



BERWYN TOWNSHIP TRUSTEES

REGULAR MEETING

August 12, 2024 | 6:00 PM

NOTICE OF PUBLIC MEETING – PLEASE READ

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



TOWNSHIP OF BERWYN BOARD REGULAR MEETING AGENDA Monday, August 12, 2024 | 6:00 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
 - A. Regular Meeting on July 29, 2024
5. APPROVAL OF TOWN & GA FUNDS PAYABLES & PAYROLL – July 2024
 - A. Assessor's Office Payables
 - B. Township Fund Payroll & Payables
 - C. GA Fund Payroll & Payables
6. STATEMENT OF RECEIPTS & DISBURSEMENTS
7. 708 COMMUNITY MENTAL HEALTH BOARD
8. CORRESPONDENCE
 - A. Email from Berwyn Tree Canopy Initiative requesting update on IGA for tree planting
9. OLD BUSINESS
 - A. Deferred Item (7/2024): Engage Local Realtor to Scout for Properties to Be Used as an Annex to Public Health District Building – Ambriz
10. NEW BUSINESS
 - A. Review & Approve 2024 Tax Levy – Eagan
 - B. Intergovernmental Agreement and Resolution for Tree Planting in Berwyn – Zdarsky
11. ADJOURNMENT

TOWNSHIP OF BERWYN BOARD DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY MEETING AGENDA Monday, August 12, 2024 | 6:30 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. COMMITTEE MEMBERSHIP
 - A. Remove Amilar Perez and appoint Zulima Ortiz
5. DISCUSS & RECOMMEND CHANGES TO FIRST DRAFT OF EFFICIENCY REPORT
6. NEXT MEETING
7. COMMENTS FROM ATTENDING RESIDENTS
8. ADJOURNMENT



AGENDA ITEM SUMMARY

AGENDA ITEM: **4**

TITLE	Approval of Minutes
MEETING DATE	August 12, 2024
SUBMITTED BY	Margaret Paul, Clerk

SUMMARY	
ATTACHMENTS	
<ul style="list-style-type: none">Regular Meeting on July 29, 2024	

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



Berwyn Township Regular Meeting – July 29, 2024

1. Call to Order: Supervisor Avila called the Regular Meeting to order at 6:15 p.m. The following Trustees were present on the call of the roll: Miranda, and Zapata. Avila made the motion, seconded by Miranda, to excuse Trustee Ambriz. The motion passed by a unanimous voice vote. Avila made the motion, seconded by Miranda, to allow Trustee Espinoza to participate remotely by telephone due to illness. The motion passed by a unanimous voice vote. Attorney Zdarsky and Accountant Egan were also in attendance. Ms. Marta Villeja was also in attendance

2. Pledge: Attendees recited the Pledge of Allegiance.

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

4. Approval of Minutes:

4-A: Town Regular Meeting of June 10, 2024: Supervisor Avila made the motion, seconded by Trustee Zapata, to amend the Regular Meeting Minutes of June 10, 2024 and approve the Minutes as amended with the following change: regarding Item 9-B Multi Use Athletic Field & Walkway Proposal and Intergovernmental Cooperative Agreement) at the last line of paragraph 4 changing the line from “Supervisor Avila indicated that the office manager had failed to provide the correct contract in both BHD and Township packet to read as follows: “Supervisor Avila indicated that the office manager had put the packets together with the wrong contract”. The motion passed by a unanimous voice vote.

4-B: Public Hearing Minutes – June 10, 2024 Proposed Budget and Appropriation Ordinance for Township and GA Funds Fiscal Year 2024 to 2025: Supervisor Avila made the motion, seconded by Trustee Zapata, to approve the Minutes for the June 10, 2024 Public Hearing as submitted. The motion passed by a unanimous voice vote.

4-C: Special Meeting Minutes of June 10, 2024: Avila made the motion, seconded by Miranda, to approve the Minutes of the June 10, 2024 Special Meeting as submitted. The motion passed by a unanimous voice vote.

5. Bills Payable and Payrolls:

5-A: Assessor’s Office Bills Payable and Payroll: Noting submitted for the agenda.

5-B: General Town Fund Bills Payable and Payroll: Supervisor Avila made the motion, seconded by Trustee Zapata, to approve the General Town Fund bills payable and payroll as submitted for \$55,695.20. The motion passed with Avila, Miranda, and Zapata voting AYE. Espinoza voted NAY.

5-C: GA Fund Bills Payable and Payroll: Supervisor Avila made the motion, seconded by Trustee Miranda, to approve the GA disbursements for \$21,824.52 as submitted. The motion passed unanimously on the call of the roll.

6. Statement of Receipts and Disbursements: Mr. Egan was recognized and commented on his report. Supervisor Avila marked the communication as Informational to be filed for audit by Order of the Chair.

7. 708 Board Report / Update: Nothing submitted for the agenda.

8. Correspondence: Nothing submitted for the agenda.

9. Old Business: Nothing submitted for the agenda.

10: New Business

10-A: Township of Berwyn Annual Financial Report Year Ending March 31, 2024: Mr. Egan was recognized. He commented on the completed audit. Avila made the motion, seconded by Miranda, to accept the audit as submitted and file it with the appropriate authorities. The motion passed by a unanimous roll call vote.

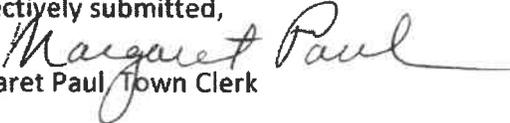
10-B: Republic Bank of Chicago Corporate Resolutions: Avila made the motion, seconded by Miranda, to adopt the two Corporate Bank Resolutions submitted by Republic Bank of Chicago for Acct. # 2090098621 and #2090070638, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion passed by a unanimous roll call vote.

10-C Engage a Realtor to Scout for Properties to be used as an Annex to the Public Health District Building. Avila made the motion, seconded by Miranda, to defer the item to the August meeting.

10-D Sponsorship of North Berwyn Park District 5-K Walk: Avila made the motion, seconded by Miranda, to authorize \$5,000.00 sponsorship amount for the event. The motion passed by a unanimous roll call vote.

Adjournment: There being no further business before the Board, Supervisor Avila made the motion, seconded by Trustee Zapata to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 6:50 p.m.

Respectively submitted,


Margaret Paul, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM: **5**

TITLE	Bills Payable and Payroll for March 2024
MEETING DATE	August 12, 2024
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

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

ATTACHMENTS

- Attachments:
- 5-A. Assessor’s Office Payables
 - 5-B. Township Fund Payroll & Payables
 - 5-C. GA Fund Payroll & Payables

ACTION PROPOSED

	INFORMATION		DISCUSSION	X	REVIEW & APPROVAL
	OTHER				

Berwyn Township - General Town Fund
Disbursements for Approval
8/12/2024

<u>Item</u>	<u>Ref #</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
INTERIM DISBURSEMENTS						
			NONE			
Total Interim Disbursements						\$ -
DISBURSEMENTS TO VENDORS						
1	16867	08/12/24	AR Electric	Moving: assessor office desks	5220.00	\$ 480.00
2	16868	08/12/24	BCBS - Profile 43806	2024-08 insurance premiums	5880.00	3,028.64
2a	16869	08/12/24	Berwyn Public Health	2024-08 Rent	5165.00	3,503.50
2b				Debit reimbursements	2400.00	332.25
3	16870	08/12/24	Dearborn Life Insurance Company	2024-08 insurance premiums	5880.00	44.15
4	16872	08/12/24	Johnny's Landscaping Services	grass cut: June, H/T split	5520.00	200.00
5	16873	08/12/24	Lawrence Zdarsky	2024-08 Legal Services	5143.00	865.00
6a	16874	08/12/24	Selden Fox, Ltd.	2024-08 Accounting Services	5105.00	940.00
6b				2024-08 software subscription	5615.00	100.00
7	16875	08/12/24	Vision Service Plan	2024-08 insurance premiums	5880.00	173.01
Total Disbursements to Vendors						\$ 9,666.55
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board.checks	07/29/24	Board checks	Gross Board payroll - July	various	\$ 7,950.00
2	EFT	07/15/24	Gross Payroll	Gross payroll - 7/1/24 - 7/15/24	various	6,492.30
3	EFT	07/15/24	Payroll withholdings	Payroll taxes - 7/1/24 - 7/15/24	various	496.65
4	EFT	07/15/24	Employer IMRF Obligation	IMRF match - 7/1/24 - 7/15/24	5835.00	1,460.59
5	EFT	07/31/24	Gross Payroll	Gross payroll -7/16/24 - 7/31/24	various	8,989.80
6	EFT	07/31/24	Payroll withholdings	Payroll taxes - 7/16/24 - 7/31/24	various	1,317.11
7	EFT	07/31/24	Employer IMRF Obligation	IMRF match - 7/16/24 - 7/31/24	5835.00	2,807.15
Total Payroll & Withholding Disbursements						\$ 29,513.60
Total Disbursements for Approval						\$ 39,180.15
Reconciled Cash Balance at 7/31/24-Citizens Bank						931,347.50

Berwyn Township - General Town Fund (Assessor)
Disbursements for Approval
8/12/2024

<u>Item</u>	<u>Ref #</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
INTERIM DISBURSEMENTS						
			NONE			
Total Interim Disbursements						\$ -
DISBURSEMENTS TO VENDORS						
1	16871	08/12/24	Jacqueline Pereda	2024-06 Microsoft online services 5/2-6/1/24	5240.00	\$ 9.13
				2024-07 Microsoft online services 6/2-7/1/24	5240.00	9.13
				2024-06 Nationbuilder; billing period 6/7-7/6/24	5230.00	104.00
				2024-07 Nationbuilder; billing period 7/7-8/6/24	5230.00	104.00
				2024-05 Google; 5/1/24-5/31/24	5220.00	14.40
				2024-06 Google; 6/1/24-6/30/24	5220.00	14.40
				2024-07 Google; 7/1/24-7/31/24	5220.00	14.40
				Reimbursement: Theatre District Self Park	5215.00	57.00
Total Disbursements to Vendors						\$ 326.46

**Berwyn Township - General Assistance Fund
Disbursements for Approval
8/12/2024**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
			NONE			
Total Interim Disbursements						\$ -
DISBURSEMENTS TO FLAT GRANT RECIPIENTS						
1	18102	08/12/24		2024-07 Flat grant	5350.00	\$ 425.00
2	18103	08/12/24		2024-07 Flat grant	5350.00	425.00
3	18104	08/12/24		2024-07 Flat grant	5350.00	425.00
4	18105	08/12/24		2024-07 Flat grant	5350.00	425.00
5	18106	08/12/24		2024-07 Flat grant	5350.00	425.00
6	18107	08/12/24		2024-07 Flat grant	5350.00	425.00
7	18108	08/12/24		2024-07 Flat grant	5350.00	425.00
8	18109	08/12/24		2024-07 Flat grant	5350.00	425.00
9	18110	08/12/24		2024-07 Flat grant	5350.00	425.00
10	18111	08/12/24		2024-07 Flat grant	5350.00	425.00
11	18112	08/12/24		2024-07 Flat grant	5350.00	425.00
12	18113	08/12/24		2024-07 Flat grant	5350.00	425.00
13	18114	08/12/24		2024-07 Flat grant	5350.00	425.00
14	18115	08/12/24		2024-07 Flat grant	5350.00	425.00
15	18116	08/12/24		2024-07 Flat grant	5350.00	425.00
16	18117	08/12/24		2024-07 Flat grant	5350.00	425.00
17	18118	08/12/24		2024-07 Flat grant	5350.00	425.00
18	18119	08/12/24		2024-07 Flat grant	5350.00	425.00
19	18120	08/12/24		2024-07 Flat grant	5350.00	425.00
20	18121	08/12/24		2024-07 Flat grant	5350.00	425.00
21	18122	08/12/24		2024-07 Flat grant	5350.00	425.00
22	18123	08/12/24		2024-07 Flat grant	5350.00	425.00
23	18124	08/12/24		2024-07 Flat grant	5350.00	425.00
24	18125	08/12/24		2024-07 Flat grant	5350.00	425.00
25	18126	08/12/24		2024-07 Flat grant	5350.00	425.00
26	18127	08/12/24		2024-07 Flat grant	5350.00	425.00
27	18128	08/12/24		2024-07 Flat grant	5350.00	425.00
28	18129	08/12/24		2024-07 Flat grant	5350.00	425.00
29	18130	08/12/24		2024-07 Flat grant	5350.00	425.00
30	18131	08/12/24		2024-07 Flat grant	5350.00	425.00
31	18132	08/12/24		2024-07 Flat grant	5350.00	425.00
32	18133	08/12/24		2024-07 Flat grant	5350.00	425.00
33	18134	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18135	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18136	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18137	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18138	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18139	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18140	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18141	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18142	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18143	08/12/24		2024-07 Flat grant	5350.00	425.00
34	18144	08/12/24		2024-07 Flat grant	5350.00	425.00
Total Disbursements to Flat Grant Recipients						\$ 18,275.00
DISBURSEMENTS TO VENDORS						
1	18145	08/12/24	Blue Cross Blue Shield	2024-08 insurance premiums	5880.00	\$ 783.54
2	18146	08/12/24	Berwyn Public Health District	2024-08 Rent	5165.00	2,866.50
3a	18099	08/12/24	Berwyn Township	GA payroll reimbursement	2400.00	1,906.33
3b				Shared employee reimbursement	5440.00	612.38
4	18097	08/12/24	Dearborn Life Insurance Company	2024-08 insurance premiums	5880.00	7.58
5	18101	08/12/24	Lawrence Zdarsky	2024-08 Legal services	5143.00	345.00
6a	18100	08/12/24	Selden Fox, Ltd.	2024-08 Accounting Services	5105.00	916.67
6b				2024-08 Software Subscription	5615.00	100.00
7	18098	08/12/24	Vision Service Plan	2024-08 insurance premiums	5880.00	16.02
Total Disbursements to Vendors						\$ 7,554.02
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	EFT	07/15/24	Gross Payroll	Gross payroll - 7/1/24 - 7/15/24	5803.00	\$ 1,704.30
2	EFT	07/15/24	Payroll withholdings	Payroll taxes - 7/1/24 - 7/15/24		130.39
3	EFT	07/15/24	Employer IMRF Obligation	IMRF match - 7/1/24 - 7/15/24	5835.00	435.27
4	EFT	07/31/24	Gross Payroll	Gross payroll - 7/16/24 - 7/31/24	5803.00	1,704.30
5	EFT	07/31/24	Payroll withholdings	Payroll taxes - 7/16/24 - 7/31/24		130.37
6	EFT	07/31/24	Employer IMRF Obligation	IMRF match - 7/16/24 - 7/31/24	5835.00	358.58
Total Payroll & Withholding Disbursements						\$ 4,463.21
Total Disbursements for Approval						\$ 30,292.23
Reconciled Cash Balance at 7/31/24-Citizens Bank						1,178,783.93

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

CASELOAD	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Clients from Previous Month	36	0
(+) New Cases/Reinstated	7	0
(-) Terminated Cases	0	0
Clients End-of-Month Total	43	0

Client Eligibility Status	# of Clients
EXEMPT (SSI/SSDI case pending)	15
RESTRICTED (Temporarily disabled)	12
ABLE (Unemployed and seeking work)	16

INQUIRIES	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Total Assistance Application Requests	7	3
Applications In-Process	0	0
Applications Approved	7	0
Applications Denied	0	0
<i>No show/Unable to contact</i>	0	0
<i>Excess Income</i>	0	0
<i>Eligible for other agency funds</i>	0	0
<i>Incomplete app/docs</i>	0	0
<i>Other (Describe)</i>	0	0
Total Applicants Referred Other Agency	0	3

OTHER APPLICATION ASSISTANCE	July	TOTAL 2024 YTD
Access To Care	0	5
Benefit Access Program	0	23
Emergency ID Bracelet	1	1
Medicaid/Medicare	2	18

Respectfully,
Cynthia Arreola, GA Coordinator

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP
COOK COUNTY, ILLINOIS

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

that we have this 12th day of August 2024 examined and approved the foregoing claims or charges against Berwyn Township Town Fund and that we hereby approve said claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Trustee

_____ Trustee

_____ Trustee

_____ Trustee

_____ Supervisor

CERTIFICATE

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

that the Board of Township Trustees of said Township examined, reviewed, approved and directed the payment of the foregoing accounts on this 12th day of August 2024 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP GENERAL ASSISTANCE
COOK COUNTY, ILLINOIS

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

that we have this 12th day of August 2024 examined and approved the foregoing claims or charges against Berwyn Township General Assistance Fund and that we hereby approve said claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll consisting of 1 page.

_____ Trustee

_____ Trustee

_____ Trustee

_____ Trustee

_____ Supervisor

CERTIFICATE

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

that the Board of Township Trustees of said Township examined, reviewed, approved and directed the payment of the foregoing accounts on this 12th day of August 2024 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor



AGENDA ITEM SUMMARY

AGENDA ITEM: **6**

TITLE	Statement of Receipts & Disbursements
MEETING DATE	August 12, 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 General Town and General Assistance Fund of Berwyn Township is attached for your review.

ATTACHMENTS

- Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis for the period **April 1, 2024 through July 31, 2024.**

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

Selden Fox

Accounting for your future

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

ACCOUNTANT'S COMPILATION REPORT

Board of Trustees
Berwyn Township
Berwyn, Illinois

Management is responsible for the accompanying statement of revenues, expenditures, and changes in net assets – modified cash basis for the period April 1, 2024 through July 31, 2024 for the General Town Fund and General Assistance Fund of **Berwyn Township**. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

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

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

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

We are not independent with respect to Berwyn Township.

Selden Fox, Ltd.

August 7, 2024

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

	April - July 2024	Approved Budget	Remaining Budget	% of Budget
Income				
4100.00 Property Tax	\$ 82,654.51	\$ 438,375.00	\$ (355,720.49)	18.85%
4200.00 Replacement Tax	24,481.80	65,000.00	(40,518.20)	37.66%
4330.00 Miscellaneous Income	3.00	2,500.00	(2,497.00)	0.12%
4400.00 Interest Income	803.01	2,500.00	(1,696.99)	32.12%
Total Income	107,942.32	508,375.00	(400,432.68)	21.23%
Gross Profit	107,942.32	508,375.00	(400,432.68)	21.23%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,500.00	(7,500.00)	0.00%
5017.00 Park Improvements and Equipment	-	5,000.00	(5,000.00)	0.00%
5020.00 Office Furnishings	-	4,000.00	(4,000.00)	0.00%
Total 5000.00 Capital Outlay	-	16,500.00	(16,500.00)	0.00%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	3,760.00	11,280.00	(7,520.00)	33.33%
5106.00 Payroll Processing Fees	200.00	1,800.00	(1,600.00)	11.11%
5115.00 Annual Audit	-	3,875.00	(3,875.00)	0.00%
5120.00 Association Dues	1,381.45	3,000.00	(1,618.55)	46.05%
5135.00 General Liability Insurance	-	10,000.00	(10,000.00)	0.00%
5140.00 Legal Expense	675.00	10,000.00	(9,325.00)	6.75%
5143.00 Town Attorney	3,428.33	10,000.00	(6,571.67)	34.28%
5144.00 Website Costs	-	1,500.00	(1,500.00)	0.00%
5145.00 Newsletter/Website	4,424.00	5,000.00	(576.00)	88.48%
5155.00 Town Board Educ, Trans, Travel	250.00	6,000.00	(5,750.00)	4.17%
5165.00 Office Rent - Rent & Services	14,014.00	42,042.00	(28,028.00)	33.33%
Total 5100.00 Contractual Services	28,132.78	104,497.00	(76,364.22)	26.92%
5200 Assessor's Office			-	
5210.00 Assessor Educ, Trans, Travel	-	2,250.00	(2,250.00)	0.00%
5215.00 Assessor's Office Supplies	973.26	250.00	723.26	389.30%
5220.00 Assessor's Office Equipment	1,017.26	3,650.00	(2,632.74)	27.87%
5225.00 Assessor's Printing and Publica	-	1,500.00	(1,500.00)	0.00%
5230.00 Assessor's Web Hosting/ IT	2,202.00	4,000.00	(1,798.00)	55.05%
5231.00 Assessor Outreach Special Events	-	750.00	(750.00)	0.00%
5240.00 Assessor's Office Budget	1,037.14	2,750.00	(1,712.86)	37.71%
Total 5200 Assessor's Office	5,229.66	15,150.00	(9,920.34)	34.52%

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

	April - July 2024	Approved Budget	Remaining Budget	% of Budget
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	2,500.00	(2,500.00)	0.00%
5425.00 Officials' Bonds	3,500.00	3,500.00	-	100.00%
5440.00 Special Events & Programs	1,295.89	30,000.00	(28,704.11)	4.32%
5440.02 Community Outreach	-	5,000.00	(5,000.00)	0.00%
5440.03 Dumpster Days	12,754.75	8,500.00	4,254.75	150.06%
5440.04 Senior Breakfast	-	1,500.00	(1,500.00)	0.00%
5440.05 Holiday Fund	-	4,000.00	(4,000.00)	0.00%
5440.06 Community Hero	-	4,000.00	(4,000.00)	0.00%
5440.07 Intergovernmental	-	15,000.00	(15,000.00)	0.00%
5440.08 New Programs and Initiatives	-	600,000.00	(600,000.00)	0.00%
5440.09 Emergency Preparedness Training	-	1,500.00	(1,500.00)	0.00%
5440.10 Senior Resource & Dance	-	3,000.00	(3,000.00)	0.00%
5440.11 Mentorship program	-	1,500.00	(1,500.00)	0.00%
Total 5440.00 Special Events & Programs	14,050.64	674,000.00	(659,949.36)	2.08%
5442.00 Participatory Budget	-	12,000.00	(12,000.00)	0.00%
5444.00 Emergency Preparedness	-	5,000.00	(5,000.00)	0.00%
5450.00 Decorating	-	1,000.00	(1,000.00)	0.00%
5470.00 Record Retention	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	17,550.64	699,000.00	(681,449.36)	2.51%
5500.00 Repairs and Maintenance			-	
5520.00 Landscaping	240.00	5,500.00	(5,260.00)	4.36%
5530.00 Town Park - Maint & Operations	-	5,000.00	(5,000.00)	0.00%
5540.00 Snow Removal	695.00	3,000.00	(2,305.00)	23.17%
Total 5500.00 Repairs and Maintenance	935.00	13,500.00	(12,565.00)	6.93%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	2,720.23	5,000.00	(2,279.77)	54.40%
5620.00 Postage	-	2,000.00	(2,000.00)	0.00%
5625.00 Printing and Publication	1,198.75	2,000.00	(801.25)	59.94%
5635.00 Clerk's Budget	-	100.00	(100.00)	0.00%
Total 5600.00 Commodities	3,918.98	9,100.00	(5,181.02)	43.07%
5800.00 Personnel Expenses			-	
5830.00 Taxes - Employer FICA	5,726.15	21,824.48	(16,098.33)	26.24%
5831.00 Taxes - Employer Medicare	1,339.17	6,574.88	(5,235.71)	20.37%
5832.00 Taxes - SUTA	34.66	2,050.00	(2,015.34)	1.69%
5835.00 Retirement Contribution	17,642.26	56,000.00	(38,357.74)	31.50%
5875.00 Township Assessor	10,000.00	33,600.00	(23,600.00)	29.76%

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

	April - July 2024	Approved Budget	Remaining Budget	% of Budget
5877.00 Assessor's Office Staff	36,610.67	104,992.00	(68,381.33)	34.87%
5880.00 Group Health Insurance	12,839.44	62,500.00	(49,660.56)	20.54%
5885.00 Board of Trustees	2,700.00	12,500.00	(9,800.00)	21.60%
5890.00 Township Clerk	5,000.00	17,850.00	(12,850.00)	28.01%
5895.00 Township Supervisor	15,000.00	49,350.00	(34,350.00)	30.40%
5898.00 Clerical	16,344.17	105,000.00	(88,655.83)	15.57%
5899.00 Clerk's Office Staff	-	2,000.00	(2,000.00)	0.00%
Total 5800.00 Personnel Expenses	123,236.52	474,241.36	(351,004.84)	25.99%
Total Expenses	179,003.58	1,331,988.36	(1,152,984.78)	13.44%
Net Operating Income	(71,061.26)	(823,613.36)	752,552.10	8.63%
Net Income	(71,061.26)	\$ (823,613.36)	\$ 752,552.10	8.63%
Beginning net assets	1,182,300.51			
Ending net assets	\$ 1,111,239.25			

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

	April - July 2024	Approved Budget	Remaining Budget	% of Budget
Income				
4100.00 Property Tax	\$ 69,287.52	\$ 425,000.00	\$ (355,712.48)	16.30%
4700.00 Investment Income	32,500.79	25,000.00	7,500.79	130.00%
4900.00 Interest Income	972.98	5,000.00	(4,027.02)	19.46%
Total Income	102,761.29	455,000.00	(352,238.71)	22.58%
Gross Profit	102,761.29	455,000.00	(352,238.71)	22.58%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,000.00	(7,000.00)	0.00%
5030.00 Computer/GA Tracking Program	1,800.00	4,000.00	(2,200.00)	45.00%
Total 5000.00 Capital Outlay	1,800.00	11,000.00	(9,200.00)	16.36%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	3,666.68	11,000.00	(7,333.32)	33.33%
5115.00 Annual Audit	-	3,500.00	(3,500.00)	0.00%
5120.00 Association Dues	-	800.00	(800.00)	0.00%
5135.00 Gen. Liability Insurance	-	6,000.00	(6,000.00)	0.00%
5140.00 Legal Expense	675.00	3,000.00	(2,325.00)	22.50%
5143.00 Town Attorney	1,368.33	4,200.00	(2,831.67)	32.58%
5145.00 Newsletter/Website	843.75	7,000.00	(6,156.25)	12.05%
5155.00 GA Education, Transport & Travel	-	2,000.00	(2,000.00)	0.00%
5165.00 Office Rent - Rent & Services	11,466.00	35,000.00	(23,534.00)	32.76%
5180.00 Insurance - Catastrophic	-	3,000.00	(3,000.00)	0.00%
Total 5100.00 Contractual Services	18,019.76	75,500.00	(57,480.24)	23.87%
5300.00 Assistance Programs			-	
5340.00 Statutory Burial Expenses	-	20,000.00	(20,000.00)	0.00%
5350.00 Relief - Flat Grant	58,650.00	250,000.00	(191,350.00)	23.46%
5355.00 Hospitalization Exp / Inst Care	-	50,000.00	(50,000.00)	0.00%
5356.00 Medical Assistance	-	10,000.00	(10,000.00)	0.00%
Total 5300.00 Assistance Programs	58,650.00	330,000.00	(271,350.00)	17.77%
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	10,000.00	(10,000.00)	0.00%
5435.00 Access to Care	-	4,000.00	(4,000.00)	0.00%
5440.00 Special Events & Programs	2,428.81	50,000.00	(47,571.19)	4.86%
5442.00 Participatory Budget	-	7,450.00	(7,450.00)	0.00%
5444.00 Emergency Assistance Program	-	150,000.00	(150,000.00)	0.00%

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

	April - July 2024	Approved Budget	Remaining Budget	% of Budget
5460.00 Office Furnishings	-	4,000.00	(4,000.00)	0.00%
5470.00 Record Retention/Disposal	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	2,428.81	226,450.00	(224,021.19)	1.07%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	1,311.09	-	1,311.09	
5620.00 Postage	-	500.00	(500.00)	0.00%
5625.00 Printing and Publication	-	2,000.00	(2,000.00)	0.00%
Total 5600.00 Commodities	1,311.09	2,500.00	(1,188.91)	52.44%
5700.00 Utilities			-	
5715.00 Communications	-	1,000.00	(1,000.00)	0.00%
Total 5700.00 Utilities	-	1,000.00	(1,000.00)	0.00%
5800.00 Personnel Expenses			-	
5803.00 Intake Personnel	10,949.51	90,000.00	(79,050.49)	12.17%
5830.00 Taxes - Employer FICA	845.33	4,000.00	(3,154.67)	21.13%
5831.00 Taxes - Employer Medicare	197.69	1,000.00	(802.31)	19.77%
5832.00 Taxes - SUTA	13.87	400.00	(386.13)	3.47%
5835.00 Retirement Contribution	3,035.02	12,000.00	(8,964.98)	25.29%
5880.00 Group Health Insurance	3,084.56	25,000.00	(21,915.44)	12.34%
Total 5800.00 Personnel Expenses	18,125.98	132,400.00	(114,274.02)	13.69%
Total Expenses	100,335.64	778,850.00	(678,514.36)	12.88%
Net Operating Income	2,425.65	(323,850.00)	326,275.65	-0.75%
Net Income	2,425.65	\$ (323,850.00)	\$ 326,275.65	-0.75%
Beginning net assets	2,862,885.30			
Ending net assets	\$ 2,865,310.95			



AGENDA ITEM SUMMARY

AGENDA ITEM: **7**

TITLE	708 Community Mental Health Board Update
MEETING DATE	August 12, 2024
SUBMITTED BY	Allen Doederlein, Executive Director

SUMMARY	
Verbal update to be provided.	
ATTACHMENTS	

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



AGENDA ITEM SUMMARY

AGENDA ITEM: **8**

TITLE	Email from Berwyn Tree Canopy
MEETING DATE	August 12, 2024
SUBMITTED BY	David J. Avila, Supervisor

SUMMARY	
ATTACHMENTS	

ACTION PROPOSED					
X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

Jessica Aquino-Rodriguez

From: Jacqueline Pereda <jacquelinepereda@berwynassessor.org>
Sent: Tuesday, August 06, 2024 6:53 PM
To: manager
Subject: Fwd: Status of intergovernmental agreement for tree planting?

----- Forwarded message -----

From: **John Dunlevy** <jdunlevy@gmail.com>
Date: Tue, Aug 6, 2024 at 6:13 PM
Subject: Status of intergovernmental agreement for tree planting?
To: Supervisor David Avila <supervisordavidavila@berwyntownship.org>
Cc: Margaret Paul <mpaul@ci.berwyn.il.us>, Jacqueline Pereda <jacquelinepereda@berwynassessor.org>, Berwyn Trees <berwyntrees@gmail.com>

Dear Elected Township Officials,

As a member and volunteer for the Berwyn Tree Canopy Initiative, and as a Berwyn voter, I am writing just to ask for an update. When can we expect an intergovernmental agreement on planting trees in Berwyn in accordance with the resolution passed at the Annual Town Meeting on April 9?

Is there anything the Berwyn Tree Canopy Initiative can do at this point to help in the process?

Thank you.

Sincerely,

John Dunlevy
jdunlevy@gmail.com
+1 (312) 804-5412

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Jacqueline Pereda

Berwyn Township Assessor
Berwyn Township
6600 W 26th Street
Berwyn, IL 60402



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-A**

TITLE	Engage Local Realtor to Scout for Properties to Be Used as an Annex to Public Health District Building
MEETING DATE	August 12, 2024
SUBMITTED BY	Tomasa Ambriz, Township Trustee

SUMMARY	
ATTACHMENTS	

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



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-A**

TITLE	2024 Tax Levy
MEETING DATE	August 12, 2024
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY	
ATTACHMENTS	
<ul style="list-style-type: none">• 2024 Tax Levy	

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



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-B**

TITLE	Intergovernmental Agreement and Resolution for Tree Planting in Berwyn
MEETING DATE	August 12, 2024
SUBMITTED BY	Larry Zdarsky, Township Attorney

SUMMARY	
ATTACHMENTS	

ACTION PROPOSED			
	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		