

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda


_____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
_____ Recommendations of Boards, Commissions & Committees (Green)
 X Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES
FROM: Scott Niehaus, Village Manager
DATE: October 6, 2020 (B of T) Date: October 15, 2020
TITLE: Request to Close the Village Hall to Regular Business on Election Day, Tuesday,
November 3, 2020

BACKGROUND/POLICY IMPLICATIONS:

The attached memo sets forth a request to close the Village Hall administrative office to all regular business for the November 3, 2020 General Election. On this day, use of the Village Hall will be restricted to operations exclusively as a polling place to limit exposure of members of Village staff and potential Village Hall customers to the influx of voters anticipated for the General Election. The closure will not result in a day off for Village employees.

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X  _____ Date 10-6-20

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.