

MEETING SCHEDULE

Village Board Meetings*

Village Board meetings are where actual policy is determined. Formal decisions are made by the Board in the form of ordinances. Village Board Meetings are held the 1st and 3rd Tuesday of each month at 7:00 p.m. at Village Hall, 50 S. Emerson Street.

Committee of the Whole Meetings*

Committee of the Whole meetings are for discussion purposes. The Board takes no formal action at these meetings. Committee of the Whole meetings are held the 2nd and 4th Tuesday of each month at 7:00 p.m. at Village Hall, 50 S. Emerson Street.

The Village's award-winning government access cable channel - MPTV Channel 17 - televises meetings of the Village Board and Planning and Zoning Commission providing the community with a unique and open access to its government.

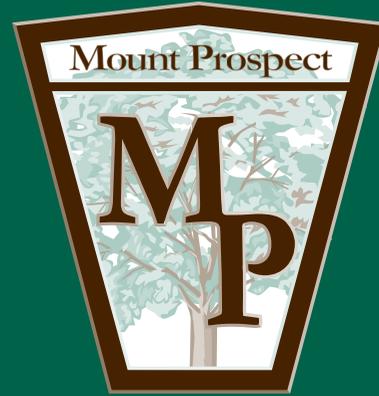
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* View Calendar at mountprospect.org
for up-to-date information



Village of Mount Prospect
50 S. Emerson Street
Mount Prospect, IL 60056
Phone: 847/392.6000
Website: mountprospect.org

10/15



Village of Mount Prospect

Village Board Citizens' Guide

Village of Mount Prospect

Mayor and Board of Trustees



The Mayor and Village Board (consisting of six trustees) are elected at-large to staggered, four year terms by the residents of the community.

Pictured (L to R): Trustee John J. Matuszak, Trustee Colleen E. Saccotelli, Trustee Michael A. Zadel, Mayor Arlene A. Juracek, Trustee Paul Wm. Hoefert, Trustee Richard F. Rogers, Trustee Steven S. Polit

Village Government

Mount Prospect operates under the Council/Manager form of government. Under the Council/Manager form, power is concentrated in the elected Council (Board), which hires a professional Village Manager to implement its policies. The appointed Manager administers daily operations within the community, while the elected Village Mayor and Board of Trustees determine Village policy. The Village Manager serves at the pleasure of the Board and has responsibility for preparing the budget, directing day-to-day operations, hiring and firing personnel and serving as the Board's chief policy advisor.

Mount Prospect is a home rule community with authority to act independently on all legislative matters not in conflict with state or federal laws. The Village is governed by the ordinances passed by the Village Board pursuant to home rule powers.

Along with the Village Manager's Office, seven departments and divisions including the Village Clerk, Community Development, Finance, Fire, Human Services, Police and Public Works, handle the day-to-day services of the Village. The departments are staffed by professionals with the foremost training and education and are highly recognized in their respective fields.



Mayor Arlene A. Juracek

303 S. Lancaster Avenue
Mount Prospect, IL 60056
Home phone: 847/392.6839
E-mail: ajuracek@mountprospect.org

- Mount Prospect resident since 1977
- First elected to Village Board in 2007
- Elected Mayor in 2013
- Education: Illinois Institute of Technology, B.S. in Mechanical Engineering; Northwestern University, Master's in Management
- Occupation: Retired Utility Executive
- Term Expires: 2017



**Trustee
Paul Wm. Hoefert**

304 E. Evergreen Street
Mount Prospect, IL 60056
Home phone: 847/255.7295
E-mail: phoefert@mountprospect.org

- Mount Prospect resident since 1983
- First elected to Village Board in 1991
- Education: Miami University, OH, B.S. in Finance; DePaul University, M.B.A.
- Occupation: Senior Vice President and Director of Private Banking for First Midwest Bank
- Term Expires: 2019



**Trustee
John J. Matuszak**

808 S. Golfview Place
Mount Prospect, IL 60056
Home phone: 847/818.0182
E-mail: jmatuszak@mountprospect.org

- Mount Prospect resident since 1994
- First appointed to Village Board in 2008
- First elected to Village Board in 2009
- Education: Western Illinois University, B.S.; DePaul University, College of Law, J.D.
- Occupation: Civilian Attorney, U. S. Navy
- Term Expires: 2017



**Trustee
Richard F. Rogers**

1715 N. Laurel Drive
Mount Prospect, IL 60056
Home phone: 847/827.0929
E-mail: rrogers@mountprospect.org

- Mount Prospect resident since 1968
- First appointed to Village Board in 2013
- First elected to Village Board in 2015
- Education: University of Illinois at Chicago
- Occupation: President of ACM Associates, Inc.
- Term Expires: 2019



**Trustee
Steven S. Polit**

601 N. Wilshire Drive
Mount Prospect, IL 60056
Home phone: 847/394.8440
E-mail: spolit@mountprospect.org

- Mount Prospect resident since 1963
- First appointed to Village Board in 2008
- First elected to Village Board in 2009
- Education: Harper College
- Occupation: Principal of Custom Home Technology
- Term Expires: 2017



**Trustee
Colleen E. Saccotelli**

318 N. Wille Street
Mount Prospect, IL 60056
Home phone: 773/485.1471
E-mail: csaccotelli@mountprospect.org

- Mount Prospect resident since 2013
- Elected to Village Board in 2015
- Education: DePaul University, B.A. in Political Science; American University, M.A. in International Affairs
- Professional Background: Government Administration
- Term Expires: 2019



**Trustee
Michael A. Zadel**

800 S. Nawata Avenue
Mount Prospect, IL 60056
Home phone: 847/818.1067
E-mail: mzadel@mountprospect.org

- Mount Prospect resident since 1950
- First elected to Village Board in 2001
- Education: University of Michigan; Southern Illinois University
- Occupation: Retired Transportation Manager
- Term Expires: 2017

Procedures for Addressing the Village Board

- Citizens wishing to speak on an action item on the agenda will be recognized by the Mayor when that item is being considered by the Village Board.
- Citizens wishing to be heard on items not included on the formal agenda will be recognized under the agenda item entitled, "Communication and Petitions - Citizens to be Heard."
- Citizens wishing to speak will be asked to provide their name and address once they reach the podium.
- Citizens are to speak clearly into the microphone and limit their remarks to three minutes.
- Petitions or other material for Village Board members should be presented to the staff table to the right of the speaker's podium.
- Copies of the evening's agenda are available at the rear of the meeting room.

Village Board Seating Arrangement

Trustee Saccotelli	Trustee Matuszak	Trustee Hoefert	Village Manager	Mayor Juracek	Trustee Zadel	Trustee Rogers	Trustee Polit
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Audience

Consent Agenda

The primary use of a consent agenda is to streamline the approval process of the Village Board. The consent agenda helps move business along. The rules for the consent agenda, however, provide that any Village Board member or citizen can remove an item from the consent agenda for discussion at that point on the agenda.

Citizen Participation

Citizen participation in local government is actively encouraged. The boards and commissions listed below are made up of volunteers from the business and residential community. Citizens interested in volunteering for a board or commission should contact the Mayor's Office at 847/392.6000, or visit the Village's website at www.mountprospect.org and complete an application. The Appointee Application Form is listed on the website under the 'Residents' tab, and the 'Community Involvement' section.

Boards and Commissions: *Audit Committee, Board of Fire and Police Commissioners, Centennial Commission, Economic Development Commission, Finance Commission, Planning and Zoning Commission, Transportation Safety Commission, Sister Cities Commission and Special Events Commission.*