cityclerk@cityofmarseilles.com

From: Mathew Underwood
Sent: Thursday, October 22, 2026 10:28 AM
To: cityclerk@cityofmarseilles.com; cityclerk@mtco.com
Subject: FOIA Request - Mayor Attendance Reasons - Jan 1, 2025 to Present

Lesley Hart, City Clerk / FOIA Officer
City of Marseilles
200 Riverfront Drive
Marseilles, IL 61341

Dear Ms. Hart,

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.), I request the following public records:

1. Attendance / Roll Call Records
For all regular, special, and continued City Council meetings from January 1, 2025 to present, the roll call sheets / minutes showing whether Mayor Hollenbeck was present or absent.

2. Reason / Excuse for Absences
For the following specific meetings where minutes show "Absent: Mayor Hollenbeck" or resident logs note "no mayor":
• August 20, 2025 • October 2, 2025 (October 1, 2025 minutes also show absent) • December 17, 2025 • March 4, 2026 • June 17, 2026 • July 15, 2026 • October 21, 2026
Any records documenting the reason for the mayor's absence, including but not limited to: emails, text messages, written notices to the clerk/council, excuse requests, calendar entries, and whether each absence was classified as excused or unexcused.

3. Policy / Procedure
Any ordinance, policy, handbook, or memo regarding attendance requirements, excused vs. unexcused absences, or notification procedures for the Mayor or Commissioners.

I request that any responsive records include communications on city-owned devices and personal devices used for public business, per City of Champaign v. Madigan.

If any part of this request is denied, please cite the specific statutory exemption and provide the responsive portion with redactions per 5 ILCS 140/7.

Per 5 ILCS 140/3, please respond within 5 business days. I request electronic copies via email in PDF format if available.

Thank you,

Mathew Underwood