



HEALTH DISTRICT BOARD MEETING PACKET

July 30, 2026

NOTICE: In accordance with the Illinois Open Meetings Act, notice is hereby given that the Board will hold a public meeting at the date, time, and location below. The purpose of this meeting is to conduct the regular business of the Board and to consider items listed on the posted agenda. This notice and agenda are posted in accordance with statutory requirements.

Public Comments / 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.

 BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD	☒ REGULAR MEETING	DATE	Thursday, July 30, 2026
	☐ SPECIAL MEETING	TIME	4:00 PM
	☐ COMMITTEE OF THE WHOLE/WORKSHOP	LOCATION	6600 W. 26 th St., 1 st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES.
 - A. Regular Meeting on June 08, 2026
 - B. Public Hearing Meeting on June 29, 2026
 - C. Special Meeting on June 29, 2026
5. STAFF REPORT UPDATES
 - A. Clinic Activity – June 2026
 - B. Sanitation Activity – June 2026
 - C. Vital Statistics Activity – June 2026
6. APPROVAL OF BILLS PAYABLE & PAYROLL – June 2026
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. [Deferred June 08, 2026] Review & approve City of Berwyn and Berwyn Township Emergency Operations Plan (EOP)-Garcia
10. NEW BUSINESS
 - A. Review & Approve NBPD's Corrida Del Mariachi 5K Run/Walk sponsorship – Avila
 - B. Review & Approve Public Health District's Annual Financial Report Draft for the Fiscal Year Ended March 31, 2026 – Eagan
 - C. Review & approve Funding for Berwyn Development Corporation: Berwyn Oktoberfest-Garcia
11. ADJOURNMENT



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	4	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Approval of Minutes		☐ DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		☒ REVIEW
			☒ APPROVE

SUMMARY

The Board will review and approve the minutes from the previous Board meeting(s) to ensure an accurate and official record of the meeting's proceedings and actions.

ATTACHMENTS

- Regular Meeting on **June 08, 2026**
- Public Hearing on **June 29, 2026**
- Special Meeting on **June 29, 2026**



BERWYN PUBLIC HEALTH DISTRICT
Regular Meeting – June 8, 2026

Call to Order: Board President Avila called the meeting to Order at 12:00 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Attorney Zdarsky, Health District Accountant Eagan, and Clerk's Office Administrative Assistant Casper also attended.

Pledge: Attendees rose to recite the Pledge of Allegiance.

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

Garcia made the motion, seconded by Avila, to bring forward item 10D. The motion passed by a unanimous voice vote.

New Business:

D: Review and approve City of Berwyn and Berwyn Township Emergency Operations

Plan: Clerk Garcia introduced Berwyn Fire Department Division Chief of Safety and Emergency Management Scott Waszak. Division Chief Waszak gave an overview of the updates to the Emergency Operations Plan, which has not been updated since 2024. Discussion ensued. Garcia noted the updated Emergency Operations Plan will be provided to the Board electronically. Garcia made the motion, seconded by Avila, to defer the approval of the EOP to the July regular meeting, and have Attorney Zdarsky, Supervisor Avila, and the Board review the updates to confirm participation in the EOP updates. The motion passed by a unanimous voice vote.

Approval of Minutes:

- A. Budget Meeting on May 18, 2026:** Avila made the motion, seconded by Garcia, to approve the regular meeting minutes on May 18, 2026. The motion passed by a unanimous voice vote.
- B. Regular Meeting on May 18, 2026:** Avila made the motion, seconded by Garcia, to approve the regular meeting minutes on May 18, 2026. The motion passed by a unanimous voice vote.

Staff Report Updates – May 2026:

- A. Clinic Activity:** Avila made the motion, seconded by Garcia, to approve the May 2026 Clinic Activity report, as submitted. The motion passed by a unanimous voice vote.
- B. Sanitation Activity:** Avila made the motion, seconded by Garcia, to approve the May 2026 Sanitation Activity report, as submitted. The motion passed by a unanimous voice vote.
- C. Vital Statistics Activity:** Avila made the motion, seconded by Garcia, to approve the May 2026 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote.

Approval of Bills Payable & Payroll – May 2026: Avila made the motion, seconded by Garcia, to approve the disbursements for payables and payroll as submitted for \$102,146.57. The motion passed by a unanimous roll call vote.

Statement of Receipts and Disbursements: Eagan was recognized and commented on district expenses and reserves. Eagan stated this is the only the second month of the new fiscal year, nothing is out of the ordinary. Avila made the motion, seconded by Garcia, to file the statement of receipts and disbursements as informational. The motion passed by a unanimous voice vote.

Correspondence: Nothing submitted.

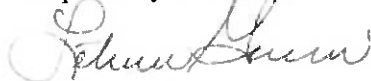
Old Business: Nothing submitted.

New Business:

- A. Review and approve Memorandum of Understanding with the City of Oak Park and the Berwyn Health District regarding Health Inspections Partnership:** Avila stated Berwyn will need a Licensed Environmental Health Practitioner (LEHP) starting in July. Either party may terminate the arrangement with a 60-day notice. Avila made the motion, seconded by Garcia, to approve the Memorandum of Understanding with the City of Oak Park and the Berwyn Health District regarding Health Inspections Partnership. The motion passed by a unanimous roll call vote.
- B. Consideration and Discussion for a Safety Town Playground in the 2027-2028 Budget:** Garcia brought to the Boards attention the idea of a Safety Town Playground for the following year's budget. A Safety Town Playground would be for families and neighboring communities, as an outdoor educational space for bicycle safety riding, railroad crossing, busy intersections, street crossing, in a safe community. Garcia noted partnering up with the City of Berwyn, Berwyn Park for funding could be an option, as well as grants. Garcia also noted she would take on the background work to get ideas and funding options available to present to the Board. Garcia made the motion, seconded by Avila, to allow Garcia to continue exploration of Safety Town as a viable program and consideration for the 2027-2028 budget. The motion passed by a unanimous voice vote.
- C. Review and approve Funding for Berwyn Development Corporation: Berwyn Oktoberfest:** Garcia announced the new BDC Director Brian Crowe is restructuring the Oktoberfest/Fall Fest to make the event more family friendly, and family oriented. The BDC is seeking a donation from the Health District and the Township. This donation would allow the Health District to approve their advertising and marketing. Discussion ensued. Garcia inquired about finding the money amount for the donation from another budget line item. Discussion ensued. Avila stated there is no funds or line item for this event. Discussion ensued. Garcia made the motion, seconded by Avila, to defer the consideration if funding becomes available, and propose funding for the next fiscal year. The motion passed by a unanimous voice vote.

Adjournment: Avila made the motion, seconded by Pereda, to adjourn the meeting at 4:28 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,



Leticia Garcia
Board Secretary



BERWYN PUBLIC HEALTH DISTRICT
Budget and Appropriation Ordinance 2026-2027
PUBLIC HEARING
June 29, 2026, 3:45 PM

Call to Order: Clerk Garcia called the Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year beginning April 1, 2026, and ending March 31, 2027, to Order at 3:45 p.m. Clerk Garcia called the roll, and the following people were in attendance: Supervisor Avila, Treasurer Pereda, Clerk Garcia, Town Accountant Eagan, and Town Attorney Zdarsky. Attendees rose to recite the Pledge of Allegiance.

Open Forum: Clerk Garcia opened the floor for public comment. Seeing as no one addressed the floor, Clerk Garcia closed the section of Open Forum.

Presentation of Proof of Publication: Clerk Garcia presented the Proof of Publication from the Lawndale News, signifying the Notice of Public Hearing was published in the local newspaper, the Lawndale News, on May 28, 2026, in accordance with state law. Clerk Garcia also affirmed the Notice of Public Hearing was posted for public viewing at the Health District's place of business, 6600 W. 26th St., Berwyn, Illinois, and City Hall 6700 W. 26th St., prior to the hearing.

Presentation of the Budget and Appropriation Ordinance: Clerk Garcia stated for the record that prior to the hearing, she did not receive any requests from the public asking for a copy of the tentative Budget and Appropriation Ordinance for Fiscal Year beginning April 1, 2026, and ending March 31, 2027.

Adjournment: Supervisor Avila made the motion, seconded by Treasurer Pereda, to adjourn the Public Hearing. The motion passed by a unanimous voice vote. The Public Hearing adjourned at 3:51 p.m.

Respectfully submitted,

Leticia Garcia
Health District Secretary



BERWYN PUBLIC HEALTH DISTRICT
Budget and Appropriation Ordinance 2026-2027
SPECIAL MEETING
June 29, 2026, 4:00 PM

Call to Order: President Avila called the Berwyn Public Health District Special Meeting to Order at 4:00 p.m. Clerk Garcia called the roll, and the following people were in attendance: President Avila, Clerk Garcia, Treasurer Pereda, Accountant Eagan, and Attorney Zdarsky.

Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Seeing as no one addressed the floor, Clerk Garcia closed the portion of Open Forum.

Approval: Supervisor Avila made the motion, seconded by Pereda, to approve the Berwyn Public Health District Budget and Appropriation Ordinance for Fiscal Year beginning April 1, 2026, and ending March 31, 2027. The motion passed by a unanimous roll call vote. Clerk Garcia noted for the record the Proposed Budget and Appropriation Ordinance was available for public viewing at various locations: Berwyn Township Website, Lawndale News, Berwyn Public Health District at 6600 W. 26th St., and Berwyn City Hall at 6700 W. 26th St.

Adjournment: Avila made the motion, seconded by Pereda, to adjourn the meeting at 4:02 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,

Leticia Garcia
Health District Secretary



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	5-A	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Clinic Monthly Activity Report		☐ DISCUSS
SUBMITTED BY	Bradford S. Wainer, D.O., Clinic Medical Director		☐ REVIEW
			☐ APPROVE

SUMMARY

The Board will review the Clinic's monthly activity report. The report provides an overview of services provided, including mental health services, immunizations, and other public health activities conducted by the Clinic during the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Nursing Report for June 2026

NURSING MONTHLY REPORT

June 1- June 30, 2026

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 logged into I-CARE daily. The Clinic continues to download temperature data from the temperature data logger in the vaccine room for record-keeping per VFC guidelines.
5. The Clinic continues to conduct regular counts of vaccine inventory to ensure vaccine accuracy and sufficient supply 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. Advocate Bus provided three dates for additional dates for school and sports physicals.
9. On June 18th , we met with members of the police department and Rincon Family Services to discuss the mental health needs of Berwyn residents.
10. We continue to provide a Girls Self-Esteem Group every other Thursday at 4:00 pm. In addition the Women's Support Group is still ongoing every other Monday from 5:30 pm to 6:30 pm.
11. Staff attended the Pink Divas and Gents 8th Annual Breast Cancer Awareness 5K Walk & Run on June 27th.
12. Yoga in the park officially restarted on June 6th at 9:00 am.
13. The clinic is continuously seeking grants to fund the Mental Health Initiative.

Updated Mental Health Initiative Program

The BPHD currently maintains two active intern therapists from Dominican University who are presently providing services to residents. In July, we will have an additional two interns from Dominican University. We have had over 100 inquiries for the Berwyn Mental Health Initiative Program

Clinic Service/Deposit Tracking

June 1st-30th Tracking

Scheduled	82	
Seen	80	
Cancellations	1	
Rescheduled		
No Call/No Shows	1	
New Patients	7	
VFC	8	
Medicaid	5	
Uninsured	3	
Underinsured		
TB Test	19	
TB Results	Neg:17	Pos:
Flu Shots Totals	Reg:	HD:

Yearly Tracking (April 2025-March 2026)

Scheduled	157	
Seen	150	
Cancellations	5	
Rescheduled		
No Call/No Shows	2	
New Patients	22	
VFC	19	
Medicaid	13	
Uninsured	6	
Underinsured	0	
TB Test	26	
TB Results	Neg:24	Pos:
Flu Shots Totals	Reg:1	HD:

JUNE 1-30 Clinic Deposit

Total Deposit	\$730.00
---------------	----------

Yearly Total Deposit

Total Deposit	\$1070.00
---------------	-----------



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	5-B	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Sanitation Monthly Activity Report		☐ DISCUSS
SUBMITTED BY	Sheri Leto, Inspector		☐ REVIEW
			☐ APPROVE

SUMMARY

The Board will receive the Sanitation Department's monthly activity report. The report provides an overview of inspections, food complaints, training, special events, and environmental health and safety activities conducted by the Department for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Sanitation Report for **June 2026**

Berwyn Public Health District
Sanitation Report | June 1, 2026 through June 30, 2026

MONTHLY RECAP

New Businesses

1. Crave Cookies
2. Gorditas El Tony
3. Jonus Cafe
4. Brow Studio
5. American Federation of N & HM

Food Complaints

1. Paisans Pizzeria
2. Morton West High School
3. Zacatacos (Harlem)

Trainings:

No training to report.

Special Events:

No Special Events to report.

June 2026

Company	#	Street	Gls	Date	Insp.	Notes	NR	CI	VME	HR	MR	LB	Seas	IE
Crave Cookies	7110	Cermak Rd		6/9/26	JV		1							
Gorditas El Tony	6418	Cermak Rd		6/11/26	JV		1							
Berwyn Best Brunch	6705	Cermak Rd		6/11/26	JV		1							
Jonus Cafe	6705	Cermak Rd		6/11/26	JV		1							
Brow Studio	6434	Cermak Rd		6/16/26	JV	One Time Inspection	1							
American Federation of N & HM	3419	Harlem Ave		6/23/26	JV		1							
Paisans Pizzeria	6226	Ogden Ave		6/10/26	JV		1							
Morton West High School	2400	Home Ave		6/17/26	JV		1							
Zacatacos	3837	Harlem Ave		6/24/26	JV		1							
Peques Wiggles and Giggles	6416	Ogden Ave	1	6/1/26	SL/C				1					
St. Mary of Celle Development	1448	Wesley Ave	1	6/2/26	JV	May be cls for brk			1					
Rising Stars Day Care	6217	Cermak Rd	1	6/5/26	JV				1					
Happy Bear Child Development	6718	Ogden Ave	1	6/24/26	JV				1					
Familia Fresh Market	3308	Oak Park Ave	1	6/1/26	SL					1				
Jelly Jam	6300-02	Cermak Rd	1	6/2/26	JV					1				
Carbone Pizzeria Americano	6950-52	Windsor Ave	1	6/2/26	JV					1				
Nexus at Berwyn	3601	Harlem Ave	1	6/3/26	JV	Follow Up				1				
Cigars & Stripes	6715	Ogden Ave	1	6/4/26	JV					1				
Harolds Chicken	6307	26th St	1	6/17/26	JV					1				
White Castle	7155	Ogden Ave	1	6/24/26	JV					1				

Berwyn Public Health District
Sanitation Report | June 1, 2026 through June 30, 2026

Page 2

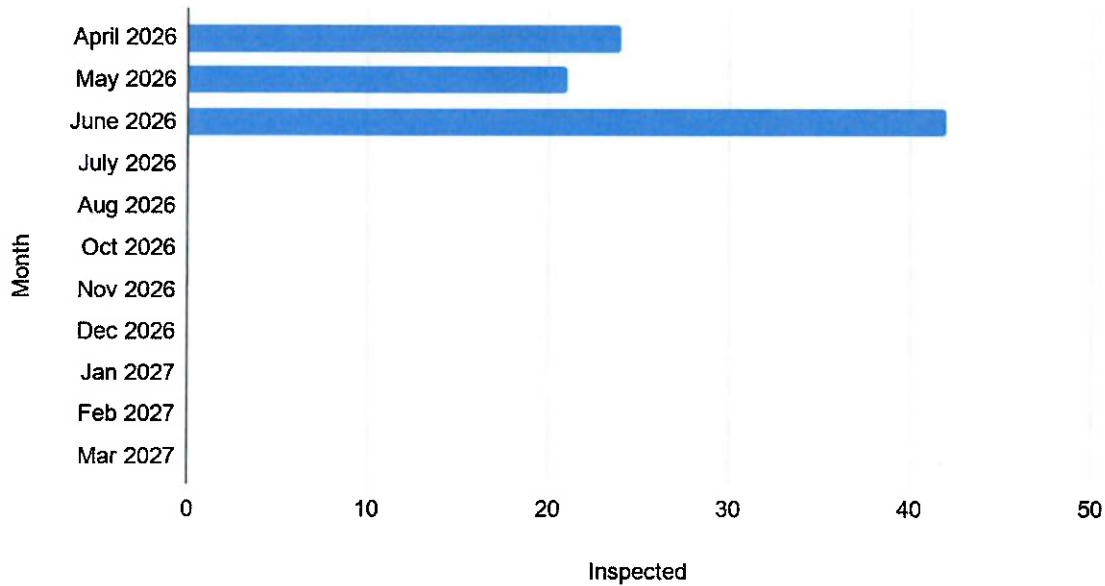
Five guys	7150	Cermak Rd	1	6/1/26	SL								1				
Campagna Turano Bakery	6501	Roosevelt Rd	1	6/2/26	JV								1				
Berwyn Eagles Aerie	6309	26th St	1	6/3/26	JV	Status Check							1				
Pierre's Banquets Inc	3237	Harlem Ave	1	6/4/26	JV								1				
La Borra Del Cafe	6801	Stanley Ave	1	6/12/26	JV	Perm. Closed							1				
Youth Crossroads, Inc.	6507	Stanley Ave	1	6/12/26	JV								1				
Berwyn Eagles Aerie	6309	26th St	1	6/17/26	JV	Process of being sold							1				
Dunkin Donuts	2945	Harlem Ave	1	6/24/26	JV	Temporarily Closed							1				
Perception Lounge	6814	Windsor Ave	1	6/1/26	JV	Perm. Closed								1			
House of Slots	6823	Stanley Ave	1	6/1/26	SL									1			
Dotty's Cafe	6635	Roosevelt Rd	1	6/1/26	SL									1			
Luv 2 Smoke	6633 1/2	Roosevelt Rd	1	6/2/26	JV									1			
Munchiez Stop	6932	Windsor Ave	1	6/3/26	JV	Perm. Closed								1			
Nutrivida Uno	6306	26th St	1	6/9/26	JV	In process of selling								1			
Lucky's Tavern	7123	Roosevelt Rd	1	6/11/26	JV	Temp Cls per Google								1			
Berwyn Tap Room	6330	16th St.	1	6/16/26	JV	Permanently Closed								1			
Pink Owl	6307	26th St	1	6/17/26	JV									1			
Berwyn Auto Spa	6307	26th St	1	6/17/26	JV									1			
Harlem Mobile	2945	Harlem Ave	1	6/24/26	JV	Temporarily Closed								1			
Windy City Car Show- AzuMadre	1529	Harlem Ave	1	6/13/26	JV												1
Art in the Park- Ninety Sixers Non- Prof	2144	Clinton Ave	1	6/13/26	JV												1
Art in the Park- El Moral	2144	Clinton Ave	1	6/13/26	JV												1
		MONTHLY TOTALS	Goals	Actual	YEARLY TOTALS												
		New Businesses	0	6	New Business										6		
		Complaint Inspections	0	3	Complaint Insp.										3		
		Very High	4	4	Routine Insp.										30		
		High	7	7													
		Medium	8	8													
		Low	11	11													
		Seasonal	0	0	Cottage Food										0		
		Temporary Food	3	3	Temporary Food										3		
		Total	33	42	Total YTD										42		

Berwyn Public Health District
Sanitation Report | June 1, 2026 through June 30, 2026

Page 3

Graph 1: ROUTINE INSPECTIONS - April 2026 - March 2027

Establishments Inspected per Month



BERWYN SHOPS

No updates to report.

ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

- Hoarding/Uninhabitable
Living Conditions: 2
- Water: 0
- Heat: 0
- Well-Being Checks: 0
- Other - A/C 0
- Other - Code Violation 1
- Other - Rodents/Bedbugs: 0
- Other - Sanitation 3

RODENT ABATEMENT:

No updated news.

GOALS

Completed:

1. A completion rate of 127% of the Food Establishment Inspections for June.

Berwyn Public Health District
Sanitation Report | June 1, 2026 through June 30, 2026

Page 4

- 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 July.
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 2026-2027 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. BHD can obtain 25% of the prospective food vendors for 2026 Berwyn Shops.
7. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
8. 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.
9. Have a greater understanding of Cottage Food and the process in Cook County.

Prepared by:

Sheri A. Lebo



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	5-C	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Vital Records Monthly Activity		☐ DISCUSS
SUBMITTED BY	Vanessa Rosales, Deputy Registrar		☐ REVIEW
			☐ APPROVE

SUMMARY

The Board will receive the monthly Vital Records report, which provides a summary of births and death certificates issued, fees collected, and amount owed to the State for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Vital Records Report for June 2026

Berwyn Township Public Health District · Vital Records Report

July 2026

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **June 2026** for certified copies of Birth and Death records as follows
(91 MORE requests than May-2026):

Total Amount Collected	\$3,624.28
Fee to the State of Illinois:	-\$508.00
(Death Surcharge Fee 127- D.C. Requested):	
(Total Credit Charges: = Amount: \$2,061.28)	
Total Credit Card Fees: \$132.28	
Total Credit Card Charges Deposited to Bank: \$1,929.00	
Health District Portion of Fees:	\$2,984.00

These figures represent fiscal year 2026/2027

Total Fees Collected (to date):	\$9,902.97
Total Credit Card Fees Collected (to date):	-\$321.97
Total paid to State of Illinois (to date):	-\$1,580.00
Total Berwyn Health District (to date):	\$8,001.00

These figures represent fiscal year 2025/2026

Total Fees Collected (to date):	\$40,643.71
Total Credit Card Fees Collected (to date):	-\$283.71
Total paid to State of Illinois (to date):	-\$5,096.00
Total Berwyn Health District (to date):	\$35,264.80

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
---	-------------

These figures represent fiscal year 2021/2022

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

Respectfully,

Vanessa Rosales

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

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

Check is for the month of June, 2026.

Multiply number of copies issued by \$4.00, total amount due \$ 508.00. 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 of County Clerk

Date

OR

Signature of Local Registrar

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: JULY 30, 2026

AGENDA ITEM	6	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Bills Payable and Payroll		☐ DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		☒ REVIEW
			☒ APPROVE

SUMMARY

The Board will review and consider approval of the monthly Bills Payable and Payroll report. The report details all invoices, disbursements, and payroll expenditures for the period, ensuring transparency and proper authorization of the Health District's financial obligations. Physical invoices and receipts are available for review and audit. Approval of this report authorizes payment of the listed bills and payroll.

ATTACHMENTS

- Public Health District Payables and Payroll

**Berwyn Public Health District
Disbursements for Approval
July 30, 2026**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	ACH	06/01/26	Amazon	headset for yoga at the park	5610.00	\$ 37.99
2	ACH	06/02/26	Indeed	Mental Health job post	5345.00	281.65
3	ACH	06/02/26	Google Workspace	mental health g-suite subscription	5346.00	21.03
4	ACH	06/02/26	OTIS Elevator Company	elevator maintenance/inspection	5505.00	1,535.37
5	ACH	06/02/26	Wells Fargo	copier lease	5005.00	244.56
6	ACH	06/04/26	Uber	uber ride for mental health patient	5345.00	2.00
7	ACH	06/04/26	Uber	uber ride for mental health patient	5345.00	13.93
8	ACH	06/08/26	Ring Central	debit charge DigitalLine Unlimited	5720.00	453.42
9	ACH	06/09/26	Stars and Stripes	delivery charge for mental health signs	5346.00	51.52
10	ACH	06/09/26	Worldpay	credit card processing fees	5413.00	87.40
11	ACH	06/10/26	Amazon	Mental health therapy supplies	5610.00	82.38
12	ACH	06/10/26	Amazon	Office supplies (various)	5615.00	146.93
13	ACH	06/10/26	Amazon	Office supplies (calendars)	5615.00	7.91
14	ACH	06/11/26	Cintas	cleaning services/supplies	5605.00	893.39
15	ACH	06/12/26	QR-Code-Generator	annual marketing program membership	5625.00	239.88
16	ACH	06/12/26	Uber	uber ride for mental health patient	5345.00	7.96
17	ACH	06/12/26	Uber	uber ride for mental health patient	5345.00	7.17
18	ACH	06/12/26	Uber	uber ride for mental health patient	5345.00	4.00
19	ACH	06/12/26	Uber	uber ride for mental health patient	5345.00	2.00
20	ACH	06/15/26	Indeed	Mental Health job post	5345.00	501.60
21	ACH	06/15/26	Indeed	Mental Health job post	5345.00	120.00
22	ACH	06/15/26	Deluxe for Business	Check order	5615.00	738.77
23	ACH	06/16/26	Adobe	health/mental health program	5615.00	77.51
24	ACH	06/16/26	eClinicalWorks	EMR monthly charge for service	5315.00	1,429.92
25	ACH	06/16/26	USPS	Postage	5620.00	11.12
26	ACH	06/18/26	Comcast	monthly internet	5720.00	277.05
27	ACH	06/19/26	Uber	uber ride for mental health patient	5345.00	9.99
28	ACH	06/19/26	Uber	uber ride for mental health patient	5345.00	10.94
29	ACH	06/22/26	Amazon	Office supplies (envelopes)	5615.00	15.99
30	ACH	06/23/26	Amazon	Annual amazon prime membership	5615.00	129.00
31	ACH	06/24/26	USPS	Vitals postage	5620.00	31.06
32	ACH	06/30/26	Doctib.com	Mental health program documentation	5325.06	80.00
33	30507	07/10/26	AFS Counseling	Consulting on mental health program	5346.00	7,600.00
34	30508	07/10/26	Ann Hosietter LCSW	Consulting for mental health program	5346.00	7,600.00
35	30509	07/22/26	TechPro, Inc.	phone hosting; split H/T	5720.00	54.00
36	30510	07/23/26	TechPro, Inc.	phone hosting	5720.00	1,260.44
Total Interim Disbursements						\$ 24,067.44

INTERCOMPANY
NONE

Total Intercompany	\$ -
--------------------	------

DISBURSEMENTS TO VENDORS

1	30522	07/30/26	City of Berwyn - Water	monthly water	5710.00	\$	62.01
2	30520	07/30/26	Daniel Talley	Consulting for mental health program	5346.00		260.00
3	30523	07/30/26	Dearborn Life Insurance Company	2026-07 insurance premiums	5880.00		59.20
4	30516	07/30/26	First Gen Counseling	Consulting for mental health program	5346.00		450.00
5	30518	07/30/26	Health Lab	labs	5315.00		246.75
6	30521	07/30/26	Humility Therapy, PLLC	Therapy services for mental health program	5346.00		650.00
7	30525	07/30/26	IL Department of Public Health	2026-05 death and birth certificates	5430.00		388.00
8	30514	07/30/26	Johnny's Landscaping Services	grass cutting, weed control. Split with Town	5505.00		200.00
9	30511	07/30/26	Lawrence Zdarsky	2026-07 Legal Services	5143.00		1,594.00
10	30524	07/30/26	Lori J Weiss	renewals;IL medical license&controlled substance	5405.00		571.22
11a	30512	07/30/26	Mabel Asfahani	lunch-board meeting, Panera	5615.00		168.38
11b				Claude AI software, March-June 2026, Microsoft	5150.00		220.06
11c				NurseCE4less & IDPH prof license renewal	5405.00		140.80
11d				Uber transportation for patient	5345.00		11.56
12	30513	07/30/26	SBC Waste Solutions	waste disposal 5/2-5/16/26. split H/T	5346.00		1,220.52
13a	30519	07/30/26	Selden Fox, Ltd.	2026-07 Accounting & 2026-05 increase	5105.00		2,785.00
13b				2026-07 Software & 2026-05 increase	5106.00		355.00
14	30515	07/30/26	Sound InSight Inc.	Hearing & Vision Screenings-May 2026	5185.00		828.00
15	30517	07/30/26	Vision Service Plan	2026-07 insurance premiums	5880.00		150.18
Total Disbursements to Vendors						\$	10,360.68

**Berwyn Public Health District
Disbursements for Approval
July 30, 2026**

Item	Ref #	Date	Payee	Description	Account	Amount
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	06/08/26	Board checks	Gross board payroll - June	various	\$ 11,512.03
2	EFT	06/15/26	Gross Payroll	Gross payroll - 5/26/26 - 6/10/26	various	27,095.98
3	EFT	06/15/26	Payroll withholdings	Payroll taxes - 5/26/26 - 6/10/26	various	3,201.93
4	EFT	06/15/26	Independent Contractor	5/26/26-6/10/26	5510.00	72.77
5	EFT	06/15/26	Employer IMRF Obligation	IMRF match - 5/26/26 - 6/10/26	5835.00	101.81
6	EFT	06/30/26	Gross Payroll	Gross payroll 6/11/26 - 6/25/26	various	29,763.35
7	EFT	06/30/26	Payroll withholdings	Payroll taxes - 6/11/26 - 6/25/26	various	2,444.66
8	EFT	06/30/26	Independent Contractor	6/11/26-6/25/26	5510.00	76.38
9	EFT	06/30/26	Employer IMRF Obligation	IMRF match -6/11/26 - 6/25/26	5835.00	78.72
Total Payroll & Withholding Disbursements						\$ 74,347.63
Total Disbursements for Approval						\$ 108,775.75
Reconciled Cash Balance at 6/30/26-Byline Bank checking						\$ (1,003.73)
Reconciled Cash Balance at 6/30/26-Republic Bank checking						316,267.81
Reconciled Cash Balance at 6/30/26-Republic Bank sweep						34.14
Total						\$ 315,298.22



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	7	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Statement of Receipts & Disbursements		☐ DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		☐ REVIEW
			☐ APPROVE

SUMMARY

The Board will review the monthly *Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis*. The report summarizes revenues received, expenditures paid, and changes in net assets for the fiscal year to date, providing an overview of the Health District’s financial activity. The report is presented for informational purposes.

ATTACHMENTS

- Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis for the period **June 1, 2026 through June 30, 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 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, 2026 through June 30, 2026 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.

July 28, 2026

Berwyn Public Health District

Budget vs. Actuals_Budget_FY27_P&L_Report

April 1-June 30, 2026

TOTAL				
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income				
4100.00 Property Tax	336,865.17	197,499.99	139,365.18	170.56 %
4200.00 Replacement Tax	6,555.29	7,500.00	-944.71	87.4 %
4400.01 Fees, Rents and Others				
4400.00 Rental income	12,740.00	19,110.00	-6,370.00	66.67 %
4410.00 Vital Record Income	9,471.47	8,124.99	1,346.48	116.57 %
4450.00 Clinic Fees & Income	515.00	249.99	265.01	206.01 %
Total for 4400.01 Fees, Rents and Others	\$22,726.47	\$27,484.98	-\$4,758.51	82.69 %
4440.00 Miscellaneous Income	101.10	875.01	-773.91	11.55 %
4600.00 Investment Income	755.00	2,499.99	-1,744.99	30.2 %
4300.00 Grant Revenue		6,000.00	-6,000.00	0.0 %
Total for Income	\$367,003.03	\$241,859.97	\$125,143.06	151.74 %
Cost of Goods Sold				
Gross Profit	\$367,003.03	\$241,859.97	\$125,143.06	151.74 %
Expenses				
5000.00 Capital Outlay				
5005.00 Medical & Office Equipment	5,800.43	37,500.00	-31,699.57	15.47 %
5006.00 Roof and Building Improvements	15,028.08	12,500.01	2,528.07	120.22 %
5007.00 Park Improvements and Equipment		2,499.99	-2,499.99	0.0 %
5010.00 Parking Lot Improvements		1,875.00	-1,875.00	0.0 %
Total for 5000.00 Capital Outlay	\$20,828.51	\$54,375.00	-\$33,546.49	38.31 %
5100.00 Contractual Services				
5105.00 Accounting/Bookkeeping	6,855.00	6,900.00	-45.00	99.35 %
5106.00 Payroll Processing Fees	590.00	900.00	-310.00	65.56 %
5143.00 Health District Attorney	4,782.00	5,487.51	-705.51	87.14 %
5144.00 IT Services	9,378.00	2,499.99	6,878.01	375.12 %
5150.00 Website Services	2,400.00	1,250.01	1,149.99	192.0 %
5185.00 Contract Svcs - Vision/Hearing	972.00	1,500.00	-528.00	64.8 %
5115.00 Annual Audit		2,375.01	-2,375.01	0.0 %
5120.00 Association Dues		562.50	-562.50	0.0 %
5135.00 Gen Liab, Work Comp, Prop Ins		5,625.00	-5,625.00	0.0 %
5140.00 Legal Expense		1,875.00	-1,875.00	0.0 %
5160.00 Rodent Abatement Agreement		9,999.99	-9,999.99	0.0 %
5170.00 Grant Consultants		11,499.99	-11,499.99	0.0 %
5190.00 Contractual Services - Dental		3,750.00	-3,750.00	0.0 %
5195.00 Contractual Services - Pediatri		5,000.01	-5,000.01	0.0 %
Total for 5100.00 Contractual Services	\$24,977.00	\$59,225.01	-\$34,248.01	42.17 %
5300.00 Health Programs				
5315.00 Clinics	4,214.14	2,499.99	1,714.15	168.57 %
5320.00 Spec. Program - Flu	207.11	4,749.99	-4,542.88	4.36 %

Berwyn Public Health District

Budget vs. Actuals_Budget_FY27_P&L_Report

April 1-June 30, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
5325.00 Spec. Programs - Other	1,251.12	9,999.99	-8,748.87	12.51 %
5325.06 Marketing and Promotion	240.00	1,250.01	-1,010.01	19.2 %
5345.00 Mental Health Voucher Program	3,182.51	12,500.01	-9,317.50	25.46 %
5346 New Programs and Initiatives	59,080.93	92,750.01	-33,669.08	63.7 %
5310.00 Lead Awareness Program		624.99	-624.99	0.0 %
5325.02 Special Program-Combined Veteran		999.99	-999.99	0.0 %
5325.03 Berwyn Holiday Fund		1,250.01	-1,250.01	0.0 %
5325.04 Senior Breakfast		500.01	-500.01	0.0 %
5325.05 Sunday Market		3,000.00	-3,000.00	0.0 %
5326.00 Spec. Programs - Intergov		5,000.01	-5,000.01	0.0 %
5328.00 Special Programs-Emergency Prep		1,250.01	-1,250.01	0.0 %
5332.00 Special Prg. - Eyes for Educati		2,124.99	-2,124.99	0.0 %
5334.00 Special Prg.-Health Grants		12,500.01	-12,500.01	0.0 %
5336.00 Health Families		24,999.99	-24,999.99	0.0 %
5337.00 Infrastructure Initiatives		50,000.01	-50,000.01	0.0 %
Total for 5300.00 Health Programs	\$68,175.81	\$226,000.02	-\$157,824.21	30.17 %
5400.00 Other Expenditures				
5405.00 Conference/Education Expenses	1,472.09	1,625.01	-152.92	90.59 %
5413.00 Transaction Processing Fees	1,124.63	1,625.01	-500.38	69.21 %
5420.00 Medical Waste Disposal	3,463.52	3,249.99	213.53	106.57 %
5425.00 Official's Bonds	3,500.00	999.99	2,500.01	350.0 %
5430.00 Death Surcharge Fee	548.00	1,875.00	-1,327.00	29.23 %
5410.00 Contingencies		1,250.01	-1,250.01	0.0 %
Total for 5400.00 Other Expenditures	\$10,108.24	\$10,625.01	-\$516.77	95.14 %
5500.00 Repairs and Maintenance				
5505.00 Building Maintenance	12,128.24	6,249.99	5,878.25	194.05 %
5510.00 Janitorial Service	529.72	1,250.01	-720.29	42.38 %
5515.00 Equipment Maintenance Agreement	210.79	1,875.00	-1,664.21	11.24 %
5530.00 Snow Removal	387.50	875.01	-487.51	44.29 %
Total for 5500.00 Repairs and Maintenance	\$13,256.25	\$10,250.01	\$3,006.24	129.33 %
5600.00 Supplies and Materials				
5605.00 Janitorial Supplies	2,713.81	3,125.01	-411.20	86.84 %
5610.00 Medical Supplies	375.97	1,875.00	-1,499.03	20.05 %
5615.00 Office Supplies and Expense	2,431.91	4,374.99	-1,943.08	55.59 %
5620.00 Postage and Meter Rental	343.22	999.99	-656.77	34.32 %
5625.00 Printing and Publication	1,031.86	1,875.00	-843.14	55.03 %
Total for 5600.00 Supplies and Materials	\$6,896.77	\$12,249.99	-\$5,353.22	56.3 %
5700.00 Utilities				
5710.00 Heat, Light and Water	1,187.27	999.99	187.28	118.73 %
5720.00 Telephone	2,673.24	2,499.99	173.25	106.93 %
Total for 5700.00 Utilities	\$3,860.51	\$3,499.98	\$360.53	110.3 %

Berwyn Public Health District

Budget vs. Actuals_Budget_FY27_P&L_Report

April 1-June 30, 2026

TOTAL				
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
5800.00 Payroll Expenses				
5815.00 Chairman	11,274.99	11,499.99	-225.00	98.04 %
5816.00 Secretary	8,927.35	9,375.00	-447.65	95.23 %
5817.00 Treasurer	8,927.35	9,375.00	-447.65	95.23 %
5820.00 Clerks	39,220.28	41,250.00	-2,029.72	95.08 %
5829.00 Interns	10,893.50	11,250.00	-356.50	96.83 %
5830.00 Health Director	5,242.80	6,249.99	-1,007.19	83.88 %
5831.00 Taxes - Employer FICA	11,114.27	10,625.01	489.26	104.6 %
5832.00 Taxes - Employer Medicare	2,599.29	2,499.99	99.30	103.97 %
5833.00 Taxes - SUTA	1,605.05	1,500.00	105.05	107.0 %
5835.00 Retirement Contribution	509.15	3,750.00	-3,240.85	13.58 %
5840.00 Inspectors	15,843.63	27,999.99	-12,156.36	56.58 %
5841.00 Environmental Health Practioner	17,452.07	17,499.99	-47.92	99.73 %
5845.00 Janitor	7,048.07	7,500.00	-451.93	93.97 %
5860.00 Public Health Nurses	58,352.44	56,250.00	2,102.44	103.74 %
5880.00 Grp Health, Vision, Dental Ins	18,971.34	16,250.01	2,721.33	116.75 %
Taxes				
IL Unemployment Tax	0.00		0.00	
Total for Taxes	\$0.00		\$0.00	
Total for 5800.00 Payroll Expenses	\$217,981.58	\$232,874.97	-\$14,893.39	93.6 %
Total for Expenses	\$366,084.67	\$609,099.99	-\$243,015.32	60.1 %
Net Operating Income	\$918.36	-\$367,240.02	\$368,158.38	-0.25 %
Other Income				
Other Expenses				
Net Other Income				
Net Income	\$918.36	-\$367,240.02	\$368,158.38	-0.25 %



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	9-A	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	[Deferred June 08, 2026] Review & approve City of Berwyn and Berwyn Township Emergency Operations Plan (EOP)		☐ DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		☒ REVIEW
			☒ APPROVE

SUMMARY

ATTACHMENTS

- Emergency Operations Plan (EOP)- Health Board Secretary Garcia Letter & Berwyn Fire Department Correspondence



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT

A Tradition of Service



Jacqueline Pereda

Township Assessor | Health Board Treasurer

David J. Avila

Township Supervisor | Health Board President

Leticia Garcia

Township Clerk | Health Board Secretary

Township Trustees: Edward Espinoza | Jesse Miranda | Nicholas Margarites | Zulena Ortiz

June 1, 2026

RE: City/Township Emergency Operations Plan (EOP)

Dear Health Board Members:

Attached is a communication from Scott Waszak, Division Chief of Safety and Emergency Management for the Berwyn Fire Department, regarding the approval of the Township Emergency Operations Plan (EOP).

Once approved by the Health District, the plan will be sent to the Cook County Emergency Management Agency and the Illinois Emergency Management Agency for acceptance.

Best,

Leticia Garcia
Board Secretary



BERWYN FIRE DEPARTMENT

6700 W. 26th Street Berwyn, IL 60402-0701
708-484-1644



Mayor Robert J. Lovero

James Michalek
Fire Chief

Brian Madden
Deputy Chief of Operations

Robert Pilch
Deputy Chief of Administration

The City of Berwyn participates in emergency preparedness as required by Chapter 240 of the Code of Ordinances. As part of this preparedness, the City maintains the Emergency Operations Plan (EOP) to act as a guide to managing large scale emergency events.

The Basic Plan describes the structure and processes comprising of the City approach to domestic incident management designed to integrate the efforts and resources of Local, County, State and Federal governments. In addition, the plan also addresses private-sector, and nongovernmental organizations. The Basic Plan includes planning assumptions, roles, and responsibilities, concept of operations, incident management actions, and plan maintenance instructions.

The purpose of this emergency response plan is to save lives, minimize injuries, protect personal property, preserve functioning municipal government, and maintain and support economic activities. This plan takes an "all hazards" approach to emergencies and focuses on developing an emergency management system capable of operating in any type of emergency or disaster whether natural, technological, or civil. Specific actions are described in the Concept of Operations and are outlined in functional annexes and hazard specific annexes developed for each operational department of City government.

It is imperative that the plan is reassessed periodically and adapted to current needs and threats. Per the plan itself, this reassessment occurs biennially. The Township and the Health District both play vital roles in managing a large-scale emergency, and as such, are named in the City's EOP as a partner. As such, I am asking that the Health District Board and the Township Board vote to maintain the statutory line of succession, as well as, adopt the EOP as presented.

Once passed, the Plan will be sent to the Cook County Emergency Management Agency and the Illinois Emergency Management Agency for recognition and acceptance. This fulfills the City's obligation under state statute and allows for disaster declarations and assistance from these agencies before, during, and after an emergency. These steps will streamline the process of getting help when the City needs it most.

Recommended Action: Adopt the updated Emergency Operation Plan as presented.

Respectfully,

Scott Waszak

Division Chief of Safety and Emergency Management

FOREWORD SECTION

BERWYN TOWNSHIP / HEALTH DISTRICT
COOK COUNTY, ILLINOIS

RESOLUTION
NUMBER

**A RESOLUTION AUTHORIZING THE LINES OF
SUCCESSION FOR HEALTH DISTRICT SUPERVISOR**

WHEREAS, in the event that the Health District Supervisor is unavailable, the powers of the office shall be exercised, and duties shall be discharged by his/her designated emergency interim successor in the order specified.

WHEREAS the emergency interim successor shall exercise the powers and discharge the duties of the office until such time as a vacancy which may exist shall be filled in accordance with the constitution or statutes; or until the office, or his deputy, or a preceding emergency interim successor, again becomes available to exercise the powers and discharge the duties of his office. Based on the authority of 5 ILCS 275/1 *et. seq.*, and the Berwyn Health District Board of Trustees,

NOW, THEREFORE, BE IT RESOLVED BY THE SUPERVISOR AND BOARD OF TRUSTEES OF BERWYN HEALTH DISTRICT, COOK COUNTY, ILLINOIS, THE LINE OF SUCCESSION FOR THE EXECUTIVE BRANCH OF GOVERNMENT IS AS FOLLOWS:

ADOPTED BY THE BERWYN HEALTH DISTRICT BOARD OF TRUSTEES of Berwyn Health District, Cook County, Illinois on June 8, 2026 by the following roll call vote:

	YES	NO	ABSENT
	<u>PRESENT</u>		
Trustee			
Trustee			
Trustee			

TOTAL

Township Supervisor Attest:
City/Township Clerk

FOREWORD SECTION

Berwyn Township / Health District

If any section, provision, or clause of this plan shall be invalid, the invalidity shall not affect any other section, provision or clause of this plan.

All regulations and/or parts of regulations, or ordinances directly conflicting with this EOP shall be repealed.

This Emergency Operation Plan (EOP) shall be in full force and effect from the date of its approval.

Approved this _____ day of _____ 20____.

By: _____
Township Supervisor, Berwyn Township / Health District

Township Attorney:

Attest: _____
Berwyn Township Clerk

Berwyn Township SEAL



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	10-A	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	NBPD's Corrida Del Mariachi 5K Sponsorship		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY

- Sponsorship requested \$5,000

ATTACHMENTS

- Letter from North Berwyn Park District
- Sponsorship Packet



NORTH BERWYN PARK DISTRICT

July 8, 2026

Berwyn Township Board
Berwyn Health District Board
6600 W. 26th Street
Berwyn, IL 60402

Dear Berwyn Township Supervisor, David Avila,

The North Berwyn Park District is excited to present the 7th commemorative Corrida del Mariachi 5K Run/Walk on Saturday, August 15. This highly publicized event which promotes health & wellness to the Berwyn community, provides a meaningful investment to our community sponsors. This year, we expect 2000 runners, aspiring athletes, young children, and families to participate in the race.

As an event sponsor, the Berwyn Township, Berwyn Health District and Board Members will receive prominent exposure to more than 2000 runners, walkers and spectators through event signage, the North Berwyn Park District website and official race shirts.

We appreciate your continued support and respectfully request your return sponsorship from the Berwyn Township and the Berwyn Health District at the Platinum Sponsor level of \$5,000 each which will help defray the costs of organizing the event. This event continues to grow each year and without community sponsors like the Berwyn Township and Berwyn Health District this event would not be possible.

The North Berwyn Park District makes a positive difference in the quality of life for Berwyn residents of all ages. The Corrida del Mariachi 5K Run/Walk promotes health and wellness while helping our community thrive.

We look forward to our continued partnership, and we thank you for your support. We hope to see you at the race start line at 7:30 a.m.!

Thank you,

Phyllis Schmidt
Corrida Del Mariachi
North Berwyn Park District
pschmidt@nbpd4fun.org
O (708)749-4900
D (847)373-6046



NORTH BERWYN PARK DISTRICT'S

CORRIDA DEL MARIACHI 5K



DATE/VENUE SATURDAY **AUGUST 15**
16TH & WESLEY AVE BERWYN, IL 60402

FOR MORE INFO **NBPD4FUN.ORG**

SPONSOR PACKAGE



JOIN THE NORTH BERWYN PARK DISTRICT FOR THE LARGEST LATIN EVENT FOCUSED ON
HEALTH, WELLNESS, AND CULTURE IN THE CITY OF BERWYN FOR OUR 7TH ANNUAL 5K RUN.



CORRIDA del MARIACHI

5K RUN/WALK

Sponsorship Packages

Join the North Berwyn Park District in promoting health and wellness in our community by running/walking and celebrating in our 7th Annual CARA certified 5K RUN/WALK!

*Proceeds from this event benefit North Berwyn Park District programs

PRESENTING SPONSOR - \$10,000

- Company name headlines all event publicity and marketing, website listings, etc.
- Company name and logo listed on NBPD and race website (eventbrite.com) Logo will be placed on website within a week of receiving the logo in JPEG format
- Prominent logo placement on back of T-shirts and Stage as Presenting Sponsor
- Placement on Race Bib as Presenting Sponsor
- Prominent logo placement on event posters as Presenting Sponsor
- Sponsor may display company banner (sponsor provided) at the Start /Finish Line
- Primary location of vendor spot at race site (tent/table provided by sponsor)
- Opportunity for Company Executive to welcome participants at the start of the run
- Free team registration (10 runners)
- \$10 Discount Code for Presenting Sponsor (50 spots)
- Ten 15-second P.A. announcements read throughout the race
- Presenting Sponsor partnership announced in all media and news releases
- Opportunity to include business information or item (provided by sponsor) in the swag bags.
- Full page color ad (provided by sponsor) in the North Berwyn Park District program brochure

PLATINUM SPONSOR - \$5,000

- Company name is prominent in all event publicity and marketing, website listings, etc.
- Company name and logo listed on NBPD and race website (eventbrite.com) Logo will be placed on website within a week of receiving the logo in JPEG format
- Premier Logo placement on the back of the event T-shirts
- Free vendor spot at race site (tent/table provided by sponsor)
- Free registrations (4 runners max)
- One banner displayed at the race, no larger than 4'x10' (sponsor provided)
- Six 15-second P.A. announcements read throughout the race
- Opportunity to include business information or item (provided by sponsor) in the swag bags

GOLD SPONSOR - \$2,500

- Company name is prominent in all event publicity and marketing, website listings, etc.
- Company name and logo listed on NBPD and race website (eventbrite.com) Logo will be placed on website within a week of receiving the logo in JPEG format
- Logo placement on the back of the event T-shirts

- Free vendor spot at race site (tent/table provided by sponsor)
- Free registrations (2 runners max)
- One banner displayed at the race, no larger than 3'x5' (sponsor provided)
- Four 15-second P.A. announcements read throughout the race
- Opportunity to include business information or item (provided by sponsor) in the swag bags

SILVER SPONSOR - \$1,000

- Event publicity and marketing, website listings, etc.
- Company name listed on NBPD and race website
- Name recognition on the back of the event T-shirts
- Free vendor spot at race site (tent/table provided by sponsor)
- Two 15-second P.A. announcements read throughout the race
- Opportunity to include business information or item (provided by sponsor) in the swag bags

SUPPORTING SPONSOR - \$500

- Event publicity and marketing, website listings, etc.
- Company name listed on NBPD and race website
- Free vendor spot at race site (tent/table provided by sponsor)
- Opportunity to include business information or item (provided by sponsor) in the swag bags

WATER STOP - \$250

- Company Name will be listed on NBPD and race website
- Sign with Company Name and Logo, no larger than 3'x5' (sponsor provided) prominently displayed at the Water Stop

TABLE SPONSOR - \$200

- Opportunity to market your business or service at a table during the event
- Opportunity to include business information or item (provided by sponsor) in the swag bags

COURSE SIGN - \$150

- Includes your company name and/or logo on a sign along the route
- Opportunity to include business information or item (provided by sponsor) in the swag bags

IN KIND DONATION OF GOODS - \$100 minimum

- Company name and logo listed on NBPD and race website

Please visit our website at www.nbpd4fun.org for a listing of In Kind Donations needed.



CORRIDA del MARIACHI 5K RUN/WALK

Race date: August 15, 2026 - 8 am

North Berwyn Park District 1619 Wesley Ave. Berwyn, IL. 60402 www.nbpd4fun.org

Sponsorship Form

Company/Organization Name: _____

Company Mailing Address: _____

City, State & Zip Code: _____

Phone: _____ Website: _____

Contact Name: _____ Contact Phone: _____

Email Address: _____

Sponsorship Level: (Please Check One)

- | | |
|--|--|
| ☐ Presenting Sponsor \$10,000 | ☐ Water Stop \$250 |
| ☐ Platinum Sponsor \$5,000 | ☐ Table Sponsor \$200 |
| ☐ Gold Sponsor \$2,500 | ☐ Course Sign \$150 |
| ☐ Silver Sponsor \$1,000 | ☐ In Kind Sponsor (minimum \$100) |
| ☐ Supporting Sponsor \$500 | |

Amount Enclosed: _____

Please detach and mail form with payment payable to:

**North Berwyn Park District
Attn: Corrida del Mariachi 5K
1619 Wesley Avenue
Berwyn, IL. 60402**

We plan to send materials/giveaways to be put into Swag Bag: ☐ Yes ☐ No (*All items must be received by July 24, 2026.*)

Please write your company name exactly how you want it to appear on website, signage, etc.:

Logo for website in JPEG format can be forwarded to icanino@nbpd4fun.org

T-shirt logo in EPS/Vector format due to icanino@nbpd4fun.org by July 2, 2026

Participants that receive complimentary race entries as part of their sponsorship can register for the 5K by providing participant information to Joseph Vallez at jvallez@nbpd4fun.org

Thank you for your sponsorship! We are very excited to have you as a part of the Corrida del Mariachi 5K family! For additional information on our sponsorship, please contact Joseph Vallez at (708)749-4900 X17



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	10-B	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Annual Financial Report Draft for the Fiscal Year Ended March 31, 2026		☒ DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		☒ REVIEW
			☒ APPROVE

SUMMARY

ATTACHMENTS

-



AGENDA ITEM SUMMARY

MEETING DATE: JULY 30, 2026

AGENDA ITEM	10-C	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Review & approve Funding for Berwyn Development Corporation: Berwyn Oktoberfest		☐ DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		☒ REVIEW
			☒ APPROVE

SUMMARY

FUNDING REQUEST FOR EVENT

Event Name: Berwyn Development Corporation: Berwyn Oktoberfest

Requesters of Funds: Leticia Garcia

Amount Requested: \$10,000.00 (both Township/Health District)

Budget Breakdown:

- \$5,000.00 from Township for event sponsorship
- \$5,000.00 from BPHD for event sponsorship

Justification for Funding:

- Company's logo is integrated into event banners, main stage lineup, promotional flyers, and digital marketing assets
- Physical booth space with company logo, designated area to interact directly with attendees, and distribute promotional materials
- Company is promoted via the BDC's official social media channels, the City event calendars, and dedicated email campaigns

Event Information:

- When: Friday, September 18, 2026, from 6:00 PM to 11:00 PM, and September 19, 2026, from 12:00 PM to 11:00 PM
- Where: Depot District at Windsor and Grove Avenues

ATTACHMENTS

- Funding for Berwyn Development Corporation: Berwyn Oktoberfest- Township Clerk Garcia & BDC Letters



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT

A Tradition of Service

Jacqueline Pereda
Town Assessor | Health Board Treasurer

David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary



July 30, 2026

RE: FUNDING REQUEST FOR EVENT

Event Name: Berwyn Development Corporation: Berwyn Oktoberfest

Requesters of Funds: Leticia Garcia, David Avila

Amount Requested: \$10,000.00

Budget Breakdown:

- \$5,000.00 from Township for event sponsorship
- \$5,000.00 from BPHD for event sponsorship

Justification for Funding:

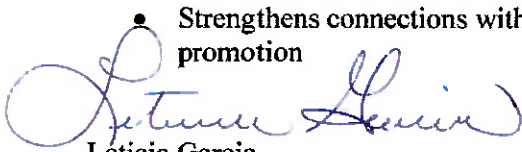
- Company's logo is integrated into event banners, main stage lineup, promotional flyers, and digital marketing assets
- Physical booth space with company logo, designated area to interact directly with attendees, and distribute promotional materials, reaching visibility up to 15,000 visitors
- Company is promoted via the BDC's official social media channels, the City event calendars, and dedicated email campaigns

Event Information:

- **When:** Friday, September 18, 2026, from 6:00 PM to 11:00 PM, and September 19, 2026, from 12:00 PM to 11:00 PM
- **Where:** Depot District at Windsor and Grove Avenues

Impact Assessment:

- Supports community engagement by creating safe, welcoming spaces for physical activity, social interaction, and positive entertainment
- Provides a platform to inform residents about Health District services, programs, and resources
- Strengthens connections with the community through direct interaction and event promotion



Leticia Garcia
Board Secretary



Berwyn Development Corporation
3322 Oak Park Avenue FL 2
Berwyn, IL 60402

June 29, 2026

Leticia Garcia
Berwyn Health District
6600 West 26th St
Berwyn, IL 60402

Dear Clerk Garcia,

On behalf of the Berwyn Development Corporation (BDC), I am writing to request the Berwyn Health District's support for our newly reimagined Fall Fest, taking place September 18-19, 2026, in Berwyn's Depot District.

Fall Fest represents a new chapter for one of Berwyn's longstanding community traditions. Building upon the legacy of Oktoberfest, the BDC has redesigned the event to place a greater emphasis on community engagement, family-friendly activities, local businesses, and accessible programming for residents of all ages.

The two-day festival will feature live entertainment, local food vendors, a craft and artisan market, a beer garden, and a dedicated children's area with interactive activities provided by community partners. Our goal is to create a welcoming event that brings neighbors together, celebrates the organizations that serve our community, and encourages residents to engage with local resources and businesses.

To help support this effort, we respectfully request a sponsorship contribution of \$5,000 from the Berwyn Health District. The Health District's support would directly assist with event programming, family activities, infrastructure, and the overall experience for attendees.

In addition to sponsorship support, we would be honored to have the Berwyn Health District participate onsite as part of our Community Area/Vendor Market and will feature the Health District as sponsors in marketing collateral. This space within the event is intended to showcase the organizations and small businesses that serve and cater to Berwyn residents. We believe Fall Fest presents a fun opportunity for Health District staff and elected officials to connect directly with



our community members, share information about available services, and strengthen relationships with residents in a festive and welcoming setting.

The BDC values its relationship with the Berwyn Health District and the important work it does on behalf of our community. We hope you will consider joining us as a sponsor and participant as we launch this exciting event.

Thank you for your time and consideration. Please feel free to contact me with any questions or if you would like to discuss this opportunity further.

Sincerely,

Genesis Valencia

Events and Operations Specialist

Berwyn Development Corporation

3322 Oak Park Ave. Fl 2, Berwyn, IL 60402

(708) 749-6588 | genesismv@berwyn.net