



HEALTH DISTRICT BOARD MEETING PACKET

September 14, 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	Monday, September 14, 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 August 10, 2026
5. STAFF REPORT UPDATES
 - A. Clinic Activity – August 2026
 - B. Sanitation Activity – July 2026
 - C. Vital Statistics Activity – August 2026
6. APPROVAL OF BILLS PAYABLE & PAYROLL – August 2026
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. [Deferred August 10, 2026] Review & Approve City of Berwyn and Berwyn Township Emergency Operations Plan (EOP)-Garcia
10. NEW BUSINESS
 - A. Review & Approve Tenants Rights Ordinance- Avila/Pereda
 - B. Consideration of establish deadline for agenda item submission: at 10:00 AM ten days prior to board meeting- Avila
 - C. Approve Change of Regular Board Meeting from October 22, 2026 to October 21, 2026- Avila/Ortiz
 - D. Review & Approve Fines & Enforcement Measures for Establishments Failing to Meet Health Inspection Requirements- Avila
 - E. Review & Approve Funding for Health Equipment Grant- Avila
 - F. Review & Approve Annual Treasurer's Report – Avila
 - G. Consideration & Approval of Electronic Distribution Agenda and Meeting Packets - Avila
11. ADJOURNMENT



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 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 **August 10, 2026**



BERWYN PUBLIC HEALTH DISTRICT
Regular Meeting – August 10, 2026

Call to Order: Board President Avila called the meeting to Order at 4:16 p.m. Board President Avila, Board Treasurer Pereda, and Board Secretary Garcia were present. Health District Attorney Zdarsky was 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.

Approval of Minutes:

- A. **Regular Meeting on July 30, 2026:** Avila made the motion, seconded by Garcia, to approve the regular meeting minutes on July 30, 2026. The motion passed by a unanimous voice vote.

Staff Report Updates – July 2026:

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

Approval of Bills Payable & Payroll – July 2026: Avila made the motion, seconded by Pereda, to approve the disbursements for payables and payroll as submitted for \$329,457.68. The motion passed by a unanimous roll call vote.

Statement of Receipts and Disbursements: 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:

- A. **[Deferred July 30, 2026] Review and Approve City of Berwyn and Berwyn Township Emergency Operations Plan (EOP):** Attorney Zdarsky noted changes that need to be made in the Emergency Operations Plan in regard to the Berwyn Public Health District. Discussion ensued. Avila made the motion, seconded by Pereda, to defer the approval of the City of Berwyn and Berwyn Township Emergency Operations Plan to the September meeting. The motion passed by a unanimous voice vote.

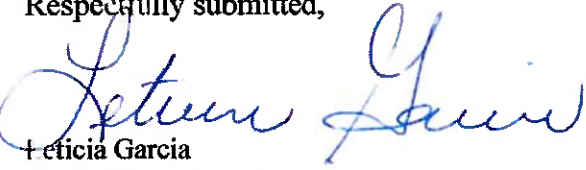
- B. [Deferred July 30, 2026] Review and Approve Public Health District's Annual Financial Report Draft for the Fiscal Year Ending March 31, 2026:** Avila made the motion, seconded by Pereda, to approve the Public Health District's Annual Financial Report Draft for the Fiscal Year Ending March 31, 2026. The motion passed by a unanimous roll call vote.

New Business:

- A. Review and Approve Expansion of Mental Health Program Services at the Berwyn Public Library:** Pereda provided information regarding expanding the Mental Health Program to the Berwyn Public Library. Discussion ensued regarding providing a counselor at the library. Pereda made the motion, seconded by Avila, to approve the expansion of Mental Health Program services at the Berwyn Public Library. The motion passed by a unanimous voice vote.
- B. Review and Approve funding request for Berwyn Public Library Nursing Pod:** Garcia made the motion, seconded by Pereda, to approve the funding request for the Berwyn Public Library Nursing Pod, in the amount of \$8,895.00. The motion passed by a unanimous roll call vote.

Adjournment: Avila made the motion, seconded by Garcia, to adjourn the meeting at 4:31 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,


Patricia Garcia
Health Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 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 August 2026

NURSING MONTHLY REPORT

August 1st – 31st 2026

1. Monthly report organized, prepared, and distributed at the monthly Berwyn Public Health meeting.
2. Berwyn residents continue to call to schedule 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 vaccine inventory counts to ensure accuracy and sufficient supply to meet demand.
6. The clinic continues working on being able to provide safe sex materials at the clinic. Calor continues free STI testing every Tuesday from 12:00 PM to 8:00 PM.
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 was able to provide physicals on August 5th 2026.
9. Staff met with Loyola Pediatrics to review the upcoming wellness clinic, which will start in September. The wellness clinic will be the first Wednesday of the month; we will also offer Saturday appointments.
10. Staff met with representatives from Berwyn Library to discuss establishing part-time therapist services at the library. This partnership would provide increased access to mental health support for community members. Staff anticipate providing services in the coming months and will provide an update in September.
11. The Women's Support Group will continue to meet on Mondays from 5:30 PM to 6:30 PM. The schedule has been extended through September.

Updated Mental Health Initiative Program

August Update:

The demand for mental health services remains strong, with the clinic continuing to receive daily inquiries for therapy. To date, the clinic has received 132 inquiries through QR codes and 55 walk-in inquiries. Due to the continued demand, a waiting list remains in place. Two additional interns from Dominican University have joined the program and are providing valuable support to help meet the needs of individuals seeking services.

Volunteer physicians participating in the Mental Health Initiative Program continue to provide care to individuals who require antidepressants and other mental health-related medications. The clinic remains committed to responding to all mental health service inquiries and ensuring that individuals receive appropriate information, resources, and referrals based on their needs.

Clinic Service/Deposit Tracking

August 1-31 Tracking

Scheduled	74	
Seen	59	
Cancellations	9	
Rescheduled	2	
No Call/No Shows	4	
New Patients	20	
VFC	17	
Medicaid	10	
Uninsured	7	
Underinsured		
TB Test	11	
TB Results	Neg:8	Pos:
Flu Shots Totals	Reg:	HD:

Yearly Tracking (April 2025-March 2026)

Scheduled	293	
Seen	269	
Cancellations	14	
Rescheduled	3	
No Call/No Shows	7	
New Patients	61	
VFC	43	
Medicaid	28	
Uninsured	15	
Underinsured		
TB Test	51	
TB Results	Neg:47	Pos:
Flu Shots Totals	Reg:1	HD:

August 1-31 Clinic Deposit

Total Deposit	\$210.00
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Yearly Total Deposit

Total Deposit	\$1685.00
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AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	5-B	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Sanitation Monthly Activity Report		☐ DISCUSS
SUBMITTED BY	Jesus Villalba, 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 August 2026

**BERWYN PUBLIC HEALTH DISTRICT MONTHLY
SANITATION REPORT | AUGUST 1-31, 2026**

01. MONTHLY PROGRESS

- a. Currently the health inspections are % to fiscal year end goal.
- b. Inspectors continue to inspect established based on the following criteria
 - i. High risk (within the last 3 months)
 - ii. Medium risk (within the last 4 months)
 - iii. Low risk (within the last 6 months)
 - iv. Food complaints continue to be followed up with 2 weeks after initial complaint filled.
- c. LEHP continues training and overseeing the team of health inspectors
- d. Conducted all temporary food permits for both the route 66 car show and Hispanic Heritage/Resource fair
- e. Conducted 1 Bed bug, 1 lead, 2 rodent, 1 hoarding and 1 housing inspections; local resources were given to every affected resident.

02. NEW BUSINESS

- a. EL Gran Sabor

03. ROUTINE INSPECTIONS

a. VERY HIGH RISK

- i. JUMP FOR JOY

b. HIGH RISK

- i. Jalo's Sports Bar Grill
- ii. Torres Fresh Market
- iii. Torres Restaurant
- iv. Michael Anthony's Pizzeria
- v. Longhorn Steakhouse
- vi. Palace Regency Hall
- vii. Lalo's Restaurant
- viii. Connie's Family Restaurant

c. MEDIUM RISK

- i. Starbucks #21382
- ii. Jimmy Johns
- iii. Starbucks #5827
- iv. Anita's Healthy Spot
- v. The Freeze
- vi. The Local Flour Stand
- vii. Output Lounge
- viii. Little Caesar's
- ix. McDonalds
- x. Taco Bell
- xi. 7-11 Store
- xii. Domino's Pizza
- xiii. Burger King #213

- xiv. Old Fashion Candies
- xv. Smoothie King
- xvi. Java 12
- xvii. Pierre's Bakery

d. LOW RISK

- i. Tina's Place
- ii. Dollar Buster
- iii. V-Bar
- iv. Walgreens
- v. 7-11 #27898
- vi. Walgreens, Store # 05076
- vii. Shelby's place
- viii. Cermak Smokes
- ix. Luv 2 Smoke Vape & Tobacco
- x. Dollar General Store #19092
- xi. Dollar Tree
- xii. Shell (Circle K)
- xiii. Berwyn Liquors
- xiv. The Vitamin Shoppe
- xv. May's Lounge
- xvi. Dollar General #19092
- xvii. Fuel Stop
- xviii. Habibi Smokes
- xix. Mr. D's 12th Street Rag
- xx. Dollar General Store #19092
- xxi. BP Gas To Go
- xxii. The Pile Bookstore
- xxiii. Dollar General Store #19092
- xxiv. Windsor Market
- xxv. Cigarettes INC
- xxvi. Bloc Dispensery
- xxvii. Heidi's Cafe
- xxviii. For Old Times Sake
- xxix. Sam's Food Plus
- xxx. Berwyn Mobil Mart
- xxxi. Shell Service Station

04. SEASONAL

- a. N/A

05. TEMPORARY

- a. Blessed Miguel Pro Church
- b. Hispanic Heritage- 5 Stars
- c. Hispanic Heritage- La Lupitas Rest.
- d. Hispanic Heritage- Antojitos Chapis
- e. Route 66 Car Show- Ninety Sixers

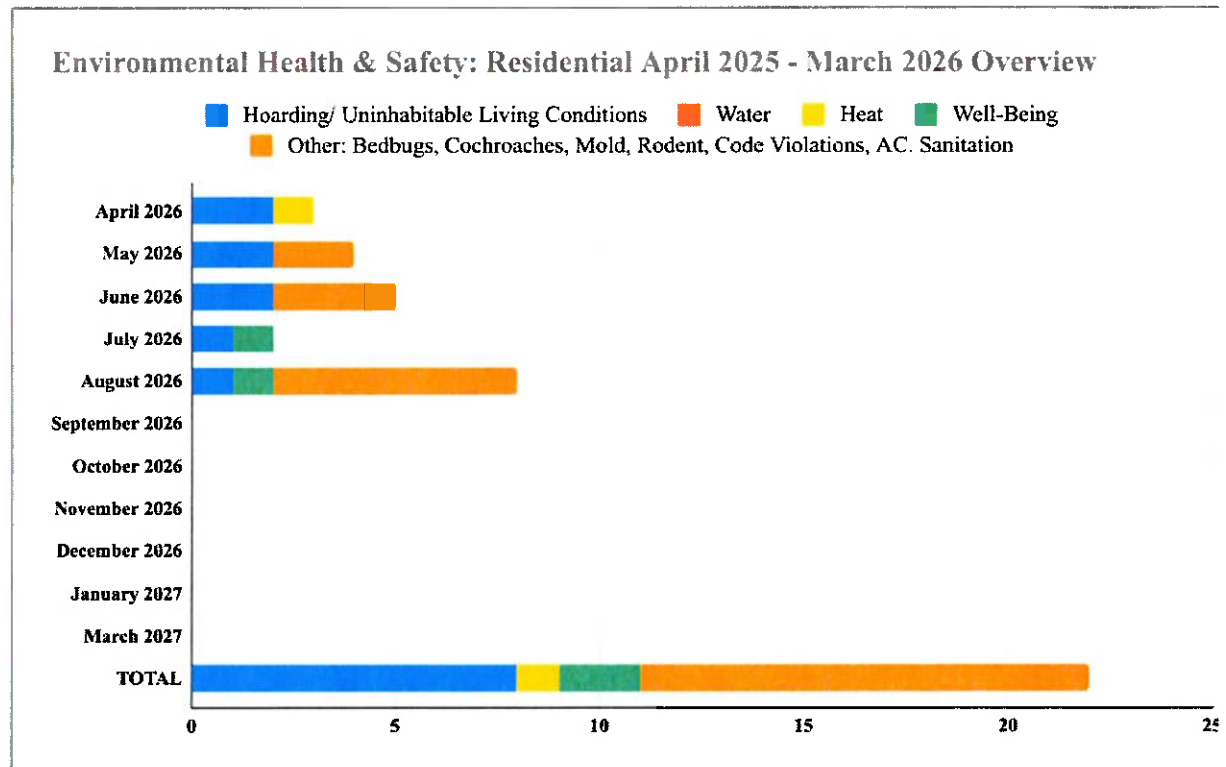
- f. Route 66 Car Show- Crave Cookies
- g. Route 66 Car Show- Media Noche Cafe
- h. Route 66 Car Show- Michael Anthony's
- i. Route 66 Car Show- Joey Pickles
- j. Route 66 Car Show- Baby Gold Barbeque
- k. Route 66 Car Show-Taco Y Salsa
- l. Route 66 Car Show-Output Sports Bar

06. COMPLAINTS

- a. Burger King #213

07. ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

- a. SEE GRAPH BELOW





AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 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 **August 2026**

Berwyn Township Public Health District · Vital Records Report

September 2026

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

Total Amount Collected	\$3,590.22
Fee to the State of Illinois:	-\$388.00
(Death Surcharge Fee 97- D.C. Requested):	
(Total Credit Charges: = Amount: \$1,947.22)	
Total Credit Card Fees: \$92.22	
Total Credit Card Charges Deposited to Bank: \$1,855.00	
Health District Portion of Fees:	\$3,110.00

These figures represent fiscal year 2026/2027

Total Fees Collected (to date):	\$16,625.27
Total Credit Card Fees Collected (to date):	-\$563.27
Total paid to State of Illinois (to date):	-\$2,276.00
Total Berwyn Health District (to date):	\$13,786.00

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
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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

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

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

Check is for the month of August, 20 26.

Multiply number of copies issued by \$4.00, total amount due \$ 388.00. 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

OR

Signature of County Clerk

Date

[Signature] 9/11/26
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: SEPTEMBER 14, 2026

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

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	ACH	08/04/26	TechPro, Inc.	monthly recurring charge	5615.00	\$ 420.00
2	ACH	08/04/26	Sears Pharmacy	Mental health medication	5610.00	128.45
3	ACH	08/05/26	Uber	uber ride for mental health patient	5345.00	10.73
4	ACH	08/05/26	Amazon	Office supplies, batteries, forks	5615.00	67.98
5	ACH	08/05/26	Amazon	Office supplies, cups	5615.00	109.29
6	ACH	08/11/26	Magic Refrigeration	Vaccine refrigerator repairs	5505.00	1,350.00
7	ACH	08/12/26	Cintas	cleaning services/supplies	5605.00	1,235.24
8	ACH	08/13/26	Shred-it USA LLC	sharp/needle collection	5420.00	1,765.65
9	ACH	08/13/26	Amazon	inspector supplies	5615.00	57.59
10	ACH	08/13/26	Amazon	supplies for community resource fair	5325.00	308.92
11	ACH	08/18/26	eClinicalWorks	EMR monthly charge for service	5315.00	1,186.23
12	ACH	08/18/26	Comcast	monthly internet	5720.00	277.05
13	ACH	08/19/26	Amazon	office supplies planner	5615.00	26.99
14	ACH	08/19/26	Amazon	mental health ipad chargers	5615.00	23.99
15	ACH	08/19/26	Amazon	supplies for community resource fair	5325.00	29.49
16	ACH	08/19/26	Amazon	mental health marketing supplies	5325.06	119.65
17	ACH	08/21/26	Adobe	intern documentation/file sharing software	5615.00	359.51
18	ACH	08/21/26	USPS	Vitals postage	5620.00	9.57
19	ACH	08/24/26	Amazon	supplies for community resource fair	5346.00	119.98
20	ACH	08/24/26	Amazon	supplies for community resource fair	5346.00	59.89
21	ACH	08/25/26	ADT	monthly security	5505.00	105.98
22	ACH	08/25/26	Amazon	marketing for mental health bulletin	5325.06	34.96
23	ACH	08/26/26	Amazon	Office supplies	5615.00	23.00
24	ACH	08/26/26	Amazon	Supplies for community resource fair	5325.00	22.79
25	ACH	08/27/26	Play It Again Sports	Helmets for bike rodeo event	5346.00	1,332.50
26	ACH	08/27/26	TechPro, Inc.	inspector supplies deposit new computer labor	5615.00	600.00
27	ACH	08/27/26	TechPro, Inc.	inspector supplies deposit for computer	5615.00	1,000.00
28	ACH	08/28/26	TechPro, Inc.	new emails hosting cost for 7 month	5615.00	84.00
29	ACH	08/31/26	BCBS - Profile 43806	2026-09 Insurance-split H/T/GA	5880.00	6,893.56
30	ACH	08/31/26	Dochib.com	Mental health program documentation	5325.06	80.00
31	ACH	08/31/26	Valle's Produce	beverages for event	5325.00	20.80
Total Interim Disbursements						\$ 17,863.79
INTERCOMPANY						
1a	ACH	08/31/26	BCBS - Profile 43806	2026-09 Insurance-split H/T/GA	1400.00	\$ 5,192.02
1b	ACH	08/31/26	BCBS - Profile 43806	2026-09 Insurance-split H/T/GA	1410.00	973.50
Total Intercompany						\$ 6,165.52
DISBURSEMENTS TO VENDORS						
1	30564	09/14/26	AFS Counseling	Consulting on mental health program	5346.00	\$ 8,455.00
2	30566	09/14/26	Ann Hostetter LCSW	Consulting for mental health program	5346.00	9,500.00
3	30575	09/14/26	City of Berwyn - Water	monthly water	5710.00	116.69
4	30573	09/14/26	City of Berwyn Fire Dept.	50 bleed kits	6328.00	2,600.00
5	30572	09/14/26	Daniel Talley	Consulting for mental health program	5346.00	520.00
6	30576	09/14/26	Dearborn Life Insurance Company	2026-09 insurance premiums	5880.00	59.20
7	30565	09/14/26	First Gen Counseling	Consulting for mental health program	5346.00	600.00
8	30570	09/14/26	Health Lab	labs	5315.00	246.75
9	30574	09/14/26	Humility Therapy, PLLC	Therapy services for mental health program	5346.00	390.00
10	30578	09/14/26	IL Department of Public Health	2026-08 death and birth certificates	5430.00	388.00
11	30563	09/14/26	Johnny's Landscaping Services	grass cutting, weed control, Split H/T	5505.00	205.00
12	30560	09/14/26	Johnson Controls Fire Protection LP	Alarm & detection labor, split H/T	5505.00	647.31
13	30561	09/14/26	La Azteca Paeteria Inc.	300 Paleta cart, split H/T/GA	5325.00	218.34
14	30559	09/14/26	Lawrence Zdarsky	2026-09 Legal Services	5143.00	1,594.00
15	30569	09/14/26	North Berywn Park District	8.15 26 5k sponsor	5325.00	5,000.00
16	30567	09/14/26	Orkin Pest Control	Pest Management/Rodent Control, split H/T	5505.00	125.00
17	30579	09/14/26	Oscar's Construction	5 bike station w air pump, down pmt, split H/T/GA	5346.00	3,000.00
18	30562	09/14/26	Sanofi Pasteur Inc	Fluzone & Tubersol	5320.00	1,546.86

**Berwyn Public Health District
Disbursements for Approval
September 14, 2026**

Item	Ref #	Date	Payee	Description	Account	Amount
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	08/10/26	Board checks	Gross board payroll - August	various	\$ 11,512.03
2	EFT	08/14/26	Gross Payroll	Gross payroll - 7/26/26 - 8/10/26	various	23,322.61
3	EFT	08/14/26	Payroll withholdings	Payroll taxes - 7/26/26 - 8/10/26	various	3,093.70
4	EFT	08/14/26	Employer IMRF Obligation	IMRF match - 7/26/26 - 8/10/26	5835.00	93.77
5	EFT	08/14/26	Independent Contractors	7/26/26-8/10/26	5510.00	2,843.50
6	EFT	08/31/26	Gross Payroll	Gross payroll 8/11/26 - 8/25/26	various	27,614.93
7	EFT	08/31/26	Payroll withholdings	Payroll taxes - 8/11/26 - 8/25/26	various	2,116.69
9	EFT	08/31/26	Employer IMRF Obligation	IMRF match -8/11/26 - 8/25/26	5835.00	72.58
10	EFT	08/31/26	Independent Contractors	8/11/26-8/25/26	5510.00	1,681.25
Total Payroll & Withholding Disbursements						\$ 60,715.41
Total Disbursements for Approval						\$ 124,690.85
Reconciled Cash Balance at 8/31/26-Byline Bank checking						\$ 3,697.54
Reconciled Cash Balance at 8/31/26-Republic Bank checking						162,349.53
Reconciled Cash Balance at 8/31/26-Republic Bank sweep						(25.00)
Total						\$ 166,022.07

CERTIFICATE

August 10, 2026
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 14th day of September 2026 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 14th day of September 2026 and that the foregoing amounts are due to the organizations or persons stated above.

Secretary

Countersigned

Chairman



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	7	ACTION PROPOSED	☒ INFORMATIONAL ONLY
TITLE	Statement of Receipts & Disbursements		☐ DISCUSS
			☐ REVIEW
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		☐ 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 **August 1, 2026 through August 31, 2026**

Berwyn Public Health District
 Budget vs. Actuals_Budget_FY27_P&L_Report
 April-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Income				
4100.00 Property Tax	352,326.62	329,166.65	23,159.97	107.04 %
4200.00 Replacement Tax	10,763.99	12,500.00	-1,736.01	86.11 %
4400.01 Fees, Rents and Others				
4400.00 Rental income	19,110.00	31,850.00	-12,740.00	60.0 %
4410.00 Vital Record Income	16,637.14	13,541.65	3,095.49	122.86 %
4450.00 Clinic Fees & Income	13,135.91	416.65	12,719.26	3152.74 %
Total for 4400.01 Fees, Rents and Others	\$48,883.05	\$45,808.30	\$3,074.75	106.71 %
4440.00 Miscellaneous Income	882.60	1,458.35	-575.75	60.52 %
4600.00 Investment Income	764.98	4,166.65	-3,401.67	18.36 %
4300.00 Grant Revenue		10,000.00	-10,000.00	0.0 %
Total for Income	\$413,621.24	\$403,099.95	\$10,521.29	102.61 %
Cost of Goods Sold				
Gross Profit	\$413,621.24	\$403,099.95	\$10,521.29	102.61 %
Expenses				
5000.00 Capital Outlay				
5005.00 Medical & Office Equipment	6,289.55	62,500.00	-56,210.45	10.06 %
5006.00 Roof and Building Improvements	15,028.08	20,833.35	-5,805.27	72.13 %
5007.00 Park Improvements and Equipment		4,166.65	-4,166.65	0.0 %
5010.00 Parking Lot Improvements		3,125.00	-3,125.00	0.0 %
Total for 5000.00 Capital Outlay	\$21,317.63	\$90,625.00	-\$69,307.37	23.52 %
5100.00 Contractual Services				
5105.00 Accounting/Bookkeeping	12,070.00	11,500.00	570.00	104.96 %
5106.00 Payroll Processing Fees	1,260.00	1,500.00	-240.00	84.0 %
5143.00 Health District Attorney	7,970.00	9,145.85	-1,175.85	87.14 %
5144.00 IT Services	9,378.00	4,166.65	5,211.35	225.07 %
5150.00 Website Services	2,620.06	2,083.35	536.71	125.76 %
5185.00 Contract Svcs - Vision/Hearing	1,800.00	2,500.00	-700.00	72.0 %
5115.00 Annual Audit		3,958.35	-3,958.35	0.0 %
5120.00 Association Dues		937.50	-937.50	0.0 %
5135.00 Gen Liab, Work Comp, Prop Ins		9,375.00	-9,375.00	0.0 %
5140.00 Legal Expense		3,125.00	-3,125.00	0.0 %
5160.00 Rodent Abatement Agreement		16,666.65	-16,666.65	0.0 %
5170.00 Grant Consultants		19,166.65	-19,166.65	0.0 %
5190.00 Contractual Services - Dental		6,250.00	-6,250.00	0.0 %
5195.00 Contractual Services - Pediatry		8,333.35	-8,333.35	0.0 %
Total for 5100.00 Contractual Services	\$35,098.06	\$98,708.35	-\$63,610.29	35.56 %
5300.00 Health Programs				
5315.00 Clinics	8,231.20	4,166.65	4,064.55	197.55 %
5320.00 Spec. Program - Flu	944.87	7,916.65	-6,971.78	11.94 %
5325.00 Spec. Programs - Other	7,993.26	16,666.65	-8,673.39	47.96 %
5325.06 Marketing and Promotion	567.53	2,083.35	-1,515.82	27.24 %

Berwyn Public Health District
 Budget vs. Actuals_Budget_FY27_P&L_Report
 April-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
5328.00 Special Programs-Emergency Prep		\$2,083.35	-\$2,083.35	0.0 %
5328.04 Education and Certifications	81.80		81.80	
5328.06 Medical Supplies	15.00		15.00	
Total for 5328.00 Special Programs-Emergency Prep	\$96.80	\$2,083.35	-\$1,986.55	4.65 %
5337.00 Infrastructure Initiatives	206,664.95	83,333.35	123,331.60	248.0 %
5345.00 Mental Health Voucher Program	3,318.26	20,833.35	-17,515.09	15.93 %
5346 New Programs and Initiatives	95,624.82	154,583.35	-58,958.53	61.86 %
5310.00 Lead Awareness Program		1,041.65	-1,041.65	0.0 %
5325.02 Special Program-Combined Veteran		1,666.65	-1,666.65	0.0 %
5325.03 Berwyn Holiday Fund		2,083.35	-2,083.35	0.0 %
5325.04 Senior Breakfast		833.35	-833.35	0.0 %
5325.05 Sunday Market		5,000.00	-5,000.00	0.0 %
5326.00 Spec. Programs - Intergov		8,333.35	-8,333.35	0.0 %
5332.00 Special Prg. - Eyes for Educati		3,541.65	-3,541.65	0.0 %
5334.00 Special Prg.-Health Grants		20,833.35	-20,833.35	0.0 %
5336.00 Health Families		41,666.65	-41,666.65	0.0 %
Total for 5300.00 Health Programs	\$323,441.69	\$376,666.70	-\$53,225.01	85.87 %
5400.00 Other Expenditures				
5405.00 Conference/Education Expenses	5,823.80	2,708.35	3,115.45	215.03 %
5413.00 Transaction Processing Fees	1,149.63	2,708.35	-1,558.72	42.45 %
5420.00 Medical Waste Disposal	5,229.17	5,416.65	-187.48	96.54 %
5425.00 Official's Bonds	3,500.00	1,666.65	1,833.35	210.0 %
5430.00 Death Surcharge Fee	1,752.00	3,125.00	-1,373.00	56.06 %
5410.00 Contingencies		2,083.35	-2,083.35	0.0 %
Total for 5400.00 Other Expenditures	\$17,454.60	\$17,708.35	-\$253.75	98.57 %
5500.00 Repairs and Maintenance				
5505.00 Building Maintenance	15,524.38	10,416.65	5,107.73	149.03 %
5510.00 Janitorial Service	869.25	2,083.35	-1,214.10	41.72 %
5515.00 Equipment Maintenance Agreement	210.79	3,125.00	-2,914.21	6.75 %
5530.00 Snow Removal	387.50	1,458.35	-1,070.85	26.57 %
Total for 5500.00 Repairs and Maintenance	\$16,991.92	\$17,083.35	-\$91.43	99.46 %
5600.00 Supplies and Materials				
5605.00 Janitorial Supplies	4,924.45	5,208.35	-283.90	94.55 %
5610.00 Medical Supplies	1,060.08	3,125.00	-2,064.92	33.92 %
5615.00 Office Supplies and Expense	7,360.98	7,291.65	69.33	100.95 %
5620.00 Postage and Meter Rental	718.44	1,666.65	-948.21	43.11 %
5625.00 Printing and Publication	1,031.86	3,125.00	-2,093.14	33.02 %
Total for 5600.00 Supplies and Materials	\$15,095.81	\$20,416.65	-\$5,320.84	73.94 %
5700.00 Utilities				
5710.00 Heat, Light and Water	1,311.29	1,666.65	-355.36	78.68 %
5720.00 Telephone	5,393.34	4,166.65	1,226.69	129.44 %
Total for 5700.00 Utilities	\$6,704.63	\$5,833.30	\$871.33	114.94 %

Berwyn Public Health District
 Budget vs. Actuals_Budget_FY27_P&L_Report
 April-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
5800.00 Payroll Expenses				
5815.00 Chairman	18,791.65	19,166.65	-375.00	98.04 %
5816.00 Secretary	14,933.45	15,625.00	-691.55	95.57 %
5817.00 Treasurer	14,933.45	15,625.00	-691.55	95.57 %
5820.00 Clerks	62,197.65	68,750.00	-6,552.35	90.47 %
5829.00 Interns	20,299.16	18,750.00	1,549.16	108.26 %
5830.00 Health Director	8,738.00	10,416.65	-1,678.65	83.88 %
5831.00 Taxes - Employer FICA	18,561.12	17,708.35	852.77	104.82 %
5832.00 Taxes - Employer Medicare	4,340.93	4,166.65	174.28	104.18 %
5833.00 Taxes - SUTA	2,419.10	2,500.00	-80.90	96.76 %
5835.00 Retirement Contribution	829.90	6,250.00	-5,420.10	13.28 %
5840.00 Inspectors	30,840.63	46,666.65	-15,826.02	66.09 %
5841.00 Environmental Health Practioner	32,162.79	29,166.65	2,996.14	110.27 %
5845.00 Janitor	12,250.23	12,500.00	-249.77	98.0 %
5860.00 Public Health Nurses	96,522.44	93,750.00	2,772.44	102.96 %
5880.00 Grp Health, Vision, Dental Ins	32,475.74	27,083.35	5,392.39	119.91 %
Taxes				
IL Unemployment Tax	0.00		0.00	
Total for Taxes	\$0.00		\$0.00	
Total for 5800.00 Payroll Expenses	\$370,296.24	\$388,124.95	-\$17,828.71	95.41 %
Total for Expenses	\$806,400.58	\$1,015,166.65	-\$208,766.07	79.44 %
Net Operating Income	-\$392,779.34	-\$612,066.70	\$219,287.36	64.17 %
Other Income				
Other Expenses				
Net Other Income				
Net Income	-\$392,779.34	-\$612,066.70	\$219,287.36	64.17 %



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	9-A	ACTION PROPOSED	
TITLE	[Deferred August 10, 2026] Review & Approve City of Berwyn and Berwyn Township Emergency Operations Plan (EOP)		☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
SUBMITTED BY	Leticia Garcia, Health Board Secretary		

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 | Zulema 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:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
	<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: SEPTEMBER 14, 2026

AGENDA ITEM	10-A	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Review & Approve Tenants Rights Ordinance		☐ DISCUSS
SUBMITTED BY	David J. Avila/Jacqueline Pereda, Health Board President/ Treasurer		☒ REVIEW
			☒ APPROVE

SUMMARY

ATTACHMENTS

- To be provided at meeting.



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-B	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Consideration of establish deadline for agenda item submission: 10:00 AM ten days prior to board meeting		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY

- In order for staff to produce the agenda and meeting packets in a timely manner agenda submission will be 10AM, ten days prior to board meeting.

ATTACHMENTS



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-C	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Approve Change of Regular Board Meeting		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY

- Trustee Ortiz is requesting a change of the October meeting date, President Avila requesting to change of Regular Board Meeting from October 22, 2026 to October 21, 2026

ATTACHMENTS

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AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-D	ACTION PROPOSED
TITLE	Review & Approve Fines & Enforcement Measures for Establishments Failing to Meet Health Inspection Requirements	☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
SUBMITTED BY	David J. Avila, Health Board President	

SUMMARY

ATTACHMENTS

- To be provided at meeting.



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-E	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Review & Approve Funding for Health Equipment Grant		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY

ATTACHMENTS

- To be provided at meeting.



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-F	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Review & Approve Annual Treasurer's Report		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY
ATTACHMENTS
To be provided at meeting.



AGENDA ITEM SUMMARY

MEETING DATE: SEPTEMBER 14, 2026

AGENDA ITEM	10-G	ACTION PROPOSED	☐ INFORMATIONAL ONLY
TITLE	Consideration & Approval of Electronic Distribution Agenda and Meeting		☐ DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		☒ REVIEW
			☒ APPROVE

SUMMARY

- Due to safety concern and burden to our staff, agenda and meeting packets will be sent electronically. If a paper copy is needed prior to the board meeting, agenda and meeting packets will be available for pick up on Friday from 9:00 AM-2:00PM on the 2nd Floor.

ATTACHMENTS

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