



TOWNSHIP BOARD OF TRUSTEES
MEETING PACKET

February 9, 2026



NOTICE OF PUBLIC MEETING – PLEASE READ

In accordance with the Illinois Open Meetings Act (5 ILCS 120), notice is hereby given that the Board of Trustees of the Berwyn Township will hold a public meeting as follows:

TOWNSHIP OF BERWYN – BOARD OF TRUSTEES MEETING AGENDA

MEETING TYPE REGULAR MEETING | SPECIAL MEETING | COW/WORKSHOP

DATE **Monday, February 9, 2026**

TIME **6:00 PM**

LOCATION **6600 W. 26th St., 1st Floor Conf. Rm.**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM

Comments for the Open Forum must be submitted by 2:00 PM on the meeting day to Clerk Leticia Garcia at 6700 W. 26th Street, Berwyn, IL 60402, via email at LGarcia@ci.berwyn.il.us, or by phone at (708)749-6451.

4. APPROVAL OF MINUTES
 - A. Regular Meeting on January 12, 2026
5. APPROVAL OF TOWN & RELIEF FUNDS PAYABLES & PAYROLL
 - A. Assessor's Office Payables – January 2026
 - B. Township Fund Payroll & Payables – January 2026
 - C. GA Fund Payroll & Payables – January 2026
6. STATEMENT OF RECEIPTS & DISBURSEMENTS
7. 708 COMMUNITY MENTAL HEALTH BOARD
8. CORRESPONDENCE
9. OLD BUSINESS
10. NEW BUSINESS
 - A. Audit Engagement Letter from Evans, Marshall & Pease PC
 - B. Planning for April 14, 2026 Annual Town Meeting – Garcia
 - C. Review & Approve Mano a Mano Unidos Emergency Community Assistance Funding Request – Avila
11. ADJOURNMENT



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	4	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Approval of Minutes		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Township Clerk		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Regular Meeting on January 12, 2026



BERWYN TOWNSHIP
Regular Meeting – January 12, 2026

Call to Order: Township Supervisor Avila called the meeting to Order at 6:00 PM. Present were Trustees Espinoza, Margarites, and Ortiz. Also in attendance were Township Accountant Eagan, Township Attorney Zdarsky, and Clerk's Office Administrative Assistant Casper. Avila made the motion, seconded by Margarites, to excuse Trustee Miranda. The motion passed by a unanimous voice vote.

Pledge: Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Seeing as no one addressed any comments, Casper closed the section of Open Forum.

Approval of Minutes:

- A. Public Hearing on December 8, 2025:** Avila made the motion, seconded by Margarites, to approve the Public Hearing Minutes for December 8, 2025. The motion passed by a unanimous voice vote.

- B. Regular Meeting on December 8, 2025:** Avila made the motion, seconded by Ortiz, to approve the Regular Meeting Minutes for December 8, 2025. The motion passed by a unanimous voice vote.

Bills Payable and Payrolls:

A: Assessor's Office Bills Payable and Payroll: Avila made the motion, seconded by Ortiz, to approve the Assessor's Office Payable and Payroll for \$148.89, through January 12, 2026, as submitted. The motion passed with a unanimous roll call vote.

B: Township Fund Bills Payables: Avila made the motion, seconded by Ortiz, to approve the General Town Fund bills payable and payroll through January 12, 2026, for \$212,468.51, as submitted. The motion passed with Avila, Margarites, Ortiz voting AYE, and Espinoza voting NAY.

C: GA Fund Bills Payable and Payroll: Avila made the motion, seconded by Ortiz, to approve the GA Payroll and payables through January 12, 2026, for \$51,294.49, as submitted. The motion passed by a unanimous roll call vote.

6. Statement of Receipts and Disbursements: Eagan was recognized and commented on district expenses and reserves. By order of the Chair, Avila made the motion to file this item as informational.

708 Community Mental Health Board: By order of the Chair, Avila made the motion to file this item as informational.

Correspondence: Nothing submitted.

Old Business: Nothing submitted.

New Business:

A: Statement of economic Interest – 2025 Filing Requirements: By order of the Chair, Avila motioned to file this item as informational.

B: Township Lobby Day April 15, 2026: Avila announced Township Lobby Day will be held on April 15, 2026, in Springfield, IL. Discussion ensued regarding logistics. By order of the Chair, Avila motioned to file this item as informational.

C: FY 2027 Budget Committee Meeting Dates: Avila made the motion, seconded by Ortiz, to have the first Budget Committee Meeting begin at 5:30PM on March 9, 2026. The motion passed by a unanimous voice vote in favor.

D: Assessor's FY 2026 Tentative Budget: Eagen was recognized and confirmed the Assessor's FY 2026 Tentative Budget was received on time. By order of the chair, Avila made the motion to file this item as informational.

Adjournment: There being no further business before the Board, Avila made the motion, seconded by Margarites, to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 6:13 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Leticia Garcia".

Leticia Garcia
Township Clerk



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	5	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Bills Payable and Payroll		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

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

ATTACHMENTS

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

Berwyn Township - General Town Fund (Assessor)
Disbursements for Approval
February 9, 2026

<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		\$ -
INTERCOMPANY						
			NONE			
				Total Intercompany		\$ -
DISBURSEMENTS TO VENDORS						
1	40173	02/09/26	Cook County Township Assessor's	CCTAA dues 2026	5240.00	\$ 500.00
2a	40183	02/09/26	Jacqueline Pereda	2026-01 Nationbuilder; billing period 1/7-2/6/26	5230.00	104.00
2b				2026-01 Google; 1/1/26-1/31/26	5220.00	16.80
2c				2026-01 Microsoft online services 1/2-2/1/26	5240.00	9.13
2d				Reimburse-lodging IPAI Conference (Marriott)	5210.00	327.04
2e				Reimburse-.ORG domain renewal (GoDaddy)	5230.00	46.38
				Total Disbursements to Vendors		\$ 1,003.35
				Total Disbursements for Approval		\$ 1,003.35

Berwyn Township - General Town Fund
Disbursements for Approval
February 9, 2026

<u>Item</u>	<u>Ref #</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
INTERIM DISBURSEMENTS						
1	40171	01/15/26	Berwyn 708	Loan receivable to 708	1850.00	\$ 70,000.00
Total Interim Disbursements						\$ 70,000.00
INTERCOMPANY						
1a	40177	02/09/26	Berwyn Public Health	2026-02 Rent	5165.00	\$ 3,503.50
1b				business cards for David - H/T split	5615.00	30.27
Total Intercompany						\$ 3,533.77
DISBURSEMENTS TO VENDORS						
1	40176	02/09/26	BCBS - Profile 43806	2026-02 insurance premiums	5880.00	\$ 6,135.62
2	40180	02/09/26	Dearborn Life Insurance Company	2026-02 insurance premiums	5880.00	63.34
3	40172	02/09/26	Heather Casper	township/health district meeting attendance	5899.00	42.00
4	40182	02/09/26	Lawrence Zdarsky	2026-02 Legal Services	5143.00	887.00
5	40178	02/09/26	Leticia Garcia	reimbursement - TCAoCC dues	5120.00	250.00
6	40175	02/09/26	Quill Corporation	Office supplies	5615.00	119.58
7	40181	02/09/26	SBC Waste Solutions	waste services - dumpster days	5440.03	4,123.55
8a	40179	02/09/26	Selden Fox, Ltd.	2026-02 Accounting Services	5105.00	1,076.00
8b				2026-02 Software	5106.00	100.00
9	40174	02/09/26	Vision Service Plan	2026-02 insurance premiums	5880.00	182.22
Total Disbursements to Vendors						\$ 12,979.31
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	01/12/26	Board checks	Gross board payroll - January	various	\$ 8,587.50
2	EFT	01/15/26	Gross Payroll	Gross payroll - 1/1/26 - 1/15/26	various	6,707.61
3	EFT	01/15/26	Payroll withholdings	Payroll taxes - 1/1/26 - 1/15/26	various	1,209.84
4	EFT	01/15/26	Employer IMRF Obligation	IMRF match - 1/1/26 - 1/15/26	5835.00	2,321.26
5	EFT	01/30/26	Gross Payroll	Gross payroll - 1/16/26 - 1/31/26	various	6,665.61
6	EFT	01/30/26	Payroll withholdings	Payroll taxes - 1/16/26 - 1/31/26	various	554.37
7	EFT	01/30/26	Employer IMRF Obligation	IMRF match - 1/16/26 - 1/31/26	5835.00	964.46
Total Payroll & Withholding Disbursements						\$ 27,010.65
Total Disbursements for Approval						\$ 113,523.73
Reconciled Cash Balance at 1/31/26-Byline Bank checking						\$ 88,561.89
Reconciled Cash Balance at 1/31/26-Republic Bank checking						249,466.48
Reconciled Cash Balance at 1/31/26-Republic Bank sweep						71,038.33
Total						\$ 409,066.70

Berwyn Township - General Assistance Fund
Disbursements for Approval
February 9, 2026

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	41008	02/06/26	Ebenezer Church	2026 Donation-establish Food Pantry	5444.00	\$ 12,500.00
2	41009	02/06/26	Christian Life Church	2026 Donation-establish Food Pantry	5444.00	12,500.00
Total Interim Disbursements						\$ 25,000.00
INTERCOMPANY						
1a	40969	02/09/26	Berwyn Public Health District	2026-02 Rent	5165.00	\$ 2,866.50
1b				Coat dry cleaning	5440.00	15.00
1c				Medical ID bracelets	5444.00	61.30
2	40936	02/09/26	Berwyn Township	Payroll Reimbursement	5803.00	4,254.66
Total Intercompany						\$ 7,197.46
DISBURSEMENTS TO FLAT GRANT RECIPIENTS						
1	40925	02/09/26		2026-01 Flat grant	5350.00	\$ 456.00
2	40927	02/09/26		2026-01 Flat grant	5350.00	456.00
3	40928	02/09/26		2026-01 Flat grant	5350.00	456.00
4	40929	02/09/26		2026-01 Flat grant	5350.00	456.00
5	40930	02/09/26		2026-01 Flat grant	5350.00	456.00
6	40931	02/09/26		2026-01 Flat grant	5350.00	456.00
7	40932	02/09/26		2026-01 Flat grant	5350.00	456.00
8	40933	02/09/26		2026-01 Flat grant	5350.00	456.00
9	40934	02/09/26		2026-01 Flat grant	5350.00	456.00
10	40935	02/09/26		2026-01 Flat grant	5350.00	456.00
11	40938	02/09/26		2026-01 Flat grant	5350.00	456.00
12	40939	02/09/26		2026-01 Flat grant	5350.00	456.00
13	40940	02/09/26		2026-01 Flat grant	5350.00	456.00
14	40941	02/09/26		2026-01 Flat grant	5350.00	456.00
15	40942	02/09/26		2026-01 Flat grant	5350.00	456.00
16	40943	02/09/26		2026-01 Flat grant	5350.00	456.00
17	40944	02/09/26		2026-01 Flat grant	5350.00	456.00
18	40945	02/09/26		2026-01 Flat grant	5350.00	456.00
19	40946	02/09/26		2026-01 Flat grant	5350.00	456.00
20	40947	02/09/26		2026-01 Flat grant	5350.00	456.00
21	40948	02/09/26		2026-01 Flat grant	5350.00	456.00
22	40949	02/09/26		2026-01 Flat grant	5350.00	456.00
23	40950	02/09/26		2026-01 Flat grant	5350.00	456.00
24	40951	02/09/26		2026-01 Flat grant	5350.00	456.00
25	40952	02/09/26		2026-01 Flat grant	5350.00	456.00
26	40953	02/09/26		2026-01 Flat grant	5350.00	456.00
27	40954	02/09/26		2026-01 Flat grant	5350.00	456.00
28	40955	02/09/26		2026-01 Flat grant	5350.00	456.00
29	40956	02/09/26		2026-01 Flat grant	5350.00	456.00
30	40957	02/09/26		2026-01 Flat grant	5350.00	456.00
31	40958	02/09/26		2026-01 Flat grant	5350.00	456.00
32	40959	02/09/26		2026-01 Flat grant	5350.00	456.00
33	40961	02/09/26		2026-01 Flat grant	5350.00	456.00
34	40962	02/09/26		2026-01 Flat grant	5350.00	456.00
35	40963	02/09/26		2026-01 Flat grant	5350.00	456.00
36	40964	02/09/26		2026-01 Flat grant	5350.00	456.00
37	40965	02/09/26		2026-01 Flat grant	5350.00	456.00
38	40966	02/09/26		2026-01 Flat grant	5350.00	456.00
39	40967	02/09/26		2026-01 Flat grant	5350.00	456.00
40	40968	02/09/26		2026-01 Flat grant	5350.00	456.00
41	40971	02/09/26		2026-01 Flat grant	5350.00	456.00
42	40972	02/09/26		2026-01 Flat grant	5350.00	456.00
43	40973	02/09/26		2026-01 Flat grant	5350.00	456.00
44	40974	02/09/26		2026-01 Flat grant	5350.00	456.00
45	40975	02/09/26		2026-01 Flat grant	5350.00	456.00
46	40976	02/09/26		2026-01 Flat grant	5350.00	456.00
47	40977	02/09/26		2026-01 Flat grant	5350.00	456.00
48	40978	02/09/26		2026-01 Flat grant	5350.00	456.00
49	40979	02/09/26		2026-01 Flat grant	5350.00	456.00
50	40980	02/09/26		2026-01 Flat grant	5350.00	456.00
51	40981	02/09/26		2026-01 Flat grant	5350.00	456.00
52	40982	02/09/26		2026-01 Flat grant	5350.00	456.00
53	40983	02/09/26		2026-01 Flat grant	5350.00	456.00
54	40984	02/09/26		2026-01 Flat grant	5350.00	456.00
55	40986	02/09/26		2026-01 Flat grant	5350.00	456.00
56	40987	02/09/26		2026-01 Flat grant	5350.00	456.00
57	40988	02/09/26		2026-01 Flat grant	5350.00	456.00
58	40989	02/09/26		2026-01 Flat grant	5350.00	456.00
59	40990	02/09/26		2026-01 Flat grant	5350.00	456.00
60	40991	02/09/26		2026-01 Flat grant	5350.00	456.00
61	40992	02/09/26		2026-01 Flat grant	5350.00	456.00

Berwyn Township - General Assistance Fund
 Disbursements for Approval
 February 9, 2026

Item	Ref #	Date	Payee	Description	Account	Amount
62	40993	02/09/26		2026-01 Flat grant	5350.00	456.00
63	40994	02/09/26		2026-01 Flat grant	5350.00	456.00
64	40995	02/09/26		2026-01 Flat grant	5350.00	456.00
65	40996	02/09/26		2026-01 Flat grant	5350.00	456.00
66	40997	02/09/26		2026-01 Flat grant	5350.00	456.00
67	40999	02/09/26		2026-01 Flat grant	5350.00	456.00
68	41000	02/09/26		2026-01 Flat grant	5350.00	456.00
69	41001	02/09/26		2026-01 Flat grant	5350.00	456.00
70	41002	02/09/26		2026-01 Flat grant	5350.00	456.00
71	41003	02/09/26		2026-01 Flat grant	5350.00	456.00
72	41004	02/09/26		2026-01 Flat grant	5350.00	456.00
73	41005	02/09/26		2026-01 Flat grant	5350.00	456.00
74	41006	02/09/26		2026-01 Flat grant	5350.00	456.00
75	41007	02/09/26		2026-01 Flat grant	5350.00	456.00
Total Disbursements to Flat Grant Recipients						\$ 34,200.00
DISBURSEMENTS TO VENDORS						
1	40985	02/09/26	Blue Cross Blue Shield	2026-02 insurance premiums	5880.00	\$ 973.50
2	40998	02/09/26	Dearborn Life Insurance Company	2026-02 insurance premiums	5880.00	8.28
3	40926	02/09/26	IL Township Assoc of General	2026 membership	5120.00	50.00
4	40960	02/09/26	Lawrence Zdarsky	2026-02 Legal services	5143.00	354.00
5a	40970	02/09/26	Selden Fox, Ltd.	2026-02 Accounting Services	5105.00	999.00
5b				2026-02 Software	5615.00	100.00
6	40937	02/09/26	Vision Service Plan	2026-02 insurance premiums	5880.00	16.02
Total Disbursements to Vendors						\$ 2,500.80
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	EFT	01/15/26	Gross Payroll	Gross payroll - 1/1/26 - 1/15/26	5803.00	\$ 1,704.30
2	EFT	01/15/26	Payroll withholdings	Payroll taxes - 1/1/26 - 1/15/26	various	145.13
3	EFT	01/15/26	Employer IMRF Obligation	IMRF match - 1/1/26 - 1/15/26	5835.00	262.80
4	EFT	01/30/26	Gross Payroll	Gross payroll - 1/16/26 - 1/31/26	5803.00	1,704.30
5	EFT	01/30/26	Payroll withholdings	Payroll taxes - 1/16/26 - 1/31/26	various	145.64
6	EFT	01/30/26	Employer IMRF Obligation	IMRF match - 1/16/26 - 1/31/26	5835.00	331.15
Total Payroll & Withholding Disbursements						\$ 4,293.32
Total Disbursements for Approval						\$ 73,191.58
Reconciled Cash Balance at 1/31/26-Byline Bank checking						\$ 146,130.92
Reconciled Cash Balance at 1/31/26-Republic Bank checking						490,779.00
Reconciled Cash Balance at 1/31/26-Republic Bank sweep						415,100.04
Total						\$ 1,052,009.96

**BERWYN TOWNSHIP
GENERAL ASSISTANCE PROGRAM**

Activity Report for Month of: January 2026

CASELOAD	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Clients from Previous Month	76	0
(+) New Cases/Reinstated	3	0
(-) Terminated Cases	4	0
Clients End-of-Month Total	75	0

Client Eligibility Status	# of Clients
EXEMPT (SSI/SSDI case pending)	22
RESTRICTED (Temporarily disabled)	27
ABLE (Unemployed and seeking work)	26

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

OTHER APPLICATION ASSISTANCE	January	TOTAL 2026 YTD
Access To Care	0	0
Benefit Access Program	0	0
Emergency ID Bracelet	3	3
Medicaid/Medicare	0	0

Respectfully,
Cynthia Arreola, GA Coordinator

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 9th day of February 2026 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 9th day of February 2026 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor

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 9th day of February 2026 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 9th day of February 2026 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Town Clerk

Countersigned

_____ Supervisor



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	6	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Statement of Receipts & Disbursements		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

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, 2025 through January ~~31~~, 2026.

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, 2025 through January 31, 2026 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.

February 4, 2026

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025- January 2026

	Apr 2025 - Jan 2026	Tentative Budget	Remaining Budget	% of Budget
Income				
4100.00 Property Tax	\$ 215,792.31	\$ 450,000.00	\$ (234,207.69)	47.95%
4200.00 Replacement Tax	38,158.79	65,000.00	(26,841.21)	58.71%
4330.00 Miscellaneous Income		2,000.00	(2,000.00)	0.00%
4400.00 Interest Income	14,185.59	2,500.00	11,685.59	567.42%
Total Income	268,136.69	519,500.00	(251,363.31)	51.61%
Gross Profit	268,136.69	519,500.00	(251,363.31)	51.61%
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	1,379.97	4,000.00	(2,620.03)	34.50%
Total 5000.00 Capital Outlay	1,379.97	16,500.00	(15,120.03)	8.36%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	11,679.30	11,844.00	(164.70)	98.61%
5106.00 Payroll Processing Fees	100.00	2,520.00	(2,420.00)	3.97%
5115.00 Annual Audit	4,625.00	4,250.00	375.00	108.82%
5120.00 Association Dues	2,279.94	3,000.00	(720.06)	76.00%
5135.00 General Liability Insurance	6,141.75	10,000.00	(3,858.25)	61.42%
5140.00 Legal Expense	-	10,000.00	(10,000.00)	0.00%
5143.00 Town Attorney	8,869.00	10,500.00	(1,631.00)	84.47%
5144.00 Website Costs	-	1,500.00	(1,500.00)	0.00%
5145.00 Newsletter/Website	-	5,000.00	(5,000.00)	0.00%
5155.00 Town Board Educ, Trans, Travel	4,233.08	5,500.00	(1,266.92)	76.97%
5165.00 Office Rent - Rent & Services	35,035.00	42,042.00	(7,007.00)	83.33%
Total 5100.00 Contractual Services	72,963.07	106,156.00	(33,192.93)	68.73%
5200 Assessor's Office			-	
5210.00 Assessor Educ, Trans, Travel	1,305.63	3,000.00	(1,694.37)	43.52%
5215.00 Assessor's Office Supplies	794.01	975.00	(180.99)	81.44%
5220.00 Assessor's Office Equipment	2,063.53	3,250.00	(1,186.47)	63.49%
5225.00 Assessor's Printing and Publica	-	2,500.00	(2,500.00)	0.00%
5230.00 Assessor's Web Hosting/ IT	1,590.00	4,900.00	(3,310.00)	32.45%
5240.00 Assessor's Office Budget	156.25	3,000.00	(2,843.75)	5.21%
5877.00 Assessor's Office Staff	89,983.36	97,000.00	(7,016.64)	92.77%
Total 5200 Assessor's Office	95,892.78	114,625.00	(18,732.22)	83.66%

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025- January 2026

	Apr 2025 - Jan 2026	Tentative Budget	Remaining Budget	% of Budget
5400.00 Other Expenditures			-	
5410.00 Contingencies	689.97	2,500.00	(1,810.03)	27.60%
5425.00 Officials' Bonds	3,500.00	4,000.00	(500.00)	87.50%
5440.00 Special Events & Programs	10,954.19	25,000.00	(14,045.81)	43.82%
5440.02 Community Outreach	1,428.45	2,500.00	(1,071.55)	57.14%
5440.03 Dumpster Days	28,139.04	15,000.00	13,139.04	187.59%
5440.04 Senior Breakfast	2,000.00	1,500.00	500.00	133.33%
5440.05 Holiday Fund	5,000.00	5,000.00	-	100.00%
5440.06 Community Hero	1,271.00	4,000.00	(2,729.00)	31.78%
5440.07 Intergovernmental	-	15,000.00	(15,000.00)	0.00%
5440.08 New Programs and Initiatives	390,596.86	600,000.00	(209,403.14)	65.10%
5440.09 Emergency Preparadness Training	-	1,500.00	(1,500.00)	0.00%
5440.10 Senior Resource & Dance	-	1,500.00	(1,500.00)	0.00%
5440.11 Mentorship program	-	1,500.00	(1,500.00)	0.00%
Total 5440.00 Special Events & Programs	439,389.54	672,500.00	(233,110.46)	65.34%
5442.00 Participatory Budget	37.41	12,000.00	(11,962.59)	0.31%
5444.00 Emergency Preparedness	-	5,000.00	(5,000.00)	0.00%
5450.00 Decorating	21.37	1,000.00	(978.63)	2.14%
5470.00 Record Retention	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	443,638.29	698,000.00	(254,361.71)	63.56%
5500.00 Repairs and Maintenance			-	
5520.00 Landscaping	1,530.00	5,500.00	(3,970.00)	27.82%
5530.00 Town Park - Maint & Operations	-	6,000.00	(6,000.00)	0.00%
5540.00 Snow Removal	437.50	3,000.00	(2,562.50)	14.58%
Total 5500.00 Repairs and Maintenance	1,967.50	14,500.00	(12,532.50)	13.57%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	3,896.51	7,000.00	(3,103.49)	55.66%
5620.00 Postage	-	2,000.00	(2,000.00)	0.00%
5625.00 Printing and Publication	1,618.22	2,000.00	(381.78)	80.91%
5635.00 Clerk's Budget	-	100.00	(100.00)	0.00%
Total 5600.00 Commodities	5,514.73	11,100.00	(5,585.27)	49.68%
5800.00 Personnel Expenses			-	
5830.00 Taxes - Employer FICA	14,036.15	23,500.00	(9,463.85)	59.73%
5831.00 Taxes - Employer Medicare	3,282.65	6,500.00	(3,217.35)	50.50%
5832.00 Taxes - SUTA	95.43	2,050.00	(1,954.57)	4.66%
5835.00 Retirement Contribution	26,705.23	56,000.00	(29,294.77)	47.69%
5875.00 Township Assessor	25,562.50	33,600.00	(8,037.50)	76.08%

Berwyn Township
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025- January 2026

	Apr 2025 - Jan 2026	Tentative Budget	Remaining Budget	% of Budget
5880.00 Group Health Insurance	37,160.50	55,000.00	(17,839.50)	67.56%
5885.00 Board of Trustees	10,300.00	12,500.00	(2,200.00)	82.40%
5890.00 Township Clerk	13,287.10	20,000.00	(6,712.90)	66.44%
5895.00 Township Supervisor	38,343.75	50,000.00	(11,656.25)	76.69%
5898.00 Clerical	52,749.73	105,000.00	(52,250.27)	50.24%
5899.00 Clerk's Office Staff	1,134.55	2,000.00	(865.45)	56.73%
Total 5800.00 Personnel Expenses	222,657.59	366,150.00	(143,492.41)	60.81%
Total Expenses	844,013.93	1,327,031.00	(483,017.07)	63.60%
Net Operating Income	(575,877.24)	(807,531.00)	231,653.76	71.31%
Net Income	(575,877.24) \$	(807,531.00) \$	231,653.76	71.31%
Beginning net assets	1,095,450.49			
Ending net assets	\$ 519,573.25			

Berwyn General Assistance Fund
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025 - January 2026

	Apr 2025 - Jan 2026	Tentative Budget	Remaining Budget	% of Budget
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	11,453.51	11,000.00	453.51	104.12%
5115.00 Annual Audit	4,625.00	3,500.00	1,125.00	132.14%
5120.00 Association Dues	-	800.00	(800.00)	0.00%
5135.00 Gen. Liability Insurance	3,790.25	6,000.00	(2,209.75)	63.17%
5140.00 Legal Expense	-	3,000.00	(3,000.00)	0.00%
5143.00 Town Attorney	3,539.00	4,200.00	(661.00)	84.26%
5145.00 Newsletter/Website	-	7,000.00	(7,000.00)	0.00%
5155.00 GA Education, Transport & Travel	-	2,000.00	(2,000.00)	0.00%
5165.00 Office Rent - Rent & Services	28,665.00	35,000.00	(6,335.00)	81.90%
5180.00 Insurance - Catastrophic	5,644.00	3,000.00	2,644.00	188.13%
Total 5100.00 Contractual Services	57,716.76	75,500.00	(17,783.24)	76.45%
5300.00 Assistance Programs			-	
5340.00 Statutory Burial Expenses	-	20,000.00	(20,000.00)	0.00%
5350.00 Relief - Flat Grant	290,146.00	330,000.00	(39,854.00)	87.92%
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	290,146.00	410,000.00	(119,854.00)	70.77%
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	10,000.00	(10,000.00)	0.00%
5435.00 Access to Care	(3.00)	4,000.00	(4,003.00)	-0.08%
5440.00 Special Events & Programs	9,977.68	50,000.00	(40,022.32)	19.96%
5442.00 Participatory Budget	-	7,450.00	(7,450.00)	0.00%
5444.00 Emergency Assistance Program	12,714.13	150,000.00	(137,285.87)	8.48%
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	22,688.81	226,450.00	(203,761.19)	10.02%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	507.77	1,000.00	(492.23)	50.78%
5620.00 Postage	-	500.00	(500.00)	0.00%
5625.00 Printing and Publication	-	2,000.00	(2,000.00)	0.00%

Berwyn General Assistance Fund
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025 - January 2026

	Apr 2025 - Jan 2026	Tentative Budget	Remaining Budget	% of Budget
Total 5600.00 Commodities	507.77	3,500.00	(2,992.23)	14.51%
5800.00 Personnel Expenses			-	
5803.00 Intake Personnel	31,288.28	90,000.00	(58,711.72)	34.76%
5830.00 Taxes - Employer FICA	2,113.34	4,000.00	(1,886.66)	52.83%
5831.00 Taxes - Employer Medicare	494.24	1,000.00	(505.76)	49.42%
5832.00 Taxes - SUTA	39.96	400.00	(360.04)	9.99%
5835.00 Retirement Contribution	5,411.46	12,000.00	(6,588.54)	45.10%
5880.00 Group Health Insurance	8,297.85	25,000.00	(16,702.15)	33.19%
Total 5800.00 Personnel Expenses	47,645.13	132,400.00	(84,754.87)	35.99%
Total Expenses	420,504.47	858,850.00	(438,345.53)	48.96%
Net Operating Income	(175,145.09)	(388,850.00)	213,704.91	45.04%
Net Income	\$ (175,145.09)	\$ (388,850.00)	\$ 213,704.91	45.04%
Beginning net assets	\$ 2,866,332.11			
Ending net assets	\$ 2,691,187.02			



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	7-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Berwyn 708 Community Mental Health Board Brief Update		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Allen Doederlein, Executive Director, B708CMHB		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

- The Berwyn Mental Health Board was delighted to have new Trustee member Zulema Ortiz attend our first meeting of 2026 and are grateful for the professional perspective she brings to our work.
- The Board appreciates the Township's loan and is also glad to report that tax revenue has begun to come in--not enough to reimburse the loan yet but we anticipate additional drawdowns may not be necessary.
- The Mental Health Board received applications from a record 23 organizations, including new-to-us agencies Mano a Mano Unidos, Federacion Las Michoacans, La Federación de Clubes Michoacanos en Illinois, and PCC Community Wellness Center. That number includes the Township's anticipated request, for which we extended the application deadline.
- The Board's next regular meeting is **Monday, March 16, 2026 at 7:00 p.m.**

ATTACHMENTS

None



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

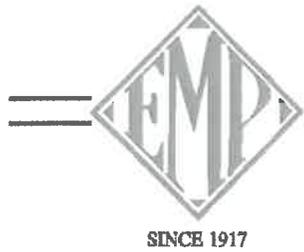
AGENDA ITEM	10-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Audit Agreement from Evans, Marshall & Pease PC		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

The Board previously approved a multi-year audit engagement agreement to provide audit services to the Berwyn Township for the fiscal years ended March 31, 2025, 2026, and 2027. A copy of the agreement is attached for the Board's reference.

ATTACHMENTS

- Audit Engagement Letter



EVANS, MARSHALL & PEASE, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND CONSULTANTS

1875 Hicks Road
Rolling Meadows, Illinois 60008

Telephone (847) 221-5700
Facsimile (847) 221-5701

January 2, 2025

Township of Berwyn
6600 W. 26th Street
Berwyn, Illinois 60402

To the Board of Trustees and Management of the Township of Berwyn:

We are pleased to confirm our understanding of the services we are to provide the Township of Berwyn for the year ended March 31, 2025, 2026 and 2027.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Township of Berwyn as of and for the years ended March 31, 2025, 2026 and 2027. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Township of Berwyn's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Township of Berwyn's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) IMRF supplementary pension information
- 3) Budgetary comparison schedules

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls.
- Lack of expertise necessary to prepare the financial statements.

As of this date, planning has not been concluded and modifications may be made to these risks.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Township of Berwyn's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of the Township of Berwyn in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other non-attest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

Engagement Administration, Fees, and Other

The audit documentation for this engagement is the property of Evans, Marshall and Pease, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulators. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Evans, Marshall and Pease, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to Regulators. The regulators may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jeffery M. Rollefson, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$9,250, and \$9,750 and \$10,250 for the years ended above. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered upon completion and delivery of reports, however we reserve the right to invoice half of the total fees at the end of fieldwork should circumstances warrant. The above fee is based on

anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the Township of Berwyn's financial statements. Our report will be addressed to the Board of Trustees of the Township of Berwyn. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the Township of Berwyn and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign it and return it to us.

Very truly yours,

Evans, Marshall and Pease, PC

Evans, Marshall and Pease, PC
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of the Township of Berwyn.

By: _____

Title: _____

Date: _____



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	10-B	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Planning for April 14, 2026 Annual Town Meeting		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Township Clerk		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Planning for April 14, 2026 Annual Town Meeting Letter from Clerk Garcia

David J. Avila
Town Supervisor

Leticia Garcia
Town Clerk

Jacqueline Pereda
Town Assessor

TOWNSHIP OF BERWYN

A Tradition of Service



Township Trustees
Edward Espinoza
Nicholas Margarites
Jesse Miranda
Zulema Ortiz

January 29, 2026

Re: Planning for April 14, 2026, Annual Town Meeting

Dear Supervisor and Trustees:

This communication is to let you know about the upcoming Annual Town Meeting ("ATM") on April 14, 2026. I have completed some tasks in preparation for the ATM ahead of schedule.

I will be contacting PAV YMCA to rent one of their conference rooms for the ATM. Due to the number of electors attending in past years, I want to make sure we have the accommodations planned in preparation for the same turn out.

The following timeline is for your information:

- 3/1/2026: **Last date for Township Electors to request that an agenda item be placed on the ATM agenda.** I have drafted a proposed agenda for the ATM. I will accept any submitted agenda item requests through this date. The Supervisor and Trustees may place items on the ATM agenda up through the Board's final adoption of the ATM agenda. I am attaching a tentative agenda for the ATM for reference.
- 3/9/2026: **Regular Township meeting to consider adoption of the ATM Notice of Meeting and Agenda.** I will provide an updated Notice of Meeting and Agenda for the ATM should Town Electors submit the proper paperwork to place an agenda item or referendum on the ATM agenda. The final Notice of Meeting and Agenda will be on this agenda for your adoption.
- 3/30/2026: **Last date for Town Board to approve the ATM Notice of Meeting and Agenda. Last date the Clerk must post the Notice of Meeting and Agenda in three most public places in the township and have the Notice and Agenda published in a local newspaper.** You will need to schedule a Special Meeting if the ATM agenda is not adopted at the 3/9/2026 Regular Meeting. March 30, 2026, is your last date to do this.
- 4/12/2026: **Last day to post the Supervisor's Financial Statement at BPHD and PAV YMCA.** April 12th, 2026 is a Sunday. Can we please get the Financial Statement completed and to David for his review and signature by Monday, April 6th, 2026?

David has to sign the Financial Statement before I can post it at the PAV YMCA and BPHD. David has to sign the document and get it to me so we can copy and post it at the PAV YMCA on Friday, April 10th, 2026, at the latest. Receiving the signed Financial Statement on Monday, April 13th, 2026, is too late to meet the statutory posting deadline.

David J. Avila
Town Supervisor

Leticia Garcia
Town Clerk

Jacqueline Pereda
Town Assessor

TOWNSHIP OF BERWYN

A Tradition of Service



Township Trustees

Edward Espinoza
Nicholas Margarites
Jesse Miranda
Zulema Ortiz

4/14/2026: **Annual Town meeting scheduled for 6:01 p.m. at PAV YMCA. I hope you all will attend.**

Please consider this communication as informational and defer the proposed attached agenda to the March 9th, 2026, Town Board Regular Meeting for consideration and adoption subject to subsequent submittals by the Board of Trustees or Township Electors.

Best,

Leticia Garcia
Berwyn Township Clerk



NOTICE OF MEETING AND AGENDA
2026 ANNUAL TOWN MEETING – BERWYN TOWNSHIP
APRIL 14, 2026 – 6:01 P.M.
LOCATION: PAV YMCA | 2947 S. Oak Park Avenue, Berwyn, IL 60402

NOTICE OF IN-PERSON ANNUAL MEETING

The 2026 Berwyn Township Annual Meeting is on **Tuesday, April 14, 2026**. The meeting will start at **6:01 p.m.** The location for the meeting is the **PAV YMCA, 2947 S. Oak Park Avenue, Berwyn, Illinois**. The Berwyn Township Board of Trustees approved the following Annual Meeting Agenda at their Regular Meeting held on 03/09/2026.

All Berwyn Registered Voters are Invited to Attend

ANNUAL TOWN MEETING AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Notice of 2026 Meeting and Agenda: Proof of Publication
4. Call for Nominations and Election of Moderator
5. Swearing in of Moderator
6. Moderator's Appointment of a Sergeant at Arms
7. Approval of the **2025 Annual Town Meeting Minutes** held on April 8th, 2025.
8. Resolution Re: The Hiring of Auditors – Certified Public Accountant.
9. Resolution Re: Authorization to Consider and Act upon the Minutes of this Meeting.
10. Resolution Re: Authorization to Prepare, in Tentative Form, a Budget and Appropriation Ordinance.
11. Resolution Re: Setting of the Time and Place for the Next Annual Town Meeting on April 13th, 2027.
12. Supervisor's Annual Financial Statements – Town Fund and General Assistance Fund.
13. General Business:
 - A. Supervisor: Communications and Comments
 - B. Town Clerk: Communications and Comments
 - C. Town Assessor: Communications and Comments
 - D. Town Trustees: Communications and Comments
 - E. Public Comment
14. Adjournment

S: Leticia Garcia, Town Clerk



AGENDA ITEM SUMMARY

MEETING DATE: FEBRUARY 9, 2026

AGENDA ITEM	10-C	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Mano a Mano Unidos Emergency Community Assistance Funding Request		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Township Supervisor		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Mano a Mano Unidos Emergency Community Assistance Funding Request letter



Mano A Mano
Together We Can Make Changes for the Better
6236 Cermak Rd
Berwyn IL 60402
708-420-6172

February 03, 2026

Berwyn Township
6600 W 26th St
Berwyn, IL 60402

Dear Berwyn Township Representatives,

On behalf of **Mano a Mano Unidos (MAMU)**, we respectfully request **emergency community assistance funding** to support Berwyn residents experiencing increased hardship related to food insecurity, basic needs instability, and economic disruption.

At Mano a Mano Unidos, we are committed to advocating for the rights of immigrants and vulnerable families by providing comprehensive care through essential resources, including housing assistance, nutritional support, clothing donations and referrals to mental health services for those impacted by immigration related separation and trauma.

Mano a Mano Unidos is a Berwyn-based, community-led organization that provides direct assistance to families and individuals facing financial stress, housing instability, and limited access to essential resources. Due to the current immigration climate and ongoing economic challenges, many Berwyn residents are temporarily unable to work, maintain consistent income, or meet basic household needs. As a result, demand for emergency food, clothing, and essential support has significantly increased.

Emergency funding would allow Mano a Mano Unidos to continue providing critical services to Berwyn residents, including food pantry support, clothing and essential item distribution, wellness deliveries to homebound individuals, and resource navigation for families in crisis. These services help stabilize households, reduce stress, and prevent further escalation of hardship.

Without emergency support, Mano a Mano Unidos may be forced to limit services during a period of heightened need, reducing access to essential assistance for vulnerable Berwyn residents.

We are committed to working collaboratively with Berwyn Township to ensure that any emergency funding received is used effectively and responsibly to support local residents. For example, Berwyn's mental health board referred us a Berwyn family for food assistance. After talking with the family, we found out that they had been without heat for the past two days. We helped pay to turn the utilities back on.

We appreciate your consideration and welcome the opportunity to provide any additional information or documentation that may be required.

Respectfully,
Patricia Gamboa