



HEALTH DISTRICT BOARD
MEETING PACKET

December 8, 2025

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 Health of the Berwyn Township Public Health District will hold a public meeting as follows:

 BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD MEETING	<input checked="" type="checkbox"/> REGULAR MEETING	DATE	Monday, December 8, 2025
	<input type="checkbox"/> SPECIAL MEETING	TIME	4:00 PM
	<input type="checkbox"/> COW/WORKSHOP <input type="checkbox"/> PUBLIC HEARING	LOCATION	6600 W. 26 th St., 1 st 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 November 13, 2025

5. Staff Report Updates

- A. Clinic Activity – November, 2025
- B. Sanitation Activity – November, 2025
- C. Vital Statistics Activity – November, 2025

6. Approval of Bills Payable & Payroll – November, 2025

7. Statement of Receipts & Disbursements

8. Correspondence

9. Old Business

- A. Deferred (10/2025) Review & Approve 2026 Schedule of Regular Meetings & Closure Dates – Garcia

10. New Business

- A. Berwyn Participatory Budgeting (PB) Committee’s 2025 Project Summary Report
- B. Consideration & Approval of PB Committee Recommended Program Funding as Selected by Community Vote.
- C. Review and approve Loyola Pediatric Program – Avila
- D. Review & Approve 2026 Renewal of BCBS Employee Benefits
- E. Review and Approve 2025 Property Tax Levy Ordinance for Taxes to be Collected in 2026

11. Adjournment



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

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

SUMMARY

ATTACHMENTS

- Regular Meeting on November 16, 2025



BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT
Regular Meeting – November 13, 2025

Call to Order: Board President Avila called the meeting to Order at 4:00 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Accountant Eagan, Health District Attorney Zdarsky and Clerk’s Office Administrative Assistant Casper also attended. Attendees rose to recite the Pledge of Allegiance.

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

Approval of Minutes:

- A. Regular Meeting of October 16, 2025:** Avila made the motion, seconded by Garcia, to approve the Regular Meeting Minutes for October 16, 2025. The motion passed by a unanimous voice vote.
- B. Special Meeting of October 30, 2025:** Avila made the motion, seconded by Garcia, to approve the Special Meeting Minutes for October 30, 2025. The motion passed by a unanimous voice vote.

Staff Report Updates – October 2025:

- A. Clinic Activity:** Avila made the motion, seconded by Pereda, to approve the October 2025 Clinic Activity report, as submitted. The motion passed by a unanimous voice vote in favor.
- B. Sanitation Activity:** Avila made the motion, seconded by Pereda, to approve the October 2025 Sanitation Activity report, as submitted. The motion passed by a unanimous voice vote in favor.
- C. Vital Statistics Activity:** Avila made the motion, seconded by Pereda, to approve the October 2025 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote in favor.

Approval of Bills Payable & Payroll – October 2025: Avila made the motion, seconded by Pereda, to approve the disbursements for payables and payroll as submitted for \$104,870.40. The motion passed by a unanimous roll call vote in favor.

Statement of Receipts and Disbursements: Health District Accountant Eagan was recognized and commented on district expenses and reserves. Avila made the motion, seconded by Garcia, to accept and file this communication as informational.

Correspondence: Nothing submitted.

Old Business:

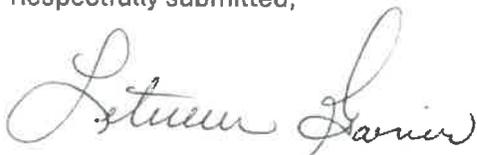
- A. Deferred (10/2025) Review & Approve Annual Tax Levy:** Eagan distributed a draft Ordinance regarding the proposed Tax Levy. Discussion ensued. Avila made the motion, seconded by Pereda, to approve the tentative Tax Levy of 3.8%, and approve publication of the public hearing on December 8, 2025. The motion passed by a unanimous voice vote.
- B. Deferred (10/2025) Review and Approve 2026 Schedule of Regular Meetings & Closure Dates:** Avila made the motion, seconded by Pereda, to defer approval of the 2026 schedule of regular meetings and closure dates to the December 2025 regular meeting. The motion passed by a unanimous voice vote.

New Business:

- A. Review and Approve Sponsorship for Berwyn Senior Holiday Breakfast:** Avila made the motion, seconded by Garcia, to approve the sponsorship of the Berwyn Senior Holiday Breakfast in the amount of \$2,000.00. The motion passed by a unanimous roll call vote.
- B. Review and Approve Berwyn Holiday Fund Sponsorship:** Avila made the motion, seconded by Garcia, to approve the Berwyn Holiday Fund Sponsorship in the amount of \$5,000.00. The motion passed by a unanimous roll call vote.
- C. Review of Employee Handbook and Personnel Manual:** Avila made the motion, seconded by Garcia, to approve the amended updated Employee Handbook as amended and revised. The motion passed by a unanimous voice vote.
- D. Holiday Lights Décor for Township & Health District – Proposal Deadline: November 21, 2025, at 5:00 PM:** Avila made the motion, seconded by Pereda, to approve \$7,000.00 from Berwyn Health District for the Holiday Lights Décor, going with the most responsible and lowest bidder. The motion passed by a unanimous roll call vote.
- E. Know Your Rights/Whistle Kit Workshop (Informational):** The Berwyn Public Health Department is supportive of the initiative for Know Your Rights/Whistle Kit Workshop. Garcia made the motion, seconded by Avila, to accept the communication as submitted, and move forward with Know Your Rights Workshops. Discussion ensued on the vision for the event. The motion is passed by a unanimous voice vote.
- F. 2026 Mental Health Awareness Workshops (Informational):** Garcia made the motion, seconded by Avila, to accept this communication as informational and refer to budget workshops. The motion passed by a unanimous voice vote.

Adjournment: Avila made the motion, seconded by Garcia, to adjourn the meeting at 5:01p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,



Leticia Garcia,
Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	5-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Clinic Monthly Activity Report		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Bradford S. Wainer, D.O., Clinic Medical Director		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Nursing Report for November 2025

NURSING MONTHLY REPORT

NOVEMBER 1ST- NOVEMBER 30TH, 2025

1. Monthly report organized, prepared, and distributed at the monthly Berwyn Public Health meeting.
2. Residents of Berwyn continue to call needing to make appointments for immunizations and TB Tests.
3. The Health District continued to offer saliva PCR Tests.
4. Refrigerator and Freezer temperatures are recorded twice a day per VFC guidelines and also logged into I-CARE on a Daily Basis, and the Clinic continues to download temperature data from the temperature data logger in the vaccine room for record keeping per VFC guidelines.
5. Clinic continues to conduct regular counts of vaccine inventory to ensure the accuracy of vaccines and to ensure we have enough vaccines to meet demand.
6. The clinic continues working on being able to provide safe sex materials at the clinic.
7. The clinic continues offering our loaner medical equipment, such as wheelchairs, walkers, and canes, to Berwyn residents. Residents can continue to obtain medical equipment for themselves and their loved ones through our program.
8. We hosted a DMV event on November 18th.
9. The elevator is currently out of service. Otis came to service it on November 17th.
10. Our annual coat drive is underway. We have been inundated with requests. We are currently taking donations.

Updated Mental Health Initiative Program

The Mental Health Voucher Program continues to provide free mental health vouchers for Berwyn residents. Currently, 64 residents have applied. Applicants will receive either in-house therapy or be referred to the voucher program. Dominican Interns assist with initial intake and managing caseloads. We have hired a part-time LPC to support the Mental Health Initiative. This month, those seeking medication management could see Dr. Wainer and Dr. Weiss.

Clinic Service/Deposit Tracking

NOV 1st-30TH Tracking

Scheduled	64	
Seen	61	
Cancellations	1	
Rescheduled	0	
No Call/No Shows	2	
New Patients	10	
VFC	5	
Medicaid	4	
Uninsured	1	
Underinsured	0	
TB Test	4	
TB Results	Neg:4	Pos:0
Flu Shots Totals	Reg:38	HD:5

Yearly Tracking (April 2025-March 2026)

Scheduled	487	
Seen	424	
Cancellations	45	
Rescheduled	2	
No Call/No Shows	16	
New Patients	19	
VFC	144	
Medicaid	99	
Uninsured	45	
Underinsured	0	
TB Test	70	
TB Results	Neg:68	Pos:
Flu Shots Totals	Reg:147	HD:44

NOV 1-30 Clinic Deposit

Total Deposit	\$80.00
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Yearly Total Deposit

Total Deposit	\$2275.00
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AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	5-B	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Sanitation Monthly Activity Report		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Sheri Leto, Inspector		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Sanitation Report for November 2025

Berwyn Public Health District
Sanitation Report | November 1, 2025 through November 30, 2025

MONTHLY RECAP

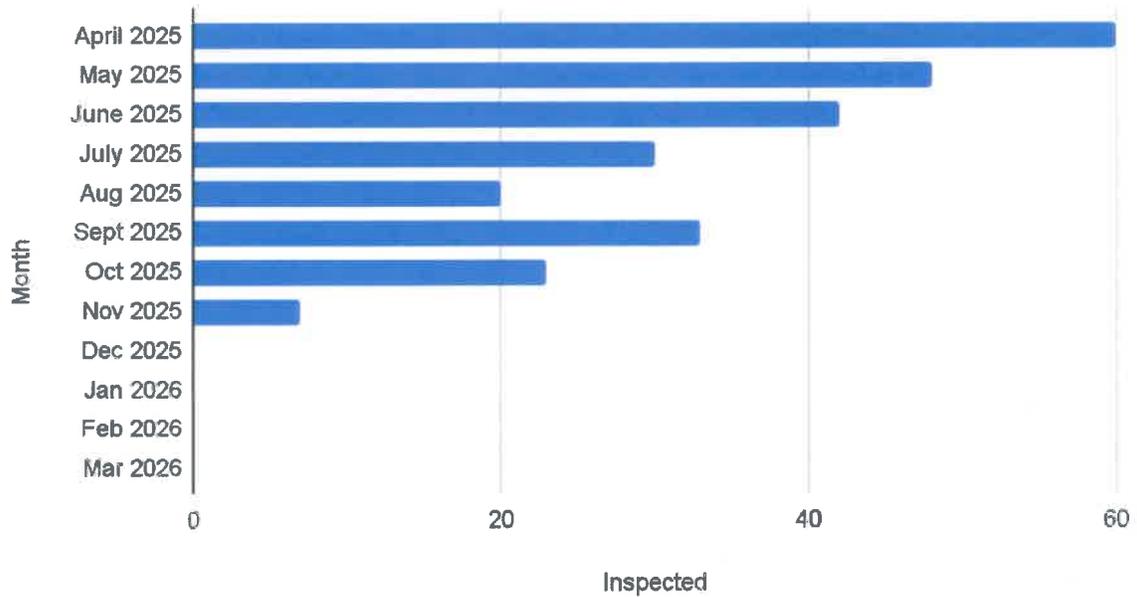
- A. New Businesses
 - Beauty Haven Studio
 - Berwyn Beverage
- B. Food Complaints
 - Dollar Tree
- C. Training: Jesus Villalba attended the IL Environmental Health Association Education Conference LaSalle, IL.
- D. Special Events: *None to report*

ESTABLISHMENT INSPECTIONS DETAILS

November 2025														
Company	#	Street	GIS	DOI	Insp.	Notes	N	C	VH	H	M	LR	CE	IE
Beauty Haven Studio	3239	Grove Ave		11/17/25	JV		1					*		
Berwyn Beverage	6220	Cermak Rd		11/17/25	JV		1					*		
Dollar Tree	6901	Ogden Ave		11/13/25	JV		1					*		
Piper Elementary	2435	Kenilworth Ave	1	11/19/25	JV						1			
Morton West High School	2400	Home Ave	1	11/19/25	JV						1			
Morton West High School Freshman Center	2400	Home Ave	1	11/19/25	JV						1			
St. Leonard Parish School	3322	Clarence Ave	1	11/20/25	JV						1			
<i>MONTHLY TOTALS</i>			<i>Goals</i>	<i>Actual</i>	<i>YEARLY TOTALS</i>									
New Businesses			0	2	<i>New Business</i>							31		
Complaint Inspections			0	1	<i>Complaint Insp.</i>							15		
Very High			0	0	<i>Routine Insp.</i>							156		
High			0	0										
Medium			4	4										
Low			0	0										
Cottage Food			0	0	<i>Cottage Food</i>							0		
Temporary Food			0	0	<i>Temporary Food</i>							61		
Total			4	7	<i>Total YTD</i>							263		

Graph 1: ROUTINE INSPECTIONS - April 2025 - March 2026

Establishments Inspected per Month



BERWYN SHOPS

No activity to report

ENVIRONMENTAL HEALTH & SAFETY CALLS: RESIDENTIAL

Issue	# of calls	Issue	# of calls
Hoarding	0	<i>Other Complaints</i>	
Uninhabitable Living Conditions	0	Rodents	0
Water	1	Bedbugs	0
Heat	2	AC	0
Well-Being Checks	0	Mold	2

RODENT ABATEMENT

No activity to report

GOALS

Completed:

1. A completion rate of 175% of the Food Establishment Inspections for October.
 - a. We met and exceeded our goal of 98%.

In-Progress Goals:

1. A 98% or better competition rate of the Food Establishment Inspections for November.
2. Ensure all establishments have a recent inspection done with the following criteria:
 - a. Very High Risk: Within the last 3 months
 - b. High Risk: Within the last 3 months
 - c. Medium Risk: Within the last 4 months
 - d. Low Risk: Within the last 6 months
 - e. Schools: A minimum of one time for the school year 2024-2025

An update will be provided at the January Board Meeting on the progress ensuring all establishments in Berwyn have a current inspection on file.

3. By the end of the 2024-2025 Fiscal Year, to have inspected 650 establishments, including any Temporary Food Events.
4. Perfect The BEE Award, formally known as the Sheri Smith Award, to have all details ready to present to the Board.
5. Start drafting SOPs stated in the April 2023 Board Meeting.
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.

Submitted by:

Sheri A. Leto



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	5-C	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Vital Records Monthly Activity		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Vanessa Rosales, Interim Deputy Registrar		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

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

ATTACHMENTS

- Vital Records Report for November 2025

Berwyn Township Public Health District · Vital Records Report

December 2025

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **November 2025** for certified copies of Birth and Death records as follows
(316 LESS requests than October-2025):

Total Amount Collected	\$1,907.00
Fee to the State of Illinois:	-\$224.00
(Death Surcharge Fee 56- D.C. Requested):	
(Total Credit Charges: 50 = Amount: \$1,064.00)	
Health District Portion of Fees:	\$1,683.00

These figures represent fiscal year 2025/2026

Total Fees Collected (to date):	\$26,896.00
Total paid to State of Illinois (to date):	-3,240.00
Total Berwyn Health District (to date):	\$23,656.00

These figures represent fiscal year 2024/2025

Total Fees Collected (to date):	\$32,962.80
Total paid to State of Illinois (to date):	-\$4,264.00
Total Berwyn Health District (to date):	\$28,698.80

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 Berwyn Health District (to date):	\$35,068.70
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These figures represent fiscal year 2021/2022

Total Berwyn Health District (to date):	\$37,523.00
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Respectfully,

Vanessa Rosales
Local Deputy Registrar



State of Illinois
Illinois Department of Public Health

Division of Vital Records
(217)785-3164

County of COOK District # 03121 County Clerk OR Local Registrar X

56 Number of certified copies of Death and Fetal Death Certificates issued.

Check is for the month of November, 2025.

Multiply number of copies issued by \$4.00, total amount due \$ 224.00. If none issued put 0 in amount due.

Remit a check made payable to the Illinois Department of Public Health for the amount stated above along with a copy of this completed VR360 form to:

IDPH Vital Records
Attn: DCSF/COLDF
925 E. Ridgely Ave.
Springfield, IL 62702

[Signature] Signature of Local Registrar
12/1/25 Date

OR

Signature of County Clerk Date

If your contact information changes, please update the following information: Contact person _____

Email Address _____ Phone number _____

VR 360 (rev. 05/17)

Contact us at dph.vitals@illinois.gov - Attn: Death Surcharge in Subject line



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

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

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

A. Public Health District Payables

**Berwyn Public Health District
Disbursements for Approval
December 8, 2025**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	Debit	11/03/25	Indeed	mental health job posting	5325.06	\$ 144.50
2	Debit	11/03/25	Amazon Capital Services	voting kit supplies - split H/T	5325.00	47.64
3	Debit	11/03/25	Google	google suite for mental health program	5346.00	14.00
4	Debit	11/05/25	Facebook	marketing post for mental health	5325.06	1.70
5	Debit	11/05/25	Stars & Stripes	mental health banner	5346.00	133.90
6	Debit	11/06/25	SmartSign	private property signs for parking lot	5010.00	2,266.72
7	Debit	11/07/25	Uber	uber ride for mental health patient	5346.00	5.93
8	Debit	11/07/25	Uber	uber ride for mental health patient	5346.00	6.99
9	Debit	11/10/25	Adobe	software	5150.00	79.71
10	Debit	11/10/25	Ring Central	DigitalLine Unlimited	5720.00	398.27
11	Debit	11/10/25	Amazon Capital Services	needoh squish toys for therapy room	5346.00	37.98
12	Debit	11/10/25	Amazon Capital Services	craft supplies, pens, calendars	5615.00	139.80
13	Debit	11/10/25	Driver4U	taxi ride for mental health patient	5346.00	145.00
14	Debit	11/12/25	Indeed	job posting for mental health	5325.06	120.00
15	Debit	11/12/25	Amazon Capital Services	projector and laminating sheets	5615.00	226.49
16	Debit	11/13/25	Indeed	job posting for mental health	5325.06	505.11
17	Debit	11/13/25	TechPro, Inc.	computer yearly anti virus	5150.00	1,040.00
18	Debit	11/13/25	Cintas	cleaning services/ supplies	5605.00	822.08
19	Debit	11/14/25	UPrinting	custom window envelopes #2000 - split H/T	5625.00	139.24
20	Debit	11/14/25	Amazon Capital Services	office supplies - split H/T	5615.00	97.66
21	Debit	11/17/25	LinkedIn	job posting for mental health	5325.06	169.99
22	Debit	11/17/25	Adobe	software	5150.00	66.44
23	Debit	11/17/25	Zip Recruiter	mental health job posting	5325.06	859.00
24	Debit	11/18/25	Shred-It	sharp/needle collection	5420.00	850.51
25	Debit	11/19/25	Amazon Capital Services	noise machines for clinic	5615.00	110.95
26	Debit	11/19/25	Paisan's Pizza	DMV event staff meal - split H/T	5615.00	70.33
27	Debit	11/19/25	eClinicalWorks	EMR monthly charge for service	5315.00	195.04
28	Debit	11/20/25	Comcast	monthly internet	5720.00	202.05
29	Debit	11/21/25	Uber	uber ride for mental health patient	5346.00	4.16
30	Debit	11/21/25	Amazon Capital Services	music subscription for therapy room	5346.00	5.99
31	Debit	11/21/25	Uber	uber ride for mental health patient	5346.00	3.71
32	Debit	11/24/25	Indeed	job posting for mental health	5325.06	504.43
33	Debit	11/24/25	Amazon Capital Services	zip ties for mental health banner	5346.00	17.09
34	Debit	11/24/25	Amazon Capital Services	xmas gift bags, file folders, copy paper	5615.00	175.41
35	Debit	11/24/25	Pitney Bowes Postedge	postage for office	5620.00	91.29
36	Debit	11/26/25	Amazon Capital Services	mental health paperwork organizer	5346.00	64.96
37	30323	11/28/25	City of Berwyn	annual senior breakfast sponsorship (2025)	5325.04	2,000.00
38	30325	11/28/25	Oscar Torres Rangel	sign installation	5007.00	2,000.00
39	30324	11/28/25	Berwyn Holiday Fund	2025 Berwyn Holiday Program	5325.03	5,000.00
40	Debit	11/28/25	Calendly	communications added as a user	5615.00	51.58
41	Debit	11/28/25	Driver4U	taxi ride for mental health patient	5346.00	235.00
42	Debit	11/28/25	Driver4U	taxi ride for mental health patient	5346.00	145.00
Total Interim Disbursements						\$ 19,695.65
INTERCOMPANY						
1	Debit	11/03/25	Amazon Capital Services	voting kit supplies - split H/T	1400.00	\$ 47.64
2	Debit	11/13/25	Hilton Garden Inn	TOI conf. Town Attorney Larry Zdarsky-Town	1400.00	315.26
3	Debit	11/13/25	Hilton Garden Inn	TOI conf. Trustee Zulema Ortiz-Town	1400.00	315.26
4	Debit	11/13/25	Hilton Garden Inn	TOI conf. Assr. Jacqueline Pereda-Town	1400.00	315.26
5	Debit	11/14/25	UPrinting	custom window envelopes #2000 - split H/T	1400.00	139.24
6	Debit	11/14/25	Amazon Capital Services	office supplies - split H/T	1400.00	97.65
7	Debit	11/19/25	Paisan's Pizza	DMV event staff meal - split H/T	1400.00	70.33
Total Intercompany						\$ 1,300.64
DISBURSEMENTS TO VENDORS						
1	30333	12/08/25	AFS Counseling	Consulting on mental health program	5325.00	\$ 7,742.50
2	30330	12/08/25	Andres Canedo	building improvements	5006.00	2,876.00
3	30335	12/08/25	Ann Hostetter LCSW	Consulting for mental health program	5325.00	7,600.00
4	30327	12/08/25	BCBS - Profile 43806	2025-12 insurance premiums	5880.00	3,188.60
5	30343	12/08/25	City of Berwyn - Water	monthly water	5710-00	35.24
6	30345	12/08/25	Dearborn Life Insurance Company	2025-12 insurance premiums	5880.00	45.54
7	30339	12/08/25	Heath Lab	Labs	5315.00	26.25
8	30329	12/08/25	Heather Casper	township/health district meeting attendance	5820.00	35.00
9	30342	12/08/25	Humility Therapy, PLLC	labs - autopsy	5315.00	1,040.00

**Berwyn Public Health District
Disbursements for Approval
December 8, 2025**

Item	Ref #	Date	Payee	Description	Account	Amount
10	30347	12/08/25	Illinois Dept. of Public Health	2025-11 death and birth certificates	5430.00	224.00
11a	30336	12/08/25	Jacqueline Abelar	reimbursements-ponchos, photo/poster paper	5615.00	46.32
11b				reimbursements-gift cards, conchas	5325.00	210.00
12	30332	12/08/25	Johnny's Landscaping Services	2025-11 grass cut, split H&T	5505.00	215.00
13	30334	12/08/25	Konica Minolta Business Solutions	Usage charges	5515.00	1,344.11
14	30344	12/08/25	Lawndale News	publishing public notice & agenda for 12/8	5625.00	135.00
15	30328	12/08/25	Lawrence Zdarsky	2025-12 Legal Services	5143.00	1,594.00
16	30341	12/08/25	Nicor Gas	Monthly gas	5710.00	112.71
17a	30340	12/08/25	Selden Fox, Ltd.	2025-12 Accounting Services	5105.00	2,075.00
17b				2025-12 Software	5106.00	275.00
18	30313	12/08/25	Tech Pro, Inc.	rack move	5005.00	5,275.00
19	12345	12/08/25	Vanessa Rosales	reimbursement - CCMA Course Registration Fee	5615.00	2,300.00
20	30298	12/08/25	Vince Murphy & Associates, P.C.	Consulting on mental health program	5346.00	780.00
21	30299	12/08/25	Vision Service Plan	2025-12 insurance premiums	5880.00	150.18
Total Disbursements to Vendors						\$ 37,325.45

PAYROLL CHECKS & WITHHOLDINGS SUMMARY

1	Board checks	11/13/25	Board checks	Gross board payroll - November	various	\$ 11,348.43
2	EFT	11/14/25	Gross Payroll	Gross payroll 11/1/25 - 11/15/25	various	18,335.02
3	EFT	11/14/25	Payroll withholdings	Payroll taxes - 11/1/25 - 11/15/25	various	2,304.41
4	EFT	11/14/25	Independent Contractor	11/1/25-11/15/25	5510.00	285.00
5	EFT	11/14/25	Employer IMRF Obligation	IMRF match -11/1/25 - 11/15/25	5835.00	98.36
6	EFT	11/28/25	Gross Payroll	Gross payroll - 11/16/25 - 11/30/25	various	6,665.61
7	EFT	11/28/25	Payroll withholdings	Payroll taxes - 11/16/25 -11/30/25	various	509.93
8	EFT	11/28/25	Independent Contractor	11/16/25-11/30/25	5510.00	190.00
9	EFT	11/28/25	Employer IMRF Obligation	IMRF match - 11/16/25 - 11/30/25	5835.00	765.42
Total Payroll & Withholding Disbursements						\$ 40,502.18

Total Disbursements for Approval **\$ 98,823.92**

Reconciled Cash Balance at 11/30/25-Byline Bank checking **\$ 88,593.34**
Reconciled Cash Balance at 11/30/25-Republic Bank checking **216,818.90**
Reconciled Cash Balance at 11/30/25-Republic Bank sweep **215,319.33**

Total **\$ 520,731.57**

CERTIFICATE

December 8, 2025
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 8th day of December 2025 examined and approved the foregoing claims or charges against Berwyn Public Health District Fund and that we hereby approve said claims or charges and direct the Chairman to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Secretary

_____ Treasurer

_____ Chairman

CERTIFICATE

I, the undersigned, Secretary of Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that the Board of the Berwyn Public Health District examined, reviewed, approved and directed the payment of the foregoing accounts on this 8th day of December 2025 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Secretary

Countersigned

_____ Chairman



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

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 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, 2025 through November 30, 2025.**

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 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, 2025 through November 30, 2025 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.

Selden Fox, Ltd.

December 3, 2025

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

April-November 2025

	Apr-Nov 2025	Tentative Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	\$ 38,504.56	\$ 760,000.00	\$ (721,495.44)	5.07%
4200.00 Replacement Tax	13,251.33	35,000.00	(21,748.67)	37.86%
4300.00 Grant Income	493,046.35	125,000.00	368,046.35	394.44%
4400.01 Fees, Rents and Others			-	
4400.00 Rental income	52,150.06	76,440.00	(24,289.94)	68.22%
4410.00 Vital Record Income	40,038.87	32,500.00	7,538.87	123.20%
4450.00 Clinic Fees & Income	-	1,000.00	(1,000.00)	0.00%
Total 4400.01 Fees, Rents and Others	92,188.93	109,940.00	(17,751.07)	83.85%
4440.00 Miscellaneous Income	100.00	3,500.00	(3,400.00)	2.86%
4600.00 Investment Income	24,316.11	15,000.00	9,316.11	162.11%
Total Income	661,407.28	1,048,440.00	(387,032.72)	63.08%
Gross Profit	661,407.28	1,048,440.00	(387,032.72)	63.08%
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	174,573.37	150,000.00	24,573.37	116.38%
5006.00 Roof and Building Improvements	76,498.79	50,000.00	26,498.79	153.00%
5007.00 Park Improvements and Equipment	32,060.00	8,000.00	24,060.00	400.75%
5010.00 Parking Lot Improvements	4,251.99	10,000.00	(5,748.01)	42.52%
Total 5000.00 Capital Outlay	287,384.15	218,000.00	69,384.15	131.83%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	18,611.15	24,885.00	(6,273.85)	74.79%
5106.00 Payroll Processing Fees	275.00	2,400.00	(2,125.00)	11.46%
5115.00 Annual Audit	9,000.00	8,500.00	500.00	105.88%
5120.00 Association Dues	204.50	2,000.00	(1,795.50)	10.23%
5135.00 Gen Liab, Work Comp, Prop Ins	19,483.50	24,000.00	(4,516.50)	81.18%
5140.00 Legal Expense	-	7,500.00	(7,500.00)	0.00%
5143.00 Health District Attorney	12,752.00	19,950.00	(7,198.00)	63.92%
5144.00 IT Services	-	10,000.00	(10,000.00)	0.00%
5150.00 Website Services	2,198.31	5,000.00	(2,801.69)	43.97%
5160.00 Rodent Abatement Agreement	46,000.00	40,000.00	6,000.00	115.00%
5170.00 Grant Consultants	6,000.00	46,000.00	(40,000.00)	13.04%
5185.00 Contractual Services - Vision/Hearing	-	6,000.00	(6,000.00)	0.00%
5190.00 Contractual Services - Dental	-	15,000.00	(15,000.00)	0.00%
5195.00 Contractual Services - Pediatri	-	20,000.00	(20,000.00)	0.00%
Total 5100.00 Contractual Services	114,524.46	231,235.00	(116,710.54)	49.53%

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

April-November 2025

	Apr-Nov 2025	Tentative Budget	Remaining Budget	% of Budget
5300.00 Health Programs			-	
5310.00 Lead Awareness Program	-	2,500.00	(2,500.00)	0.00%
5315.00 Clinics	4,263.87	10,000.00	(5,736.13)	42.64%
5320.00 Spec. Program - Flu	15,901.74	19,000.00	(3,098.26)	83.69%
5325.00 Spec. Programs - Other	36,493.46	40,000.00	(3,506.54)	91.23%
5325.02 Special Program-Combined Veteran	-	4,000.00	(4,000.00)	0.00%
5325.03 Berwyn Holiday Fund	5,000.00	5,000.00	-	100.00%
5325.04 Senior Breakfast	2,000.00	2,000.00	-	100.00%
5325.05 Sunday Market	2,073.14	12,000.00	(9,926.86)	17.28%
5325.06 Marketing and Promotion	9,862.35	5,000.00	4,862.35	197.25%
5326.00 Spec. Programs - Intergov	10,110.07	35,000.00	(24,889.93)	28.89%
5328.00 Special Programs-Emergency Prep	-	5,000.00	(5,000.00)	0.00%
5332.00 Special Prg. - Eyes for Educati	2,853.00	8,500.00	(5,647.00)	33.56%
5334.00 Special Prg.-Health Grants	-	80,000.00	(80,000.00)	0.00%
5336.00 Health Families	1,440.98	100,000.00	(98,559.02)	1.44%
5337.00 Infrastructure Initiatives	314,685.38	1,000,000.00	(685,314.62)	31.47%
5340.00 Participatory Budget	37.41	17,000.00	(16,962.59)	0.22%
5345.00 Mental Health Voucher Program	-	50,000.00	(50,000.00)	0.00%
5346 New Programs and Initiatives	124,937.42	300,000.00	(175,062.58)	41.65%
Total 5300.00 Health Programs	529,658.82	1,695,000.00	(1,165,341.18)	31.25%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	1,890.35	10,000.00	(8,109.65)	18.90%
5410.00 Contingencies		5,000.00	(5,000.00)	0.00%
5413.00 Transaction Processing Fees	2,223.40	6,500.00	(4,276.60)	34.21%
5420.00 Medical Waste Disposal	8,177.80	12,500.00	(4,322.20)	65.42%
5425.00 Official's Bonds	3,500.00	4,000.00	(500.00)	87.50%
5430.00 Death Surcharge Fee	3,256.00	7,500.00	(4,244.00)	43.41%
Total 5400.00 Other Expenditures	19,047.55	45,500.00	(26,452.45)	41.86%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	21,630.49	25,000.00	(3,369.51)	86.52%
5510.00 Janitorial Service	3,230.00	3,000.00	230.00	107.67%
5515.00 Equipment Maintenance Agreement	4,633.60	5,000.00	(366.40)	92.67%
5530.00 Snow Removal	437.50	3,500.00	(3,062.50)	12.50%
Total 5500.00 Repairs and Maintenance	29,931.59	36,500.00	(6,568.41)	82.00%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	6,597.30	5,000.00	1,597.30	131.95%
5610.00 Medical Supplies	2,840.73	5,000.00	(2,159.27)	56.81%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April-November 2025

	Apr-Nov 2025	Tentative Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	9,277.18	15,000.00	(5,722.82)	61.85%
5620.00 Postage and Meter Rental	3,651.29	3,000.00	651.29	121.71%
5625.00 Printing and Publication	2,090.40	10,000.00	(7,909.60)	20.90%
Total 5600.00 Supplies and Materials	24,456.90	38,000.00	(13,543.10)	64.36%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	1,454.01	4,000.00	(2,545.99)	36.35%
5720.00 Telephone	4,772.88	10,000.00	(5,227.12)	47.73%
Total 5700.00 Utilities	6,226.89	14,000.00	(7,773.11)	44.48%
5800.00 Payroll Expenses			-	
5815.00 Chairman	29,974.99	46,000.00	(16,025.01)	65.16%
5816.00 Secretary	24,452.38	36,200.00	(11,747.62)	67.55%
5817.00 Treasurer	23,298.75	36,200.00	(12,901.25)	64.36%
5820.00 Clerks	68,267.29	162,750.00	(94,482.71)	41.95%
5829.0 Interns	6,133.50	45,000.00	(38,866.50)	13.63%
5830.00 Health Director	13,980.80	24,000.00	(10,019.20)	58.25%
5831.00 Taxes - Employer FICA	24,747.81	45,000.00	(20,252.19)	55.00%
5832.00 Taxes - Employer Medicare	5,787.79	10,000.00	(4,212.21)	57.88%
5833.00 Taxes - SUTA	2,218.36	4,000.00	(1,781.64)	55.46%
5835.00 Retirement Contribution	1,488.95	15,000.00	(13,511.05)	9.93%
5840.00 Inspectors	42,047.49	110,250.00	(68,202.51)	38.14%
5841.00 Environmental Health Practitioner	44,680.01	65,000.00	(20,319.99)	68.74%
5845.00 Janitor	11,605.60	30,000.00	(18,394.40)	38.69%
5860.00 Public Health Nurses	127,472.94	147,000.00	(19,527.06)	86.72%
5880.00 Grp Health, Vision, Dental Ins	27,428.05	65,000.00	(37,571.95)	42.20%
Total 5800.00 Payroll Expenses	453,584.71	841,400.00	(387,815.29)	53.91%
Total Expenses	1,464,815.07	3,119,635.00	(1,654,819.93)	46.95%
Net Operating Income	(803,407.79)	(2,071,195.00)	1,267,787.21	38.79%
Net Income	\$ (803,407.79)	\$ (2,071,195.00)	\$ 1,267,787.21	38.79%
Beginning net assets	\$ 2,566,214.98			
Ending net assets	\$ 1,762,807.19			



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	9-A	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	2026 Schedule of Regular Meetings & Closure Dates		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Township Clerk		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

Item Deferred (10/2025)

Please refer to the attached **2026 Schedule of Regular Meetings and Closure Dates** for Berwyn Township and Public Health District.

Regular meetings for both bodies are scheduled on the second Monday of each month at the Health District Building with the following exceptions:

- The October meeting has been moved to Thursday, October 15, 2026, due to Columbus Day.
- The November meeting has been moved to Thursday, November 12, 2026, due to the 2026 TOI Annual Conference.
- *No other holidays or conferences interfere with the proposed regular meeting schedule.*

Please review the attached 2026 Schedule of Regular Meetings and Closure Dates for accuracy and completeness. If there are no further changes, kindly provide your **approval** so the schedule may be finalized and posted in accordance with public notice requirements.

ATTACHMENTS

- 2026 Scheduled Regular Meeting Dates of the **Berwyn Public Health District**



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT



Jacqueline Pereda
Town Assessor | Health Board Treasurer

David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary

To whom it may concern,

Please find below the tentative 2026 scheduled meeting dates for Berwyn Public Health District. As requested, the potential conference dates are also included for review.

Berwyn Public Health District Scheduled Meeting Dates:

Monday, January 12, 2026
Monday, February 9, 2026
Monday, March 9, 2026
Monday, April 13, 2026
Monday, May 11, 2026
Monday, June 8, 2026

Monday, July 13, 2026
Monday, August 10, 2026
Monday, September 14, 2026
*Thursday, October 15, 2026
*Thursday, November 12, 2026
Monday, December 14, 2026

Conference Dates:

TOI 2026: November 9 – 11 2026

TOCC 2026: Dates for 2026 are not published yet. TOCC 2025 conference was June 26, 2025.

Naccho 360 Conference 2026: July 14 – July 17, 2026

Thank you,

Leticia Garcia

Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	10-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	PB Committee's 2025 Project Summary Report		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

This report provides the Health Board with a summary of the 2025 Participatory Budgeting (PB) process conducted by the Berwyn Township & Public Health District Participatory Budgeting (PB) Committee. It outlines key activities, committee actions, voting results, staff and committee collaboration, and materials used. This report is informational only and no Board approval is required. It is intended to ensure transparency about the PB process.

ATTACHMENTS

- Berwyn Participatory Budgeting (PB) Committee's 2025 Project Summary Report (*forthcoming*)



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	10-B	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	PB Committee Recommended Program Funding		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

This report has been prepared for Board consideration at the request of the PB Committee. It presents two funding plans for the 2025 cycle: **Plan A** assumes *Healthy Food for All in Berwyn* is funded separately through Township Relief Funds (as presented to the PB Committee on 12/2/25 by Township Supervisor & Health District Board President David J. Avila), and **Plan B** includes PB funding for that project if Relief Funds are not available.

ATTACHMENTS

- PB Committee Recommended Program Funding as Selected by Community Vote [REDACTED]

BERWYN TOWNSHIP & PUBLIC HEALTH DISTRICT PARTICIPATORY BUDGETING COMMITTEE

Recommended Program Funding – 2025 Cycle

Presented to: Berwyn Township Board of Trustees and Public Health District Board

Submitted by: Participatory Budgeting (PB) Committee

Date: December 8, 2025

PURPOSE OF THE REPORT

The purpose of this report is to inform the Board of the PB Committee's community-driven funding recommendations for the 2025 Participatory Budgeting (PB) cycle. These recommendations reflect the residents' priorities and aim to guide the Board in approving projects for implementation in 2026.

Recommendations are based on:

- Community voting results
- Project cost estimates
- Available PB program budget (\$36,450)

The Committee respectfully requests that the Board review and approve the recommended funding plans to ensure successful implementation and transparent reporting in 2026.

OVERVIEW OF THE PARTICIPATORY BUDGETING PROCESS

The 2025 PB cycle included the following steps:

1. Collection of project ideas from residents
2. Feasibility review and cost estimation
3. Development of final project proposals
4. Community voting (online and paper ballots, Nov. 3–17, 2025)

Residents had the opportunity to vote online or in person, selecting up to four projects from a list of 14. Paper ballots were opened by teams of two, who verified eligibility before entering results into the Stanford online voting platform. The PB Committee, in collaboration with the Operations Manager, supervised the process to ensure transparency and foster equitable participation among all residents.

Residents prioritized projects based on immediate community needs, impact, and feasibility. Rankings reflected current priorities rather than general preference. A weighted scoring system was applied to rankings 1–4 to determine the total score for each project.

COMMITTEE MEMBERS

The 2025 PB Committee consisted of the following volunteer members, representing residents from across Berwyn's wards:

Township & Health District PB Committee Members

<ul style="list-style-type: none"> • Rafael Padilla, Ward 1 • Deanna Durica, Ward 2 • Tom Rasmussen, Ward 3 • Karin Nangreave (Chair), Ward 4 	<ul style="list-style-type: none"> • Patricia Ostaszewski (Co-Chair), Ward 4 • Elizabeth Cruz, Ward 5 • Erika Rosado, Ward 6 • Alexandra Ritson, Ward 8
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These volunteers attended planning meetings, promoted the program throughout the community, supported pop-up voting, and assisted with ballot verification and entry. Their participation ensured broad geographic representation and perspectives from across all areas of Berwyn.

Committee Certification

The PB Committee certifies that:

- All eligible ballots were counted accurately.
- Recommendations are based exclusively on community vote results and budget feasibility.
- No committee member has a conflict of interest with any project.
- Proposed program funding reflect the community's priorities.

COMMUNITY VOTING RESULTS

The chart below displays the total scores for each project based on resident rankings. Residents prioritized projects according to current community needs, impact, and feasibility, reflecting the immediate priorities of the Berwyn community rather than general preference.

Key takeaways from the voting results include:

- Strong resident support for projects addressing food access, public safety, flood mitigation, and environmental resilience.
- High alignment around projects with tangible, direct benefits to the community.

Berwyn Participatory Budgeting 2025					
Total Scores Based on Resident Rankings					
Project	Rank 1	Rank 2	Rank 3	Rank 4	Total Score
Healthy Food for All in Berwyn	193	37	28	10	2155
Safer Pedestrian Access	39	29	31	23	877
Home Flood Reduction	34	34	24	24	832
Green Alley Program	25	36	26	22	772.5
Parkway Native Gardens	21	31	28	20	703
Free Summer Water Programs	17	16	25	22	548
Senior Home Safety Checks	11	15	23	24	487.5
Pavek Community Center Upgrades	13	14	18	28	486.5
Outdoor Fitness Equipment	10	18	13	14	381.5
Culture and Movement	3	10	9	11	219.5
The Health and Environmental Benefits of Native Trees and How to Care for Them	4	8	8	6	179
Safe Biking Lessons for Children, Teens, and Adults	4	3	9	11	175.5
Senior Citizens Movement	1	8	6	7	146
Safe Seniors	3	5	6	4	124
	378	264	254	226	

Figure 1: Results of Total Scores Based on Resident Rankings. Stanford Participatory Budgeting.

PB COMMITTEE RECOMMENDED FUNDING PLANS

The total PB program budget for 2025 is **\$36,450**. Based on community vote results and potential Township Relief Fund support for *Healthy Food for All in Berwyn*, the Committee recommends the following funding allocations:

Project	Plan A – Primary Funding (if “Healthy Food” funded via Township Relief Funds)	Plan B – Alternate Funding (if “Healthy Food” not funded via Township Relief Funds)
Healthy Food for All in Berwyn	\$0	\$18,000 (50%)
Safer Pedestrian Access	\$12,150 (33%)	\$9,000 (25%)
Home Flood Reduction	\$12,150 (33%)	\$9,000 (25%)
Green Alley Programs	\$12,150 (33%)	\$0
Total PB Budget	\$36,450	\$36,450

Plan A – Primary Recommendation:

If the Township Board approves funding *Healthy Food for All in Berwyn* through Township Relief Funds, the PB budget is recommended to be allocated equally among Safer Pedestrian Access, Home Flood Reduction, and Green Alley Programs.

Plan B – Alternate Recommendation:

If the Township Board does **not** fund *Healthy Food for All in Berwyn* through Township Relief Funds, we recommend allocating \$18,000 to that project and dividing the remaining budget equally between Safer Pedestrian Access and Home Flood Reduction.

REQUESTED BOARD ACTION

The PB Committee respectfully requests that the Berwyn Township Board of Trustees and Health District board:

1. **Approve Plan A (Primary Recommendation)** as the official PB-funded projects for the 2025 cycle.
2. **Approve Plan B (Alternate Recommendation)** in the event that Township Relief Funds do not cover the project cost for *Healthy Food for All in Berwyn*.

Upon approval, Township staff will proceed with implementation and public announcement of the selected projects. Quarterly updates, including financial reports and progress metrics, will begin in 2026 to ensure transparency and accountability.

The 2025 Participatory Budgeting Committee respectfully submits this report for consideration by the Berwyn Township Board of Trustees and Public Health District Board:



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	10-C	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Loyola Pediatric Program		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

None submitted



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	10-D	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	2026 Renewal of BCBS Health & Dental Employee Benefits		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

The Township & Health District Blue PPO Health and Blue Care Dental PPO benefits are up for renewal.

- **Health (Blue PPO):** Current premium is **\$6,955.70**; renewal premium is **\$8,296.93**, representing an increase of approximately 19.3%.
- **Dental (Blue Care Dental PPO):** Current monthly premium is **\$362.56**; renewal premium remains the same.

The proposed renewal maintains current coverage levels. Board review and approval of both the health and dental plan renewals is requested.

ATTACHMENTS

- BCBS Health and Dental Renewal

Renewal at a Glance

Current and Renewal Medical Plans and Premiums

Your group's current Medical plan(s) and suggested plans for the upcoming year are listed below.

If these plans aren't a good fit for the new year, don't worry, you've got more plans to choose from in the [Medical Plans](#) section.

	Current Plan	Renewal Plan
Plan ID	P503PPO	P503PPO
Metallic	Platinum	Platinum
Network Name	Blue PPO	Blue PPO
Deductible In-Network // Out-of-Network	\$350//\$700	\$350//\$700
Primary Care/Telehealth Visit	\$35/\$35	\$35/\$35
Coinsurance In-Network // Out-of-Network	80%//50%	80%//50%
Out-of-Pocket Max In-Network // Out-of-Network	\$1750//Unlimited	\$1750//Unlimited
Specialist Office Visit	\$70	\$70
Non Preferred Pharmacy	\$15/\$25/\$65/\$105/\$250/\$350	\$15/\$25/\$65/\$105/\$250/\$350

More information on rates is available in the [Appendix – Monthly Medical Premiums](#) section. To view other plans, see the [Medical Plans](#) section.

Current and Renewal Metallic Medical Plans and Premium - Age Rates

				Current Plan ID: P503PPO				Renewal Plan ID: P503PPO			
Employee	DOB	Age	State	Employee Rates	Spouse Rates	Child Rates	Total	Employee Rates	Spouse Rates	Child Rates	Total
1 ARREOLA, CYNTHIA	11/16/1990	35	IL	\$803.75			\$803.75	\$936.61			\$936.61
2 AVILA, DAVID	09/20/1974	51	IL	\$1,182.46	\$1,129.49	\$1,012.96	\$3,324.91	\$1,429.45	\$1,368.90	\$1,224.80	\$4,023.15
3 BELTRAN, KATE	03/02/1998	27	IL	\$677.96			\$677.96	\$803.25			\$803.25
4 CABRERA, MAURICIO	06/30/1996	29	IL	\$719.67			\$719.67	\$857.67			\$857.67
5 GARCIA, KRYSTAL	01/25/1993	32	IL	\$767.34			\$767.34	\$906.72			\$906.72
6 VILLALBA, JESUS	02/01/2000	25	IL	\$662.07			\$662.07	\$769.53			\$769.53
Total Monthly Medical Premium				\$6,955.70				\$8,296.93			

Total Monthly Renewal Premium - Age Rates

Plan ID	Plan Name	Enrolled Count	Total Monthly Medical Cost
P503PPO	Blue PPO Platinum 119 - Rx Copays	6	\$8,296.93
Total Monthly Medical Premium			\$8,296.93

See [Appendix – Medical Rate Contingencies](#) in the Appendix section for more information about your rates.

[Medical Plans](#) section.

Renewal at a Glance

Current and Renewal Dental Plans and Premiums

Our records show that your employees and their dependents have the following dental coverage. All stand-alone dental plans may be either composite- or age-rated, depending on your preference. If you are renewing your medical plan, the same rating (composite or age) must be applied to your dental plan. If you are renewing your medical plan, the same rating (composite or age) must be applied to your dental plan.

If 10 or more employees are enrolled for dental coverage, you may choose to offer two dental plan options. For dental pairing options, see [Dental Rate Contingencies and Plan Pairings](#) in the Appendix section.

	Current Dental Plan	Renewal Dental Plan
Plan ID	DILHM10	DILHM10
Coverage Allocation	High Allocation	High Allocation
Deductible In-Network // Out-of-Network	\$50//\$50	\$50//\$50
Annual Benefit Max	\$1500/\$1000	\$1500/\$1000
Out-of-Network Reimbursement	MAC	MAC
Coinsurance In-Network	100%/80%/50%/NA	100%/80%/50%/NA
Coinsurance Out-of-Network	80%/60%/40%/NA	80%/60%/40%/NA
Orthodontia Lifetime Max	N/A	N/A

Current and Renewal Dental Plans and Premiums – Age Rates

					Current Dental Plan ID: DILHM10				Renewal Dental Plan ID: DILHM10			
	Employee	DOB	Age	State	Employee Rates	Spouse Rates	Child Rates	Total	Employee Rates	Spouse Rates	Child Rates	Total
1	ARREOLA, CYNTHIA	11/16/1990	35	IL	\$36.89			\$36.89	\$36.89			\$36.89
2	AVILA, DAVID	09/20/1974	51	IL	\$36.89	\$36.89	\$67.44	\$141.22	\$36.89	\$36.89	\$67.44	\$141.22
3	BELTRAN, KATE	03/02/1998	27	IL	\$36.89			\$36.89	\$36.89			\$36.89
4	CABRERA, MAURICIO	06/30/1996	29	IL	\$36.89			\$36.89	\$36.89			\$36.89
5	GARCIA, KRYSTAL	01/25/1993	32	IL	\$36.89			\$36.89	\$36.89			\$36.89
6	RODRIGUEZ, JESSICA	12/21/1974	51	IL	\$36.89			\$36.89	\$36.89			\$36.89
7	VILLALBA, JESUS	02/01/2000	25	IL	\$36.89			\$36.89	\$36.89			\$36.89
Total Monthly Dental Premium					\$362.56				\$362.56			

Total Monthly Renewal Premium

Plan ID	Plan Name	Enrolled Count	Total Monthly Dental Cost
DILHM10	Blue Care Dental PPO DILHM10	7	\$362.56

Go back to [Renewal Contents](#)

Renewal at a Glance

Total Monthly Renewal Premium

Plan ID	Plan Name	Enrolled Count	Total Monthly Dental Cost
Total Monthly Dental Premium			\$362.56

See [Dental Rate Contingencies and Plan Pairings](#) in the Appendix section for more information about your rates.



AGENDA ITEM SUMMARY

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM	10-E	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	2025 Property Tax Levy Ordinance for Taxes to be Collected in 2026		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Health District's 2025 Property Tax Levy Ordinance for Taxes to be Collected in 2026

**BERWYN PUBLIC HEALTH DISTRICT
 COOK COUNTY, ILLINOIS
 TAX LEVY ORDINANCE
 FOR THE 2025 TAX YEAR**

ORDINANCE No. ____

An ordinance levying taxes for all health district purposes for Berwyn Public Health District, Cook County, Illinois, for the tax year 2025, collectible in 2026.

BE IT ORDAINED by the Board of Health of Berwyn Public Health District, Cook County, Illinois, as follows:

SECTION 1: That the sum of eight hundred seventy thousand four hundred twenty three dollars (\$870,423) are hereby levied upon all property subject to taxation within the Health District as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Health District as required by statute or voted by the people in accordance with the law, for such purposes as general corporate, audit, insurance, Illinois Municipal Retirement and social security for the year 2025.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

		<u>2025-2026 Budget</u>	<u>Amount from Taxes</u>	<u>Amount from Other Sources</u>
1.	<u>PUBLIC HEALTH FUND</u>			
	<u>CAPITAL OUTLAY</u>			
5005	Medical & Office Equipment	150,000	15,000	135,000
5006	Roof and Building Improvements	50,000	5,000	45,000
5007	Park Improvements and Equipment	8,000	2,500	5,500
5010	Parking Lot Improvements	10,000	1,877	8,123
		<u>218,000</u>	<u>24,377</u>	<u>193,623</u>

		<u>2025-2026</u> <u>Budget</u>	<u>Amount</u> <u>from</u> <u>Taxes</u>	<u>Amount</u> <u>from Other</u> <u>Sources</u>
<u>CONTRACTUAL SERVICES</u>				
5105	Accounting/Bookkeeping	24,885	12,443	12,442
5106	Payroll processing fees	2,400	-	2,400
5120	Association Dues	2,000	1,000	1,000
5140	Legal Expense	7,500	3,750	3,750
5143	Health District Attorney	19,950	9,975	9,975
5144	IT Services	10,000	5,000	5,000
5150	Website Services	5,000	2,500	2,500
5160	Rodent Abatement Agreement	40,000	20,000	20,000
5170	Grant consultants	46,000	23,000	23,000
5185	Contractual Services - Vision	6,000	-	6,000
5190	Contractual Services - Dental	15,000	-	15,000
5195	Contractual Services - Pediatric	20,000	-	20,000
		<u>198,735</u>	<u>77,668</u>	<u>121,067</u>
<u>HEALTH PROGRAMS</u>				
5310	Lead Awareness Program	2,500	1,250	1,250
5315	Primary Care Clinics	10,000	5,000	5,000
5320	Special Programs - Flu	19,000	9,500	9,500
5325	Special Programs - Other	40,000	20,000	20,000
5325.02	Special Programs - Combined Veterans	4,000	2,000	2,000
5325.03	Special Programs - Holiday Fund	5,000	2,500	2,500
5325.04	Special Programs - Senior Breakfast	2,000	1,000	1,000
5325.05	Special Programs - Sunday Market	12,000	6,000	6,000
5325.06	Marketing and promotion	5,000	2,500	2,500
5326	Special Programs - Intergovernmental	35,000	17,500	17,500
5228	Special Programs - Emergency Prep.	5,000	2,500	2,500
5332	Special Programs - Eyes for Education	8,500	4,250	4,250
5334	Special Programs - Health Grants	80,000	-	80,000
5336	Healthy Families	100,000	-	100,000
5337	Infrastructure Initiatives	1,000,000	-	1,000,000
5340	Participatory Budget	17,000	-	17,000
5345	Mental Health Vouchers	50,000	-	50,000
5346	New programs & initiatives	300,000	-	300,000
		<u>1,695,000</u>	<u>74,000</u>	<u>1,621,000</u>

OTHER EXPENDITURES

5405	Conference/Education Expenses	10,000	5,000	5,000
5410	Contingencies	5,000	-	5,000
5413	Transaction processing fees	6,500	-	6,500
5420	Medical Waste Disposal	12,500	6,250	6,250
5425	Official Bonds	4,000	2,000	2,000
5430	Death Surcharge Fee	7,500	3,750	3,750
		<u>45,500</u>	<u>17,000</u>	<u>28,500</u>

REPAIRS AND MAINTENANCE

5505	Building Maintenance	25,000	5,000	20,000
5510	Janitorial Service	3,000	1,500	1,500
5515	Equipment Maintenance Agreements	5,000	2,500	2,500
5530	Snow Removal	3,500	1,750	1,750
		<u>36,500</u>	<u>10,750</u>	<u>25,750</u>

SUPPLIES AND MATERIALS

5605	Janitorial Supplies	5,000	2,500	2,500
5610	Medical Supplies	5,000	2,500	2,500
5615	Office Supplies and Expense	15,000	7,500	7,500
5620	Postage and Meter Rental	3,000	1,500	1,500
5625	Printing and Publishing	10,000	5,000	5,000
		<u>38,000</u>	<u>19,000</u>	<u>19,000</u>

UTILITIES

5710	Heat, Light and Water	4,000	2,000	2,000
5720	Telephone	10,000	5,000	5,000
		<u>14,000</u>	<u>7,000</u>	<u>7,000</u>

PAYROLL EXPENSES

5815	Chairman	46,000	46,000	-
5816	Secretary	36,200	36,200	-
5817	Treasurer	36,200	36,200	-
5820	Clerks	162,750	47,922	114,828
5829	Interns	45,000	-	45,000
5830	Health Director	24,000	24,000	-
5832	Taxes - Employer Medicare	10,000	10,000	-
5833	Payroll Taxes - Other	4,000	4,000	-
5840	Inspectors	110,250	110,250	-
5841	Environmental Health Practitioner	65,000	65,000	-
5845	Janitor	30,000	30,000	-
5860	Public Health Nurses	147,000	128,000	19,000
5880	Insurance - Group Health, Vision, & Dental Insurance	65,000	50,000	15,000
		<hr/>	<hr/>	<hr/>
		781,400	587,572	193,828
	TOTAL PUBLIC HEALTH FUND:	3,027,135	817,367	2,209,768

REF: General Corporate Tax 60 ILCS 1/235-10

		<u>2025-2026 Budget</u>	<u>Amount from Taxes</u>	<u>Amount from Other Sources</u>
5115	Annual Audit	8,500	5,763	2,737
	TOTAL AUDIT FUND:	8,500	5,763	2,737

REF: Audit Tax 50 ILCS 310/9

INSURANCE FUND

5135	Insurance	24,000	17,293	6,707
	TOTAL INSURANCE FUND:	24,000	17,293	6,707

REF: Insurance Tax 745 ILCS 10/9-107

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

5835	Retirement Contribution	<u>15,000</u>	<u>7,500</u>	<u>7,500</u>
	TOTAL IMRF FUND:	15,000	7,500	7,500

REF: IMRF Tax 40 ILCS 5/7-171

		<u>2025-2026 Budget</u>	<u>Amount from Taxes</u>	<u>Amount from Other Sources</u>
<u>SOCIAL SECURITY FUND</u>				
5831	Taxes - Employer FICA	45,000	22,500	22,500
	TOTAL SOCIAL SECURITY FUND:	<u>45,000</u>	<u>22,500</u>	<u>22,500</u>
REF: Social Security Tax 40 ILCS 5/21-110 & 110.1		3,119,635	870,423	2,249,212

TAX LEVY SUMMARY

General Corporate Tax	817,367
Audit Tax	5,763
Insurance Tax	17,293
Illinois Municipal Retirement Tax	7,500
Social Security Tax	<u>22,500</u>
TOTAL TAXES LEVIED:	<u>870,423</u>

SECTION 3: That the Secretary shall make and file with the County Clerk of said County of Cook, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this ____ day of _____, 2025 pursuant to a roll call vote by the Board of Health of Berwyn Public Health District, Cook County, Illinois.

BOARD OF HEALTH

AYE

NAY

ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Secretary

Chairman

CERTIFICATION OF TAX LEVY ORDINANCE

BERWYN PUBLIC HEALTH DISTRICT

The undersigned, duly elected, qualified and acting Secretary of Berwyn Public Health District, Cook County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Tax Levy Ordinance of said Health District for the year 2025, as adopted this ____ day of _____, 2025.

This certification is made and filed pursuant to the requirements of (60 ILCS 1/75-20) and on behalf of Berwyn Public Health District, Cook County, Illinois. This certification must be filed by the last Tuesday in December.

Dated this ____ day of _____, 2025

Health District Secretary

Filed this ____ day of _____, 2025

County Clerk