



# Agenda Item Executive Summary

AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF CREDIT AND DEBIT CARD PAYMENTS AND ASSIGNING ALL ASSOCIATED PROCESSING FEES TO THE USER AND REJPLACING, REVOKING, AND SUPERSEDING ORDINANCE NO. 2005-01 PREVIOUSLY PASSED PERTAINING TO THE SAME

Item Name

Board

Board

## BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

## EXECUTIVE SUMMARY

The attached ordinance repeals and replaces Ordinance No. 05-01, originally adopted in 2005, which authorized the Village of Winnebago to accept credit card payments. Since that time, payment processing practices and fee structures have evolved, resulting in variable transaction-based fees assessed to the Village by financial institutions and third-party processors.

This ordinance authorizes the Village to continue accepting credit and debit card payments for authorized obligations, while assigning the full actual processing cost of each transaction directly to the user who elects to pay by card. The ordinance ensures that the Village does not absorb or subsidize processing fees, requires full disclosure of such fees prior to transaction completion, and complies with the Local Governmental Acceptance of Credit Cards Act (50 ILCS 345/1 et seq.).

The ordinance also directs the Treasurer to take the necessary steps to implement the fee assignment, including system configuration, coordination with payment processors, and public notice. Implementation is required no later than May 1, 2026, or as soon thereafter as administratively practicable. Alternative payment methods that do not incur processing fees, such as ACH, cash, or check, will remain available where feasible.

## ATTACHMENTS (PLEASE LIST)

Ordinance

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

**MOTION: I MOVE TO APPROVE ORDINANCE 2026-\_\_, AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF CREDIT AND DEBIT CARD PAYMENTS AND ASSIGNING ALL ASSOCIATED PROCESSING FEES TO THE USER.**

Staff: Joseph Dienberg Date: 1/7/2025

