

# Form of Government

The Mayor of the City of Mount Carmel is [Joe Judge](#).

The Commissioners for the City of Mount Carmel are [Eric Ikemire](#), [Susan Zimmerman](#), [Justin Dulgar](#), [Thomas Meeks](#).

## Strong Mayor-council Form of Government

Mount Carmel has a strong mayor-council form of government. The strong-mayor form of government is headed by a mayor who chairs all meetings of the City Council. For it to be considered a strong mayor system, the mayor receives administrative authority and a significant degree of independence. He or she can appoint and dismiss staff at city hall, including department heads without consulting the city council or receiving public approval. All City Staff ultimately report to the Mayor. The Mayor serves as a city's chief executive and a city council, its legislative body work part-time, holding budget and policy-setting authority for the City. The city council adopts legislation under the city government's authority as granted by state law and allowed under the city ordinances.

The Mayor and City Council members are elected at large by popular vote for a term of four years. City Council members are not elected to a specific Council seat, and not determined geographically. City elections are held in odd numbered years every fourth year (e.g. 2015, 2019, 2023). The next city election will be held on the first Tuesday in April 2023.

## Council Meeting Dates

The City Council meets formally every other Monday at 4:00 p.m.

## Mayor-Council Responsibilities

The Mayor is responsible for the Police Department, Swimming Pool as well as the public affairs of the City. The Mayor has administrative authority, he/she appoints City Hall Staff members City Clerk, Public Works Director, City Treasurer, Comptroller, City Inspector and all department heads with the consent of the City Council.. All City Staff ultimately report to the Mayor.

Each Commissioner is responsible for their respective departments. The four departments are chosen by the commissioners with the top vote getter choosing first. The departments are: [Finances and Senior Citizens](#); [Streets, Cemeteries and Parks](#); [Fire Health and Safety, City Hall, Garbage and Civil Defense](#); and [Water and Sewer](#).

## Office of The City Clerk

The City Clerk's office provides centralized direction and leadership for the effective administration and operations of all municipal services for the City of Mount Carmel as directed by the City Council. It also serves as the focal point for the management of the City staff agencies. The City Clerk's Office prepares and submits to the City Council a balanced plan of municipal services in adherence with the policy goals and objectives established by the City Council while employing such managerial techniques as needed to assure efficient and effective utilization of the City's resources. The City Clerk is responsible for the day to day operation of the City and also serves as the Freedom of Information Officer.

### **City Budget**

There are currently 43 full-time employees and 75 part-time and seasonal workers. The operating budget for fiscal year 2023, which runs from May 1, 2022 to April 30, 2023, is \$11,970,432

### **City Budget**

## **Frequently Asked Questions**

### **Related Questions**

## **What is the difference between a resolution and an ordinance?**

A resolution is typically a non-binding expression of the City Council's values or position on an issue.

[follow link to view our Resolutions](#)

An ordinance is legislation which necessitates changes in our current laws, policies or procedures as a city, which is codified into our Code of Ordinances.

[follow link to view our Ordinances](#)

## **How does an idea become an ordinance?**

In order for an idea to become an ordinance (a law), it must proceed through a series of steps:

1. The Mayor, a Council Member, city staff, or a citizen may propose an idea to address an identified problem or issue.
2. The proposal is considered at a council meeting for further discussion and input from city staff and interested parties.
3. Investigation is done to see if there is a state statute that gives us the authority to create the specific ordinance.
  1. (65 ILCS 5/11-13-1) (from Ch. 24, par. 11-13-1) Sec. 11-13-1. Details what authorities a municipality has to make a law.
  2. If we have the authority to create the ordinance we proceed to next step.
4. A draft ordinance would then be written by the City Attorney's staff. City Staff will review the draft.
  1. Making any needed amendments to the draft ordinance.
5. The draft ordinance will then be placed on the agenda for a first reading at a scheduled Council meeting.
6. The proposed ordinance will be read in its entirety and stated that this constitutes the first reading.
  1. If council request amendments based on input to the proposed ordinance it will be sent back to the City's attorney for amendments.
7. The proposed ordinance will be placed on the agenda for the next scheduled council meeting for approval.
8. At the next council meeting the proposed ordinance will be read stating this constitutes the second reading of the proposed ordinance.
9. Council will then vote on the proposed ordinance

1. A majority of the City Council and Mayor (at least three out of the five members) must vote in favor of the proposed ordinance before it is adopted.
2. If adopted the ordinance takes effect 30 days after its adoption by the City Council.

## **What is the difference between a “first reading” ordinance and a “second reading” or “final reading” ordinance?**

Ordinances must be read once during a council meeting before the meeting at which the ordinances will be voted on.

A “first reading” ordinance is only a reading, no votes are taken.

A “second reading” or “final reading” ordinance is set for action and open for testimony at the meeting.

Resolutions do not have first and second readings, so if they are on the current agenda, they are up for a vote that night.

## **How can I place an item on the City Council Agenda?**

To request an item to be placed on the City Council agenda you must contact the City Administrator.

The City Council has provided a permanent placement at the beginning of the Agenda for citizens' request to address the Council called Public Commentary. Public Commentary is held before Business Items. Before the meeting, anyone who wishes to discuss any item including those on the agenda, must present in writing to the City Administrator / Clerk: their name, address and the subject matter on which they wish to speak. During Public Commentary, the Mayor will ask those people on the list to address the City Council. Each person will have a maximum of five minutes to speak. A person can only address the Council one time during the Public Commentary. There will be no public commentary during the Business Items, except during a Public Hearing.

## **Can I speak at a Council meeting even if my issue is not on the agenda?**

Yes. At every City Council meeting there is a public comment period before the agenda items are began. During this period, any citizen can speak before the Council on issues they wish to make public.

## **How do I find out what items are on the agenda at a regular City Council meeting?**

Because the agenda for a Council meeting is ever-changing, the actual agenda for a meeting is not final until 72 hours prior to that meeting, which is typically 5 p.m. on the Friday. Council Meetings are every other Monday at 5 p.m.

You can view the agenda by clicking the following link: [City Council](#)

## **How long is a Council Member's term? Are they full time? How much do they get paid?**

Each council member serves a four-year term. They work part-time. [Find more information about City Government Here](#)

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