



**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
REGULAR MEETING
VILLAGE HALL GERALD C. TURRY VILLAGE BOARD ROOM
7:30 PM, FEBRUARY 3, 2026**

AGENDA

- I. Call to Order**
- II. Pledge to the Flag**
- III. Roll Call**
- IV. Approval of Minutes**
 1. Minutes of the January 20, 2026 Village Board Meeting
- V. Warrant Approval**
 1. Approval of Warrants of February 3, 2026 in the Amount of \$1,901,331.83
- VI. Village President's Report**
- VII. Trustee Report**
- VIII. Board, Commission, and Committee Reports**
- IX. Village Clerk's Report**
- X. Village Manager's Report**
- XI. Public Forum** "Public Forum" is where the Village allows members of the public to address the Village Board on a topic that is within the Board's purview and jurisdiction. Anyone desiring to speak should fill out a written speaker form (located in the back of the Board Room) and submit it to the Village Clerk. If you would like to speak about a matter that is listed on the agenda, we ask that you wait until that agenda item is called, and we will give you an opportunity to speak then. However, if your matter is on the "Consent Agenda," you can speak about it now. This time is intended as an opportunity for you to make comments to the Village Board. The Board members will listen to everything you have to say, but this will not be the time for a discussion or engagement with the Board. If appropriate, the Board may direct the Village Manager or other Village staff to respond to questions or issues raised at a later date. All speakers will be limited to three minutes. To be fair to all, this time limitation will strictly enforce this rule. The Village will allot a total of six at this time for Public Forum. If there are still people who would like to speak after this time period, the Village Board will resume the Public Forum at the conclusion of its agenda this evening. It is requested that all speakers be respectful, civil, and non-repetitive. It is requested that all members of the audience refrain from applauding or making any other comments during or after any speaker.

XII. Consent Agenda (Before considering a vote on the Consent Agenda, any member of the Village Board shall have the right to remove a matter from the Consent Agenda and add it to the Regular Business Agenda. Members of the public shall not have the right to remove a matter from the Consent Agenda, but shall be allowed to comment on a matter on the Consent Agenda during the Public Comment Time even if the Public Comment Time occurs after the consideration and approval of the Consent Agenda by the Village Board)

1. Approval of the December 16, 2025 Committee of the Whole Closed Session Minutes (This Item Appears on the Consent Agenda because it is a Routine Function of Government)
2. Approval of a Resolution Approving the Release of Certain Written Minutes and the Destruction of Verbatim Records of Certain Closed Meetings of the Village Board of Trustees (This Item Appears on the Consent Agenda because it is a Routine Function of Government)
3. Approval of a Resolution Approving an Increase to the Total Credit Limit for the Village's Credit Card Account with Republic Bank of Chicago and Designating Authorized Signatories (This Item Appears on the Consent Agenda because it is a Routine Function of Government)
4. Approval of a Resolution Waiving Competitive Bidding and Approving a Purchase in the Amount of \$30,000 for Streetlighting Components from Electrical Resources Management, of Wheaton, Illinois (This Item Appears on the Consent Agenda because it is a Routine Function of Government)

XIII. Regular Business

5. Discussion Concerning FY2026 Appropriations Ordinance
6. Discussion Concerning Credit Card Transaction Fee Implementation

XIV. Public Forum

XV. Closed Session

XVI. Adjournment

DATE POSTED: January 30, 2026

All Village Board meetings are broadcast live to residents on Comcast Cable Channel 6, AT&T U-VERSE Channel 99, RCN Channel 49, and online at Lincolnwood.tv at 7:30 p.m. Rebroadcasts of Village Board meetings can be viewed one week following the live broadcast at 1:00 p.m. and 7:30 p.m. on cable television or online at lwdtv.org or on the Lincolnwood Mobile App.

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
REGULAR MEETING
GERALD C. TURRY VILLAGE BOARD ROOM
JANUARY 20, 2026**

DRAFT

Call to Order

Mayor Patel called the Regular Meeting of the Lincolnwood Board of Trustees to order at 7:42 P.M. Tuesday, January 20, 2026, in the Gerald C. Turry Village Board Room of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

Pledge to the Flag

Trustee Klatzco led the pledge of allegiance.

Roll Call

On roll call by Village Clerk Sokol Delisi, the following were:

Present: Mayor Patel, Trustees Klatzco, Diaz Herrera, Sargon, Ikezoe-Halevi, Gussis, Martel

Absent: None

A quorum was present.

Also present: Village Attorney Hart Passman, Village Manager Anne Marie Gaura, Assistant Village Manager Madeline Farrell, Police Chief Jay Parrott, Public Works Director John Welch, Human Relations Manager Lamar Jones

Approval of Minutes

The minutes of the January 6, 2026 Village Board meeting were presented for Village Board approval.

Trustee Sargon moved to approve the minutes of the January 6, 2026 Village Board meeting. The motion was seconded by Trustee Diaz Herrera. On a voice vote, the minutes were approved.

Warrant Approval

Trustee Klatzco presented the warrants in the amount of \$550,273.46. Trustee Klatzco moved to approve the warrants as presented. The motion was seconded by Trustee Sargon.

Upon roll call, the results were:

AYES: Trustees Klatzco, Diaz Herrera, Sargon, Ikezoe-Halevi, Gussis, Martel

NAYS: None

ABSENT: None

The motion passed.

President's Report

1. Art Show

Mayor Patel announced that the current art exhibit at Lincolnwood Village Hall features works by artist Phil Gayter, who has painted throughout his life from the UK to Chicago. The display will remain through the end of February.

2. Traffic Commission and Economic Development Commission Resumes

Mayor Patel announced that the Village is seeking residents to serve on Boards and Commissions. There are currently two openings on the Traffic Commission and one on the Economic Development Commission. Application details and protocol are available on the Village website's Boards and Commissions page.

3. Evanston Vet Center "Veteran Coffee Collective"

Mayor Patel shared information about the Evanston Vet Center's new monthly "Coffee Collective" for veterans, focused on camaraderie and conversation. The first session will be held Friday, January 30, from 9:30 a.m. to 11:00 a.m. at 1901 Howard St., Evanston, with parking available behind the building. Veterans can register by calling 847-332-1019.

4. Congrats to Indiana University

Mayor Patel congratulated the Chicago Bears on making the playoffs, noting Sunday's game was close but fell short. He also congratulated fellow Hoosiers on Indiana University winning the National Title.

Village Trustees' Report

Trustee Klatzco noted that the blood supply is critically low this time of year and urged residents to donate. He emphasized that one pint of blood can save three lives, despite the cold weather.

Trustee Sargon reminded residents that there is a PC/ZBA meeting here at Village Hall at 6:00 p.m. on January 21 for those who are interested in attending.

Village Clerk's Report

Clerk Delisi reminded residents that the primary election will be held on March 17, 2026. Residents are encouraged to register to vote during regular business hours. For those unable to do so, Clerk Delisi offered personal assistance and noted that two forms of identification are required. The last day to register to vote with the Clerk's office is February 17, 2026. Questions can be directed to sdelisi@lwd.org.

Village Manager's Report

None.

Public Forum

None.

Consent Agenda

1. Approval of a Resolution to Approve a Calendar Year 2026 Contribution in the Amount of \$544,875 to the Intergovernmental Risk Management Agency and Use of Excess Surplus Funds
2. Approval of a Resolution Approving the Purchase and Installation of LED Light Fixtures for the Village Lighting Retrofit Project by Verde Energy Efficiency Experts in the Amount of \$71,343.96 as part of the Illinois Environmental Protection Agency's Energy Efficiency and Conservation Block Grant
3. Approval of an Ordinance Amending Section 7-2-12 (Prohibited Parking) of the Municipal Code of Lincolnwood
4. Approval of a Resolution Waiving Competitive Bidding and Approving the Purchase of Water Meters and Meter Transmission Units from Midwest Meter, Inc., of Edinburg, Illinois
5. Approval of a Resolution Waiving Competitive Bidding and Approving an Agreement with BS&A Software, LLC, of Bath, Michigan, for an Enterprise Resource Planning System
6. Approval of a Resolution Waiving Competitive Bidding and Approving an Agreement with Paylocity Corporation for Human Resources and Payroll Software Services
7. Approval of a Resolution Waiving Competitive Bidding and Approving a Second Amendment to an Agreement with Baecore Group, Inc., for Additional ERP Software Assessment and Selection Services

Trustee Sargon moved to approve the Consent Agenda as presented, second by Trustee Klatzco.

Upon Roll Call, the results were:

AYES: Trustees Klatzco, Diaz Herrera, Sargon, Ikezoe-Halevi, Gussis, Martel

NAYS: None

ABSENT: None

The motion passed.

Regular Business

8. Consideration of an Ordinance Amending Provisions of Chapter 10 of the Municipal Code of Lincolnwood to Impose Restrictions on the Sale of Flavored Liquid Nicotine Products

Presenter: Assistant Village Manager Madeline Farrell

Background:

- The Village Board previously explored restrictions on:
 - Unregulated intoxicating substances (Delta-8 THC, Delta-10 THC, Kratom).
 - Flavored liquid nicotine products (vapes).
- Initial ordinance addressed both topics, but the Board later bifurcated them.

- Tonight’s ordinance focuses only on flavored liquid nicotine products.
- Ordinance details:
 - Effective date initially proposed as 10 days after adoption.
 - Applies to all current and future businesses (no grandfathering).
 - Exempts menthol-flavored vapes.
 - Penalties: fines up to \$2,500 per violation, with potential license suspension or revocation.
 - Enforcement: annual compliance checks and complaint-based inspections.
- Neighboring communities:
 - Chicago & Evanston: banned flavored vapes without menthol exemption.
 - Skokie: banned flavored vapes but exempted menthol.
 - Implementation windows ranged from 1 month (Skokie) to 4 months (Evanston).
- Financial context:
 - Tobacco/vape shops generated \$163,000 in sales tax revenue in 2024.
 - For Jan–Aug 2025, revenue was just under \$100,000.

Public Forum:

The following individuals spoke against the proposed ordinance:

1. Alan Oraham – Non-Resident. Lincolnwood Business Owner
2. Nino Hermes – Non-Resident. Lincolnwood Business Owner
3. Gayda Khater – Non-Resident. Lincolnwood Business Owner
4. Moe Yaqub – Non-Resident. Lincolnwood Business Owner
5. Sufyan – Non-Resident. Lincolnwood Business Owner
6. Khaleel Mosleh – Non-Resident. Lincolnwood Business Owner
7. Jordan Riheund – Non-Resident. Lincolnwood Business Owner

Board Discussion:

- Implementation Timeline Concerns:
 - Trustees questioned whether 10 days was sufficient for businesses to comply.
 - Comparisons made to neighboring communities’ timelines (1–4 months).
 - Suggestions ranged from 3 months to 4 months, with consensus leaning toward May 1, 2026, for fairness and consistency.
- Health and Youth Protection:
 - Trustees emphasized flavored vapes as a gateway for youth vaping.
 - Anecdotes shared by Trustees:
 - Observed minors vaping fruity flavors, which appear designed to attract children.
 - Compared flavored vapes to candy cigarettes, banned for similar reasons.
 - Noted lack of definitive medical research but cited growing evidence that vaping is harmful.
 - Framed the ban as a proactive measure, similar to historical bans on leaded gasoline and lead paint.
- Community Standards and Image:

- Trustees raised concerns about vape shop operations:
 - Bright signage and late-night hours (open until midnight or later) negatively impact community perception.
 - Suggested future discussions on regulating hours and aesthetics.
- Trustees acknowledged the need to balance public health with business interests.
- Business Impact and Fairness:
 - Trustees expressed empathy for business owners:
 - Recognized existing leases and investments.
 - Supported providing adequate time for compliance and inventory adjustments.
 - Discussion included whether alternatives to a ban could address concerns:
 - Enhanced security measures.
 - Stricter enforcement of age restrictions (21+).
 - Limiting store hours and signage.
 - Ultimately, consensus was that flavored vape products pose unique risks that justify prohibition.
- Revenue Considerations:
 - Trustees noted sales tax contributions but agreed public health outweighs revenue concerns.
- Public Forum and Legal Input:
 - Village Manager clarified neighboring communities' timelines and effective dates.
 - Legal counsel confirmed ordinance language allows flexibility for implementation date changes.

Motion made by Trustee Klatzco to approve an Ordinance Amending Provisions of Chapter 10 of Municipal Code of Lincolnwood to Impose Restrictions on the Sale of Flavored Nicotine Products, to take effect on May 1st, 2026, second by Trustee Ikezoe-Halevi.

Upon Roll Call, the results were:

AYES: Trustees Klatzco, Diaz Herrera, Sargon, Gussis, Ikezoe-Halevi, Martel

NAYS: None

ABSENT: None

The motion passed.

Closed Session

Motion made by Trustee Martel to move into Closed Session to discuss closed session minutes of the Village for approval or semi-annual review per section 2(c)(21) seconded by Trustee Sargon.

Upon Roll Call, the results were:

AYES: Trustees Klatzco, Diaz Herrera, Sargon, Gussis, Ikezoe-Halevi, Martel

NAYS: None

ABSENT: None

The motion passed.

Reconvene

The Village Board was reconvened at 8:35 pm.

Adjournment

At 8:36 P.M., Mayor Patel called for adjournment of the Regular Village Board meeting.

Trustee Sargon moved to adjourn, second by Trustee Diaz Herrera. The meeting was adjourned by voice vote.

Respectfully Submitted,

Sokol Delisi
Village Clerk



MEMORANDUM

TO: President and the Board of Trustees

FROM: Anne Marie Gaura, Village Manager

DATE: February 3, 2026

SUBJECT: Warrant Ratification

The following are the totals for the list of bills being presented at the February 3rd, Village Board meeting for ratification.

Check Date:		
1. 1/12/2026	\$	88,428.08
2. 1/12/2026	\$	358,131.03
3. 1/12/2026	\$	25,338.32
4. 1/20/2026	\$	1,281,582.71
5. 1/20/2026	\$	147,851.69
	\$	<u>1,901,331.83</u>

Accounts Payable

Computer Check Proof List by Vendor

User: hdonoe
 Printed: 01/13/2026 - 4:30PM
 Batch: 00107.01.2026 - 107.01.2026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: AMAZCAI	Amazon Capital Services			Check Sequence: 1	ACH Enabled: False
1V3Q-TPX7-4GC1	Program supplies (PW)	249.46	01/06/2026	101-440-513-5730	
1V3Q-TPX7-4GC1	R&M Vehicles (PW)	96.60	01/06/2026	205-430-515-5480	
	Check Total:	346.06			
Vendor: ETERNO	David Eterno			Check Sequence: 2	ACH Enabled: False
10887	On site hearings 12/18/25	700.00	01/06/2026	101-230-511-5399	
10887	Off site docket review	87.50	01/06/2026	101-230-511-5399	
	Check Total:	787.50			
Vendor: JGUNIFOF	JG Uniforms Inc			Check Sequence: 3	ACH Enabled: False
157063	Stock wallet for badge	26.25	01/06/2026	101-300-512-5730	
157066	DC T. Raypole	251.00	01/06/2026	101-300-512-5070	
157067	Sgt E. Field	40.00	01/06/2026	101-300-512-5070	
	Check Total:	317.25			
Vendor: KEYCO	Key Code Media Inc			Check Sequence: 4	ACH Enabled: False
135316	Dais mute button replacement	502.50	01/06/2026	462-250-511-6530	
	Check Total:	502.50			
Vendor: MNASR	Att: Trisha Breitlow Maine Niles Association of Special Recreation			Check Sequence: 5	ACH Enabled: False
LW-JANA26	Inclusion services for 12/15/25-12/28/25	519.79	01/06/2026	205-580-515-5270	
	Check Total:	519.79			
Vendor: MARCP	Marc Printing			Check Sequence: 6	ACH Enabled: False
114919	Second sheet linen paper	103.50	01/06/2026	101-100-511-5799	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	103.50			
Vendor: MICHAEL 01-2279407	Michael Best & Fridrich LLP Harassment Prevention Training	6,000.00	01/06/2026	Check Sequence: 7 101-230-511-5399	ACH Enabled: False
	Check Total:	6,000.00			
Vendor: MILLERM 12196 12379	Miller Mendel Inc Police office candidates Social media screening PO candidates	13.50 67.50	01/06/2026 01/06/2026	Check Sequence: 8 101-300-512-5399 101-300-512-5399	ACH Enabled: False
	Check Total:	81.00			
Vendor: PARAMED 17697 17698	Paramedic Services of Illinois MABAS training reimbursement LT.Arias MABAS training reimbursement LT.Arias	1,360.96 1,701.20	01/06/2026 01/06/2026	Check Sequence: 9 101-350-512-5220 101-350-512-5220	ACH Enabled: False
	Check Total:	3,062.16			
Vendor: TRANSUN 556811010126	TransUnion Risk and Alternative Online Investigative database	205.00	01/06/2026	Check Sequence: 10 101-300-512-5399	ACH Enabled: False
	Check Total:	205.00			
Vendor: VERIZON 6131594728 6131594728 6131594728 6131594728 6131594728 6131594728 6131594728	Verizon Wireless NOVDEC2025 NOVDEC2025 NOVDEC2025 NOVDEC2025 NOVDEC2025 NOVDEC2025 NOVDEC2025	43.60 2,445.15 378.03 482.61 165.29 60.06 80.08	01/06/2026 01/06/2026 01/06/2026 01/06/2026 01/06/2026 01/06/2026 01/06/2026	Check Sequence: 11 660-620-519-5730 101-210-511-5580 101-440-513-5730 101-250-511-5580 205-530-515-5580 205-430-515-5730 101-420-511-5730	ACH Enabled: False
	Check Total:	3,654.82			
Vendor: VILLSKOF 59669	Village of Skokie December 2025	72,848.50	01/06/2026	Check Sequence: 12 101-300-512-5398	ACH Enabled: False
	Check Total:	72,848.50			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Total for Check Run:	88,428.08			
	Total of Number of Checks:	12			

Accounts Payable

Computer Check Proof List by Vendor

User: hdonoe
 Printed: 01/13/2026 - 3:32PM
 Batch: 00108.01.2026 - 108.01.2026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: AZENTER 285825	A-Z Entertainment, Ltd. Enchanted Dinner Dance Entertainment	1,295.00	01/12/2026	Check Sequence: 1 205-504-515-5270	ACH Enabled: False
	Check Total:	1,295.00			
Vendor: BLUECRB January	Blue Cross and Blue Shield of IL BCBS JAN -FEB 2026	1,179.93	01/12/2026	Check Sequence: 2 101-200-511-5160	ACH Enabled: False
	Check Total:	1,179.93			
Vendor: CHGOME1 2026MUN-00133	Chicago Metropolitan Agency for Planning FY2026 Local Contribution	562.69	01/12/2026	Check Sequence: 3 101-100-511-5540	ACH Enabled: False
	Check Total:	562.69			
Vendor: GRAINGE1 9757008215	Grainger Brake kit for secured parking gate	509.50	01/12/2026	Check Sequence: 4 101-300-512-5405	ACH Enabled: False
	Check Total:	509.50			
Vendor: LAENFOR INV-0972	Law Enforcement Training LLC Courtsmart subscription - 1 year	2,100.04	01/12/2026	Check Sequence: 5 101-300-512-5590	ACH Enabled: False
	Check Total:	2,100.04			
Vendor: PARAMEE 9417 9417	Paramedic Services of Illinois Month ending 1/31/26 Comcast/Xfinity 12/23/25-1/22/26	351,046.40 227.79	01/12/2026 01/12/2026	Check Sequence: 6 101-350-512-5220 101-350-512-5599	ACH Enabled: False
	Check Total:	351,274.19			
Vendor: PEERNET1 89089	Peerless Network, Inc. 6435 N Crawford pumphouse notification system	818.79	01/12/2026	Check Sequence: 7 660-610-519-5580	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	818.79			
Vendor: QUINLAN	Quinlan Security Systems			Check Sequence: 8	ACH Enabled: False
38241	Service maintenance agreement	142.14	01/12/2026	101-250-511-5340	
38243	Service maintenance agreement Bathhouse empl	147.00	01/12/2026	101-250-511-5340	
	Check Total:	289.14			
Vendor: THOMSON	Thomson Reuters - West			Check Sequence: 9	ACH Enabled: False
853088569	Library plan search/seizure, arrest, law, PD disci]	101.75	01/12/2026	101-300-512-5620	
	Check Total:	101.75			
	Total for Check Run:	358,131.03			
	Total of Number of Checks:	9			

Accounts Payable

Computer Check Proof List by Vendor

User: hdonoe
 Printed: 01/13/2026 - 4:58PM
 Batch: 00109.01.2026 - 109.01.2026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: VISA	VISA			Check Sequence: 1	ACH Enabled: True
Artis Dec	Drury Lane - Senior Trip	1,930.50	01/12/2026	205-571-515-5730	
Artis Dec	Hardwood Floor Cleaner	71.52	01/12/2026	205-571-515-5730	
Artis Dec	Instagram Advertising	5.59	01/12/2026	205-500-515-5510	
Farrell Dec	I-Pass	20.00	01/12/2026	101-400-511-5730	
Farrell Dec	File Cabinet for Clerk's Office	361.05	01/12/2026	101-420-511-5730	
Farrell Dec	Laptops	639.96	01/12/2026	462-250-511-6530	
Farrell Dec	Laptops	2,507.01	01/12/2026	462-250-511-6530	
Gaura Dec	ILCMA winter conference	300.00	01/12/2026	101-200-511-5810	
Gaura Dec	Luncheon	35.00	01/12/2026	101-200-511-5840	
Gaura Dec	Dinner board mtg. 12/16/25	370.49	01/12/2026	101-100-511-5840	
Gaura Dec	A. Gaura Trib subscription	56.00	01/12/2026	101-200-511-5620	
Gaura Dec	Mayor/VB Holiday E cards	29.00	01/12/2026	101-100-511-5799	
Gaura Dec	Dessert/Water VB mtg. 12/16/25	35.95	01/12/2026	101-100-511-5840	
Gaura Dec	Mayor/VB Holiday E cards	72.00	01/12/2026	101-100-511-5799	
Hawk Dec	Constant Contact	20.00	01/12/2026	205-500-515-5599	
Hawk Dec	Winter Camp Trip Funtopia	202.40	01/12/2026	205-530-515-5270	
Hawk Dec	Winter Camp Trip Urban Air	20.88	01/12/2026	205-530-515-5270	
Hawk Dec	Winter Camp Trip ClibZone	174.90	01/12/2026	205-530-515-5270	
Hawk Dec	Winter Camp Trip Dave & Buster's	2,530.45	01/12/2026	205-530-515-5270	
Hawk Dec	FedEx Office Postage	43.65	01/12/2026	205-500-515-5720	
Hawk Dec	Empire Cooler Services 5 Invoices	995.00	01/12/2026	205-560-515-5405	
Hawk Dec	Fedex Brochure Postage	35.20	01/12/2026	205-500-515-5720	
Hawk Dec	Senior Trip - Holiday Tea at Palm Court	4,689.00	01/12/2026	205-571-515-5730	
Hawk Dec	Winter Camp Trip - Fun City	575.60	01/12/2026	205-530-515-5270	
Holleb Dec	Survey monkey fee- Dec	99.00	01/12/2026	101-200-511-5799	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Holleb Dec	Constant contact fees- Dec	216.60	01/12/2026	101-250-511-5340	
Holleb Dec	Reward points credit- Emp. Appr	-100.00	01/12/2026	101-200-511-5799	
Holleb Dec	Employee Aprrec event awards	100.80	01/12/2026	101-200-511-5799	
Holleb Dec	IGFOA membership- Fin Dir/Acct	325.00	01/12/2026	101-210-511-5570	
Holleb Dec	FY2024 COA program App/GFOA	590.00	01/12/2026	101-210-511-5570	
Holleb Dec	Asst Fin Dir posting/MGT	250.00	01/12/2026	101-200-511-5510	
Julie Dec	Walmart Senior Bingo Prizes and Snacks	99.94	01/12/2026	205-571-515-5730	
Liss Dec	Portillos	336.96	01/12/2026	101-200-511-5799	
Liss Dec	L. Woods	2,202.50	01/12/2026	101-200-511-5799	
Liss Dec	L. Woods	213.75	01/12/2026	101-200-511-5799	
Liss Dec	Bulb America	247.92	01/12/2026	101-350-512-5499	
Liss Dec	Fireground	93.00	01/12/2026	101-350-512-5665	
Newton Dec	KC Entertainment- breakfast with santa SANTA	444.12	01/12/2026	205-504-515-5270	
Newton Dec	Sams Club LWD light supplies	134.21	01/12/2026	205-504-515-5730	
Newton Dec	OTC Brands- Noon years eve supplies	186.40	01/12/2026	205-504-515-5730	
Newton Dec	Walmart breakfast with santa supplies	253.13	01/12/2026	205-504-515-5730	
Newton Dec	Sams club- Employee holiday lunch cake	40.98	01/12/2026	101-200-511-5799	
Newton Dec	Sams club Breakfast with Santa supplies	294.14	01/12/2026	205-504-515-5730	
Newton Dec	Google- day camp drive	12.00	01/12/2026	205-530-515-5730	
P Ainsworth Dec	FedEx Shipping	43.85	01/12/2026	101-240-517-5720	
P Ainsworth Dec	NIU Planning Conf P Ainsworth	109.00	01/12/2026	101-240-517-5810	
P Ainsworth Dec	NIU Planning Conf A. Honeycutt	109.00	01/12/2026	101-240-517-5810	
Raypole Dec	ProfServ-IL SOS - Notary for S.Yun	16.00	01/12/2026	101-300-512-5399	
Raypole Dec	Program Suppl McDonald's Prisoner Meals	50.00	01/12/2026	101-300-512-5730	
Tagle Dec	YMCA A Tagle LGI recertification	206.00	01/12/2026	205-560-515-5590	
Tagle Dec	Gage Cleaners- Special event costume	30.00	01/12/2026	205-504-515-5730	
Tagle Dec	Walmart special event supplies	54.38	01/12/2026	205-504-515-5730	
Tagle Dec	Drury Lane senior trip	1,940.66	01/12/2026	205-571-515-5730	
Welch Dec	Missed toll for Parks	10.00	01/12/2026	101-400-511-5730	
Welch Dec	international processing fee	2.00	01/12/2026	101-400-511-5730	
Welch Dec	CDL Online Training Subscription	200.00	01/12/2026	101-400-511-5730	
Welch Dec	Holiday Lunch for P W	321.14	01/12/2026	101-400-511-5730	
Welch Dec	Breakfast for crew for snow event	84.80	01/12/2026	101-400-511-5730	
Welch Dec	Door hangers for Streets	163.19	01/12/2026	101-440-513-5730	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Welch Dec	Drinks for crew for snow event	10.00	01/12/2026	101-400-511-5730	
Welch Dec	Dinner for crew for snow event	113.51	01/12/2026	101-400-511-5570	
Welch Dec	Lunch for Crew for Snow event	113.19	01/12/2026	101-400-511-5730	
	Check Total:	25,338.32			
	Total for Check Run:	25,338.32			
	Total of Number of Checks:	1			

Accounts Payable

Computer Check Proof List by Vendor

User: hdonoe
 Printed: 01/23/2026 - 3:12PM
 Batch: 00110.01.2026 - 110.01.2026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: ACQUAC	Acqua Contractors Corporation			Check Sequence: 1	ACH Enabled: False
2	Lincoln Pratt water main improvements construc	26,019.44	01/20/2026	213-000-561-6300	
2	Lincoln Pratt water main improvements construc	277,223.95	01/20/2026	660-620-562-6401	
	Check Total:	303,243.39			
Vendor: ADORAM.	Adorama			Check Sequence: 2	ACH Enabled: False
34724009	Misc. Evidence tech supplies	374.08	01/20/2026	101-300-512-5730	
	Check Total:	374.08			
Vendor: ADVANGC	Advantage Government Strategies			Check Sequence: 3	ACH Enabled: False
2393	December Consulting Services/Lobbyist	6,000.00	01/20/2026	101-200-511-5320	
	Check Total:	6,000.00			
Vendor: AETANA	Aetna Truck Parts Inc			Check Sequence: 4	ACH Enabled: False
748309	Curb guards for plow trucks	870.00	01/20/2026	101-440-513-5480	
748466	Filters for engine no 5	462.65	01/20/2026	101-350-512-5480	
	Check Total:	1,332.65			
Vendor: ALWARRE	Al Warren Oil Co, Inc.			Check Sequence: 5	ACH Enabled: False
W1808542	Water sewer	763.83	01/20/2026	660-620-519-5670	
W1808542	Parks & Rec	1,205.66	01/20/2026	205-430-515-5670	
W1808542	Building	14.98	01/20/2026	101-240-517-5670	
W1808542	Vehicle Maintenance	29.95	01/20/2026	101-410-511-5670	
W1808542	Police vehicle	3,894.06	01/20/2026	101-300-512-5670	
W1808542	PW Admin	82.37	01/20/2026	101-410-511-5670	
W1808542	Water sewer	1,427.47	01/20/2026	660-620-519-5670	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
W1808542	Fire Vehicle	1,171.34	01/20/2026	101-350-512-5670	
W1808542	Streets & bridges	284.57	01/20/2026	101-440-513-5670	
W1808542	Park & Rec	263.51	01/20/2026	205-500-515-5670	
W1808542	Streets and bridges	1,736.52	01/20/2026	101-440-513-5670	
W1808542	Fire Vehicle	1,213.17	01/20/2026	101-350-512-5670	
	Check Total:	12,087.43			
Vendor: AMAZCAI	Amazon Capital Services			Check Sequence: 6	ACH Enabled: False
1KRJ-VYW3-DP9F	Stainless steel sink and faucet	877.95	01/20/2026	660-620-519-5405	
1KRJ-VYW3-DP9F	Eaton Cutler hammer circuit breaker	49.97	01/20/2026	660-620-519-5405	
1KRJ-VYW3-DP9F	TV wall mount	113.98	01/20/2026	660-620-519-5405	
1KRJ-VYW3-DP9F	Utility sink faucet	59.84	01/20/2026	660-620-519-5405	
1KRJ-VYW3-DP9F	TV wall mount	28.49	01/20/2026	660-620-519-5405	
	Check Total:	1,130.23			
Vendor: ARRP	ARRP Trucking & Hauling Inc			Check Sequence: 7	ACH Enabled: False
2091	Hauling of dirt concrete for streets	2,055.00	01/20/2026	101-440-513-5599	
2092	Hauling of dirt concrete for streets	2,055.00	01/20/2026	101-440-513-5599	
	Check Total:	4,110.00			
Vendor: BASSJ	Jacqueline Bass			Check Sequence: 8	ACH Enabled: False
BASS122225	2025 Infrastructure-Brick Paver Driveway reimb	653.00	01/20/2026	213-000-561-6300	
	Check Total:	653.00			
Vendor: BOLDER	Bolder Contractors			Check Sequence: 9	ACH Enabled: False
6	Pay estimate no 6	19,060.60	01/20/2026	220-000-561-6310	
6	Pay estimate no 6	172,384.69	01/20/2026	212-000-561-6300	
6		61,521.78	01/20/2026	660-620-562-6401	
6	2025 Infrastructure construction	60,000.00	01/20/2026	462-440-514-6300	
	Check Total:	312,967.07			
Vendor: BOUND	Bound Tree Medical, LLC			Check Sequence: 10	ACH Enabled: False
86028880	Blood glucose test strips	170.40	01/20/2026	101-350-512-5660	
86028880	Biohazard bags	97.50	01/20/2026	101-350-512-5660	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	267.90			
Vendor: CITYOF DEC25	City of Evanston Water for Dec 2025	74,591.03	01/20/2026	Check Sequence: 11 660-620-519-5790	ACH Enabled: False
	Check Total:	74,591.03			
Vendor: ELROD 26466	Elrod Friedman LLP Lucy Parsons Labs PAC challenge	2,440.50	01/20/2026	Check Sequence: 12 101-230-511-5370	ACH Enabled: False
26466	Tax increment financing	624.00	01/20/2026	101-230-511-5370	
26466	XRPE (Nortman) Redevelopment of Town cente	4,895.00	01/20/2026	101-000-517-5399	
26466	Hoxha Litigation 6731-35 Lincoln	240.00	01/20/2026	101-230-511-5370	
26466	Miscellaneous private dockets	741.00	01/20/2026	101-230-511-5370	
26466	Fire department General	78.00	01/20/2026	101-230-511-5370	
26466	Recreational cannabis regulation	1,279.50	01/20/2026	101-230-511-5370	
26466	Purple hotel property; Tucker development	2,002.50	01/20/2026	101-230-511-5370	
26466	Municipal code: New regulations	1,117.00	01/20/2026	101-230-511-5370	
	Check Total:	13,417.50			
Vendor: EMCOR 930050778R	Emcor Services Team Mechanical Inc HVAC repairs at VH	1,692.50	01/20/2026	Check Sequence: 13 101-420-511-5405	ACH Enabled: False
	Check Total:	1,692.50			
Vendor: EVANSFU 156	Evanston Funeral & Cremation Death Investigation/Body removal	500.00	01/20/2026	Check Sequence: 14 101-300-512-5599	ACH Enabled: False
	Check Total:	500.00			
Vendor: FIRESERV IL-23715	Fire Service Inc. Parking brake valve and wiper switch for engine	439.67	01/20/2026	Check Sequence: 15 101-350-512-5480	ACH Enabled: False
	Check Total:	439.67			
Vendor: FLOORDE 772208	Floor & Decor Outlets of America, Inc. Flooring for pump house	2,075.34	01/20/2026	Check Sequence: 16 660-620-519-5405	ACH Enabled: False
	Check Total:	2,075.34			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: GOLFMIL	Golf Mill Ford			Check Sequence: 17	ACH Enabled: False
605730P	Shocks, radiator hose, filters and lamp assemblie	1,513.89	01/20/2026	101-300-512-5480	
606164P	Lamp assembly for PD transit	224.69	01/20/2026	101-300-512-5480	
	Check Total:	1,738.58			
Vendor: GRAINGE	Grainger			Check Sequence: 18	ACH Enabled: False
9751379782	EV charging outlet for pump house	169.08	01/20/2026	660-620-519-5405	
9751568446	Booster pump for pump house	2,741.21	01/20/2026	660-620-519-5405	
9755320455	metal bar rack for VM shop	478.53	01/20/2026	101-410-511-5730	
	Check Total:	3,388.82			
Vendor: GREATUR	Great Lakes Urban Forestry			Check Sequence: 19	ACH Enabled: False
1604	Nuisance tree removal permits and inspection rec	935.00	01/20/2026	101-400-511-5039	
	Check Total:	935.00			
Vendor: GROOT	Groot Recycling & Waste Services			Check Sequence: 20	ACH Enabled: False
1570172T092	#3092-1824688 7001 N Lawndale	4,928.81	01/20/2026	101-440-514-5230	
1570178T092	#3092-156409 7001 N Lawndale	493.99	01/20/2026	101-440-514-5230	
	Check Total:	5,422.80			
Vendor: HAMPTON	Hampton, Lenzini and Renwick, Inc.			Check Sequence: 21	ACH Enabled: False
20260141	Traffic study at Pratt & Navajo/ Leclairre	2,858.50	01/20/2026	213-000-561-5340	
	Check Total:	2,858.50			
Vendor: INTERALI	Interstate All Battery Center			Check Sequence: 22	ACH Enabled: False
190390104080	Batteries for PW panel	126.50	01/20/2026	101-420-511-5405	
1903999014795	4 batteries for Ambulance no 9 REISSUE	695.75	01/20/2026	101-350-512-5480	
	Check Total:	822.25			
Vendor: JGUNIFOR	JG Uniforms Inc			Check Sequence: 23	ACH Enabled: False
157131	Uniform Allowance PO CSO B.Alvarez	150.00	01/20/2026	101-300-512-5730	
157298	Uniform Allowance PO M. Garcia	1,607.75	01/20/2026	101-300-512-5070	
	Check Total:	1,757.75			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: LINDEGA!	Linde Gas & Equipment, Inc.			Check Sequence: 24	ACH Enabled: False
53880131	Oxygen cylinders rental	168.40	01/20/2026	101-350-512-5660	
53996924	Oxygen refill	227.94	01/20/2026	101-350-512-5660	
	Check Total:	396.34			
Vendor: LIVEACT	Live Action Safety			Check Sequence: 25	ACH Enabled: False
191936	Ambulance stretcher patient cover	1,249.90	01/20/2026	101-350-512-5660	
191936	Shipping	73.33	01/20/2026	101-350-512-5660	
	Check Total:	1,323.23			
Vendor: LOWES	Lowes Business ACCT/SYNCB			Check Sequence: 26	ACH Enabled: False
89975	Chain for Ventrac	2.24	01/20/2026	205-430-515-5480	
71131	Caulk for truck 80	22.76	01/20/2026	660-620-519-5480	
72014	Electrical connector for FD	3.12	01/20/2026	101-420-511-5405	
72852	Electrical outlet, cover,box, wall plate,conduit fit	32.30	01/20/2026	101-420-511-5405	
73456	Outlet and conduit fittings for FD	20.42	01/20/2026	101-420-511-5405	
74725	Laminate countertop, steel framing stud, steel tra	413.41	01/20/2026	660-620-519-5405	
80504	Covers for pump house remodel	473.55	01/20/2026	660-620-519-5405	
84916	Nuts for Battalion no 9	6.89	01/20/2026	101-350-512-5480	
91329/91333	Adhesive, tape, switch conduit, box covers, comj	1,068.65	01/20/2026	660-620-519-5405	
91815	Salt for sidewalks	840.00	01/20/2026	101-440-513-5766	
97942/97940	Supplies for Pump house remodel	1,343.59	01/20/2026	660-620-519-5405	
	Check Total:	4,226.93			
Vendor: MESIMPS	M E Simpson Company Inc			Check Sequence: 27	ACH Enabled: False
45598	Leak location services at 4668 Devon	350.00	01/20/2026	660-620-519-5599	
	Check Total:	350.00			
Vendor: MEADELE	Meade Electric Company Inc			Check Sequence: 28	ACH Enabled: False
714579	Roadway street repair	4,562.00	01/20/2026	212-000-513-5290	
714580	Roadway street repair	3,658.00	01/20/2026	212-000-513-5290	
714581	Roadway street repair	5,286.00	01/20/2026	212-000-513-5290	
	Check Total:	13,506.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: MGPINC	MGP, Inc.			Check Sequence: 29	ACH Enabled: False
7883	GIS Staffing Services including management, de	2,005.73	01/20/2026	101-250-511-5599	
7883	GIS Staffing Services including management, de	2,005.73	01/20/2026	660-620-519-5599	
	Check Total:	4,011.46			
Vendor: Millerpi	Miller Pipeline LLC			Check Sequence: 30	ACH Enabled: False
3	2025 Lead Service Line replacement constructio	443,727.90	01/20/2026	660-620-562-6401	
	Check Total:	443,727.90			
Vendor: MYPEST	My Pest Crew			Check Sequence: 31	ACH Enabled: False
5243	Rat Control Program	144.00	01/20/2026	101-400-511-5210	
5256	Rat Control Program	128.00	01/20/2026	101-400-511-5210	
5270	Rat Control Program	80.00	01/20/2026	101-400-511-5210	
5283	Rat Control Program	96.00	01/20/2026	101-400-511-5210	
5295	Rat Control Program	64.00	01/20/2026	101-400-511-5210	
5300	Rat Control Program	112.00	01/20/2026	101-400-511-5210	
	Check Total:	624.00			
Vendor: NAPA	NAPA			Check Sequence: 32	ACH Enabled: False
618912	Batteries for Ambulance no 9	125.99	01/20/2026	101-350-512-5480	
618930	Caliper for Ambulance no 9	-198.21	01/20/2026	101-350-512-5480	
618971	Brake fluid for Ambulance no 9	47.94	01/20/2026	101-350-512-5480	
626808	Two EGR coolers for truck no 5	2,359.99	01/20/2026	101-440-513-5480	
	Check Total:	2,335.71			
Vendor: PELRA	NATIONAL PELRA			Check Sequence: 33	ACH Enabled: False
22093	IPELRA Annual employment law seminar for Br	325.00	01/20/2026	101-400-511-5590	
	Check Total:	325.00			
Vendor: OVERHEA	Overhead Door of Lake & McHenry Counties			Check Sequence: 34	ACH Enabled: False
362342	Service Bay 2 door	896.05	01/20/2026	101-350-512-5499	
	Check Total:	896.05			
Vendor: PCS	Perfect Cleaning System, Inc			Check Sequence: 35	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
230	Janitorial services	3,866.34	01/20/2026	101-420-511-5240	
230	Janitorial services December	291.66	01/20/2026	205-571-515-5240	
	Check Total:	4,158.00			
Vendor: POMPTIRI	Pomp's Tire Services			Check Sequence: 36	ACH Enabled: False
280179541	2 Tires for tower no 2	1,845.61	01/20/2026	101-350-512-5480	
	Check Total:	1,845.61			
Vendor: RAYOHER	Ray O'Herron Inc			Check Sequence: 37	ACH Enabled: False
	Freight costs to ship body armor	50.00	01/20/2026	101-300-512-5730	
2432361	PO E.Erwin Nameplate, Velcro, patch	35.98	01/20/2026	101-300-512-5730	
2432363	PO J. Han Nameplate, Velcro, patch	26.99	01/20/2026	101-300-512-5730	
2432364	PO M. Pignato Nameplate, Velcro, patch	26.99	01/20/2026	101-300-512-5730	
2432365	PO M. Pignato Nameplate, velcro, patch	26.99	01/20/2026	101-300-512-5730	
2432366	PO C. McCarthy Nameplate, velcro, patch	26.99	01/20/2026	101-300-512-5730	
2452302	PO M. Pignato Body armor	1,906.99	01/20/2026	101-300-512-5730	
2452355	PO E.Erwin Body Armor	1,906.99	01/20/2026	101-300-512-5730	
2452362	PO C. McCarthy Body armor	1,906.99	01/20/2026	101-300-512-5730	
2452365	PO J. Han Body Armor	1,941.99	01/20/2026	101-300-512-5730	
2453954	PO B. Disterheft Nameplate, velcro, patch	36.98	01/20/2026	101-300-512-5730	
	Check Total:	7,893.88			
Vendor: Ryan	Ryan LLC			Check Sequence: 38	ACH Enabled: False
829446	November 2025 LTC TIF District Services	3,622.50	01/20/2026	101-000-517-5399	
830335	December 2025 LTC TIF District Services	78.75	01/20/2026	101-000-517-5399	
	Check Total:	3,701.25			
Vendor: SNAPON	Snap-On Industrial			Check Sequence: 39	ACH Enabled: False
ARV/66680587	Rechargeable light for VM shop	99.07	01/20/2026	101-410-511-5730	
ARV/66680588	Adjustable wrench set for VM shop	129.79	01/20/2026	101-410-511-5730	
ARV/66680997	Screwdriver set for VM shop	138.30	01/20/2026	101-410-511-5730	
ARV/66701819	Wrench set for VM shop	315.56	01/20/2026	101-410-511-5730	
ARV/66750428	Wrench set for VM shop	342.42	01/20/2026	101-410-511-5730	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,025.14			
Vendor: STANLEY	Stanley Consultants, Inc.			Check Sequence: 40	ACH Enabled: False
258281	Touhy at Cicero safety & operational improve	3,701.28	01/20/2026	213-000-561-5340	
262140	Touhy at Cicero safety & operational improve	15,120.28	01/20/2026	213-000-561-5340	
	Check Total:	18,821.56			
Vendor: TRAFFIC	Traffic Guard Direct, Inc.			Check Sequence: 41	ACH Enabled: False
11686	Bike/Pedestrian collapsible security bollard	12,507.00	01/20/2026	205-430-515-5499	
	Check Total:	12,507.00			
Vendor: TRANSU	Trans Union Corp			Check Sequence: 42	ACH Enabled: False
12500170	Credit check on applicants	90.00	01/20/2026	101-300-512-5399	
	Check Total:	90.00			
Vendor: UL	UL, LLC			Check Sequence: 43	ACH Enabled: False
72020657110	Ground ladder inspections	1,550.00	01/20/2026	101-350-512-5480	
	Check Total:	1,550.00			
Vendor: VERIZON	Verizon Connect			Check Sequence: 44	ACH Enabled: False
330000080005	Monthly verizon connect	2,074.20	01/20/2026	101-250-511-5340	
	Check Total:	2,074.20			
Vendor: VOL	Village of Lincolnwood			Check Sequence: 45	ACH Enabled: False
102125	Dessert for Village board meeting	45.15	01/20/2026	101-100-511-5840	
121125	Aspirin for ambulances	3.95	01/20/2026	101-350-512-5660	
121725	Cake for swearing in ceremony	18.35	01/20/2026	101-350-512-5840	
122325	Batteries for bunkroom fans	9.99	01/20/2026	101-350-512-5799	
	Check Total:	77.44			
Vendor: WAREHO	Warehouse Direct			Check Sequence: 46	ACH Enabled: False
6060895-0	PD coffee	120.30	01/20/2026	101-300-512-5730	
6062885-0	PD coffee	77.08	01/20/2026	101-210-511-5700	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	197.38			
Vendor: WERNIKJ WERNJ12525	Jodi Wernikoff Private drainage rebate program	1,890.82	01/20/2026	660-620-561-6350	ACH Enabled: False
	Check Total:	1,890.82			
Vendor: WHOLES ^A 277009 277075	Wholesale Direct Inc Plow blades Plow blades	1,677.10 545.22	01/20/2026 01/20/2026	101-440-513-5480 101-440-513-5480	ACH Enabled: False
	Check Total:	2,222.32			
	Total for Check Run:	1,281,582.71			
	Total of Number of Checks:	48			

Accounts Payable

Computer Check Proof List by Vendor

User: hdonoe
 Printed: 01/22/2026 - 3:35PM
 Batch: 00111.01.2026 - 111.01.2026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: ALEXANE 103686	Alexander Chemical Corporation Chlorine cylinder for pump house	581.54	01/20/2026	Check Sequence: 1 660-620-519-5635	ACH Enabled: False
	Check Total:	581.54			
Vendor: AMAZCAI 11Q4-CJWM-3X16	Amazon Capital Services Credit Memo	-44.09	01/20/2026	Check Sequence: 2 101-100-511-5799	ACH Enabled: False
11Q4-CJWM-3X16	office supplies PD	42.58	01/20/2026	101-300-512-5700	
11T4-1TWY-4973	Program Supplies (PD)	328.10	01/20/2026	101-300-512-5730	
1RT1-K9QX-39GY	Office Supplies (PW)	27.73	01/20/2026	101-400-511-5700	
1RT1-K9QX-39GY	Other Supplies (VP)	44.09	01/20/2026	101-100-511-5799	
1RT1-K9QX-39GY	Office Supplies (Fire)	313.48	01/20/2026	101-350-512-5700	
1RT1-K9QX-39GY	Program Supplies (PW)	39.95	01/20/2026	101-400-511-5730	
	Check Total:	751.84			
Vendor: AMERICA 913848	American Public Works Asse 2026 APWA group membership	844.00	01/20/2026	Check Sequence: 3 101-400-511-5570	ACH Enabled: False
	Check Total:	844.00			
Vendor: CITYLAUI S0240286	City Laundering Co. First Aid Supplies/Replenish	150.45	01/20/2026	Check Sequence: 4 101-300-512-5730	ACH Enabled: False
	Check Total:	150.45			
Vendor: CIVICPLU 358833	Civic Plus Civic Rec Maintenance Agreement 2026	37,846.07	01/20/2026	Check Sequence: 5 101-250-511-5340	ACH Enabled: False
	Check Total:	37,846.07			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: COMCABI	Comcast Cable			Check Sequence: 6	ACH Enabled: False
8771101360302711	Backup Internet Village Hall	154.90	01/20/2026	101-250-511-5580	
8771101360302729	Backup Internet Public Works	154.90	01/20/2026	101-250-511-5580	
	Check Total:	309.80			
Vendor: FULLSOU	Full Source			Check Sequence: 7	ACH Enabled: False
FS4518539-IN	Finance Department Logo Wear	502.18	01/20/2026	101-210-511-5700	
	Check Total:	502.18			
Vendor: GRAINGE	Grainger			Check Sequence: 8	ACH Enabled: False
9758698006	Light up toggle switches for VM shop	39.14	01/20/2026	101-410-511-5730	
	Check Total:	39.14			
Vendor: GREATAM	Great America Financial Services			Check Sequence: 9	ACH Enabled: False
40972421	Copier 10089 Public Works	462.24	01/20/2026	660-610-519-5340	
40972421	Coppier 100088 Police Dept 100083 Admin Cop	1,386.74	01/20/2026	101-250-511-5340	
40972421	Copier 10085 Parks & Recreation	462.24	01/20/2026	205-500-515-5440	
40972421	Coppier 100087 Fire Dept Copier 100086 CD	924.49	01/20/2026	101-250-511-5340	
	Check Total:	3,235.71			
Vendor: GROOT	Groot Recycling & Waste Services			Check Sequence: 10	ACH Enabled: False
1502987T092	#3092-3092-205762 Multi Family Dwellings	3,832.49	01/20/2026	101-440-514-5230	
15702984T092	#3092-291565 Single Family Locations	68,676.70	01/20/2026	101-440-514-5230	
15702985T092	#3092-306731-001 Library	178.54	01/20/2026	101-440-514-5230	
15702986T092	#3092-199164 School District 74	872.82	01/20/2026	101-440-514-5230	
	Check Total:	73,560.55			
Vendor: ILFIREC	Illinois Fire Chiefs Association			Check Sequence: 11	ACH Enabled: False
9770	2026 Pay Status - Liss, Pierce, Graham, Bickley,	100.00	01/20/2026	101-350-512-5570	
9770	2026 Organization Dues	450.00	01/20/2026	101-350-512-5570	
	Check Total:	550.00			
Vendor: JGUNIFOR	JG Uniforms Inc			Check Sequence: 12	ACH Enabled: False
157370	Uniform Allowance - PO M Garcia	25.00	01/20/2026	101-300-512-5070	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	25.00			
Vendor: KHANMUJ Khan 2026	Murtuza Khan Refund - Low Enrollment	183.00	01/20/2026	Check Sequence: 13 205-571-410-4700	ACH Enabled: False
	Check Total:	183.00			
Vendor: LOWES 70659 72381 76599 76606 77721 78715 79231 80008 80086 S1748001	Lowes Business ACCT/SYNCB Centennial Park Project Supplies Community Center Shelves Supply Centennial Park Supplies Refund Centennial Park Project Supplies Drake Park Project Bike Path Bollards Supplies for Basketball Backboards Gloss Paint for basketball blackboards Parts for Backboards and Bollards Install Mis Program Supplies - Supplies for Range	66.23 38.97 -26.38 36.04 14.22 151.04 12.81 21.33 37.01 162.82	01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026	Check Sequence: 14 205-430-515-5730 205-571-515-5535 205-430-515-5730 205-430-515-5730 205-430-515-5730 205-430-515-5730 205-430-515-5730 205-430-515-5730 101-300-512-5610	ACH Enabled: False
	Check Total:	514.09			
Vendor: METOVIC Refund 2025	RIZO METOVIC Refund - Low Enrollment	147.00	01/20/2026	Check Sequence: 15 205-571-410-4700	ACH Enabled: False
	Check Total:	147.00			
Vendor: MOTOROI 10001620251201 10001620251201	Motorola Solutions Inc. Maintenance STARCOM 21 Radios Month of Ja Maintenance STARCOM 21 Radios Month of Ja	2,285.00 1,059.00	01/20/2026 01/20/2026	Check Sequence: 16 101-300-512-5410 101-350-512-5410	ACH Enabled: False
	Check Total:	3,344.00			
Vendor: NIPSTA 26-809437	NIPSTA Annual Membership FY 2026	6,582.00	01/20/2026	Check Sequence: 17 101-350-512-5540	ACH Enabled: False
	Check Total:	6,582.00			
Vendor: NSACOP 202604	North Suburban Assoc. of Chiefs of Police Membership - Chief Jason Parrott	400.00	01/20/2026	Check Sequence: 18 101-300-512-5570	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	400.00			
Vendor: NWPDAC/ NWPA-1183	Northwest Police Academy Membership Renewal Training Seminar	50.00	01/20/2026	101-300-512-5590	ACH Enabled: False
	Check Total:	50.00			
Vendor: ORBISSO 5579136	Orbis Solutions Inc Datto SIRIS BCDR	2,723.00	01/20/2026	101-250-511-5340	ACH Enabled: False
5579136	Phishing & Email Security Training	300.00	01/20/2026	101-250-511-5340	
5579136	MSOC	635.00	01/20/2026	101-250-511-5340	
5579136	Cybersecurity - Email/Spam Filtering	1,265.00	01/20/2026	101-250-511-5340	
5579136	Malware & EDR	1,380.00	01/20/2026	101-250-511-5340	
5579136	IT Managed Services January 2026	9,828.00	01/20/2026	101-250-511-5320	
	Check Total:	16,131.00			
Vendor: POWERDA INV-152169	Power DMS, Inc ILEAP Standards Manual & Accreditation Mater	550.00	01/20/2026	101-300-512-5399	ACH Enabled: False
	Check Total:	550.00			
Vendor: SKELECTI 26001	S.K. Electronics Power Supply	35.99	01/20/2026	101-350-512-5499	ACH Enabled: False
26001	Repair Exit Timers	120.00	01/20/2026	101-350-512-5499	
	Check Total:	155.99			
Vendor: SHERWIN 51932157890126	Sherwin Williams Co Paint for basketball boards	121.30	01/20/2026	205-430-515-5730	ACH Enabled: False
	Check Total:	121.30			
Vendor: THIRMILL 33840	Third Millennium Associates, Inc. Postage Meter	1.03	01/20/2026	660-610-519-5720	ACH Enabled: False
33840	Utility Bill Rendering 1-9-26	488.00	01/20/2026	660-610-519-5720	
33840	Utility Bill Rendering 1-11-26	488.00	01/20/2026	660-610-519-5720	
	Check Total:	977.03			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: WICKUM 1072026	Nancy Wickum Art Installation N. Wickum January/February	300.00	01/20/2026	Check Sequence: 25 101-100-511-5270	ACH Enabled: False
	Check Total:	300.00			
	Total for Check Run:	147,851.69			
	Total of Number of Checks:	25			

Request For Board Action

REFERRED TO BOARD: February 3, 2026

AGENDA ITEM NO: 2

ORIGINATING DEPARTMENT: Village Clerk's Office

SUBJECT: Approval of a Resolution Approving the Release of Certain Written Minutes and the Destruction of Verbatim Records of Certain Closed Meetings of the Village Board of Trustees

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Twice annually, the Village Board conducts a review of all Closed Session Meetings written minutes. Schedule A of the proposed Resolution identifies those minutes of prior Closed Session Meetings that would be made available for public inspection. The proposed Resolution also authorizes the destruction of the audiotaped verbatim records of all Closed Session Meetings occurring prior to August 3, 2024.

FINANCIAL IMPACT:

None

VILLAGE ATTORNEY REVIEW:

The Village Attorney has reviewed the attached Resolution.

DOCUMENTS ATTACHED:

1. Proposed Resolution

RECOMMENDED MOTION:

Move to approve a Resolution approving the release of certain written minutes and the destruction of verbatim records of certain closed meetings of the Village Board.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2026-_____

**A RESOLUTION APPROVING THE RELEASE OF CERTAIN WRITTEN MINUTES
AND THE DESTRUCTION OF VERBATIM RECORDS OF CERTAIN CLOSED
MEETINGS OF THE VILLAGE BOARD OF TRUSTEES**

WHEREAS, the Village of Lincolnwood is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("*Act*"), since January 1, 2004, the Village has maintained audiotaped verbatim records, and has approved written minutes, of all meetings of the Village Board of Trustees and of the Village Board Committee of the Whole that were closed to the public pursuant to the Act (collectively, the "*Closed Meetings*"); and

WHEREAS, pursuant to Section 2.06(c) of the Act, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village to destroy the audiotaped verbatim records of those Closed Meetings occurring prior to August 3, 2024; and

WHEREAS, pursuant to Section 2.06(d) of the Act, the President and Board of Trustees have conducted its twice-annual review of all written minutes of the Closed Meetings; and

WHEREAS, the President and Board of Trustees have determined that confidential treatment is no longer necessary for the written minutes of those Closed Meetings that are identified in Schedule A attached to and, by this reference, made a part of this Resolution, and that such minutes may be made available for public inspection; and

WHEREAS, the President and Board of Trustees have determined that a need for confidentiality still exists as to the written minutes of all Closed Meetings that are not identified in Schedule A of this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. PUBLIC INSPECTION OF WRITTEN MINUTES OF CLOSED MEETINGS. The President and Board of Trustees hereby authorize the public inspection of the written minutes of those Closed Meetings that are identified in Schedule A of this Resolution, in accordance with and pursuant to the Act and the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*

SECTION 3. DETERMINATION OF CONFIDENTIALITY. The President and Board of Trustees hereby determine that a need for confidentiality still exists as to the written minutes

of all Closed Meetings that are not identified in Schedule A of this Resolution and for which the Village has not previously authorized public inspection.

SECTION 4. DESTRUCTION OF VERBATIM RECORDINGS. The President and Board of Trustees hereby authorize and direct the Village Clerk to destroy all audiotaped verbatim records of all Closed Sessions occurring prior to August 3, 2024.

SECTION 5. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and in the manner provided by law.

PASSED this ___ day of _____, 2026.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this _____ day of _____, 2026.

Jesal Patel, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
_____ day of _____, 2026

Sokol Delisi, Village Clerk
Village of Lincolnwood, Cook County, Illinois

EXHIBIT A
MINUTES AVAILABLE FOR PUBLIC INSPECTION

Village Board

July 13, 2006

November 6, 2012

August 19, 2014

December 16, 2014

April 5, 2017

September 19, 2017

October 3, 2017

November 7, 2017

November 21, 2017

September 4, 2018

Request For Board Action

REFERRED TO BOARD: February 3, 2026

AGENDA ITEM NO: 3

ORIGINATING DEPARTMENT: Finance Department

SUBJECT: Approval of a Resolution Approving an Increase to the Total Credit Limit for the Village's Credit Card Account with Republic Bank of Chicago and Designating Authorized Signatories

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

In 2022, the Village Board adopted Resolution 2022-2412 approving the Village's credit card account with Republic Bank. Credit cards are issued to allow department heads and others approved by the Village Manager to make certain Village-related purchases in accordance with the Village's personnel and purchasing policies. Currently, thirteen (13) employees are authorized to have a Village credit card. The program provides for rewards based on purchase activity. Those rewards are managed centrally for use by the Village as approved by the Village Manager or designee.

Each card has a monthly spend limit approved by the Village Manager, which must carry the cardholder through the current month and the portion of the following month until the monthly statement has been paid. The total combined limit of existing credit cards is \$62,500, but total VISA spending by month has averaged \$20,000 for the months of June through December 2025. It is recommended that the Village approve a resolution increasing the Total Credit Limit for the Village to \$90,000, which will allow for additional cards to be issued and select credit card limits to be increased, upon review and approval of the Village Manager. The resolution also updates the authorized signatories on the account.

FINANCIAL IMPACT:

The proposed Resolution has no immediate financial impact, but it increases the total credit limit available for the Village credit card program. Purchases made by cardholders throughout the year are included in the FY2026 Budget.

VILLAGE ATTORNEY REVIEW:

The Village Attorney prepared the proposed Resolution.

DOCUMENTS ATTACHED:

1. Proposed Resolution

RECOMMENDED MOTION:

Move to approve a Resolution approving an increase to the total credit limit for the Village's credit card account with Republic Bank of Chicago and designating authorized signatories.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2026-_____

**A RESOLUTION APPROVING AN INCREASE
TO THE TOTAL CREDIT LIMIT FOR THE VILLAGE'S
CREDIT CARD ACCOUNT WITH REPUBLIC BANK OF
CHICAGO AND DESIGNATING AUTHORIZED SIGNATORIES**

WHEREAS, on November 1, 2022, the Village President and Board of Trustees adopted Resolution No. 2022-2412, approving the Village's credit card account ("*Village Account*") with Republic Bank of Chicago ("*Republic Bank*"); and

WHEREAS, the Village desires to increase the total credit limit for the Village Account from \$62,500 to \$90,000; and

WHEREAS, Republic Bank requires the Village to adopt a new resolution to designate those persons who are authorized signatories with respect to the management of the Village Account ("*Authorized Signatories*"); and

WHEREAS, the President and Board of Trustees have determined that it will serve and be in the best interest of the Village to increase the total credit limit for the Village Account and update the designated signatories on the Village Account;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. INCREASE TO THE TOTAL CREDIT LIMIT. The President and Board of Trustees hereby authorize an increase to the total credit limit for the Village Account with Republic Bank to \$90,000. The Village Manager is hereby authorized and directed to execute all necessary documentation to implement this Section 2.

SECTION 3. DESIGNATION OF AUTHORIZED SIGNATORIES. The President and Board of Trustees hereby designate the persons identified on **Exhibit A** attached to this Resolution as the Authorized Signatories of the Village. The Authorized Signatories are hereby authorized to execute documents on behalf of the Village with respect to the Village Account.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

PASSED this ____ day of _____, 2026.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this ____ day of _____, 2026.

Jesal Patel, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
____ day of _____, 2026

Sokol Delisi, Village Clerk
Village of Lincolnwood, Cook County, Illinois

EXHIBIT A

AUTHORIZED SIGNATORIES

Name: Anne Marie Gaura, Village Manager

Name: Madeline Farrell, Assistant Village Manager

Name: Elizabeth Holleb, Finance Director / Village Treasurer

Request For Board Action

REFERRED TO BOARD: February 3, 2026

AGENDA ITEM NO: 4

ORIGINATING DEPARTMENT: Public Works Department

SUBJECT: Approval of a Resolution Waiving Competitive Bidding and Approving a Purchase in the Amount of \$30,000 for Streetlighting Components from Electrical Resources Management, of Wheaton, Illinois

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Forestry Division is responsible for the maintenance of streetlighting throughout the Village of Lincolnwood. Streetlight components vary based on the street light type, including Touhy Avenue globe lights, Pratt Avenue lamp posts, and Lincoln Avenue HAPCO lighting systems.

Proper street lighting maintenance ensures continued nighttime illumination, public safety, traffic visibility, and reliable operation of the Village's lighting system. The Village has seen an increase in the number of streetlights knocked down by vehicles over the past several months. To allow for timely repairs and to maintain the infrastructure, an adequate supply of replacement parts is needed.

In 2025, the Public Works Department began working with Electrical Resources Management, a manufacturer representative and distributor of the streetlighting materials the Village uses. Previous vendors provided inadequate customer service response and higher pricing to for lighting infrastructure. Electrical Resources Management has assisted the Village with prompt material acquisition and provided components specific to the Village's various types of fixtures, allowing for efficient maintenance and repairs. Continuing to purchase these materials will ensure compatibility, reliability, and timely response to streetlighting issues.

FINANCIAL IMPACT:

The CY2026 budget allocates \$30,000 from the Street Maintenance Division (101-440-513-5290), for the purchase of streetlighting components.

VILLAGE ATTORNEY REVIEW:

The Village Attorney has drafted the attached Resolution.

DOCUMENTS ATTACHED:

1. Proposed Resolution

RECOMMENDED MOTION:

Move to approve a Resolution waiving competitive bidding and approving a purchase in the amount of \$30,000 for streetlighting components from Electrical Resources Management, of Wheaton, Illinois.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2026-_____

A RESOLUTION WAIVING COMPETITIVE BIDDING AND APPROVING A PURCHASE IN THE AMOUNT OF \$30,000 FOR STREETLIGHTING COMPONENTS FROM ELECTRICAL RESOURCES MANAGEMENT, OF WHEATON, ILLINOIS

WHEREAS, the Village of Lincolnwood (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Forestry Division of the Village’s Public Works Department is responsible for the maintenance and repair of streetlighting throughout the Village; and

WHEREAS, the Forestry Division has identified the need to purchase an adequate supply of streetlighting components and replacement parts that are specific to the Village’s streetlighting system (collectively, the “*Streetlighting Components*”) for the effective and timely maintenance and repair of streetlighting; and

WHEREAS, proper maintenance of the Village’s streetlighting ensures continued nighttime illumination, public safety, traffic visibility, and reliable operation of the Village’s lighting system; and

WHEREAS, Electrical Resources Management, of Wheaton, Illinois (“*ERM*”), has previously and satisfactorily assisted the Village in the timely acquisition of Streetlighting Components; and

WHEREAS, the Village President and Board of Trustees have determined that ERM is uniquely qualified to continue providing Streetlighting Components in an efficient, timely, and cost-effective manner; and

WHEREAS, the Village desires to purchase up to \$30,000.00 in Streetlighting Components from ERM during calendar year 2026; and

WHEREAS, the Village President and Board of Trustees have determined that it is appropriate to waive competitive bidding for the purchase of Streetlighting Components pursuant to Section 8-8-13 of the Municipal Code of Lincolnwood, as amended (“*Village Code*”); and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase Streetlighting Components from ERM;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. WAIVER OF COMPETITIVE BIDDING. The advertising and bidding requirements for the purchase of Streetlighting Components are hereby waived in accordance with Section 8-8-13 of the Village Code and the home rule powers of the Village.

SECTION 3. APPROVAL OF PURCHASE. The Village President and Board of Trustees hereby approve the purchase of Streetlighting Components from ERM, in an amount not to exceed \$30,000.00.

SECTION 4. EXECUTION OF DOCUMENTATION. The Village Manager and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all documentation necessary to complete the purchase approved pursuant to Section 3 of this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage, by a vote of two-thirds of the Board of Trustees, and approval as provided by law.

PASSED this ____ day of _____, 2026.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this ____ day of _____, 2026.

Jesal Patel, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
____ day of _____, 2026.

Sokol Delisi, Village Clerk
Village of Lincolnwood, Cook County, Illinois



MEMORANDUM

TO: Anne Marie Gaura, Village Manager

FROM: Elizabeth Holleb, Finance Director

DATE: February 3, 2026

SUBJECT: FY2026 Appropriations Ordinance

Background

The Village Board approved the FY2026 annual budget on December 2, 2025. The annual budget is the spending plan for the Village and sets forth the approved expenditures by fund, department and division. An annual appropriation ordinance is required by Illinois Compiled Statutes and sets forth the legal maximum spending limits for the Village of Lincolnwood for the fiscal year. The Village Board must conduct a public hearing prior to adopting the annual appropriation ordinance during the first quarter of each fiscal year.

Purpose of Discussion

A discussion of proposed changes to the annual appropriation ordinance is scheduled for February 3 in anticipation of a public hearing and consideration of approval of the FY2026 annual appropriation ordinance on February 18. In previous years, the Village has adopted the annual appropriation ordinance in early January by establishing appropriations of 115% of the adopted budget. The additional 15% allows the Village Board to authorize non-budgeted expenditures during the year without requiring an amendment to the annual appropriation ordinance. This practice is recommended to continue, as it provides flexibility for unanticipated expenditures subject to Village Board approval, without allowing additional spending authority to Village staff than what is approved in the annual budget.

The budget process was enhanced for FY2026 with the development of five-year financial forecasts for all primary funds of the Village. This changed the way staff approached budgeted expenditures in the FY2025 budget that were anticipated to carry over into FY2026. In previous years, the item would simply be re-budgeted in the subsequent year. However, with five-year financial forecasting, those expenditures would be double counted and artificially reduce the projected fund balance of the fund.

In developing their FY2026 budget requests, departments were asked to use the following approach for FY2025 budgeted amounts that would carry over to FY2026:

- If the FY2025 budgeted item would not begin until FY2026, the expenditure would be reported as \$-0- for FY2025 and submitted as a FY2026 budget request.

- If the FY2025 budgeted item would begin in FY2025, but it would be completed in FY2026, departments were asked to estimate the expenditures to occur in each year so that the full budget amount was split between fiscal years.

Governmental accounting standards require that any goods and services received by December 31 be charged to that fiscal year, even if the invoice is paid after year end. The Village is now working to close out FY2025, and departments have been asked to submit all FY2025 invoices for payment by the end of January. The fiscal year close process will identify FY2025 expenditures for which the timing anticipated during budget development does not align with what actually occurred. Staff is recommending that the annual appropriation ordinance be used to adjust for actual experience, amending the budget for “rollovers” – expenditures that were anticipated to occur in FY2025 that were not completed by December 31.

Recommendations

Staff is recommending the following formula for developing the appropriation ordinance:

$$(\text{Annual Budget } +/- \text{ Prior Year Rollovers}) \times 115\% = \text{Annual Appropriation}$$

The requested rollovers would be provided as a separate itemized list for review by the Village Board. Rollovers would only be allowed for one-time expenditures that spanned fiscal years. It would not include annual allotted amounts that are re-budgeted each year, such as operating supplies.

The slides attached show some examples of items that would be included in the rollovers.

Direction provided by the Village Board on February 3 will be incorporated into the FY2026 Appropriation Ordinance to be considered on the February 18 Village Board agenda.

Documents Attached:

1. PowerPoint Presentation

Annual Budget vs Appropriations Ordinance

- Annual Budget
 - Approves revenue estimates and expenditures for the fiscal year
 - Adopted prior to fiscal year start
 - Establishes spending authority by fund, department and division
 - Used in Village financial system to track revenues and expenditures throughout the year
- Annual Appropriation Ordinance
 - Required by Illinois Compiled Statutes
 - Adopt within first quarter of the fiscal year
 - Public Hearing required – public notice ten (10) days prior
 - Maximum legal spending authority
 - Village has historically added 15% above budget

Five Year Forecasts

- Five Year Forecasting incorporated into FY2026 Budget development
- FY2025 expenditures may carry over to FY2026. Departments were required to allocate between years to avoid duplicate counting
 - FY2025 project won't begin until FY2026 – Allocated \$-0- for FY2025 estimates and re-budget in FY2026
 - FY2025 project begins in FY2025, but will continue in FY2026 – Departments asked to apportion project between fiscal years
 - Actual experience may not align with the estimates, requiring adjustment

Example 1

- Park improvements of \$600,000 budgeted in FY2025 will not begin until FY2026; updated project cost estimate of \$620,000.
- FY2025 Year End Estimate = \$0
 - Increases 12/31/25 fund balance and funds available to re-budget in FY2026
- FY2026 Budget = \$620,000
- No rollover needed for appropriation ordinance

Example 2

- Water main project of \$1,200,000 budgeted in FY2025. Project began in FY2025 and will be completed in FY2026.
- FY2025 Year End Estimate = \$600,000
 - Department projects 50% complete in FY2025
- FY2026 Budget = \$600,000
- No rollover needed for appropriation ordinance if 50% completion estimate is correct.

Example 3

- Fire Department equipment purchase of \$50,000 budgeted in FY2025. Delivery expected by December 31.
- FY2025 Year End Estimate = \$50,000
- Equipment does not arrive by December 31. Village is now required to record as a FY2026 expenditure.
- A rollover of \$50,000 is needed to amend the budget and for appropriation ordinance.

Example 4

- Water main project of \$1,200,000 budgeted in FY2025. Project began in FY2025 and will be completed in FY2026.
- FY2025 Year End Estimate = \$600,000
 - Department projects 50% complete in FY2025
- FY2026 Budget = \$600,000
- At the close of FY2025, only \$400,000 in costs incurred.
- A rollover of \$200,000 is needed to amend the budget and for appropriation ordinance.

Example 5

- Water main project of \$1,200,000 budgeted in FY2025. Project began in FY2025 and will be completed in FY2026.
- FY2025 Year End Estimate = \$600,000
 - Department projects 50% complete in FY2025
- FY2026 Budget = \$600,000
- At the close of FY2025, \$700,000 in costs incurred.
- A rollover of \$(100,000) is needed to amend the budget and for appropriation ordinance.

Recommended Formula for Appropriation Ordinance

Fund	Adopted Budget	+/- FY2025 Rollovers *	Sub-total & Amended Budget	15% Addition	Annual Appropriation
General	\$30,000,000	400,000	\$30,400,000	4,560,000	\$34,960,000
Transportation Improvement	6,000,000	(200,000)	5,800,000	870,000	6,670,000
Water Fund	7,500,000	300,000	7,800,000	1,170,000	8,970,000

* FY2025 Rollover List would be itemized and provided for Village Board review and approval. These amounts would result in annual budget amendments in the Village's financial system.

- Finance to work with departments to identify specific rollovers needed for FY2026
- February 18 – Public Hearing and consideration of FY2026 Annual Appropriation Ordinance

Next Steps and Questions



MEMORANDUM

TO: Anne Marie Gaura, Village Manager

FROM: Elizabeth Holleb, Finance Director

DATE: February 3, 2026

SUBJECT: Credit Card Transaction Fee Update

Background

The Village Board approved the FY2026 annual fee resolution on December 2, 2025. Based on an analysis of credit card processing fees incurred by the Village in 2024, the FY2026 annual fee resolution established a Credit Card Payment Transaction Fee of “The lesser of the fee authorized or 3.00%” as a pass-through of fees incurred by the Village.

Purpose of Discussion

Operating departments have moved forward with implementation of the fee in the respective software programs and with third-party service providers. Notification of the fee was included in the January/February Connections Newsletter and posted at counter locations in Village facilities. Staff will provide an update on the implementation of this new fee and seek Village Board direction on two policy questions.

It should be noted that Civic Rec, the software used for parks and recreation programs, was not able to distinguish between credit card and debit card transactions. To apply the policy consistently, the decision was made to assess the credit card transaction fee for both credit and debit card transactions with all payment systems.

The Village’s financial system Springbrook Software utilizes CivicPay for residents to make utility bill payments on a one-time basis or to set up auto pay by credit card. The Village was advised that CivicPay does not support the assessment of a transaction fee to users set up for auto pay by credit card. Therefore, the Village is assessing the transaction fee on one-time payments via CivicPay and credit/debit card payments at the counter.

The Village was advised that VISA offers a preferred credit card processing fee exclusively to utilities upon approval after submitting an application. Should the Village pursue the preferred rate, the Village would be prohibited from assessing a transaction fee for utility payments regardless of the method of payment. No financial analysis is available without submitting an application for the preferred rate.

The Village utilizes the Illinois ePAY program for false alarm payments, parking violations, adjudication, in-person vehicle sticker purchases, local monthly sales tax remittances and online donations. Implementation of the credit card transaction fee is awaiting exploration of adding an ACH/e-Check payment option to avoid the credit card transaction fee, as well as direction from the Village Board regarding online donations. Staff is seeking feedback on the Village Board's preference regarding the potential waiver of the credit card transaction fee for donations.

Recommendations

Staff is seeking direction from the Village Board on the following questions:

- Should the Village apply for the preferred VISA credit card processing fee for utilities?
- Should the Village waive the credit card transaction fee for donations made to Assist-a-Family, Student Achievers, and Giving Tuesday?

Direction provided by the Village Board on February 3 will determine next steps in the implementation process.

Documents Attached:

1. PowerPoint Presentation

Credit Card Payment Transaction Fee

- Village incurred credit card processing fees of nearly \$140,000 in 2024
- For FY2026, Village Annual Fee Resolution established a Credit Card Payment Transaction Fee of “The lesser of the fee authorized or 3.00%” as a pass-through of fees incurred by the Village
- Departments have moved forward with implementation of the fee in respective software programs and with service providers
- Communication in the January/February Connections Newsletter
- This evening, staff to provide update and seek clarification on a few outstanding issues

Springbrook Software

- Utility Billing and Accounts Receivable (Miscellaneous Invoices)
- Utility Billing Payment Options:
 - Civic Pay – Account holders have option to pay one time or set up auto pay via credit card
 - Springbrook does not support a Credit Card Transaction Fee for accounts set up for auto pay in Civic Pay
 - Fee does apply for one-time payments in Civic Pay
 - ACH payment option with no fee if set up for auto pay
 - One Time payments by credit or debit card at Village Hall are assessed fee
- VISA offers reduced processing fee for utilities
 - Village would be required to apply for this discounted rate
 - If approved, Village would be prohibited from passing through a fee to customers

Civic Rec Software

- Parks and Recreation Programs and Services
- Credit Card Transaction Fee must be assessed to both credit card and debit card payments, so this philosophy has been applied consistently across all Village payment systems
- ACH Payment option has been added and is not assessed fee

Illinois ePAY - Pending

- Payment Processor used for false alarms, parking violations, adjudication, in-person vehicle sticker purchases and local municipal taxes.
- Fee has not been implemented pending further discussion with the Illinois Treasurer's Office. Village is seeking to provide an ACH/e-Check option without a transaction fee.
- Donations – Village Board Direction Needed
 - Should transaction fee apply to donations made to Assist-a-Family, Student Achievers and Giving Tuesday?

Other Payment Systems

- LAMA Software - Community Development Services
- INCODE Software – Parking Tickets and Adjudication – via Illinois ePAY
- Paramedic Services of Illinois – Ambulance Billing Service Provider

No implementation issues encountered

Outstanding Items:

- Red Light Camera Violations – Currently not operational
- Vehicle Stickers, Pet Licenses – Implement with 3rd party partner for 2026-2027 online renewals and purchases.

Questions

- Should Village pursue VISA Utility Rate and eliminate credit card transaction fee for utility bill payments?
- Should credit card transaction fee be assessed to donations?