



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: October 13, 2025

TOPIC Review Village Hall Inclement Weather Closing Policy

BACKGROUND BRIEF:

Council is scheduled to review the Village Hall inclement weather closing policy. Council identified this item as a priority in its 2025-26 Council goals and objectives.

In March 2023, Council adopted the current inclement weather closing policy upon the recommendation of the Village Manager to provide a clear, concise, and uniform closing procedure. The intent of the policy was to establish objective criteria in determining when to close Village offices to protect the safety and well-being of Village staff and public. The background brief and resolution from the March 2023 meeting are attached.

Also attached are the meeting minutes from the July 28, 2025, Council work session for the information of Council.

SUMMARY OF PREVIOUS COUNCIL ACTION:

03/13/2023 – Council adopted a resolution establishing the current Village Hall inclement weather closing policy.

07/14/2025 – Council scheduled a work session meeting of the Village Council for Monday, July 28, 2025, at 6:30 PM, for the purpose of discussing the Village administrative office hours and the Village Hall inclement weather closing policy.

07/28/2025 – Council reviewed and discussed the current inclement weather closing policy. No action taken. Council agreed to revisit the policy at a future date.

09/22/2025 – Council was scheduled to discuss the inclement weather policy at a special meeting but moved the item to October 13 due to meeting time constraints.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

None