL 60402

RE: Grant Writer Freelance Position

Dear Operations Manager,

I am writing to express my sincere interest in the advertised Grant Writer Freelance Position for the Township of Berwyn, Public Health District. With a proven track record in securing funding for diverse projects and a passion for advancing meaningful initiatives, I am enthusiastic about the opportunity to contribute to your mission of creating an equitable, safe, resilient, and healthy Berwyn.

My background and experience of more than 20 years in public service and my current role as a consultant for non-profits and businesses have provided me with a keen understanding of the process of successfully securing grants and managing those funds. By navigating complex systems to identify opportunities and with strong writing and communications skills, I can ensure that I'm providing comprehensive grant services. This includes, but is not limited to, proposal development, grant research, budgeting, and grant management. I will ensure that each application is tailored to the specific requirements and priorities of the funding entity to have successful outcomes. Through meticulous research and strategic relationship-building, I know that I can assist the Township of Berwyn, Public Health District, to successfully manage grants while maintaining a high standard of quality.

Additionally, my vast network and strong relationships with key stakeholders provide me with the ability to ensure that funds that are granted can be secured for future allocations. I thrive in collaborative environments and am adept at working closely with program managers, finance teams, and key team members to develop comprehensive grant proposals that align with organizational goals. My ability to communicate complex ideas effectively and my attention to detail have been instrumental in crafting compelling narratives that resonate with individuals.

I believe my skills align seamlessly with the requirements of the role and I look forward to the opportunity of discussing how my experiences and the skills that I've gained over the years can be leveraged to propel the Township of Berwyn's Public Health District toward continued success, growth, and efficiency.

Please find my resume attached for your consideration. I am excited about the opportunity to bring my expertise to your notable institution.

Sincerely.

Carina E. Sánchez

CARINA E. SÁNCHEZ

carisanchez20@gmail.com (773) 416-5325 | Chicago, IL

Executive Leader, Strategist & Consultant

STRATEGIC PLANNING & EXECUTION • OPERATIONS ADMINISTRATION • STAKEHOLDER ENGAGEMENT • GRANT WRITING

Dynamic, multifaceted and highly regarded executive with over 20 years in senior administration and operations management directing key functions to deliver results in a collaborative and transparent manner. Offers forward-thinking, strategic expertise to increase operational efficiency, boost staff productivity and position organizations for optimal success. Organized and dedicated administrator possessing a keen eye for detail, with demonstrated ability to prioritize and manage multiple projects simultaneously. Strong communication skills and innate ability to foster long-lasting relationships with colleagues and stakeholders alike to deliver successful and innovative solutions to needs. A passionate leader who understands government processes with a proven history of successfully managing internal and external stakeholder expectations. Thrives in fast-paced, collaborative, and diverse environments, and holds a wealth of a high-level expertise for the modern workplace.

PROFESSIONAL ACHIEVEMENTS

- Oversaw diverse portfolio of 115 projects, with investments exceeding \$1.3B citywide, facilitating earnings of over \$190M for nearly 19,000 construction workers.
- Orchestrated the design and execution of an efficient vehicle wheel tax collection method for the City of Chicago, resulting in a \$15M surge in revenue, a 47% cut in overtime, and identifying 31K previously unaccounted vehicles that came into compliance.
- Exceeded standard M/WBE goals by achieving over 30% MBE participation and over 11% WBE participation in PBC projects completed from 2017 to 2023.
- Amended the Richard J. Daley Center (RJDC) policies to provide plaza access to the public, non-profits and businesses resulting in a \$13M revenue stream by the end of 2023.
- Established the inaugural panel of Architects solely from M/WBE certified firms for sixteen (16) capital projects.
- Utilized technology to implement systems that saved 30% in budget operations and increased efficiencies with partners.
- Led the development and passage of pivotal legislation enhancing education and healthcare accessibility, including In-State Tuition for undocumented students and the All-Kids Health program in Illinois.

CORE COMPETENCIES

- · Operations Leadership
- · Program Management
- Budgeting & Cost Control
- · Policy & Procedure
- · Grant Writing & Compliance
- Community Outreach & Engagement
- Government & Public Affairs
- Team Building & Collaboration
- · Problem-Solving Aptitude
- Staff Mentoring & Development
- Accountability & Transparency
- Relationship Development
- · Legislative Engagement
- DEI Advocacy
- Fluent Oral & Written Spanish

PROFESSIONAL EXPERIENCE

CANOPUS EXECUTIVE STRATEGY, LLC, CHICAGO, IL, 2024 TO PRESENT PRESIDENT

A multidisciplinary consulting firm that delivers powerful results for clients who seek to enhance their organization's operations, develop change management strategies, identify grant opportunities to grow their bottom line. increase stakeholder engagement and impact policy decisions.

- Assist clients in developing and executing strategies to align operations with key agency objectives and building high performing management teams with a culture of inclusion, collaboration, and engagement.
- Research and identify grant opportunities suitable for an organization's programs while managing existing relationships with current donors and cultivating new funding sources through effective communication and stewardship efforts.
- Prepared compelling grant proposals, thorough budgets, and supporting materials for submission to various foundations and
 government agencies while ensuring compliance with grant requirements, monitoring grant expenditures, and prepare timely
 and accurate reports for funders.
- Provide government relation strategy and engagement to build key relationships for legislative and procurement efforts.
- Create strategic partnerships to solve community issues in collaborative manner that capitalizes on strengths and maximizes limited resources.
- Support clients' process in seeking certification as a Woman/Minority Business Enterprise/Business Enterprise Program.

CARINA E. SÁNCHEZ Page 2

Public Building Commission (PBC) of Chicago, Chicago, IL, 2017 to 2023 EXECUTIVE DIRECTOR

Managed comprehensive day-to-day operations of the Commission, oversaw facility affairs at the Richard J. Daley Center, engaged City elected officials and department/agency heads to identify potential capital projects that achieved strategic objectives and goals while reporting to a diverse, multi-government, eleven-member PBC Board.

- Streamlined the structure of the Commission for better cross-functioning operations, accountability, efficiency, and transparency.
- Implemented two new and innovative cloud-based systems- one, a payroll and human capital software that efficiently managed office needs, and the second, a software solution that integrated all aspects of management for capital construction projects-which resulted in a 30% cost-savings in budget operations while tracking efficiencies and increasing productivity.
- Lead the collaboration between the Mayor's Office and city agencies to formulate strategies for PBC supported capital development projects and ensure that proper Memorandum of Understanding and Intergovernmental Agreements were in place.
- Developed, monitored, and presented a \$10M budget aimed at optimizing the use of limited resources while reducing operating costs and creating a "rainy day" fund.
- Supervised the development and project management of capital projects for various governmental agencies, including Chicago Public Schools, Chicago Public Libraries, Chicago Park District, City Colleges of Chicago, and others, totaling over \$1.3B over seven (7) years.
- Enhanced participation of Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms by re-procuring services to foster opportunities for smaller firms in construction, engineering, architecture, and professional services.
- Cultivated positive relationships with Assist and Inter-Governmental Agencies, as well as elected officials at all government levels, ensuring transparent communication to advance the mission of delivering economically sustainable facilities to the highest standards.
- Improved public engagement by creating a quarterly external newsletter, "Constructive News You Can Use," informing stakeholders of PBC's activities and opportunities while highlighting projects and their industry impact.

OFFICE OF THE CHICAGO CITY CLERK, CHICAGO, IL, 2011 TO 2017 DEPUTY CLERK, 2012 to 2017

Fulfilled the role of interim City Clerk during the Clerk's absence. Played a pivotal role as a liaison between the Clerk and various external stakeholders, including third-party vendors, elected officials, and department heads to develop and coordinate legislative priorities, communication, and strategies to influence office regulatory initiatives.

- Led the initiative to redesign the wheel tax collection process by implementing new technology and processes which lead to an increase in revenue by over \$150M for the City of Chicago covering a fleet of over 1.3M vehicles.
- Implemented office policies and procedures aimed at enhancing performance, accountability, efficiency, and transparency to better serve the residents of Chicago.
- Provided guidance to a team of 100 employees and managed a \$10M operating budget.
- Ascertained seamless and efficient operations by overseeing day-to-day processes, including management of Human Resources, IT, General Licensing, Verification, Satellite Offices, Enforcement Division, Data Services, Budget, and Community Affairs.
- Successfully implemented innovative call center utilizing technology to efficiently organize emails, calls, and correspondence.

DEPUTY DIRECTOR & CHIEF OF STAFF, 2011 to 2012

Analyzed existing processes to champion the development and implementation of effective procedures and service standards to ensure staff accountability and drive performance improvements.

- United effectively with union representatives to address employee concerns and ensure alignment with work policies and procedures.
- Assisted in creating IT processes and procedures for City Council Division's document management system.
- Increased City dog registrations by over 34%, generating \$100K in new revenue. Led the successful "Dog of Distinction" marketing campaign, achieving this gain at zero taxpayer cost.

OFFICE OF THE COOK COUNTY BOARD PRESIDENT, CHICAGO, IL, 2010 TO 2011 COMMUNITY OUTREACH LIAISON

Created and curated strategic outreach plans to gather support from diverse groups for the successful passage of the County President's initiative to decrease the sales tax by one percent.

Drove key initiatives and programs by partnering with Chambers, not-for-profits, and issue-based organizations and established
positive working relationships with external stakeholders while representing President at various community and public events.

CARINA E. SÁNCHEZ Page 3

OFFICE OF THE ILLINOIS STATE TREASURER, CHICAGO, IL, 2007 TO 2010

MANAGER OF EXTERNAL AFFAIRS

Planned, coordinated, and directed daily operations of the External Affairs unit in the northern region of Illinois. Developed and implemented public awareness events to promote available programs in the State Treasurer's Office.

- Created and managed the Treasurer and the Community Affairs Council (TCAC).
- Arranged all Heritage and Awareness Month celebrations ensuring proper recognition of leaders and community groups.

ILLINOIS DEPARTMENT OF FINANCIAL & PROFESSIONAL REGULATION (IDFPR), CHICAGO, IL, 2005 TO 2007 DIRECTOR OF POLICY & COMMUNITY RELATIONS

Primary liaison between the Governor's Office, IDFPR, and external stakeholders to facilitate legislation and policy proposals. Responsible for monitoring legislation, writing bill analysis and position papers on legislation affecting the Department.

Developed and oversaw the Department's public affairs and community outreach programs.

LEGISLATIVE LIAISON, DETAILED TO THE GOVERNOR'S OFFICE OF LEGISLATIVE AFFAIRS, 2004 TO 2005

Served as the Governor's liaison with the Illinois Legislative Latino Caucus and the House of Representatives to implement legislative agenda.

- Researched legislative proposals and spearheaded outreach initiatives which promoted the Governor's vision for the State.
- Organized the first Governor's "All Kids" Health Fair for the Latino Community and "Back to School" Fair.

ILLINOIS HOUSE OF REPRESENTATIVES, CHICAGO, IL, 2001 TO 2004 OFFICE OF THE SPEAKER, PROGRAM SPECIALIST

- Ensured assigned legislators were attaining their legislative goals while managing their public and media relations, including
 press releases, conferences, interviews, and events; acted as a surrogate for representatives at functions, meetings, and events
- Conducted bill analysis, research on potential legislation, and assisted in drafting legislation.
- Staff the Illinois Legislative Latino Caucus and helped developed their strategic goals and vision which lead to the creation of the Illinois Legislative Latino Caucus Foundation

Additional Experience: OFFICE OF STATE REPRESENTATIVE SUSANA MENDOZA, CHICAGO, IL, 2001 | CHIEF OF STAFF

EDUCATION & CREDENTIALS

MASTER OF BUSINESS ADMINISTRATION; National Louis University, Chicago, IL

BACHELOR OF ARTS, POLITICAL SCIENCE AND LATIN AMERICAN STUDIES; The University of Chicago, Chicago, IL

COMMUNITY ENGAGEMENT & PROFESSIONAL AFFILIATIONS

- Edgar Fellow Program, Fellow, 2023 to Present
- Local School Council Amundsen High School, Parent Representative, 2023 to Present
- Leadership Greater Chicago, Fellow, 2020 to Present
- Teatro Vista, Member of Board of Directors, and Gala Fundraising Director, 2018 to Present
- Metropolitan Family Services North Center, Community Board Chair, 2017 to Present
- Illinois Women's Institute for Leadership Training Academy, Board Member, DEI and Selection Committee, 2014 to Present
- Local School Council Blaine Elementary School, Parent Representative & DEI Chair, 2015 to 2022
- Democratic Party of Illinois, Member, Communications Committee, 2021 to 2022

AWARDS & RECOGNITIONS

- Office of the Illinois Comptroller -Women's History Month Honoree
- **Hispanic Executive Magazine**, *Carina E. Sánchez, The Unwavering Public Servant*, https://hispanicexecutive.com/carina-sanchez-the-unwavering-public-servant/
- NegociosNow- Latinos 40 Under 40
- NegociosNow- Who is Who in Chicago Leaders