



VILLAGE OF PALATINE

FREEDOM OF INFORMATION DIRECTORY

VILLAGE CLERK'S OFFICE
200 EAST WOOD STREET
PALATINE, ILLINOIS 60067
COOK COUNTY

PHONE: 847.359.9051
FAX: 847.359.9094

JANUARY 2018

**VILLAGE OF PALATINE
ELECTED OFFICIALS**

**JIM SCHWANTZ, MAYOR
MARGARET R. DUER, VILLAGE CLERK**

TIMOTHY MILLAR	COUNCIL MEMBER-DISTRICT 1
SCOTT LAMERAND	COUNCIL MEMBER-DISTRICT 2
DOUG MYSLINSKI	COUNCIL MEMBER-DISTRICT 3
GREG SOLBERG	COUNCIL MEMBER-DISTRICT 4
KOLLIN KOZLOWSKI	COUNCIL MEMBER-DISTRICT 5
BRAD HELMS	COUNCIL MEMBER-DISTRICT 6

VILLAGE OF PALATINE

The Village of Palatine is a home rule unit, as defined in the 1970 Illinois Constitution. The Village operates by ordinance under a council-manager form of government. It has a Mayor and Village Clerk elected at large for a four-year term; six Council Members elected one from each of six districts for four-year overlapping terms. The Village Manager is appointed by the Mayor with the advice and consent of the Village Council.

The Village Council operates through a Committee of the Whole structure that includes committees for Administration Technology and Community Health; Business Finance and Budget; Community and Economic Development; Fire Policy and Community Information; Infrastructure and Environment; and Police Policy and Code Services. The Village Council and Committee of the Whole meetings are held the first, second, and third Mondays of each month at 7:00 p.m. in the Council Chambers.

The Village Manager is responsible for an organization that is divided into nine departments; Administration, Community Services, Engineering, Finance, Information Technology, Planning and Zoning, Fire Prevention, Public Works, Police, and Fire. The Village Clerk appoints a full-time Deputy Clerk. There are 331 Village employees. The Village has a total budget of \$117,452,993 (CY18). Palatine's population is 69,350.

The main offices of the Village are contained in the Community Center located at 200 East Wood Street, Palatine, Illinois, 60067. Offices at this location include the Village Manager's office, Mayor's office, and Village Clerk's office, as well as the Departments of Administration, Community Services, Engineering, Finance, Information Technology, Planning and Zoning and Fire Prevention. The Police Department is located at 595 N. Hicks Road.

The main Fire Station is located at 39 E. Colfax and houses the Fire Chief's office. The other four Fire Stations are located at 1475 N. Hicks, 220 W. Illinois Avenue, 987 E. Palatine Road and 1215 N. Quentin Road. The Public Works facility is located at 148 W. Illinois Avenue.

EXECUTIVE STAFF

REID OTTESEN	VILLAGE MANAGER
MICHAEL JACOBS	DEPUTY VILLAGE MANAGER
ALAN STOECKEL	POLICE CHIEF
SCOTT ANDERSEN	FIRE CHIEF
MATT BARRY	DIRECTOR OF PUBLIC WORKS
BEN VYVERBERG	DIRECTOR OF PLANNING & ZONING
GEORGE RUPPERT	VILLAGE ENGINEER
HARRY SPILA	DIRECTOR OF COMMUNITY SERVICES
PAUL MEHRING	DIRECTOR OF FINANCE
LARRY SCHROTH	DIRECTOR OF INFORMATION TECHNOLOGY
PAM JACKSON	DIRECTOR OF HUMAN RESOURCES
DORIS SADIK	DEPUTY CLERK

VILLAGE ATTORNEYS

ROBERT KENNY
PATRICK BRANKIN
NICHOLAS STANDIFORD

VILLAGE TREASURER

JEFFREY BOUNDY

VILLAGE PROSECUTOR

JOSEPH M. ETCHINGHAM

**HOW TO REQUEST INFORMATION AND PUBLIC RECORDS FROM
THE VILLAGE OF PALATINE**

To request public records, please complete a Freedom of Information Request form stating the specific type of records requested, including address and dates/time frame. Freedom of Information request forms are available in the Village Clerk's office and also on the Village's Website at www.palatine.il.us under Government, Village Information. Completed Freedom of Information requests should be submitted to:

Freedom of Information Officer
Village Clerk's Office
200 E. Wood St.
Palatine, IL 60067
Fax: 847-359-9094
E-Mail: DSadik@palatine.il.us

Freedom of Information requests for Police Department records should be submitted to:

Palatine Police Department
Attn: Tammy Maher, P.D. FOIA Officer
595 N. Hicks Road
Palatine, IL 60067
Fax: 847-359-9096
E-Mail: TMaher@palatine.il.us

Freedom of Information requests for Fire Department records should be submitted to:

Palatine Fire Department
Attn: Sarah McKillop, Fire Department FOIA Officer
83 E. Colfax Street
Palatine, IL 60067
Fax: 847-202-6305
E-Mail: SMckillop@palatine.il.us

Each request will be complied with or denied within five (5) working days after its receipt. The five (5) working day time limit may be extended to include an additional five (5) working days in some cases. Records will be made available for inspection and reproduction unless the records are specifically exempt under the Freedom of Information Act.

Reproduction Costs:

First 50 pages (black and white, letter or legal size): No charge
After 50 pages \$0.15 per page (black and white) \$.25 per page (color)
\$0.25 per page 11"x17" (\$.50 – color copy)
\$3.00 per page 2'x3' or larger
\$5.00 for motor vehicle accidents
\$1.00 for CD or DVD

Certification Cost: \$1.00 for certification from the Clerk's office

Business Hours: Monday through Friday, 8:00 a.m. – 5:00 p.m.

BOARDS AND COMMISSIONS

PLAN COMMISSION

DENNIS DWYER, CHAIRPERSON
CONRAD HANSEN
ERIC FRIEDMAN
PATRICK NOONAN
JANE ROBINS

RODNEY BETTENHAUSEN
ROBERT KOLOSOSKI
TERI WILLIAMS
DR. STEPHEN FEDOTA

ZONING BOARD OF APPEALS

JAN WOOD, CHAIRPERSON
BRENT LARSON
JAMES DITTRICH
THEODORE McGINN

JOHN PIROG
KEVIN CAVANAUGH
CINDY ROTH WURSTER
JERRY LUSZCZAK

FIRE & POLICE COMMISSION

ROBERT FALARDEAU
WILLIAM ROSSI
MARK FLEISCHHAUER

DANIEL NALLEN
JAMES HADER

POLICE PENSION BOARD

ROBERT BICE
CHRISTOPHER TIPPER
SAM MAKI

CAROL BRANDT
MARTY McCARTHY

BOARD OF HEALTH

JENI HUHTA
MAUREEN AUSTIN
DR. LARRY PYZIK
VITO MANOLA

BONNIE ABERLY
DR. MARIANN LEAHY
KATHLEEN WALLACE

FIRE PENSION BOARD

THOMAS KURKA
JEFFREY SULLIVAN
FREDERICK KLEEBURG

JIM BRANDT
MICHAEL MAGNUSON

LIQUOR COMMISSION

TIMOTHY MILLAR
BRAD HELMS
GREG SOLBERG
JIM SCHWANTZ

DOUG MYSLINSKI
SCOTT LAMERAND
KOLLIN KOZLOWSKI

THE VILLAGE COUNCIL SITS AS THE BOARD OF LOCAL IMPROVEMENTS.

BEAUTIFICATION COMMITTEE

CAROL BEAN
SUE ALBRO
PATRICIA FLUHLER
BARBARA KERLIN
SALLY SINACORE

SUSAN CARVER
SUE FINK
CAROL GABINER
NANCY ROBINSON