



DARREN P. LOMBARD
 CLERK OF CRIMINAL DISTRICT COURT
 CHIEF OF ELECTIONS OFFICER



2700 Tulane Avenue #114
 New Orleans, LA 70119

CLERK'S OFFICE
 CRIMINAL DISTRICT COURT

OFFICE (504) 658-9000
 FAX (504) 658-9183

MEMORANDUM

CITY OF NEW ORLEANS

CLERK OF CRIMINAL DISTRICT COURT

TO: Honorable Council Members, City of New Orleans
 Aisha R. Collier, Clerk of Council

CC: Justyn A. Hawkins, Council Chief of Staff

FROM: Darren P. Lombard, Clerk of Criminal District Court 

DATE: March 10, 2026

SUBJECT: Emergency Polling Location Changes

The Regional Manager of the Milton H. Latter Memorial Library contacted my office to explain why the library would no longer be able to serve as an election day polling site. The library is only ADA accessible by elevator. This is also the only way voting machines can be delivered. When the elevator was out for the 5/3/2025 election, the library was limited on where voting could be conducted. The machines were placed in the basement due to a narrow hallway and needing the staff workrooms accessible for volunteers and staff to pass through during operating hours. Staff cleaned out a storage area for us to make it work, but this area has water intrusion from being partly underground and is not an appropriate space to use in the future.

The elevator was out of operation for 106 days in 2025. Additionally, the library has had ongoing HVAC issues which has led to the building being closed when the temperature gets above 82 degrees or below 62 degrees. For these reasons, we have collaborated with Councilmember Harris to recommend the following Permanent Emergency Polling location change to City Council:

<u>Ward/ Precinct:</u>	<u>From:</u>	<u>To:</u>
13/08	Milton Latter Memorial Library 5120 St. Charles Ave.	Sophie B. Wright Charter School 1426 Napoleon Ave.

