

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
REGULAR MEETING
GERALD C. TURRY VILLAGE BOARD ROOM
FEBRUARY 3, 2026**

Call to Order

Mayor Patel called the Regular Meeting of the Lincolnwood Board of Trustees to order at 7:55 P.M. Tuesday, February 3, 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, Gussis, Ikezoe-Halevi

Absent: Trustee Martel

A quorum was present.

Also present: Village Attorney Steve Elrod, Village Manager Anne Marie Gaura, Assistant Village Manager Madeline Farrell, Deputy Police Chief Travis Raypole, Public Works Director John Welch, Finance Director Elizabeth Holleb, Human Resources Manager Lamar Jones

Approval of Minutes

The minutes of the January 20, 2026 Village Board meeting were presented for Village Board approval.

Trustee Sargon moved to approve the minutes of the January 20, 2026 Village Board meeting. The motion was seconded by Trustee Klatzco. On a voice vote, the minutes were approved.

Warrant Approval

Trustee Klatzco presented the warrants in the amount of \$1,901,331.83. 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, Gussis, Ikezoe-Halevi

NAYS: None

ABSENT: Trustee Martel

The motion passed.

President's Report

1. Art Show

Mayor Patel announced that artist Phil Gayter's work is currently on display at Lincolnwood Village Hall through the end of February, with an art reception scheduled for February 26 at 5 p.m.

2. Traffic Commission and Economic Development Commission Resumes

Mayor Patel announced that the Village is seeking residents to serve on Boards and Commissions, with two openings on the Traffic Commission and one on the Economic Development Commission; applications and protocol are available on the Village website's Boards and Commissions page.

3. Community Development and Permit Processing

Mayor Patel noted that this is a slower time for permit processing in the Community Development Department and encouraged residents planning spring or summer projects to submit permit requests now, as the process can be completed online; ensure all required documents are attached, and visit lincolnwoodil.org under Community Development for forms, guidelines, and contact information.

4. Village Hall Closed for President's Day

Mayor Patel reminded residents that Village Hall will be closed on Monday, February 16 for President's Day. Regular garbage pickup will occur.

Village Trustees' Report

Trustee Sargon reminded the community that the PC/ZBA meeting will be held tomorrow at 6:00 PM at the Village Hall.

Trustee Gussis expressed condolences to the Kremen family on the passing of Norman Kremen, a longtime Lincolnwood resident, and extended sympathies to his children, Julie and Gary, and the entire family.

Trustee Ikezoe-Halevi urged Lincolnwood residents who are 18 or older and U.S. citizens to vote in the upcoming primary election and the general election in November, emphasizing the importance of civic participation. Citing voter turnout statistics, Ikezoe-Halevi noted that in the November 2024 General Election, Lincolnwood had 10,002 registered voters, but only 6,439 voted, a 66.18% turnout, leaving 3,563 residents who did not vote. Nationwide, 65.3% of registered voters participated, meaning 89 million Americans stayed home in an election decided by narrow margins. In the April local election, turnout was even lower: only 1,816 of 10,254

registered voters cast ballots, leaving 8,438 residents who did not vote. Ikezoe-Halevi stressed that voting is a fundamental right and privilege, and failing to vote allows others to decide the country's future. Residents were encouraged to register, help neighbors register, and vote early, by mail, or on Election Day. The goal, Ikezoe-Halevi said, should be 70–90% turnout, making Lincolnwood a model of civic engagement. The remarks concluded with a call to action: protests and marches mean little without voting, and high turnout is essential to protect democracy and make history.

Trustee Klatzco reminded residents that Punxsutawney Phil predicts six more weeks of winter, so despite warmer temperatures, snowstorms are still possible. Residents should comply with alternate street parking rules to avoid citations.

Village Clerk's Report

Clerk Delisi reported that the primary election will be held on Tuesday, March 17, with federal offices (U.S. Senate and House of Representatives), state offices (Governor, Lieutenant Governor, Secretary of State, Attorney General, Comptroller, Treasurer), legislative offices (State Senate and House), and judicial positions on the ballot. This Thursday, Delisi will visit Carrington Place and Lincolnwood Place to register voters, joined by the Mayor and some trustees. Key deadlines include February 17 for in-person registration and March 1 for online registration. Early voting runs March 2 to 16 at Oakton College (7701 Lincoln Ave., Skokie) and Skokie Courthouse (5600 Old Orchard Rd., Skokie). Residents can request a Vote by Mail ballot online or at the office. For election-related questions, contact sdelisi@lwd.org.

Village Manager's Report

Village Manager Gaura announced that staff is coordinating a “Know Your Rights” workshop to be held later this month in collaboration with Senator Villivalam and Representative Olickal's offices, with specific details to be shared within the next week.

Public Forum

None.

Consent Agenda

1. Approval of the December 16, 2025 Committee of the Whole Closed Session Minutes
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
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

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

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, Gussis, Ikezoe-Halevi

NAYS: None

ABSENT: Trustee Martel

The motion passed.

Regular Business

5. Discussion Concerning FY2026 Appropriations Ordinance

Presenter: Finance Director Elizabeth Holleb

Background:

Director Holleb provided an overview of the Annual Appropriation Ordinance process and its relationship with the approved annual budget:

- Annual Budget: Adopted prior to the fiscal year start (FY26 budget approved Dec 2, 2025). Establishes spending authority by fund, department, and division.
- Appropriation Ordinance: Required by Illinois law; sets maximum legal spending authority and must be adopted by March 31. Historically adds 15% contingency to the approved budget for unanticipated expenditures.
- New Process for FY26: Incorporated five-year financial forecasting, requiring departments to:
 - Allocate zero for projects deferred to FY26.
 - Split budgets for projects spanning two fiscal years.
 - Adjust estimates for projects expected to be completed in FY25.
- Rollovers: Adjustments needed when actual year-end expenditures differ from estimates (e.g., delayed equipment purchases or project progress variances).
- Formula for Appropriation Ordinance:
 1. Start with adopted FY26 budget.
 2. Add/deduct FY25 rollovers (itemized for Board review).
 3. Apply 15% contingency for legal spending authority.
- Rollovers apply only to one-time projects, not recurring expenses.

Board Discussion:

- Trustees expressed appreciation for the clear explanation and improved financial protocols.
- No objections raised; Board indicated support for the recommended process.

- Next steps:
 - Staff to finalize rollover list after processing remaining FY25 invoices.
 - Appropriation Ordinance anticipated for March 18 meeting.
 - Ordinance will include itemized rollover details for transparency.

6. Discussion Concerning Credit Card Transaction Fee Implementation

Presenter: Finance Director Elizabeth Holleb

Background:

During FY2026 budget deliberations, the Village Board requested an analysis of credit card processing fees.

Key points:

- In 2024, the Village absorbed \$140,000 in credit card processing fees.
- FY2026 Annual Fee Resolution introduced a credit card transaction fee:
 - Set at the lesser of the authorized fee or 3%, as a pass-through to offset costs.
- Implementation steps:
 - Notices published in the Village newsletter and posted at customer service points.
 - Fee applied across major systems: Springbrook (utilities), Civic Rec (parks), LAMA (community development), E-Pay (violations, taxes), Paramedic Services (ambulance billing).
 - ACH payment options added to allow residents to avoid fees.
- Issues Identified:
 - Springbrook/Civic Pay: Auto-pay via credit card cannot be assessed a fee; one-time payments can.
 - Visa offers a discounted utility processing rate, but accepting it would prohibit passing any fee for utility payments.
 - Systems cannot differentiate between credit and debit cards; fee applied to both for consistency.
- Staff recommendation:
 - Waive transaction fees for donations (e.g., Assisted Family, Student Achievers, Giving Tuesday programs).
 - Seek Board direction on whether to apply for Visa's discounted utility rate.

Board Discussion:

- Trustees agreed:
 - Do not pursue Visa discounted rate due to complexity and limited benefit.
 - Waive transaction fees for donations to avoid reducing net contributions and maintain goodwill.
- Additional points:
 - ACH option promoted as a no-fee alternative; education needed to encourage residents to use ACH instead of debit/credit.
 - Residents retain option to pay by check to avoid fees.

- Discussion on large payments (e.g., permits, business licenses): confirmed checks remain acceptable.
- Consensus:
 - Continue applying transaction fees to credit/debit card payments for services.
 - Waive fees for donations.
 - No change to ACH or check payment options.

Adjournment

At 8:38 P.M., Mayor Patel called for adjournment of the Regular Village Board meeting.

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

Respectfully Submitted,



Sokol Delisi
Village Clerk