VILLAGE OF MOUNT PROSPECT, ILLINOIS

PROPOSED ANNUAL BUDGET

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2017

1917 ~ 2017

VILLAGE OF MOUNT PROSPECT, ILLINOIS

PROPOSED ANNUAL BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2017

SUBMITTED BY:
MICHAEL J. CASSADY
VILLAGE MANAGER

Table of Contents

Introduction

Village Officials ..... INTRO 1

Village Governmental Organization Structure ..... INTRO 2

Budget Transmittal Letter ..... INTRO 3

Budget Message ..... INTRO 6

Long-Term Financial Policies ..... INTRO 13

Fund Balance/Net Assets Policy ..... INTRO 16

Debt Service Policy ..... INTRO 21

Long-Term Non-Financial Goals & Objectives ..... INTRO 24

Strategic Plan ..... INTRO 25

Budget Process ..... INTRO 27

Fund Descriptions ..... INTRO 32

Budget Calendar ..... INTRO 34

Budget Summaries

Total Village Budget 1

Revenues and Other Sources by Revenue Type 3

Budget Expenditures 4

Fund Summaries 8

- Revenues and Other Sources by Fund 9
- Expenditures by Fund 10
- Available Fund Balances/Net Assets – 12/31/2017 11
- Available Fund Balances/Net Assets – 12/31/2018 12

Supplemental Schedules and Graphics 13

- Real Estate Taxes – Levies, Rates & Distribution 14
- Number of Authorized Positions 17
- Personal Services 18
- Long-Term Debt 19
- Village Profile 22

Table of Contents (continued)

Revenues

Revenues and Other Sources Summary 25

Revenues and Other Sources by Revenue Type 33

Revenues and Other Sources by Fund 34

Departmental Expenditures

Expenditure Summary 53

Public Representation 57

Village Administration 65

Village Manager's Office/Legal Services 67

Village Clerk's Office 73

Human Resources Division 79

Information Technology Division 85

Communications Division 91

Finance Department 101

Community Development 115

Community Development Department 117

Community Development Block Grant (CDBG) 135

Human Services Department 143

Public Safety

Police Department 157

Fire Department 177

Public Works 193

Administration 197

Streets & Buildings Division 201

Forestry & Grounds Division 213

Engineering Division 221

Refuse Disposal Program 227

Water & Sewer Division 233

Parking Division 247

Vehicle Maintenance Division 253

Table of Contents (continued)

Non-Departmental Expenditures

Capital Improvements 259

Community Investment Program 261

Other Capital Expenditures 277

Debt Service 287

Pensions 307

Insurance and Other

Risk Management 315

Business District Fund 319

Interfund Transfers 323

Appendix

Glossary 325

VILLAGE OF MOUNT PROSPECT, ILLINOIS

2017 PROPOSED BUDGET

VILLAGE OFFICIALS

MAYOR

Arlene A. Juracek

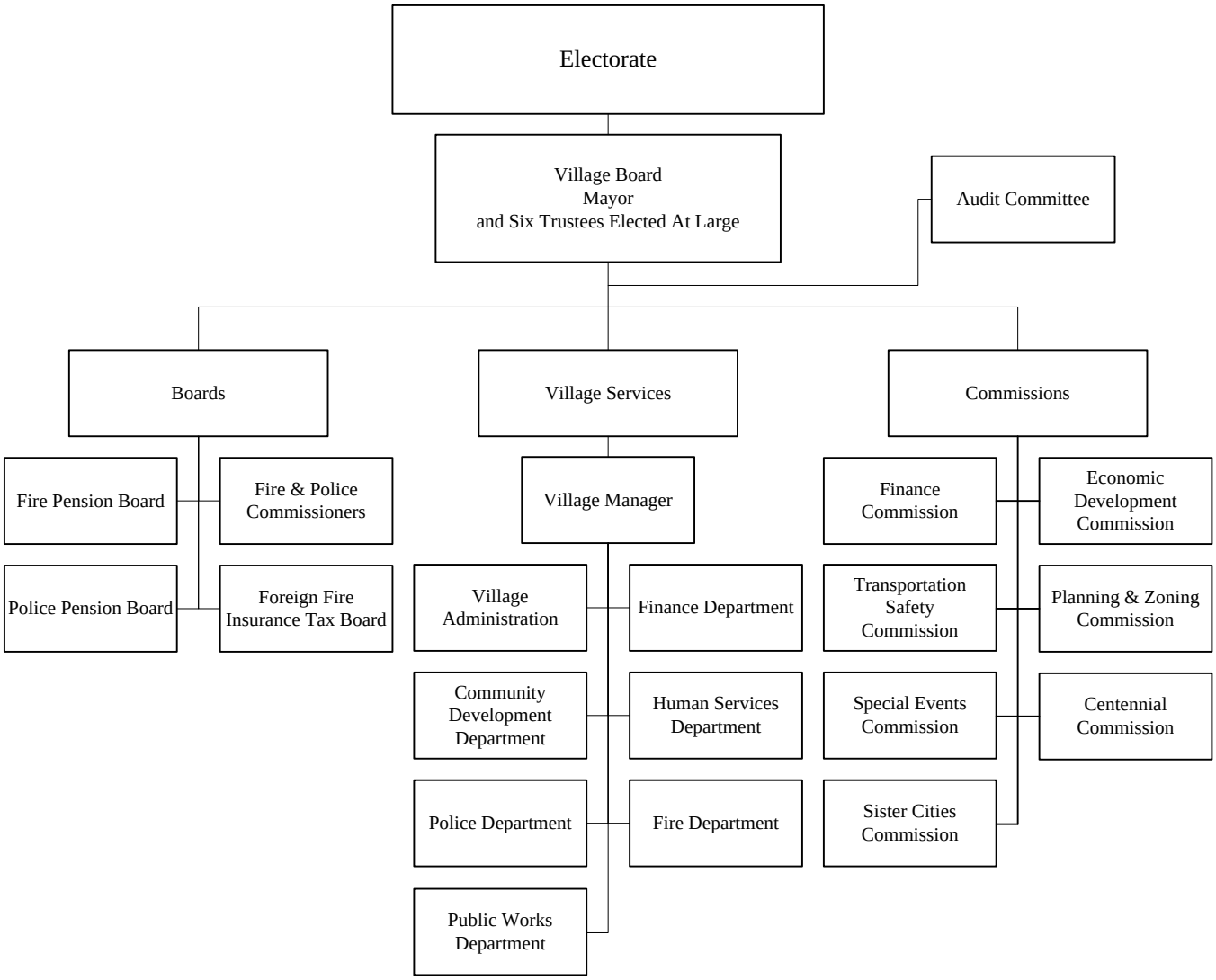
TRUSTEES

Paul Wm. Hoefert	*Richard F. Rogers*
John J. Matuszak	*Colleen E. Saccotelli*
Steven S. Polit	*Michael A. Zadel*

ADMINISTRATION

Michael J. Cassady	*Village Manager*
Nellie S. Beckner	*Assistant to the Village Manager*
M. Lisa Angell	*Village Clerk*
David O. Erb	*Finance Director/Treasurer*
William J. Cooney, Jr.	*Community Development Director*
Julie K. Kane	*Human Services Director*
Timothy Janowick	*Police Chief*
Brian Lambel	*Fire Chief*
Sean P. Dorsey	*Public Works Director*

VILLAGE OF MOUNT PROSPECT
ORGANIZATIONAL STRUCTURE



MAYOR
Arlene A. Juracek

TRUSTEES
Paul Wm. Hoefert
John J. Matuszak
Steven S. Polit
Richard F. Rogers
Colleen E. Saccotelli
Michael A. Zadel

VILLAGE MANAGER
Michael J. Cassady

VILLAGE CLERK
M. Lisa Angell

Phone: 847/392-6000
Fax: 847/392-6022
www.mountprospect.org

Village of Mount Prospect

50 South Emerson Street, Mount Prospect, Illinois 60056

September 30, 2016

Honorable President Arlene A. Juracek
Members of the Village Board of Trustees
Members of the Finance Commissioners and
Stakeholders of the Village of Mount Prospect

On behalf of our Leadership Team and Village staff, it is my pleasure to submit to the Village Board the Proposed 2017 Annual Budget for the Village of Mount Prospect. The proposed spending plan is a responsible and transparent financial plan that incorporates key policies and priorities established by the Mayor, Board of Trustees and Finance Commission. This balanced budget prioritizes key life safety and customer service initiatives that remain core to our municipal mission. This Budget supports the Goals for Vision Attainment as well as several targets for action as outlined in our Strategic Plan.

The Budget totals $112,092,139, a decrease of 4.0% from the amended 2016 Budget. The reduction is a result of the completion of several infrastructure improvement projects as part of our Community Investment Program. The reduction also takes into account the termination of the Downtown Redevelopment TIF District at December 31, 2016. The Operating Budget will see an increase of $1.6 million, or 2.4% from the 2016 Budget. The Operating Budget includes our team and service initiatives. The increase this year is driven largely by the funding of mandated public safety pension obligations.

This Annual Budget includes some changes to key revenues and fees. The Village is working to reduce our reliance on property tax revenues and we have proposed a levy that is one percent less than our 2016 projection. The Property Tax Levy was increased 2.27 percent to $18,727,573. A reserve of 1.0 percent planned for the 2016 levy intended to cover personnel expenses related to the six SAFER Firefighter-Paramedics will not be necessary as growth in existing sales tax revenues will be sufficient to support the additional staffing. This reduces the overall levy by $180,000 annually. We have also proposed an abatement of $840,000 of our Police and Fire pension obligation. To capture our pension obligations from the property tax levy would have forced a 20 percent levy increase.

An increase to the water and sewer rate of 4.0 percent is also included in this Budget to fund expanded water main replacement and sanitary sewer lining. The impact of this increase on a resident is estimated at $2.10 per month from the current utility rate. We are in the process of conducting a comprehensive review and analysis of our utility rates for water, sanitary and storm sewer. Preliminary results from the study will be available sometime after the start of 2017. A scheduled increase for refuse collection of $15.00 will NOT take place as planned as costs for this service have decreased from the prior year.

The 2017 Budget supports the Village's Strategic Plan Vision for 2030: *The Village of Mount Prospect represents the best of suburban communities – thriving, proud, diverse and connected – having a rich heritage, strong values and a timeless yet contemporary atmosphere.* The Village Board committed four evenings to develop a Strategic Plan Implementation Guide that establishes an Action Plan for projects and initiatives designed to advance the Goals for Vision Attainment initially developed in the Strategic Plan for 2020. Those Goals as prioritized for progress to 2021 are:

1. Infrastructure: Ensure sustainable public spaces, facilities and systems that match our needs, respect the natural environment and enrich the community experience.
2. Development: Sustain a balance between preservation, revitalization and growth.
3. Business: Foster a climate for innovation and entrepreneurship.
4. Commercial Business Districts: Create a unique and vibrant sense of place – contemporary, family-friendly and having a lively feel.
5. Governance: Ensure a thriving, healthy community that adapts to emerging needs and trends, stewards its resources and delivers value-defined municipal services.
6. Cultural Climate: Honor our heritage, respect our diversity, stimulate connectivity and foster a sense of community optimism.

The Implementation Guide organizes projects and initiatives by Goal and lists targets for action into Top, High and Moderate Priority. Also included in each goal are major projects and initiatives already in progress. We will update the Board on a quarterly basis of our progress on established Action Agenda priorities. Several of the priorities still require funding decisions by the Board.

Our skills in adaptive leadership will continue to be tested by a State of Illinois government that remains in political gridlock. Each session there are dozens of bills sponsored by legislators from both parties as well as the Governor that claw back at local government revenues or restrict property tax increases. This budget includes a multi-step contingency plan that can be implemented to address State of Illinois deficit spending over the last decade.

The multi-step plan provides for increasing levels of response to loss of revenue depending upon the timing and severity of cuts imposed by the State. A listing of the steps taken in response to revenue loss, in order of least to most significant, are:

1. Eliminate or defer capital projects/purchases.
2. Reduce funding (lease payments) of computer and vehicle replacement programs.
3. Institute a freeze or reduction in commodity, contractual service and supply accounts, where possible.
4. Review catalog of programs and services provided by the village.
5. Review of staffing levels.

In summary, the financial position of the Village is very strong. Reserve levels have continued to rise post-recession the result of modest revenue growth and responsible spending plans. Total available balances at December 31, 2016 are projected to be $37.6 million. These are the funds available to support ongoing operations. Of this amount, $17.8 million are reserve balances in the General Fund, the Village's main operating budget. General Fund fund balance as a percent of 2017 expenditures is 33.9 percent. The Village's fund balance policy sets as a guideline a reserve level of between 20.0 and 30.0 percent. Strong reserves and annual budgets that are balanced are two factors contributing to the strong bond rating Standard & Poor's has assigned to Village debt (AA+).

The total Village budget for 2018 is $115,291,054. This is an increase of 2.9 percent from the prior year. The modest increase from the prior year is due to a return to a more typical capital program and controlled spending elsewhere in the budget. The General Fund budget for 2018 is projected at $53,846,102. This is an increase of 2.3 percent from the prior year. A slight deficit of $23,556 is projected in the General Fund for 2018. General Fund fund balance is expected to start the year at $18.0 million, or 33.5 percent of 2018 expenditures. The projected property tax increase for 2017 (payable in 2018) is 4.37 percent.

I would like to thank Team Finance for their efforts in transforming this budget document this year. The outstanding efforts by Director of Finance David Erb, Assistant Finance Director Lynn Jarog, Accounting Supervisor Michael Grochocki and Accountant Nancy Warnock have resulted in a responsible and understandable financial plan. I am very appreciative of the efforts of our Leadership Team for their bottom line focus and eye on exceptional customer service and value creation. Finally, I thank Mayor Juracek and the Board of Trustees for their insightful financial contributions and commitment to strategic planning as a way to make our community Vision for 2030 and beyond a reality.

Sincerely,

Michael J. Cassady
Village Manager

BUDGET MESSAGE

Development of Mount Prospect's annual budget is the single, most important administrative responsibility of the Village's management team. At a primary level, the Budget document represents the Village's plan for expected expenditures over the coming fiscal year and identifies the means by which those expenditures will be financed. At a higher level, the annual Budget should be reviewed as a continuation of the larger long-range strategy to maintain Mount Prospect's strong financial condition; core to this strategy is the Village's ability to finance the desired level of service on a continuing basis.

To implement that broader strategy there are a number of critical factors which must be constantly monitored, reviewed and acted upon. Those factors include the Village's ability to: (1) maintain desired levels of services; (2) provide a reliable and equitable means of funding those services; (3) withstand local, regional and national economic fluctuations and (4) meet the demands of natural growth, decline and change. It is within this broad strategy that the annual Budget must be considered.

The Budget process itself represents an opportunity to not only review the Village's present financial condition but also to influence its future condition through the intense planning and oversight that goes into the preparation of the document. The planning process includes:

- Establishing which services will be provided and at what levels. Inherent in that discussion is identifying core/critical mission services and programs.
- Determining the most effective and efficient way to provide those services; including the propriety of contracting out, eliminating or combining departments, services and programs.
- Providing adequate personnel, supplies and equipment to achieve expected results.
- Defining the scope and timing of major projects.
- Identifying the revenues necessary to fund the services to be provided.

Oversight comes through scrutiny of the proposed Budget by the Village's elected officials and Finance Commission in the context of policy determinations arrived at over the course of the previous year and the Village's own internal controls. The decisions made during this planning and oversight process will necessarily have a profound effect on the Village's future direction particularly when viewed in the context of the four factors identified previously. The four factors present constant challenges and diligent oversight as part of every budget process, including the 2017 Budget.

A FEW WORDS ABOUT THE BUDGET

The following points are offered to provide background and insight into the Budget preparation process and the philosophy employed therein:

The 2017 Budget coincides with the **calendar year**. It also includes a **Forecast Expenditure Plan** for the following year-2018. Both of these features continue to prove helpful in planning for and bidding out capital projects, determining with greater accuracy property tax levy requirements and, in general, making the Budget documents a more useful planning tool. Greater emphasis is given to the forecast budget to improve planning for the next budget cycle. This additional scrutiny to the forecast budget required departments to provide additional detail as to what projected projects and costs are most likely to impact the forecast budget instead of a standard across-the-board percentage increase for budgeting purposes.

We continue to approach the Budget with the philosophy of creating **"cost centers"** as a way of accurately reflecting the cost of doing business. For the most part, these cost centers are department-based so that when looking at a particular department's budget; i.e., Police, one gets a true picture of the cost of providing Police services to the residents and businesses of Mount Prospect.

A critical element of this budgeting philosophy is the use of **"lease payments"** (transfers between funds treated as "quasi-external transactions" for budgeting and accounting purposes). Lease payments recognize that departments have needs, on a continuing basis, for certain essential capital equipment such as computer replacement, vehicle replacement as well as ongoing vehicle maintenance. These lease payments (which are recorded as expenses to each department) over time will

BUDGET MESSAGE

provide the cash necessary to fund the expense and eventual replacement of such items. During lean budget years, years in which revenues experienced significant declines, the vehicle and/or computer lease payments were not fully funded to help balance the budget. In addition, the replacement life expectancy of vehicles and computer equipment were reviewed and adjusted that resulted in fiscal relief to the annual budget. The Village Board has a **fund balance policy** in place to govern both spending and fund balance levels for all operating and capital funds. This policy is designed to ensure that adequate revenues are available on an annual basis to fund essential projects. It also provides for building and maintaining an adequate fund balance that provides both a safety net during lean times and flexibility to address unforeseen needs.

The 2016 year-end estimate for the General Fund projects a surplus of $0.8 million. General Fund unassigned reserves are estimated to total $17,847,294 reserves will be 33.9% at December 31, 2016. It is the Village Board's desire to maintain a 25% General Fund reserve (of the subsequent year General Fund expenditures).

The Village Strategic Plan for 2020 was completed in early 2015. The Goals for Visions Attainment in the plan include the following:

1. ***Governance***: Ensure a thriving, healthy community that adapts to emerging needs and trends, stewards its resources and delivers value-defined municipal services.
2. ***Cultural Climate***: Honor our heritage, respect our diversity, stimulate connectivity and foster a sense of community optimism.
3. ***Infrastructure***: Ensure sustainable public spaces, facilities and systems that match our needs, respect the natural environment and enrich the community experience.
4. ***Business***: Foster a climate for innovation and entrepreneurship.
5. ***Commercial Business Districts***: Create a unique and vibrant sense of place – contemporary, family-friendly and having a lively feel.
6. ***Development***: Sustain a balance between preservation, revitalization and growth.

Details of the strategic plan can be found in the Long-term Non-financial Goals & Objectives narrative found in the Introduction section of the budget. Select strategic goals are also referenced in the respective department narratives showing the departmental activities supporting those goals. Future budgets will continue to incorporate the strategic goals fully into the budget process through results measurement.

2016 DEPARTMENT ACTVITIES

Select activity of note is included in the following sections. Many of these efforts address the Village's Strategic Plan for 2020 and its Goals for Vision attainment.

Community Development:
Received national awards from International Economic Development Council (IEDC) for Mount Prospect Entrepreneur's Initiative and Business Resource Guide efforts.

Amended sections of Chapters 14 and 15 of the Village Code to include a site plan review process, downtown design guidelines, updated land use table, and revised transitional setback requirements in the B5 and B5C Districts. Completed significant amendments of the zoning ordinance (Chapter 14), sign regulations (Chapter 7), and related Village Code sections in Chapters 15, 16, and 21 to reflect current Village policies and keep the documents current with national codes.

Continued working with the Regional Transportation Authority (RTA) and Teska Associates to develop the Rand Road Corridor Plan. The plan will serve as an update to the Village's existing Rand Road Corridor Plan and will reassess the corridor to address three main goals related to all forms of transportation. Plan will be presented to the Village Board for their consideration and approval in the fourth quarter of 2016.

Continued the business retention visits, focusing on some of the major employers in the Village including Costco, Cummins-Allison, and CVS Caremark.

Worked with business owners, property owners and commercial brokers in the Kensington Business Center (KBC) to address vacancies and aesthetics within the park. The overall vacancy rate dropped to 9% within the park.

BUDGET MESSAGE

Supported a Class 7C property tax incentive for the conversion of a former office/warehouse space into an ice arena at 1501 Feehanville Drive. This property had been vacant for over 5 years and will be a major regional draw for the community.

The Village welcomed the following new businesses during 2016. Sam's Beauty Supply, Northland Laboratories and Mount Prospect Ice Arena as new tenants in the KBC. National Technical Systems as a new tenant at 1660 Wall Street, which underwent significant investment at their facility. Public storage facility in the former Hinz Lithogaph building at 1750 W. Central Road, which underwent significant improvements including interior remodeling and a 3rd floor building addition. Several new restaurant tenants in Randhurst Village including Smokey Bones, Truco Taqueria and Outback Steakhouse.

Actively worked with developers to redevelop the site formerly occupied by McDonald's Restaurant into a two-unit commercial building anchored by Potbelly's Restaurant.

Approved conditional use permits for Starbuck's and Andy's Custard to develop drive-through restaurants along Rand Road.

Continued discussions with the owners of the Golf Plaza II shopping center regarding the redevelopment and expansion of the shopping center.

Initiated the process to disband existing Tax Increment Financing (TIF) District and create new TIF District that would expand the benefitting area to the south, east and west of the existing District.

Completed site demolition and environmental abatement of the Central Plaza shopping center located at the northwest corner of Central Road and Main Street. Proceeded with final steps in court to recover demolition costs by foreclosing on the property. A Request for Proposals was initiated to solicit development proposals for the property.

Construction is underway of the Mount Prospect Station development along Northwest Highway. Occupancy is expected the second quarter of 2017 for the Dunkin Donuts anchored center.

Completed annexations of certain property along the Illinois Tollway Authority (I-90), Lynn Court, Addison Court, and properties located on Malmo Drive, Nordic Road and Algonquin Road on the south side of the Village.

Continued open dialogue with United Airlines regarding the annexation and redevelopment of their former office headquarters along Algonquin Road.

Continued to actively work with new owners of existing multi-family residential developments on their significant reinvestment projects, included major renovations of units at Mount Prospect Greens, Residences of 1450 & 1550, and Forest Cove.

Human Services Department:
The Human Services Department has remained committed to improving the health and well-being of the residents of Mount Prospect in 2016. The Department offers both nursing and social services to residents of the community. Youth programming during 2016 included a Play and Learn program for preschool age children and a program for 7th and 8th grade students which started in the summer with a book club and will continue throughout the school year with field trips to the high school for various events. Adults learning English as a second language come to the Conversations in English program to practice their English language skills with other residents and staff. Residents managing diabetes attend the Diabetes support group on a monthly basis and seniors wishing to maintain wellness through regular physical activity can walk with the Public Health Nurse and a Medical Reserve Corp volunteer year round.

In addition to programming, Human Services staff have assisted residents throughout the year with direct services including nursing, case management, counseling, court advocacy and crisis intervention services. Residents in need have also received emergency financial, food pantry and medical lending closet assistance. The Department provided an extra bag of food to families with children who qualify for the free/reduced lunch program over the summer months this year.

Training for Department staff has continued to be a priority in 2016. Training that various staff members have received during 2016 include training on Social Security benefits, Medicare and Medicaid, Mental

BUDGET MESSAGE

Health, Cultural Competency, Ethics, Domestic Violence and Elder Law. All Department staff participated in Red Cross Shelter Operations Training as we continue to focus on emergency preparedness.

The Human Services Department is now on Facebook through the Community Connections Center Page. Residents can access information about department programming through the Village web page and the Departments' Facebook page.

Finance Department:
The Finance Department continued to meet the goals and strategies set forth in the Strategic Plan for 2020. The primary focus of the department's activities were in the areas of fiscal health, quality service and developing and maintaining relationships, all components of the Governance goal for vision attainment.

Accomplishments in the area of fiscal health include the efficient and effective management of Village resources and the timely communication of results of operation the Village Board and Manager's Office for use in decision making. Monthly financial and cash management reports were provided for both internal and external use. The annual audit was completed within the required timeline and all regulatory filings were made. The annual audit received an unqualified opinion which is an independent auditor's judgment that the Village's financial records and statements are fairly and appropriately presented, and in accordance with Generally Accepted Accounting Principles (GAAP).

Both the annual audit report (CAFR) and annual budget documents received the Government Finance Officer Association awards for report preparation. The goal of these programs is to ensure that users of the financial statements have the information they need to assess the fiscal health of the organization.

Quality service was also a focus during 2016. The department continued to look for opportunities improve service to both the internal and external customer. The department conducted employee training sessions for Accounts Payable, Purchasing and Annual Budget using the Village ERP financial Software. Also, a new numbering system was put in place for servicing the customer in a more efficient manner resulting in shorter wait times during peak front counter business periods such as experienced during vehicle sticker season.

Staff attended numerous conferences, seminars and workshops with an opportunity to grow professionally and to strengthen relationships with peers. This practice has allowed staff to return from these trainings with best practice ideas we can consider implementing within the Village. Cash management, reporting and communication are areas that have benefitted from the expanded professional development efforts.

Police Department:
The Police Department continued meeting its mission of providing quality law enforcement services to our citizens with pride, integrity, and professionalism. The Crime Prevention Unit further expanded the Department's presence on social media, actively disseminating pertinent information on Facebook, Twitter, and YouTube through a series of public service messages. The Department continued to engage the community with its signature events including the Citizen's Police Academy, "Kickin' it with the Cops," National Night Out, as well as by hosting a community pool party. The Police Department also continued its community outreach initiatives through its participation in the Special Olympics annual "Cop on Top" and Torch Run events.

The Department hired two (2) new full-time Community Service Officers and two (2) new part-time Community Service Officers as approved by the Village Board. The Police Department began transitioning to beat assignments where patrol officers were permanently assigned to each of the Village's six (6) police beats with a focus on community policing initiatives that advance community engagement and produce favorable performance outcomes for the Mount Prospect community. An extensive policy review was conducted to ensure the department's policies meet contempory needs and standards as part of the Illinois Law Enforcement Accreditation Program (ILEAP). Process improvements were implemented by utilizing an electronic reporting system and a SharePoint program to more efficiently manage workflows within the agency. The Department continued its focus on the career development of its personnel, providing core law enforcement training to line officers, cutting-edge training in specialized areas such as crisis intervention training (CIT), and advanced management training for the Department's leadership team.

BUDGET MESSAGE

Fire Department:
Six firefighters were sworn in on January 5th after being hired with funds awarded from the SAFER Grant. In March, the Fire Chief and Deputy Chief were sworn in along with four new Lieutenants. Our Automatic Aid Agreement with Prospect Heights was reinstated and we signed our first agreement with Village of Elk Grove. These agreements filled two voids that existed with neighboring communities. We now have Automatic Aid with all communities that border the Village of Mount Prospect. As a result, we increased Fire and EMS response in our community. In addition, these departments participated in live fire training and general familiarization of our departments in response to the new agreements.

The department also reinstated their membership with NIPSTA (Northeastern Illinois Public Safety Training Academy). This membership has given us access to numerous certified classes and hands-on training. To date, firefighters have completed over 64 certified classes to enhance their skills.

We began developing an Active Shooter protocol in 2015. We are pleased to say that the ballistic gear has been purchased and plans to roll out the program in the first quarter of 2017 are underway. Our accreditation process has begun and will define the Fire Department's future when completed. In her short time here, our new EMS Coordinator has relicensed 20 paramedics, assisted six new hires in gaining system entry into the Northwest Community EMS system, and certified 45 paramedics to the Advanced Cardiac Life Support certification.

In May, over 2000 Mount Prospect children attended our 36th annual Children's Fire and Safety Festival. Bi-lingual lessons were introduced this year in both Spanish and Polish. Finally, the Fire Prevention Bureau partnered with Oberweis to offer programs geared toward older adults in the community.

Public Works:
The Village's Street Improvement Program completed the resurfacing of 6.5 miles of local streets during 2016. A streets funding plan approved in 2013 allows the Village to keep pace with the annual program. All local streets within the village would be resurfaced over a 20-year period under the current program avoiding the need for the more costly full street reconstruction project. In addition, staff completed extensive sidewalk improvement programs including installation of new sidewalks on Camp McDonald Road and Lonnquist Boulevard along with sidewalk replacements facilitated by the Cost Share and Community Development Block Grant sidewalk improvement programs. The final phase of the Kensington Business Center jogging path was also completed in 2016 which included replacement and widening of the existing path, replacement of light fixtures, as well as the installation of new signage and exercise equipment. Phase 1 of the Bike Path signage installation project was also completed along with Phase 1 of the emergency vehicle pre-emption device replacement project.

The Village completed installation of relief storm sewers on LaVergne and Catalpa. Staff also increased the capacity of existing sewers in the Palm and Cherrywood neighborhood. These projects were the last remaining projects identified in the 2011 Village Flood Study and, along with the Isabella sewer improvements, Hatlen Heights storm sewer improvements and the Lonnquist area combined sewer improvements, culminated almost $14 million worth of stormwater improvements during the last three (3) years.

2015 saw significant activity of the village's Urban Forest. The department received Growth Award for the 14th time. Staff completed scheduled tree trimming of approximately 4,331 trees maintaining the Village's five (5) year tree trimming cycle. There were 650 unhealthy trees removed in a timely manner avoiding costly private property damage from falling branches. The department also planted 1,100 trees of varying species to maintain a diversified urban forest; the largest tree planting project ever completed. Planted approximately 9,900 flowers, ongoing management of landscape maintenance and turf mowing contracts. Mount Prospect was also recognized as a Tree City USA community by the National Arbor Day Foundation for the 31st consecutive year.

Work performed on the village's Water and Sewer System included replacement of the failed roof on the 2 million gallon welded steel ground-level finished water storage reservoir adjacent to Booster Pumping Station 17. Staff also completed the replacement of approximately 800 lineal feet of water main during the year which included the upsizing of water main along Whitegate Drive utilizing an innovate directional drilling technique in lieu of conventional open cut

BUDGET MESSAGE

excavation. The department also completed the first phase of approximately $15 million worth of improvements identified in the 2015 Combined Sewer System Evaluation study which included lining and rehabilitation of over 8,000 lineal feet of combined sewer pipe; the department's largest single lining project to date. The department also replaced the 30+ year old William Street sewer pumping station and initiated Successful completed the installation of emergency standby power for Water Booster Station 11. Also completed the first year of extensive separate sanitary sewer maintenance and reporting activities required by the Metropolitan Water Reclamation District of Greater Chicago's (MWRDGC) new Inflow and Infiltration Compliance Program.

Streets and Buildings replaced the main garage roof at the Public Works Facility, constructed a 5,500 ton salt dome, cleaned over 4,000 miles of Village streets, and inspected over 70,000 lineal feet of storm sewer mains. Crews also initiated a commuter parking permit system and installed eight (8) automated parking machines that allow commuters to utilize commercial credit cards and mobile phone applications for payment. In addition, a comprehensive streetlight inventory was completed and corridor streetlight evaluation study was performed identifying almost $17 million worth of streetlighting improvements along major thoroughfares. Public Works also initiated participation in the MWRDGC rain barrel program facilitating the delivery of over 2,598 free rain barrels to 1,270 Mount Prospect properties.

All Public Works divisions have continued to perform extremely well and deliver high quality services during the economic recovery period and reaching out to keep the community informed through the continual evolution of our cable television channels, web site, newsletter, numerous publications, local newspaper press releases, and the use of social media venues. In 2016, Public Works launched Facebook and Twitter social media platforms. Staff also developed and distributed two (2) printed newsletters mailed to all Mount Prospect residents containing detailed information on expansive Public Works programs such as refuse and recycling guidelines.

2017 BUDGET

The 2017 Budget represents the Village's plan for expected expenditures over the coming year and identifies the means by which those expenditures will be funded. **The General Fund Budget, as presented, is showing a surplus of $185,085 and totals $52,653,510.** The 2017 forecast budget for the General Fund in the 2016 Budget cycle originally anticipated a slight surplus of $42,701.

Items of note regarding the **2017 Budget** include:

- The total Budget represents a 4.0% decrease from the amended 2016 Budget and totals $112,092,139. The General Fund increased $2,743,068 or 5.5% from the prior year. The Village's Operating Budget (the part which funds the Village's day-to-day operations) shows an increase of 2.4% and totals $69,993,395. The Operating Budget includes General Fund expenditures as well as refuse disposal, water and sewer service, and various special revenue activities.

- Projected revenue for the entire Village Budget is $116,837,422. Total projected expenditures are $112,092,139. The surplus in revenues *versus* expenditures reflected for 2017 can be attributed to interest earnings on the portfolios of the police and fire pension funds.

- Total revenues and other financing sources are estimated at $116,837,422. This represents an increase from the prior year's amended budget of 1.6%. The lower than typical annual increase was due to the elimination of the Downtown Redevelopment TIF District. Excluding this item, the increase is approximately 4.3%, more in line with prior years.

- The proposed increase in the 2016 **Property Tax Levy** (payable in 2017) is 2.27% for a total levy of $18,727,573. The levy is allocated towards public safety (police and fire protection), debt service and public safety pensions. The portion of the levy allocated towards public safety-protection was held flat while the portion of the tax levy allocated for debt service on municipal debt increased just 0.5%. The portion of the levy attributable to the payment of debt service is at 12.4% of the total levy. This ratio declined from the prior year's level of 12.6%. This low level relative to the remainder of the levy along with strong fund balances, and a diversified revenue base, reflects favorably with bond rating agencies. The increase to the portion of the levy allocated to pensions was $403,449 or 7.0% from

BUDGET MESSAGE

the prior year. It is important to note that the levy for pensions is being subsidized using general funds totaling $840,000.

- Personal service costs in 2017 are estimated to be $45,275,500, an increase of 4.3% from 2016. A 2.0% wage increase is included in the budget for all non-union employees and collectively bargained groups. The increase from the prior year was driven by an increase to public safety pensions. Total contributions increased roughly 21.5% from the prior year.The Village provides pension benefits for all eligible employees through the Police Pension Fund, the Fire Pension Fund or the Illinois Municipal Retirement Fund.

- During 2016, the Village successfully annexed unincorporated areas along the southern edge of its corporate boundaries in an effort to even out service delivery to this part of the community and grow its property tax base It is expected that these efforts will help ensure an equitable and consistent revenue base for financing Village services in the future. The total EAV of the annexaton areas is approximately $50 million. This will increase the total EAV of the Village by 3.7% to $1.4 billion. The affect of the annexation reduces the overall village tax rate. For comparison purposes, the 2015 tax rate would decrease from 1.352 to 1.304 from the additional EAV. A reduction in the 2016 tax rate for taxes payable in 2017 is also expected to be lower as a result of the annexations.

- The Police and Fire Pension Funds are established by state statute, but are administered locally in compliance with those statutes. IMRF is a state-wide retirement plan for non-sworn municipal employees, who work 1,000 hours or more. All employees other than sworn Police and Fire personnel are also covered by Social Security. In an effort to address the cost of providing public employee pensions, a second tier of pension benefits for employees covered by both the downstate Police and Fire Pensions and IMRF was created and approved by the state legislature to be effective January 1, 2011.

  Contributions for the Police and Fire Pension increased 19.1% and 23.8% respectively. Funding for pensions has typically come from the property tax levy. Due to the large increase for 2016, the Village Board has elected to phase in the increase using general revenues. This allowed the levy increase for public safety pensions to be limited to 7.0%.

  The IMRF employer rate for pensions for 2017 is 11.2%. This is a **decrease** from the prior year's rate of 11.88%.

- The Capital Budget decreased $7.6 million or 34.2% from the prior year and totals 14,667,487. Ongoing projects such as street improvement, flood control and water system improvements are included in this total. The decrease is due to the anticipated completion of water and sewer, and flood control projects and the termination of the existing Downtown TIF District.

- The Water and Sewer Fund budget for 2017 has **decreased $1,432,848** from the prior year to $15,747,542. The original 2016 budget was amended to $17,180,390 as a result of carryover capital projects. Projects planned for 2017 include 315,000 for tank repairs, $650,000 for water main replacement $550,000 for sewer main replacement, $350,000 for lift station improvements and 313,250 for other water/sewer system improvements. A 4.0% water rate increase (per plan) is included in this Budget.

2018 FORECAST

The 2018 Forecast Budget is currently showing total projected expenditures of $115,291,054. This represents a 2.9% increase from the 2017 Proposed Budget. General Fund expenditures for 2018 are forecast to increase 1.2 million or 2.3% and total $53.8 million. **The 2017 General Fund Forecast Budget, as presented, is currently showing a slight deficit of $23,556.**

The projected Property Tax increase for the 2017 Levy year (2018 Budget) is 4.37% with the portion allocated for police and fire protection being held flat while the portion for debt service on municipal debt increased $112,246. The projected increase to the portion of the levy allocated to public safety increased 11.5%.

LONG-TERM FINANCIAL POLICIES

In its budgeting activities, the Village seeks to adhere to defined long-term financial polices. These policies are designed to provide a general framework for which to make budgetary and programmatic decisions while maintaining the Village's solid financial condition. These policies have been formally adopted by the Village Board and cover three (3) specific categories:

Revenues
Expenditures
Financial Planning

The policies were developed in accordance with the Government Finance Officers Association's (GFOA) *Recommended Practices* for Budgeting and Fiscal Policy.

The Village maintains the following long-term financial policies for revenues:

Maintain a diversified revenue structure. It is the desire of the Village to create and maintain a well diversified revenue structure to reduce the impact to operations resulting from a shortfall in a single revenue source. Any surplus in general Village revenue not allocated to the annual operating budget is subsequently committed to support expenditures for capital items such as infrastructure and equipment.

Five-year projections for revenues of major operating and capital funds. The Village will perform five-year revenue projections for several major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control, Water & Sewer and the Village's two (2) Parking Funds. The projections are updated annually as part of the *Five-Year Community Investment Program* document.

Limited reliance on property tax revenue. Even though the Village is a home rule community and not restricted in its annual levy of taxes, the governing Board has set as an objective to limit the annual increase to 1) changes in the amount needed to support annual principal and interest payments on General Obligation debt, and 2) changes in the annual tax levy requirement (as prepared by licensed actuary) for funding public safety pensions. The Village Board has discontinued the practice of following a set range for the annual increase. Previously, that range was 3.5% - 5.0%. This new approach will work to reduce the Village's dependence on a single source of revenue and prevent an overburdening property owners.

Setting of fees and user charges. The Village will set user fees for each enterprise fund (e.g., Water & Sewer) and funds supported by a dedicated funding source sufficient to support ongoing operations. This includes annual operating expenses and capital expenditures funded by debt service or on a pay as you go basis.

Use of one-time revenues. The Village will not allocate one-time revenues towards the funding of continuing operating expenses. Any one-time revenue (e.g., sale of village property) will be used to fund a one-time capital expenditure.

The Village maintains the following long-term financial policies for expenditures:

Annual budget with budget forecast. The Village will prepare an annual budget document detailing approved expenses in year one along with a budget forecast for year two to help better project budget needs into the future.

Maintain the General Fund fund balance at 20% - 30% of subsequent year budgeted expenditures. An adequate level of fund balance is essential to reduce potential current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates.

Maintain the fund balance of each debt service fund supported by property taxes at an amount equal to the next year's interest payment. Due to the timing of the receipt of property taxes, it will be necessary to maintain sufficient funds on hand to ensure the timely payment of debt service.

Maintain the fund balance of each debt service fund supported by alternative revenues (property tax increment and home-rule sales tax) at 50% of the next year's principal and interest requirements. Alternate revenue streams for debt service are not as reliable as revenue streams supported by property taxes. As such, it is prudent for the Village to maintain a higher level of fund balance for these debt service funds than those supported by property taxes.

LONG-TERM FINANCIAL POLICIES

Expenditure categories. The Village will maintain expenditure categories according to GAAP and state statute and other applicable regulations.

Five-year projections for expenses of major operating and capital funds. The Village will perform five-year expenditure projections for several major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control, Water & Sewer and the Village's two (2) Parking Funds. The projections are updated annually as part of the *Five-Year Community Investment Program* document.

Capital programming. The annual budget along with the five-year community investment program shall provide sufficient support for the Village-wide capital program.

The Village maintains the following long-term financial policies for financial planning:

Maintain a balanced General Fund budget except for planned draw-downs of the fund balance when the fund balance exceeds the 30% target. In an effort to maintain fund balance at the policy benchmark, a commitment to a balanced budget under normal business conditions is necessary. The balanced budget shows prudent use of the Village's resources and helps instill a confidence in the public eye of the governing Board and management staff. A ***balanced budget*** is defined as a budget where estimated revenues equal estimated expenses during a single fiscal period.

Continue to include a forecast budget in the annual operating budget. (The forecast budget is a projection of the operating budget for the year after the budget year.) The forecast expenditure plan proves helpful in planning for and bidding out capital projects, determining with greater accuracy property tax levy requirements and, in general, making the Budget document more useful as a planning tool.

Set annual contribution for Police Pension and Fire Pension at 100% of actuarially determined annual levy requirement. The Public Act 096-1495 tax levy requirement is determined as the annual contribution necessary to fund the normal cost, plus the amount to amortize the excess (if any) of ninety percent (90%) of the accrued liability over the actuarial value of assets as a level percentage of payroll over a thirty (30) year period which commenced in 2011, plus an adjustment for interest. In order to comply with this state statute, the Village Board has committed to funding the pension funds at 100% of the annual tax levy requirement. Funding is derived, primarily, from the property tax levy which has specific components of the levy dedicated for this purpose. Funding can exceed the annual levy requirement from this and other sources when available.

Update the five-year Community Investment Program on an annual basis. The development of the community investment program is a prelude to the work on the annual budget. It addresses the need for replacement, upgrade, and expansion of infrastructure and other long-lived assets. Since capital projects are often large dollar amounts and will impact the operating budget, it is imperative to be able to have a long-term plan for funding requirements.

Update the five-year operating financial forecast on an annual basis. The long-term perspective helps the Village foresee both future capital and operating needs and the demand for funds which they create. Revenue shortfalls are identified and spawn the development of separate long-term funding plans.

Debt administration. The Village will limit long-term borrowing to capital projects that cannot be supported by current revenues. When possible, capital projects will be funded on a *"pay as you go"* basis. Every effort will be made to improve the Village's bond rating by maintaining a solid financial history and following recommendations for improvement from financial advisors and bond rating agencies. The Village maintains a Debt Service Policy implemented in 2009 that guides the decision-making process of its elected officials.

Annual review and utilization of fund balance. The Village will conduct a review of all fund balances during the annual budget process. Should unassigned balances fall below the recommended level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level. Excess surplus fund balance will be utilized according to the Village's fund balance policy. A copy of the fund balance/net assets policy is included next in the introduction section of this document.

LONG-TERM FINANCIAL POLICIES

The Village will continue to evaluate its long-term financial policies and make additions and modifications as necessary. The Village's existing fund balance policy incorporate elements of GASB Statement No. 54. In addition to establishing minimum fund balance levels for all funds, the policy includes direction as to the disposition of the surplus fund balance as well as remedies for returning fund balance to the minimum level if deficient. A copy of this policy is included immediately following this section. Following the Fund Balance/Net Assets Policy in the Introduction Section of this document is the Village's comprehensive Debt Service Policy.

FUND BALANCE/NET ASSETS POLICY

Purpose

A Fund Balance/Net Assets Policy establishes a minimum level at which the projected end-of-year fund balance/net assets must observe, as a result of the constraints imposed upon the resources reported by the governmental and proprietary funds. This policy is established to provide financial stability, cash flow for operations, and the assurance that the Village of Mount Prospect will be able to respond to emergencies with fiscal strength. More detailed fund balance financial reporting and the increased disclosures will aid the user of the financial statements in understanding the availability of resources.

It is the Village's philosophy to support long-term financial strategies, where fiscal sustainability is its first priority, while also building funds for future growth. It is essential to maintain adequate levels of fund balance/net assets to mitigate current and future risks and to maintain a stable tax rate. Fund balance/net asset levels are also crucial in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance/net assets and unassigned fund balance in the General Fund to evaluate the Government's continued creditworthiness.

Definitions

Governmental Funds

The fund balance will be composed of three primary categories:

Nonspendable Fund Balance – portion of a Governmental Fund's fund balance that is not available to be spent, either in the short-term or long-term, or through legal restrictions (e.g., inventories, prepaid items, land held for resale and endowments).

Restricted Fund Balance – portion of a Governmental Fund's fund balance that is subject to external enforceable legal restrictions (e.g., grantor, contributor and property tax levies).

Unrestricted Fund Balance – is made up of three components:

Committed Fund Balance – the portion of a Governmental Fund's fund balance with self-imposed constraints or limitations that have been placed at the highest level of decision making through formal Board action. The same action is required to remove the commitment of fund balance.

Assigned Fund Balance – the portion of a Governmental Fund's fund balance to denote an intended use of resources but with no formal Board action.

Unassigned Fund Balance – available expendable financial resources in a governmental fund that are not the object of tentative management plans.

Some funds are funded by a variety of resources, including both restricted and unrestricted (committed, assigned and unassigned). The Government assumes that the order of spending fund balance is as follows: restricted, committed, assigned, unassigned.

Proprietary Funds

Proprietary funds include enterprise and internal service funds. The net assets will be composed of three primary categories:

Invested in Capital Assets, Net of Related Debt – portion of a proprietary fund's net assets that reflects the fund's net investment in capital assets less any amount of outstanding debt related to the purchase/acquisition of said capital assets. Related debt, for this purpose, includes the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of capital assets of the Government.

Restricted Net Assets – portion of a proprietary fund's net assets that are subject to external enforceable legal restrictions (e.g., grantor, contributor and bond covenants).

Unrestricted Net Assets – portion of a proprietary fund's net assets that is neither restricted nor invested in capital assets (net of related debt).

FUND BALANCE/NET ASSETS POLICY

Authority

Governmental Funds

Committed Fund Balance – A self-imposed constraint on spending the fund balance that must be approved by ordinance or resolution of the Board. Any modifications or removal of the self-imposed constraint must use the same action used to commit the fund balance. Formal action to commit fund balance must occur before the end of the fiscal year. The dollar amount of the commitment can be determined after year end.

Assigned Fund Balance – A self-imposed constraint on spending the fund balance based on the Government's intent to use the fund balance for a specific purpose. The authority may be delegated to members of the management team by the Board.

Minimum Unrestricted Fund Balance Levels

Governmental Funds

General Fund

Purpose – The General Fund is a major fund and the general operating fund of the Government. It is used to account for all activities that are not accounted for in another fund.

Fund Balance – Unrestricted fund balance shall be maintained at a level between 20% and 30% of the subsequent fiscal year's expenditures. Should the unrestricted fund balance drop below the 20% level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time. Planned drawdown of fund balance below the 20% level will be permitted for operational purposes to cover extraordinary expenditures or bridge a revenue shortfall. Reductions in fund balance are meant to be short term only and must be resolved through the implementation of a new permanent revenue source or reduction in expenditure levels. Surplus fund balance above the 30% level may be transferred to another operating or capital fund to cover expenditures. Any fund balance not transferred for the purpose of funding an operational shortfall or one-time expense must be transferred to the Capital Improvement Fund to support future capital projects. Fund balance for the General fund will be capped at 50% of the subsequent fiscal year's expenditures. If at any time this fund balance exceeds the cap, the Village Board will be mandated to transfer excess funds in an amount sufficient to bring fund balance below the cap.

Special Revenue Funds (excluding CDBG, Asset Seizure, Federal Equitable Share Funds, DUI Fine and Business District Funds)

Purpose - Used to account for and report the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Financing – Special revenue funds are provided by a specific annual property tax levy or other restricted and/or committed revenue source. Financing may also be received from other charges for services, etc.

Fund Balance – Derived from property taxes (or other restricted revenue source); therefore, legally restricted. The portion of fund balance derived from property taxes will be legally restricted. The remaining fund balance amount (restricted and/or committed) will be targeted at level of between 10% and 25% of the subsequent year's annual budgeted expenditures, not including capital, debt service and transfers. This will be adjusted annually with the adoption of the annual budget.

The CDBG Fund is a separate reporting fund where financing is provided through direct grants from the U.S. Department of Housing and Urban Development (HUD). Reporting guidelines for HUD do not permit any balance at year end. As such, there will be no target fund balance level.

The Asset Seizure Fund, Federal Equitable Share Funds Fund and DUI Fine Fund do not have a reserve requirement. The recommended fund balance will be equal to the subsequent year's total operating expense.

The Business District Fund is used strictly as a pass-through for payments made in conjunction with maintenance of the business district. As such, there will be no target fund balance level.

FUND BALANCE/NET ASSETS POLICY

Debt Service Fund

Purpose – Established to account for financial resources that are restricted, committed, or assigned to expenditures for principal and interest.

Financing – The municipality levies an amount or transfers in an amount close to the principal and interest that is anticipated to be paid.

Fund Balance – Fund balance derived from property taxes is legally restricted. Fund balance for debt service supported by property taxes shall be maintained at a level equal to the next interest payment. Any fund balance accumulation should not exceed the amount of the next principal and interest payment due. Fund balance for debt service supported by alternative revenues shall be maintained at a level equal to 50% of the next year's principal and interest payment.

Should fund balance drop below the minimum level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time. Planned draw down of fund balance for debt service funds is permitted only to account for fluctuations in the bond repayment schedule. Surplus fund balance above the minimum level can be used to reduce the Debt Service portion of the property tax levy or the amount of alternative revenues needed to meet the current year's budgeted expenditures.

Capital Projects Fund

Purpose - Established to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlay including the acquisition or construction of capital facilities and other capital assets, excluding those types of capital related outflows financed by proprietary funds.

Financing – Debt financing, grants, or interfund transfers are used to finance projects.

Fund Balance – Considered segregated for maintenance, construction and/or development; therefore, considered committed, restricted, or assigned depending on the intended source/use of the funds. Fund balance shall be maintained at between 25% and 50% of the five-year average for capital expenditures supported by this fund to a maximum of $1 million. Should the fund balance drop below the minimum level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time. Planned drawdown of fund balance below the minimum level will be permitted to cover extraordinary expenditures or high cost projects that occur infrequently. Surplus fund balance above the minimum level can be used to support ongoing capital projects, transferred to support projects in other capital funds or transferred to other funds as designated by the Village Board. Fund balance may be permitted to grow beyond the maximum level to cover anticipated high-cost projects in future years.

Minimum Unrestricted Net Assets Levels

Proprietary Funds

Enterprise Fund

Purpose - Established to account for and report financial resources that are invested in capital assets, net of related debt, restricted, or unrestricted for future spending related to the fund. The focus of enterprise fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. Enterprise funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs.

Financing – User fees, debt financing, or grants are used to finance operations, capital outlay and improvements, and debt service retirements.

FUND BALANCE/NET ASSETS POLICY

Net Assets – Considered invested in capital assets net of related debt (for amounts capitalized as capital assets, less the outstanding debt related to the acquisition of said assets). Restricted net assets relate to bond covenant reserves as outlined in the bond ordinance. Unrestricted net asset targets should represent no less than three months of the subsequent year's operating expenses (excluding debt service and capitalized asset expenses).

Planned drawdown of the unrestricted net asset balance below the three-month level will be permitted for operational purposes to cover extraordinary expenditures or bridge a revenue shortfall. Reductions in the balance are meant to be short term only and must be resolved through a fee adjustment dictated by a water and sewer rate study, implementation of a new permanent revenue source or reduction in expenditure levels. Surplus balances in unrestricted net assets above the three-month level can be used to support ongoing water and sewer capital projects or to defer or decrease future rate increases.

Internal Service Fund

Purpose - Established to account for and report financial resources that are invested in capital assets, net of related debt, restricted, or unrestricted for future spending related to the fund. The focus of internal service fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. Internal service funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Government on a cost-reimbursement basis.

Financing – User fees charged to other departments, funds, or component units, or debt financing are used to finance operations, capital outlay and improvements, and debt service retirements.

Net Assets – Considered invested in capital assets net of related debt (for amounts capitalized as capital assets, less the outstanding debt related to the acquisition of said assets). Restricted net assets relate to bond covenant reserves as outlined in the bond ordinance. Unrestricted net asset targets should represent appropriate levels given the activity of the fund and the discretion of the Board and management (excluding debt service and capitalized asset expenses).

Unrestricted net assets for the Risk Management Fund shall be maintained at a level equal to unpaid claims liability (as prepared by enrolled actuary), plus 33% of the self-insured retention level for general liability claims, plus 33% of the subsequent fiscal year's expenditures for workers' compensation claims. Should the balance drop below the minimum level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time. Planned drawdown of the unrestricted balance below the minimum level will be permitted for operational purposes to cover extraordinary expenditures or to reduce the impact of increasing premiums or claims experience from health, workers' compensation or liability coverages. Reductions in the balance are meant to be short term only and must be resolved through rate adjustments, implementation of a new permanent revenue source or reduction in expenditure levels. A surplus balance above the minimum level may be used to defer or reduce payments needed to support risk management operations.

Unrestricted net assets for the Vehicle Maintenance Fund shall be targeted at level of between 10% and 25% of the subsequent year's annual budgeted expenditures, not including capital, debt service and transfers. This will be adjusted annually with the adoption of the annual budget.

Unrestricted net assets for the Vehicle Replacement and Computer Replacement Funds shall be maintained at a level sufficient for the ongoing maintenance of computer and motor vehicle machinery and equipment. Sufficiency shall be deemed the amount required to support the replacement of machinery and equipment according to its designated replacement schedule. Should the unrestricted net assets drop below the minimum level, notification will be given to the Village Board and lease payments by the departments will be adjusted to return balances to the minimum level within a reasonable period of time. Unrestricted net asset balances above the minimum level can be used to reduce future lease payments.

FUND BALANCE/NET ASSETS POLICY

Other Considerations

In establishing the above policies for unrestricted fund balance/net asset levels, the Government considered the following factors:

- The predictability of the Government's revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile)
- The Government's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts)
- The potential drain upon General Fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require a higher level of unrestricted fund balance be maintained in the General Fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General Fund)
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained)
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose)

If any of the above factors change, the Government should readdress current unrestricted fund balance/net asset levels to ensure amounts are appropriate.

DEBT SERVICE POLICY

Purpose and General Policies

This policy establishes guidelines for the use of debt financing that will allow the Village to minimize financing costs and retain or improve its current bond rating as determined by a nationally recognized credit rating agency.

The Village may consider the use of debt financing when all of the following conditions apply:

- For one-time capital improvement projects or other capital purchases.
- When the project's useful life, or the projected service life of the equipment, will exceed the term of financing.
- When the Village has identified revenues sufficient to service the debt, either from existing revenues or increased taxes or fees.

The Village will not use debt for any recurring purpose, such as current operating and infrastructure maintenance expenditures, nor will the Village use short-term debt unless under extraordinary circumstances.

The Village will use the following criteria to evaluate pay-as-you-go financing versus debt financing in funding capital improvements:

Factors that favor pay-as-you-go financing:

- Current revenues and/or adequate fund balances are available to finance the project.
- Project phasing could allow the Village to finance the project over time without debt.
- Additional debt would adversely affect the Village's credit rating.
- Market conditions are unstable or the project presents marketing difficulties.

Factors that favor debt financing:

- Revenues available for debt service are sufficient and reliable.
- Issuance of debt will not jeopardize the Village's current credit rating.
- Market conditions present favorable interest rates and good demand for municipal financing.
- A project is mandated by state or federal requirements and current revenues and fund balances are insufficient to pay project costs.
- A project is immediately required to meet or relieve infrastructure needs, and current revenues and fund balances are not sufficient to finance the project.
- The life of the project or asset financed is ten years or longer.

Debt Issuance Guidelines

When the Village has the option of using G.O. or revenue bonds, the Village will consider the benefits of reduced debt expense and flexibility achievable through G.O. debt versus reserving the Village's G.O. debt capacity by issuing revenue debt. The Village may use General Obligation bonds in lieu of revenue bonds if debt expense can be significantly reduced (as compared to financing with revenue debt) and if special or enterprise fund revenue is sufficient and reliable to fund debt service costs. In such cases, the Village Board will adopt ordinances abating the debt tax levies and direct staff to pay debt service costs with alternative revenues.

The Village will seek credit enhancements such as letters of credit or insurance when necessary to make the financing more cost-effective.

Debt Structure Guidelines:

- In general, the Village will maintain a debt structure under which 50% of the outstanding principal will be repaid within ten years.
- The term of financing (final bond maturity) will not exceed the expected useful life of the project or equipment financed with the debt.
- If the Village plans to pay debt service expenses from a specific revenue source, the Village will use conservative assumptions in its revenue projections.

To provide assistance in debt issuance, the Village will select a financial advisor and/or investment banker and bond counsel on a competitive basis; these advisors will be retained for several years to provide continuity and allow them to develop an understanding of the Village's needs.

DEBT SERVICE POLICY

The Village will generally conduct financing on a competitive basis; however, negotiated financing may be used where market volatility or the use of an unusual or complex financing or security structure causes a concern with regard to marketability.

The Village may use inter-fund loans (in lieu of borrowing from private parties) to minimize the expense and administrative effort associated with external borrowing. Inter-fund loans are typically made for relatively short periods of time (under five years) and relatively low amounts (under one million dollars). Inter-fund loans will be considered to finance high priority needs on a case-by-case basis, only when other planned expenditures in the fund making the loan would not be affected. Inter-fund loans are generally made by the Village's pooled cash account and shall be limited to 10% of the total cash balances in Village operating funds.

Maintenance of specific credit ratings:

- The Village will seek to maintain or improve its current bond rating and will specifically discuss with the Village Board any proposal which might cause that rating to be lowered.
- An analysis will be prepared by Village staff for each proposed financing; such analysis will assess the impact of debt issuance on current and future operating and capital budgets and address the reliability of revenues to support debt service payments.

Current and Advance Refunding of Debt:

- The Village will consider the refunding of current debt obligations (existing debt is redeemed and replaced by a new debt) when conditions are economically favorable to do so.
- The Village will consider the advance refunding of debt obligations (new debt is issued to replace or redeem old debt before the maturity or call date of the old debt) when conditions are economically favorable to do so.

  Under these circumstances, the proceeds of the new debt must be placed in escrow and used to pay interest on old, outstanding debt as it becomes due, and to pay the principal on the old debt either as it matures or at an earlier call date.

Debt Capacity Guidelines for General Obligation Debt

To maintain its sound fiscal condition and current debt rating, the Village will limit the amount of debt it will issue and its annual debt service expenses in accordance with the guidelines stated below. The guidelines are ranges for measures of debt capacity. Debt within the lower limits of the measures would be considered a low debt level given Mount Prospect's fiscal, demographic and economic characteristics, while debt in the higher limits of the measures would be considered a moderate debt level. Generally, the Village will maintain its debt below the 75% percentile of the ranges. However, the Village may issue debt at the higher levels of the ranges under certain circumstances such as the following:

- The outstanding debt is general obligation debt, but the Village is not using property taxes to pay debt service costs.
- The Village's debt is at the lower end of the limits for two of the measures but above the 75% level for the third.
- The Village anticipates that while the amount of debt and/or debt service expenditures might be above the 75% level for a few years, debt will fall below that level after that.
- Current and anticipated overlapping debt levels are relatively low.

Guidelines for Direct Debt:

- Outstanding Debt as a Percent of the Equalized Assessed Value of Taxable Property
  - Guideline: 1 to 3.0%
  - 75% of Guideline: 2.5%
- Outstanding Debt per Capita
  - Guideline: $500 to $1000
  - 75% of Guideline: $875
- Debt Service Expenditures as a Percent of General Fund Expenditures (including net transfers) and Debt Service Payments
  - Guideline: 5 to 10%
  - 75% of Guideline: 8.75%

The Village will monitor levels of overlapping debt and communicate debt plans with public entities that may issue overlapping debt. The Village will take into account overlapping debt in considering both the amount of debt that the Village will issue, and the timing of Village bond issues.

DEBT SERVICE POLICY

Debt Administration

The Village will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement), voluntarily following disclosure guidelines provided by the Government Finance Officers Association unless the cost of compliance with the higher standard is unreasonable.

Ongoing Monitoring of Outstanding Debt:

- The Village will monitor all forms of debt annually and include an analysis in the Village's annual budget; concerns and recommended remedies will be reported to the Village Board as necessary.
- The Village will monitor bond covenants and federal regulations concerning debt, and adhere to those covenants and regulations at all times.
- Investment of Bond Proceeds. The Village will invest bond proceeds in accordance with the Village's adopted investment policy and federal arbitrage regulations.
- Annual review of applicable records and reporting of findings to the Village President and Board of Trustees in accordance with the Village's Bond Record-Keeping Policy.

The Village will adhere to all requirements related to primary and secondary market disclosure, including annual certifications as required. This would include arbitrage rebate monitoring, federal and state law compliance and market and investor relations.

LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES

It is recommended by the Government Finance Officers Association (GFOA) that governmental entities utilize strategic planning to develop and coordinate long-term goals and objectives for service delivery and budgeting. Doing so will provide a direct link between the wide-ranging organizational goals and annual spending plan. Although long-term planning has long been a part of the annual budget process, a more formal program of incorporating non-financial goals and objectives was started in 2006.

Strategic and budget planning sessions are held to discuss long-term priorities of the Village. Included in these meetings are members of the Board of Trustees, Village Manager's Office and senior department staff. These planning sessions are held specifically for the purpose of creating long-range goals and objectives that will 1) fulfill the Village's mission, 2) adapt to changing mandates, and 3) meet the needs of our constituents. The Village feels that a comprehensive strategic plan has improved its existing budgeting and planning procedures by developing a process for evaluating existing and future operating conditions and linking individual departmental goals with the broader organizational goals and objectives.

The prior strategic plan, developed by the Village Board and staff, came as a result of discussions held during several public meetings throughout 2006 and 2007. By the end of 2013, the Village had successfully addressed all of the strategic goals identified in that plan. During 2014, members of the Village Board of Trustees and the Village Manager's Office met several times to develop a completely new strategic plan. The result of these meetings was the ***Strategic Plan for 2020.***

This newly developed plan included a revised Mission/Purpose Statement, Guiding Principles and ***Vision 2020***. To meet the aims set by ***Vision 2020***, six goals were identified for vision attainment focused on the following:

- Responsible Governance
- Honoring our Cultural Climate
- Sustainable Infrastructure
- Fostering Business Climate
- Creating Commercial Business Districts
- Sustained Balanced Development

In the development of the budget for 2017, departments were asked to link their 2017 objectives to one or more of the goals for vision attainment identified in the strategic plan. This information can be found before each departmental budget with the Statement of Activities and 2015 and 2016 Accomplishments.

The complete Strategic Plan for 2020 is included in the budget document immediately following this summary.

STRATEGIC PLAN FOR 2020

The area known as Mount Prospect was founded by industrious farmers in the mid-1800s. As the farms and family-owned businesses prospered with the advent of the Chicago and Northwestern railroad, the community incorporated into the Village of Mount Prospect in 1917. Positioned in the northwest suburbs of Chicago, the Village continued to prosper by maximizing its resources and leveraging its proximity to the national business hub of Chicago. The Village has evolved into a vital component of the greater Chicago metropolitan area comprised of a cohesive blend of residential, business and corporate uses. Key features include the newly redeveloped Randhurst Village and the Kensington Business Center.

Mount Prospect is a home rule community operating under the Council Manager form of government. The Village boasts more than 54,000 residents representing a wide spectrum of socio-economic groups that are rich in diversity. Forward thinking governance paired with visionary development allow the Village to continually evolve and remain economically and socially contemporary. The community takes pride in its award winning schools, diverse religious institutions, local commerce including many shopping and business centers, recreational excellence, and outstanding Village services.

Mount Prospect's rich heritage and contemporary atmosphere champion the Village's long standing slogan, *"Where Friendliness is a Way of Life".*

Mission/Purpose Statement

The expression of purpose answers the questions "what?" and "why?", and is that for which all actions, commitments and resources are in service. It is a clear, concise expression of the Village's fundamental reason for being.

The mission of the Village of Mount Prospect is to advance our community's collective quality of life and potential through adaptive leadership and leading-edge service delivery.

Guiding Principles

These shared values signal our expectations for conduct and behavior.

- Respectfully engage all stakeholders in the exchange of thoughts, ideas and opinions.
- Listen well and be fully present.
- Be ethical in all things.
- Maintain a positive, optimistic attitude.
- Commit to service for the good of the community.
- Use sound analysis and decision making practices.
- Work toward consensus wherever possible and support the final decision.

Our Vision for 2020

The Village of Mount Prospect represents the best of suburban communities – thriving, proud, diverse and connected – having a rich heritage, strong values and a timeless yet contemporary atmosphere.

Goals for Vision Attainment

1. ***Governance***: Ensure a thriving, healthy community that adapts to emerging needs and trends, stewards its resources and delivers value-defined municipal services.
2. ***Cultural Climate***: Honor our heritage, respect our diversity, stimulate connectivity and foster a sense of community optimism.
3. ***Infrastructure***: Ensure sustainable public spaces, facilities and systems that match our needs, respect the natural environment and enrich the community experience.
4. ***Business***: Foster a climate for innovation and entrepreneurship.
5. ***Commercial Business Districts***: Create a unique and vibrant sense of place – contemporary, family-friendly and having a lively feel.
6. ***Development***: Sustain a balance between preservation, revitalization and growth.

STRATEGIC PLAN FOR 2020

Strategic Action Plan

These are the strategies and means of attaining our high-level goals.

Governance: Ensure a thriving, healthy community that adapts to emerging needs and trends, stewards its resources and delivers value-defined municipal services.

- **Fiscal Health**: Maintain a solid fiscal position through active stewardship of Village finances.
- **Quality Service**: Provide high-value, relevant municipal services.
- **Leadership**: Ensure policies are responsive to changing local and regional dynamics.
- **Relationships**: Place a high priority on developing and maintaining productive local and regional relationships.

Cultural Climate: Honor our heritage, respect our diversity, stimulate connectivity and foster a sense of community optimism.

- **Community Life**: Ensure Village policies and practices honor and advance our character as a diverse, family-friendly and connected community.
- **Engagement**: Invite and engage citizens to enhance community ownership and to enrich all aspects of community life.
- **Image and Narrative**: Broadcast Mount Prospect's pride in its heritage, composition, values, dynamism and quality of life.

Infrastructure: Ensure sustainable public spaces, facilities and systems that match our needs, respect the natural environment and enrich the community experience.

- **Transportation**: Design and implement upgrades, improvements and maintenance for optimum mobility and system sustainability.
- **Flood Control, Water and Sewer**: Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property.
- **Environmental Sensibility**: Honor the natural environment's importance to community quality of life through strategic public investment.

Business: Foster a climate for innovation and entrepreneurship.

- **Influence**: Utilize spheres of influence to leverage the existing business environment.
- **Connection**: Empower the Economic Development Commission (EDC) to play a connector role.
- **Business Climate**: Cultivate the climate for additional small businesses and business expansion.

Commercial Business Districts: Create a unique and vibrant sense of place – contemporary, family-friendly and having a lively feel.

- **Downtown**: Create a flexible vision of downtown that is reflective of market conditions.
- **Connectivity**: Create a climate for connectivity among businesses and the community.
- **Traffic Influence**: Facilitate traffic and pedestrian movements that stimulate commercial activity.

Development: Sustain a balance between preservation, revitalization and growth.

- **Commercial/Retail**: Expand the development of the downtown, Kensington Business Center and the South Side.
- **Destination Development**: Attract local and regional patrons to Mount Prospect with lively restaurant establishments, shopping choices and a variety of recreational opportunities.
- **Housing**: Ensure a continuum of housing opportunities meets residents' evolving lifestyles to allow residents to maintain their attachment to Mount Prospect.

THE BUDGET PROCESS

Public officials generally recognize that the preparation and adoption of the annual budget is one of the most important duties with which they are charged. However, the adoption of the budget is not an end in itself, but it is just one step in an ongoing process. The process encompasses an extended period of planning, review, and priority setting. When the budget is adopted, it then becomes the fiscal plan which spells out how services will be provided and community improvements will be achieved. After the budget is adopted, it also becomes a control mechanism by which to measure the resources expended to meet the approved objectives and to measure the adequacy of the fiscal plan.

A calendar identifying the specific dates for the 2017-2021 Community Investment Program (CIP), 2017 calendar year budget and tentative dates for the 2018 forecast budget is included at the end of this section. Following is a description of the various phases of this budget process.

The Community Investment Program

The development of the Community Investment Program (CIP) is the prelude to work on the annual budget. The CIP is the Village's five-year plan for capital expenditures. It addresses the Village's needs for replacement, upgrade, and expansion of infrastructure and other long-lived, high-cost assets. Generally included in the CIP are planned capital expenditures of $25,000 or more, proposed additions to the Village's motor vehicle fleet, and all IT purchases for the coordination of the computer program. The replacement of vehicles existing in the fleet are not included in the CIP but are programmed for replacement through the Vehicle Replacement Fund. Scheduled computer replacements are funded through the Computer Replacement Fund. Prior to the commencement of work on the 2017 Budget, the 2017-2021 CIP was prepared.

The CIP development process begins in March with the electronic distribution of CIP project request forms to the operating departments and concludes with Village Board acceptance of the plan at a July Village Board Meeting. The final CIP is published as a stand-alone document.

The Annual Budget

The Village has adopted sections 5/8-2-9.1 through and including sections 5/8-2-9.10 of Chapter 65 of the Illinois Compiled Statutes providing for a municipality's financial operating under an annual budget in lieu of an appropriation ordinance. The approved budget provides the authority to expend funds in the new fiscal year.

In addition to the annual budget, the Village includes its budget document the projected financial operating plan for the subsequent fiscal year. This projected plan is termed the "forecast." For example, this 2017 annual budget includes a 2018 forecast. The forecast is not legally binding but it enables the Village to look into its financial operating future.

The formulation of the Village's annual budget parallels the development of the CIP in many respects. In June, the Finance Department opens the Village's budgeting system to the operating departments. The operating departments prepare their budget requests which are due to the Finance Department by early July.

Upon receipt of the departmental budget requests, the Finance Department compiles the draft budget. Revenue estimates are prepared by the Finance Department based upon historical trends, economic forecasts of authoritative sources, and anticipated activities and events in the community which are expected to have a local economic impact.

Departmental meetings are held with staff from the Village Managers Office and Finance Department to discuss the budget request. The Village Manager reviews all departmental budget requests, ensures that they are consistent with the priorities and guidance of the Village Board, and fashions a feasible fiscal plan. The product is the proposed budget which the Village Manager submits to the Village Board and the Finance Commission.

THE BUDGET PROCESS

Based upon Finance Commission and staff recommendations and its own findings, the Village Board may direct additions, deletions, or revisions to the proposed budget.

The Finance Director revises the proposed budget as directed by the Village Board and the Village Manager submits the final budget for formal approval in December. The final budget is adopted by ordinance. According to state law, the budget ordinance must be adopted prior to the start of the fiscal year and filed with the county clerk within 30 days of adoption.

The budget process does not end with the adoption of the budget ordinance; it actually marks the beginning of a new cycle. Services and programs will be evaluated, needs will be identified and then the formal process will begin again for the next year.

During the budget year, the fiscal plan will be monitored and changes made as appropriate. When priorities change or unanticipated expenditures are required, the Finance Director is authorized to transfer budgeted amounts within a department or between departments within a fund. The Finance Director must notify the Village Manager in writing of interdepartmental transfers. Any revisions that increase the total expenditures of any fund must be approved by the Village Board as budget amendments. Expenditures may not legally exceed budgeted appropriations at the fund level.

THE BUDGET MODEL

Generally Accepted Accounting Principles (GAAP) and state statutes require an Illinois municipality to account for revenues and expenditures on a "fund" basis. A fund is a separate accounting entity which is organized with a set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenses or expenditures. The General Fund, Motor Fuel Tax Fund and the Water and Sewer Fund are examples of Village funds. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Basis of Accounting

The Village uses the three following fund types:

Governmental Funds are used to account for the Village's general governmental activities and include the General Fund, special revenue funds, debt service funds, and capital project funds. Governmental funds use the modified accrual basis of accounting whereby revenues are recognized when they are "measurable and available" and expenditures are recorded when the related fund liability is incurred.

Proprietary Funds use the full accrual basis of accounting and include the enterprise funds (Water and Sewer Fund and Parking Funds) and internal service funds. Under the full accrual basis, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Fiduciary Funds account for assets held by the Village in a trustee capacity or as an agent on behalf of others. Fiduciary funds include Village pension funds and are accounted on a full accrual basis.

Budgetary Basis of Accounting

The budgets of the governmental funds are prepared on a modified accrual basis. The budgets of the proprietary funds and the fiduciary funds are prepared on a full accrual basis with the exception of capital expenditures and depreciation. The full purchase price of capital expenditures, which is not considered an expense using the accrual basis, is included in the budget for the current year and proposed and forecast budgets. Depreciation is not included in the budget and is shown only in the prior year's actual expenses. A reconciliation of these differences is provided in the Village's Comprehensive Annual Financial Report.

Although the Village is required to account for revenues and expenditures on a fund basis, the fund structure is not necessarily the most appropriate model for reporting the delivery of services. Many authorities believe that a budget organized on the basis of "programs" is more meaningful. A program budget groups all the expenditures associated with a specific service, or program, regardless of the fund from which the resources are obtained. A true program budget includes actual expenditures for personnel, services and supplies as well as indirect expenditures or allocations for facilities, equipment, and administrative services.

THE BUDGET PROCESS

In actual practice there are a number of variations in the ways in which budgets are organized. These variations range from a fund line-item, or appropriation budget, to a true program budget as described above. The Village of Mount Prospect uses a "modified program budget" whereby services, or programs, are organized around a department or a division. A department or division is a unit that has been designated by management as a means for providing a specific service. The Village's Fire Department and Street Division of the Public Works Department are examples of these units of management.

Thus the department or division is the way expenditure amounts are organized in the budget rather than around a fund structure.

Under the Village's modified program budget structure, services or programs are designated within the departmental or divisional unit. Each program includes line-item costs which are categorized by personal services, employee benefits, other employee costs, contractual services and commodities and supplies. Capital expenditures are reported separately as part of the capital budget. All costs which can be reasonably identified with the program are included regardless of the source of funding. A summary page at the beginning of each budget expenditure section lists the program totals, expenditure category totals, the source of funding, and a brief budget discussion and analysis.
The Village complies with state and accounting mandated requirements to account for revenues and expenditures on the fund basis by identifying each line-item expenditure within a department or division with the fund that will provide the resources. These amounts are summarized at the beginning of each departmental or divisional section and then included as an overall fund total in the Budget Summaries Section. It should be noted that revenues are not departmentalized but are reported directly in the appropriate fund structure in the Revenues Section. As a result, the Village's annual budget fulfills legal reporting requirements and provides a meaningful way to present the costs associated with a service.

THE BUDGET DOCUMENT

The Budget document has been organized in such a way as to provide varying levels of detail to satisfy the information needs of Village residents, elected officials, advisory commission members, Village administrators and other persons interested in the fiscal plan of the Village. The Budget contains a Table of Contents which itemizes the general categories of information that are contained in the six sections identified by blue tabs. The six sections are: Introduction, Budget Summaries, Revenues, Departmental Expenditures, Non-Departmental Expenditures and Appendix. Each section may be reviewed independently or certain sections may be used to expand on the information found in the Introduction or the Budget Summaries sections. A description of the information found in the six sections follows:

Introduction - This section contains a list of Village officials, the Village Organization Chart, a copy of the Budget Ordinance and the Village Manager's Budget Message. The Village Organization Chart provides an overview of the structure of Village government and the Village Manager's Budget Message is an essential first step in understanding the fiscal plan of the Village. It describes some of the accomplishments of the prior year and defines the goals for the coming year along with highlights of revenues and expenditures. The Budget Message sets the tone for how Village services and public improvements will be accomplished in the new fiscal year.

Also included in the Introduction are the Long-Term Financial and Fund Balance/Net Asset and Debt Service policies, Long-Term Non-Financial Goals and Objectives (Village Strategic Plan), a description of the Budget Process, the Distinguished Budget Award, Fund Descriptions and a Budget Calendar.

THE BUDGET PROCESS

Budget Summaries - This section presents an overview of the fiscal plan for the coming year through graphics and schedules. The total Village budget is presented graphically and by a schedule which contains prior year actual figures, current year amended budget and estimated amounts, the proposed budget amounts and forecast amounts for the next year. The current year (2016) budget amounts reflect transfers and amendments as of September 19, 2016. More specific summary information is provided in a similar format for Revenues and Other Sources and Budget Expenditures. Additionally, similar schedules are presented for Revenues by Fund, Expenditures by Fund, and Available Fund Balances/Net Assets at the start and at the end of the budget year and the forecast year. Budget Expenditures by Funding Source, presents the Budget Expenditure schedule (modified program structure) by funding source and serves as a bridge to the Expenditures by Fund schedule.

This section also provides supplemental information regarding Property Taxes, Authorized Positions, Personal Services, Long-Term Debt, and finally, a profile of the Village of Mount Prospect.

Revenues - This section provides an explanation of revenue sources expected to finance the budget along with a summary of revenues by category and a summary of revenues by fund. In addition, narrative describing methods and assumptions used in preparing revenue projections is included to clarify how amounts were determined. These summaries are followed by detail line-items that are totaled by category within a fund. The summary pages in this section are the same as the summary pages in the Budget Summaries Section.

Departmental Expenditures - This section of the budget contains specific information regarding each operating department, division and/or program. Each sub-section contains an organization chart, statement of activities, accomplishments, objectives for the budget year tied to the organization's strategic plan, performance measures, detail line-items totaled by expenditure classifications within a program, and supplemental summary information regarding the number of authorized employee positions and personal service costs.

Non-Departmental Expenditures - Expenditures which are not associated with an operating department or division are included in this section of the budget. Capital Improvements, Debt Service, Pensions, Insurance, Business District Fund and, if applicable, Interfund Transfers are the specific sub-sections included under Non-Departmental Expenditures. Generally the information in this section is similar to what is provided under Departmental Expenditures with the exception of the organization charts.

Appendix - This section includes a glossary of fiscal terminology that is unique to governmental finance and budgeting. For example, the terms revenues, expenditures, General Fund and available fund balance, along with many other fiscal terms are included in the Glossary.

A user of the budget who is looking for an overview or a general picture of the Village's plans for the coming year can usually find this information in the Introduction or the Budget Summaries sections of the budget. A user who is interested in a more comprehensive picture, would be directed to the Revenue, Departmental Expenditures and/or Non-Departmental Expenditures sections along with the appropriate summary and supplemental information. Terminology in the budget that may not be clear, generally will be found in the glossary in the Appendix section of the budget.

After more than eight months of planning and critical review, the budget becomes the fiscal plan for the new budget year. However, just as other plans are subject to change, the Village's fiscal plan (budget) is subject to change during the year. Emergency situations, emerging needs, new opportunities and unforeseen obstacles may require a change in plans during the year. When these circumstances arise, appropriate action will be taken. If the change involves reassigning priorities within a fund, Village management is authorized to make these changes. If the change requires an expenditure that will exceed the amount appropriated for a specific fund, the Village Board will be requested to amend the budget.

Thus the budget is a dynamic plan that fulfills its purpose of providing the fiscal framework for providing services to Village residents during the budget year and serves as a basis to plan for the future.

THE BUDGET PROCESS

BUDGET AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Mount Prospect, Illinois for its annual budget for the fiscal year beginning January 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

We believe our 2017 budget continues to conform to program requirements, and we are submitting it to the Government Finance Officers Association to determine its eligibility for another award.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Village of Mount Prospect

Illinois

For the Fiscal Year Beginning

January 1, 2016

Executive Director

FUND DESCRIPTIONS

General Fund - To account for resources traditionally associated with governments which are not required to be accounted for in another fund.

Special Revenue Funds

Refuse Disposal Fund - To account for the revenues and expenditures associated with providing solid waste collection services. Financing is provided by property taxes, user fees, and recycling income.

Motor Fuel Tax Fund - To account for the activities involved with street maintenance and construction. Financing is provided by the Village's share of state gasoline taxes. State law requires these gasoline taxes to be used to maintain streets.

Community Development Block Grant Fund - To account for the revenue and expenditures of the Community Development Block Grant from the federal government.

Asset Seizure Fund - To account for the revenue and expenditures of proceeds from the federal asset seizure program. Expenditures are restricted for use in the fight against drug abuse.

Federal Equitable Share Funds Fund - To account for the revenue and expenditures associated with the Federal Shared Funds Program. Expenditures are restricted for use in the fight against drug abuse.

DUI Fine Fund - To account for the revenue and expenditures of proceeds from DUI Fines as collected by the Circuit Court of Cook County. Expenditures are restricted for use in law enforcement activities.

Foreign Fire Tax Board Fund - To account for the revenues and expenditures of proceeds of the Foreign Fire Insurance Tax. Expenditures are limited for the maintenance, use and benefit of the Fire Department.

Business District Fund - To account for the revenues and expenditures of proceeds generated by the Randhurst Village redevelopment project. Proceeds include a Business District Tax, Sales Tax, Food & Beverage Tax, Hotel/Motel Tax and Entertainment Tax. Expenditures are restricted to the reimbursement of redevelopment related expenses of the developer per the Redevelopment Agreement approved December 8, 2009.

Debt Service Fund

The Village maintains a single Fund to track monies for payment of principal and interest on various debt instruments. A detailed listing of current outstanding issues is listed under the Debt Service found later in the budget document.

Capital Projects Funds

Capital Improvement Fund - To account for the resources to provide for certain capital improvements and the replacement of Village equipment. Financing is being provided by developer contributions, interest income, the sale of property, and interfund transfers.

Downtown Redevelopment Construction Fund - To account for resources used for acquiring property and making improvements within the Downtown Redevelopment Tax Incremental Financing District. Financing is being provided by incremental property taxes. Other monies are provided by interest income.

Street Improvement Construction Fund - To account for resources to carry out the Village's Street Improvement Program. Financing of the annual program will be provided by a portion of a home rule sales tax, vehicle sticker fees, state and local motor fuel taxes, sale of general obligation bonds in 2014 and various other state and federal grants. Other monies will be provided by interest income.

Flood Control Construction Fund - To account for the resources to implement flood control projects throughout the Village. Financing has been provided by a portion of the home rule sales tax, sale of general obligation bonds in 1996, 1998, 2000, 2002 and 2013, installment loans from the Illinois Environmental Protection Agency (IEPA), 2012 installment note, grants, and other fees and reimbursements. Other monies will be provided by interest income.

FUND DESCRIPTIONS

Enterprise Funds

Water and Sewer Fund - To account for the provision of water and sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund including, but not limited to, administration, operations, maintenance, and billing and collection.

Village Parking System Fund - To account for the provision of public parking services of Village owned lots for a fee. All activities are accounted for including administration, operations, maintenance, and billing and collection.

Parking System Revenue Fund - To account for the provision of public parking services of Union Pacific owned lots for a fee. All activities are accounted for including administration, operations, maintenance, and billing and collection.

Internal Service Funds

Vehicle Maintenance Fund - To account for the maintenance and repair of all Village vehicles. Financing is being provided by a direct charge to various Village funds.

Vehicle Replacement Fund - To account for the acquisition and depreciation of Village vehicles. Financing is being provided by direct charges to the General, Water & Sewer, Village Parking System Fund and Parking System Revenue Funds.

Computer Replacement Fund - To account for the acquisition and depreciation of Village computer hardware. Financing is being provided by direct charges to the General, Refuse Disposal, Vehicle Maintenance, and Water & Sewer Funds.

Risk Management Fund - To account for the servicing and payment of liability, property, and casualty insurance and self-insurance as well as workers' compensation and medical benefits. Financing is being provided by direct charges to various Village funds.

Pension Trust Funds

Police Pension Fund - To account for the resources necessary to provide retirement and disability benefits to retired personnel of the Mount Prospect Police Department. Revenues are provided by a property tax levy, employee withholdings, and investment income.

Fire Pension Fund - To account for the resources necessary to provide retirement and disability benefits to retired personnel of the Mount Prospect Fire Department. Revenues are provided by a property tax levy, employee withholdings, and investment income.

VILLAGE OF MOUNT PROSPECT, ILLINOIS
BUDGET CALENDAR
2017 and 2018

DRAFT

2017 DATE	ACTION	2018 DATE
3/4/16	Community Investment Program (CIP) development software "Plan-It" opened to Department Directors	3/1/17
3/18/16	Data Entry of Computer-Related Community Investment Program (CIP) Submittals Completed by Departments	3/17/17
4/1/16	Data Entry of Remaining Community Investment Program (CIP) Submittals Completed by Departments	3/31/17
4/26/16	Prior Year Budget Wrap-up and Preliminary Q1 Review **Joint Village Board and Finance Commission Workshop**	4/25/17
5/10/16 to 5/11/16	Department Community Investment Program (CIP) reviews with Village Manger and Finance Director	5/9/17 to 5/11/17
5/27/16	Complete Proposed Community Investment Program (CIP) Amounts	5/26/17
6/15/16	Budget Kickoff Meeting (during regular weekly Staff Meeting) Open up staff access to Logos.NET Budget Software	6/14/17
6/17/16	Deliver Proposed Community Investment Program (CIP) to Village Board and Finance Commission	6/16/17
7/12/16	Committee of the Whole - Community Investment Program (CIP) Review Session **Joint Village Board and Finance Commission Workshop**	7/11/17
7/15/16	Completed Departmental Budgets Advanced to Level 3 - Finance	7/14/17
7/15/16	Revenue Estimates completed by Finance Department	7/14/17
7/19/16	Acceptance of Proposed Community Investment Program (CIP) at Village Board Meeting	7/18/17
7/22/16	Personnel Budget Review with Village Manager and Finance Director	7/21/17
8/2/16	Preliminary Budget Review - VMO and Finance	7/28/17
8/5/16	Community Investment Program (CIP) available for distribution	8/4/17
8/9/16 to 8/10/16	Department Budget reviews with Village Manager and Finance Director	8/8/17 to 8/9/17

VILLAGE OF MOUNT PROSPECT, ILLINOIS
BUDGET CALENDAR
2017 and 2018

DRAFT

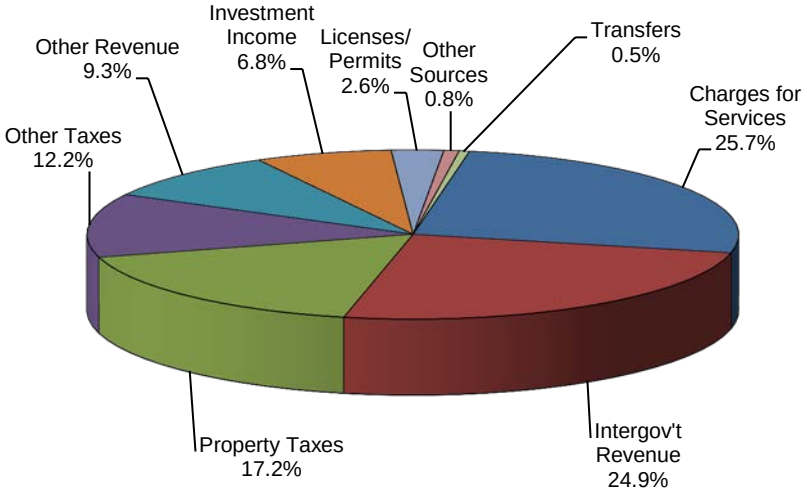
2017 DATE	ACTION	2018 DATE
9/2/16	Complete Proposed Budget Amounts	9/1/17
	Committee of the Whole - Mid-Year Budget Review and Pre-Budget Workshop **Joint Village Board and Finance Commission Workshop**	9/12/17
9/23/16	Deliver Proposed Budget to Village Board and Finance Commission	9/29/17
9/23/16	Proposed Budget available for public inspection at the Village Clerk's Office and the the Mount Prospect Public Library - Budget posted on Village website.	9/29/17
10/11/16	**Committee of the Whole - First Budget Hearing** **Joint Village Board and Finance Commission Workshop** Overview, Departmental Presentations	10/10/17
10/25/16	**Committee of the Whole - Second Budget Hearing** **Joint Village Board and Finance Commission Workshop** Departmental Presentations	10/24/17
11/15/16	Budget Public Hearing and First Reading of Proposed Budget and Property Tax Levy Ordinances at Village Board Meeting	11/21/17
12/6/16	Truth in Taxation Public Hearing and Second Reading of Proposed Budget and Property Tax Levy Ordinances at Village Board Meeting	12/5/17
12/31/16	Approved Budget available for distribution	12/31/17

Mount Prospect

MP

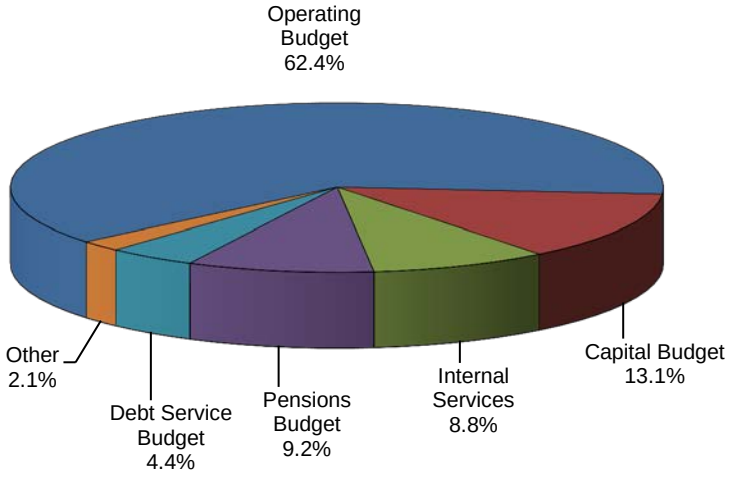
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
TOTAL VILLAGE BUDGET

2017 Revenues & Other Sources



January 1 - December 31, 2017	
Charges for Services	30,074,981
Intergovernmental Revenue	29,074,644
Property Taxes	20,092,000
Other Taxes	14,236,092
Other Revenue	10,924,005
Investment Income	7,925,100
Licenses and Permits	3,029,000
Other Sources	881,600
Transfers	600,000
Village Revenues	116,837,422

2017 Budget Expenditures



January 1 - December 31, 2017	
Operating Budget	69,993,395
Capital Budget	14,667,487
Internal Services	9,853,743
Pensions Budget	10,334,501
Debt Service Budget	4,922,013
Other	2,321,000
Village Expenditures	112,092,139

The purpose of this graphic is to provide an overview of the total Village of Mount Prospect budget for January 1, 2017 through December 31, 2017. The schedule on the next page shows revenues and other sources of financing, budget expenditures and available fund balances for 2015 through 2018. More detailed schedules are included throughout the Budget Summaries section.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
TOTAL VILLAGE BUDGET

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES AND OTHER SOURCES					
Property Taxes	21,769,995	22,784,200	22,786,200	**20,092,000**	19,368,000
Other Taxes	14,305,753	14,198,368	13,808,368	**14,236,092**	14,529,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	**3,029,000**	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,057,827	**29,074,644**	29,243,614
Charges for Services	27,983,964	30,766,533	29,319,838	**30,074,981**	31,093,755
Fines & Forfeits	725,065	656,100	644,100	**641,100**	642,100
Investment Income	2,603,791	8,485,500	6,799,200	**7,925,100**	8,382,100
Reimbursements	9,155,496	194,500	286,000	**240,500**	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	**10,924,005**	11,243,100
Other Financing Sources	301,171	-	664,544	**600,000**	600,000
Total Revenues & Other Sources	114,945,738	115,052,508	114,972,777	**116,837,422**	118,374,687
BUDGET EXPENDITURES					
Village Operating Budget	62,939,403	68,383,810	67,919,625	**69,993,395**	71,724,082
Village Capital Budget	24,714,503	22,299,393	21,447,074	**14,667,487**	15,327,822
Debt Services Budget	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
Pension Systems Budget	9,468,704	9,780,823	9,923,453	**10,334,501**	10,624,700
Internal Services Budget (a)	9,115,249	10,226,107	9,934,221	**9,853,743**	10,167,166
Business District Fund	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Interfund Transfers	281,599	-	664,544	**600,000**	600,000
Total Expenditures	112,645,193	116,766,920	117,164,148	**112,092,139**	115,291,054
CHANGES IN FUND BALANCE					
Excess (Deficiency) of Revenues & Other Sources Over Expenditures	2,300,545	(1,714,412)	(2,191,371)	**4,745,283**	3,083,633
FUND BALANCE					
Start of Budget Year	157,064,301	159,364,846	159,364,846	**157,173,475**	161,918,758
End of Budget Year	159,364,846	157,650,434	157,173,475	**161,918,758**	165,002,391
Less: Pension Fund Balances (b)	(115,356,742)	(121,503,875)	(119,603,805)	**(125,843,790)**	(132,474,840)
AVAILABLE FUND BALANCE	44,008,104	36,146,559	37,569,670	**36,074,968**	32,527,551

(a) Internal Services Budget includes Vehicle Maintenance Fund and Risk Management Fund. The Motor Equipment Replacement Fund and Computer Replacement Funds are included in the Village Capital Budget.

(b) Pension Fund Balances are reserved for pension benefits and not available for appropriation.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY REVENUE TYPE

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES BY TYPE					
Property Taxes	21,769,995	22,784,200	22,786,200	**20,092,000**	19,368,000
Other Taxes	14,305,753	14,198,368	13,808,368	**14,236,092**	14,529,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	**3,029,000**	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,057,827	**29,074,644**	29,243,614
Charges For Services	27,983,964	30,766,533	29,319,838	**30,074,981**	31,093,755
Fines & Forfeits	725,065	656,100	644,100	**641,100**	642,100
Investment Income	2,603,791	8,485,500	6,799,200	**7,925,100**	8,382,100
Reimbursements	9,155,496	194,500	286,000	**240,500**	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	**10,924,005**	11,243,100
Total Revenues	114,644,567	115,052,508	114,308,233	**116,237,422**	117,774,687
OTHER FINANCING SOURCES					
Interfund Transfers	281,599	-	664,544	**600,000**	600,000
Sale of Property/Other	19,572	-	-	**-**	-
Total Other Financing Sources	301,171	-	664,544	**600,000**	600,000
TOTAL REVENUES AND OTHER SOURCES	**114,945,738**	**115,052,508**	**114,972,777**	**116,837,422**	**118,374,687**
CHANGES IN FUND BALANCE					
Total Revenues & Other Sources	114,945,738	115,052,508	114,972,777	**116,837,422**	118,374,687
Total Expenditures	112,645,193	116,766,920	117,164,148	**112,092,139**	115,291,054
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(2,191,371)	**4,745,283**	3,083,633
ANALYSIS OF CHANGES IN FUND BALANCE					
Additions to (Use of) Pension Fund Balances	(31,525)	6,147,133	4,247,063	**6,239,985**	6,631,050
Additions to (Use of) Other Fund Balances	2,332,070	(7,861,545)	(6,438,434)	**(1,494,702)**	(3,547,417)
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(2,191,371)	**4,745,283**	3,083,633

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUDGET EXPENDITURES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
OPERATING BUDGET					
PUBLIC REPRESENTATION	605,329	693,608	767,390	**807,219**	740,910
VILLAGE ADMINISTRATION					
Village Manager's Office, Legal Serv	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454
Village Clerk's Office	209,690	238,198	250,761	252,988	258,748
Human Resources	331,807	358,603	393,723	424,981	404,510
Information Technology	1,150,744	1,339,006	1,399,596	1,533,249	1,587,049
Communications	372,101	452,997	466,905	531,008	538,387
Total Village Administration	3,465,416	3,701,580	4,180,914	4,095,500	4,149,148
FINANCE DEPARTMENT	1,945,585	2,035,030	2,018,914	**2,099,553**	2,125,442
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	2,104,966	2,426,654	2,327,660	**2,436,608**	2,490,231
CDBG	431,708	587,104	597,104	**596,304**	598,294
Total Community Development Dept	2,536,674	3,013,758	2,924,764	**3,032,912**	3,088,525
HUMAN SERVICES DEPARTMENT	1,048,465	1,107,503	1,100,420	**1,131,796**	1,150,649
PUBLIC SAFETY AND PROTECTION					
Police Department	16,293,832	17,543,744	17,196,264	**18,206,171**	18,846,696
Fire Department	13,226,832	14,410,987	14,395,674	**15,044,830**	15,336,644
Total Public Safety and Protection	29,520,664	31,954,731	31,591,938	**33,251,001**	34,183,340
PUBLIC WORKS DEPARTMENT					
Administration	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Streets/Buildings	2,837,060	3,206,224	3,211,739	**3,282,372**	3,349,774
Forestry and Grounds	1,459,118	1,706,132	1,702,129	**1,755,131**	1,791,708
Engineering	1,439,622	1,483,280	1,483,251	**1,534,147**	1,527,413
Refuse Disposal	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
Water and Sewer Division	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
Parking	243,104	437,460	442,330	**274,525**	279,237
Total Public Works Department	23,817,270	25,877,600	25,335,285	**25,575,414**	26,286,068
EMERGENCY EVENTS	-	-	-	**-**	-
TOTAL OPERATING BUDGET	**62,939,403**	**68,383,810**	**67,919,625**	**69,993,395**	**71,724,082**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUDGET EXPENDITURES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
CAPITAL BUDGET					
Community Investment Program	20,527,090	16,350,008	15,397,789	**11,886,933**	12,994,489
Other Capital Fund Expenditures	4,187,413	5,949,385	6,049,285	**2,780,554**	2,333,333
Total Capital Budget	24,714,503	22,299,393	21,447,074	**14,667,487**	15,327,822
DEBT SERVICE BUDGET	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
PENSION SYSTEMS BUDGET					
Miscellaneous Pensions	46,455	46,616	46,616	**46,781**	46,950
Police Pensions	4,685,033	4,833,176	4,801,976	**4,938,310**	5,068,901
Fire Pensions	4,737,216	4,901,031	5,074,861	**5,349,410**	5,508,849
Total Pension Systems Budget	9,468,704	9,780,823	9,923,453	**10,334,501**	10,624,700
INTERNAL SERVICES BUDGET (a)					
Vehicle Maintenance	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230
Risk Management	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936
Total Internal Services Budget (a)	9,115,249	10,226,107	9,934,221	**9,853,743**	10,167,166
BUSINESS DISTRICT FUND	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
INTERFUND TRANSFERS	281,599	-	664,544	**600,000**	600,000
TOTAL EXPENDITURES	**112,645,193**	**116,766,920**	**117,164,148**	**112,092,139**	**115,291,054**

(a) Internal Services Budget includes Vehicle Maintenance Fund and Risk Management Fund. The Motor Equipment Replacement Fund and Computer Replacement Funds are included in the Village Capital Budget.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
2017 BUDGET EXPENDITURES BY FUNDING SOURCE

	Budget 2017	General Fund	Debt Service Fund
Operating Budget			
Public Representation	807,219	807,219	-
Village Administration-Village Mgr, Legal Services	1,353,274	1,353,274	-
Village Administration-Village Clerk's Office	252,988	252,988	-
Village Administration-Human Resources	424,981	404,981	-
Village Administration-Information Technology	1,533,249	1,533,249	-
Village Administration-Communications	531,008	531,008	-
Finance Department	2,099,553	1,940,575	-
Community Development	2,436,608	2,436,608	-
CDBG	596,304	-	-
Human Services Department	1,131,796	1,131,796	-
Police Department	18,206,171	18,177,171	-
Fire Department	15,044,830	14,979,330	-
Public Works - Administration	1,624,660	1,624,660	-
Public Works - Streets/Buildings	3,282,372	2,558,697	-
Public Works - Forestry and Grounds	1,755,131	1,745,131	-
Public Works - Engineering	1,534,147	1,277,751	-
Public Works - Refuse Disposal	4,504,265	-	-
Public Works - Water and Sewer Division	12,600,314	-	-
Public Works - Parking	274,525	-	-
Total Operating Budget	69,993,395	50,754,438	-
Capital Budget			
Community Investment Program	11,886,933	1,252,291	-
Other Capital Fund Expenditures	2,780,554	-	-
Debt Service Budget	4,922,013	-	4,922,013
Pension Systems Budget			
Miscellaneous Pensions	46,781	46,781	-
Police Pensions	4,938,310	-	-
Fire Pensions	5,349,410	-	-
Internal Services Budget			
Vehicle Maintenance	2,174,423	-	-
Risk Management	7,679,320	-	-
Business District Fund	1,721,000	-	-
Interfund Transfers	600,000	600,000	-
TOTAL EXPENDITURES	112,092,139	52,653,510	4,922,013

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
2017 BUDGET EXPENDITURES BY FUNDING SOURCE

Funding Source				
Capital Funds	Special Rev Funds	Enterprise Funds	Internal Service Funds	Fiduciary Funds
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	20,000	-
-	-	-	-	-
-	-	-	-	-
-	-	158,978	-	-
-	-	-	-	-
-	596,304	-	-	-
-	-	-	-	-
-	29,000	-	-	-
-	65,500	-	-	-
-	-	-	-	-
-	723,675	-	-	-
-	-	-	10,000	-
-	256,396	-	-	-
-	4,504,265	-	-	-
-	-	12,600,314	-	-
-	-	274,525	-	-
-	6,175,140	13,033,817	30,000	-
6,714,392	932,000	2,988,250	-	-
342,244	-	-	2,438,310	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	4,938,310
-	-	-	-	5,349,410
-	-	-	2,174,423	-
-	-	-	7,679,320	-
-	1,721,000	-	-	-
-	-	-	-	-
7,056,636	8,828,140	16,022,067	12,322,053	10,287,720

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FUND SUMMARIES

EXPLANATION OF FUND SUMMARIES

Illinois Statutes and Generally Accepted Accounting Principles require a municipality to account for revenues and expenditures on a "fund" basis. A fund is a separate accounting entity which is organized with a set of self-balancing accounts and which is established to accomplish a specific purpose. Funds may be required by state statute, Village ordinance, or by the Government Accounting Standards Board (GASB). For example, Illinois Statutes require Motor Fuel Tax monies to be accounted for in the Motor Fuel Tax Fund, and the GASB has established specific fund types and fund groups to ensure consistency of reporting by municipalities. The Village's fund structure conforms to these legal and accounting requirements.

Although the Village is required to account for revenues and expenditures on a fund basis, the Village's Annual Budget is not organized along fund lines. Revenues are recorded in the appropriate fund, but expenditures are reported by program within a department or division regardless of the fund that is providing the resources. All line-items are identified by a fund code and fund totals are summarized by department or division. This type of budget structure emphasizes the overall cost of the program rather than by an expenditure supported by a particular source of revenue.

To satisfy the legal and accounting requirements that revenues and expenditures are accounted for on a "fund" basis, budget line-item amounts are aggregated by fund and presented in the following three summaries: 1) Revenues and Other Sources By Fund; 2) Expenditures By Fund; and 3) Available Fund Balances/Net Assets. The first two schedules show actual amounts for 2015, budget and estimated amounts for 2016, budget amounts for 2017, and forecast amounts for 2018. The Available Fund Balances/Net Assets schedules add the estimated Fund Balances/Net Assets as of the start of the year with budget revenues and then subsequent budget expenditures to arrive at the estimated Fund Balances/Net Assets at the end of the year. Available Fund Balances/Net Assets schedules that show the estimated balances as of December 31, 2017 and December 31, 2018 are also included.

The Available Fund Balances/Net Assets schedules compare the expected Fund Balances/Net Assets at the end of the year with the Village's recommended or "target balances" for each fund and fund group. Target balances represent the amounts needed for sound fiscal policy and adequate cash-flow needs and are based on the Village’s Fund Balances/Net Assets policy. The Village’s Fund Balances/Net Assets policy is included in the Introduction Section of this budget document. Although the Available Fund Balances/Net Assets schedules are not a required schedule, they provide valuable information for fiscal planning purposes.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	50,320,913	49,658,220	51,445,780	**52,838,595**	53,822,546
DEBT SERVICE FUND	4,871,072	4,987,011	4,987,011	**4,928,492**	5,043,718
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,361,326	1,415,500	1,424,000	**2,065,000**	2,110,000
Downtown Redevelopment Construct	2,580,177	2,998,500	3,003,500	**-**	-
Street Improvement Construc Fund	3,601,966	3,761,500	3,792,000	**3,847,000**	3,892,000
Flood Control Construction Fund	408,005	447,000	491,000	**496,000**	526,000
Total Capital Projects Funds	7,951,474	8,622,500	8,710,500	**6,408,000**	6,528,000
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	3,978,818	4,600,000	4,578,000	**4,610,000**	4,736,000
Motor Fuel Tax Fund	1,338,976	1,237,500	1,407,000	**1,419,000**	1,419,000
CDBG	431,708	587,104	597,104	**596,304**	598,294
Asset Seizure Fund	18,023	15,100	15,200	**10,200**	10,200
Federal Equitable Share Funds	12	200	200	**200**	200
DUI Fine Fund	36,127	20,100	25,100	**20,100**	20,100
Foreign Fire Tax Board Fund	82,540	70,100	86,000	**86,000**	86,000
Business District Fund	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Special Revenue Funds	7,163,434	7,627,204	9,004,148	**8,462,804**	8,679,794
ENTERPRISE FUNDS					
Water and Sewer Fund	22,972,292	15,669,600	14,300,500	**15,516,000**	14,441,000
Village Parking System Fund	140,821	168,700	168,100	**184,100**	184,100
Parking System Revenue Fund	422,623	146,000	146,000	**161,000**	161,000
Total Enterprise Funds	23,535,736	15,984,300	14,614,600	**15,861,100**	14,786,100
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,160,182	2,044,649	2,044,649	**2,030,564**	2,220,230
Vehicle Replacement Fund	1,430,350	1,608,200	1,622,200	**1,673,000**	1,673,000
Computer Replacement Fund	272,844	254,550	255,150	**242,329**	238,713
Risk Management Fund	7,849,009	8,384,534	8,164,839	**7,864,833**	8,173,786
Total Internal Service Funds	11,712,385	12,291,933	12,086,838	**11,810,726**	12,305,729
FIDUCIARY FUNDS					
Police Pension Fund	4,365,147	8,266,000	7,385,800	**8,525,125**	8,969,000
Fire Pension Fund	5,025,577	7,615,340	6,738,100	**8,002,580**	8,239,800
Total Fiduciary Funds	9,390,724	15,881,340	14,123,900	**16,527,705**	17,208,800
TOTAL REVENUES & OTHER SOURCES	**114,945,738**	**115,052,508**	**114,972,777**	**116,837,422**	**118,374,687**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
EXPENDITURES BY FUND

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	45,945,581	49,910,442	50,615,406	**52,653,510**	53,846,102
DEBT SERVICE FUND	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,870,950	3,547,920	3,496,720	**2,248,892**	2,973,677
Downtown Redevelopment Construct	3,682,910	3,541,129	3,781,129	**-**	-
Street Improvement Construc Fund	6,253,074	3,739,000	3,664,000	**4,012,000**	4,117,000
Flood Control Construction Fund	9,191,573	1,767,171	1,782,071	**795,744**	593,553
Total Capital Projects Funds	20,998,507	12,595,220	12,723,920	**7,056,636**	7,684,230
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	4,440,426	4,769,144	4,474,578	**4,519,265**	4,662,824
Motor Fuel Tax Fund	808,665	2,209,091	1,609,091	**1,897,071**	1,598,673
CDBG	431,708	587,104	597,104	**596,304**	598,294
Asset Seizure Fund	9,044	7,000	7,000	**7,000**	7,000
Federal Equitable Share Funds	-	2,000	2,000	**2,000**	2,000
DUI Fine Fund	12,473	2,000	30,000	**20,000**	20,000
Foreign Fire Tax Board Fund	67,788	50,500	62,500	**65,500**	65,500
Business District Fund	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Special Revenue Funds	7,047,334	8,723,939	9,077,817	**8,828,140**	8,764,291
ENTERPRISE FUNDS					
Water and Sewer Fund	14,143,607	17,180,390	16,653,462	**15,747,542**	16,231,244
Village Parking System Fund	126,352	361,296	361,296	**110,766**	703,153
Parking System Revenue Fund	143,267	226,164	231,034	**163,759**	166,084
Total Enterprise Funds	14,413,226	17,767,850	17,245,792	**16,022,067**	17,100,481
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230
Vehicle Replacement Fund	670,973	2,554,668	2,419,668	**2,124,000**	1,887,000
Computer Replacement Fund	176,380	264,800	264,800	**314,310**	196,750
Risk Management Fund	7,102,928	8,061,714	7,897,300	**7,709,320**	7,976,936
Total Internal Service Funds	9,969,791	13,055,575	12,644,689	**12,322,053**	12,280,916
FIDUCIARY FUNDS					
Police Pension Fund	4,685,033	4,833,176	4,801,976	**4,938,310**	5,068,901
Fire Pension Fund	4,737,216	4,901,031	5,074,861	**5,349,410**	5,508,849
Total Fiduciary Funds	9,422,249	9,734,207	9,876,837	**10,287,720**	10,577,750
TOTAL EXPENDITURES	**112,645,193**	**116,766,920**	**117,164,148**	**112,092,139**	**115,291,054**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2017

	Estimated Balance 1/1/2017	2017 Budget Revenues	2017 Budget Expenditures	Estimated Balance 12/31/2017	Recommended Balance 12/31/2017
GENERAL FUND	17,847,294	52,838,595	52,653,510	**18,032,379**	10,769,220
DEBT SERVICE FUND	161,530	4,928,492	4,922,013	**168,009**	935,843
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	191,979	2,065,000	2,248,892	**8,087**	590,703
Downtown Redevelopment Construct	(1,254,958)	-	-	**(1,254,958)**	-
Street Improvement Construc Fund	405,611	3,847,000	4,012,000	**240,611**	1,000,000
Flood Control Construction Fund	1,352,484	496,000	795,744	**1,052,740**	168,520
Total Capital Projects Funds	695,116	6,408,000	7,056,636	**46,480**	1,759,223
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,187,814	4,610,000	4,519,265	**1,278,549**	466,282
Motor Fuel Tax Fund	1,725,585	1,419,000	1,897,071	**1,247,514**	159,867
CDBG	-	596,304	596,304	**-**	-
Asset Seizure Fund	100,855	10,200	7,000	**104,055**	7,000
Federal Equitable Share Funds	18,151	200	2,000	**16,351**	2,000
DUI Fine Fund	119,835	20,100	20,000	**119,935**	20,000
Foreign Fire Tax Board Fund	326,229	86,000	65,500	**346,729**	6,550
Business District Fund	-	1,721,000	1,721,000	**-**	-
Total Special Revenue Funds	3,478,469	8,462,804	8,828,140	**3,113,133**	661,699
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	2,816,203	15,516,000	15,747,542	**2,584,661**	3,285,896
Village Parking System Fund	85,595	184,100	110,766	**158,929**	28,288
Parking System Revenue Fund	47,059	161,000	163,759	**44,300**	41,521
Total Enterprise Funds	2,948,857	15,861,100	16,022,067	**2,787,890**	3,355,705
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	772,779	2,030,564	2,174,423	**628,920**	222,023
Vehicle Replacement Fund	7,841,657	1,673,000	2,124,000	**7,390,657**	7,390,657
Computer Replacement Fund	465,556	242,329	314,310	**393,575**	393,575
Risk Management Fund	3,358,412	7,864,833	7,709,320	**3,513,925**	1,322,129
Total Internal Service Funds	12,438,404	11,810,726	12,322,053	**11,927,077**	9,328,384
FIDUCIARY FUNDS (b)					
Police Pension Fund	61,083,864	8,525,125	4,938,310	**64,670,679**	126,203,860
Fire Pension Fund	58,519,941	8,002,580	5,349,410	**61,173,111**	110,502,368
Total Fiduciary Funds	119,603,805	16,527,705	10,287,720	**125,843,790**	236,706,228
Total - Village Funds	**157,173,475**	**116,837,422**	**112,092,139**	**161,918,758**	**263,516,302**
Less: Fiduciary Funds (b)	(119,603,805)	(16,527,705)	(10,287,720)	**(125,843,790)**	(236,706,228)
TOTAL AVAILABLE BALANCES	**37,569,670**	**100,309,717**	**101,804,419**	**36,074,968**	**26,810,074**

(a) Estimated balances reflect unrestricted net assets only.

(b) Fiduciary Funds are restricted for future pension benefits and do not constitute "Available Fund Balances."

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2018

	Estimated Balance 1/1/2018	2018 Budget Revenues	2018 Budget Expenditures	Estimated Balance 12/31/2018	Recommended Balance 12/31/2018
GENERAL FUND	18,032,379	53,822,546	53,846,102	**18,008,823**	11,092,297
DEBT SERVICE FUND	168,009	5,043,718	5,037,284	**174,443**	918,625
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	8,087	2,110,000	2,973,677	**(855,590)**	590,703
Downtown Redevelopment Construct	(1,254,958)	-	-	**(1,254,958)**	-
Street Improvement Construc Fund	240,611	3,892,000	4,117,000	**15,611**	1,000,000
Flood Control Construction Fund	1,052,740	526,000	593,553	**985,187**	168,520
Total Capital Projects Funds	46,480	6,528,000	7,684,230	**(1,109,750)**	1,759,223
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,278,549	4,736,000	4,662,824	**1,351,725**	480,271
Motor Fuel Tax Fund	1,247,514	1,419,000	1,598,673	**1,067,841**	164,663
CDBG	-	598,294	598,294	**-**	-
Asset Seizure Fund	104,055	10,200	7,000	**107,255**	7,210
Federal Equitable Share Funds	16,351	200	2,000	**14,551**	2,060
DUI Fine Fund	119,935	20,100	20,000	**120,035**	20,600
Foreign Fire Tax Board Fund	346,729	86,000	65,500	**367,229**	6,747
Business District Fund	-	1,810,000	1,810,000	**-**	-
Total Special Revenue Funds	3,113,133	8,679,794	8,764,291	**3,028,636**	681,551
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	2,584,661	14,441,000	16,231,244	**794,417**	3,384,472
Village Parking System Fund	158,929	184,100	703,153	**(360,124)**	29,137
Parking System Revenue Fund	44,300	161,000	166,084	**39,216**	42,767
Total Enterprise Funds	2,787,890	14,786,100	17,100,481	**473,509**	3,456,376
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	628,920	2,220,230	2,220,230	**628,920**	228,684
Vehicle Replacement Fund	7,390,657	1,673,000	1,887,000	**7,176,657**	7,176,657
Computer Replacement Fund	393,575	238,713	196,750	**435,538**	435,538
Risk Management Fund	3,513,925	8,173,786	7,976,936	**3,710,775**	1,322,129
Total Internal Service Funds	11,927,077	12,305,729	12,280,916	**11,951,890**	9,163,008
FIDUCIARY FUNDS (b)					
Police Pension Fund	64,670,679	8,969,000	5,068,901	**68,570,778**	135,038,130
Fire Pension Fund	61,173,111	8,239,800	5,508,849	**63,904,062**	117,132,510
Total Fiduciary Funds	125,843,790	17,208,800	10,577,750	**132,474,840**	252,170,640
Total - Village Funds	**161,918,758**	**118,374,687**	**115,291,054**	**165,002,391**	**279,241,720**
Less: Fiduciary Funds (b)	(125,843,790)	(17,208,800)	(10,577,750)	**(132,474,840)**	(252,170,640)
TOTAL AVAILABLE BALANCES	**36,074,968**	**101,165,887**	**104,713,304**	**32,527,551**	**27,071,080**

(a) Estimated balances reflect unrestricted net assets only.

(b) Fiduciary Funds are restricted for future pension benefits and do not constitute "Available Fund Balances."

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
SUPPLEMENTAL INFORMATION

SUPPLEMENTAL SCHEDULES AND GRAPHICS

The following schedules and graphics present historical and current information regarding Real Estate Taxes, Personal Services, Long-Term Debt, and a Profile of the Village of Mount Prospect. Following is an introduction to each presentation:

Real Estate Taxes - There are three graphics and schedules included which contain information on Real Estate Taxes. The first graphic, Village Property Tax Levies and Tax Rates, shows Village tax levies and tax rates from 2008 - 2017. The schedule also lists the equalized assessed valuation and the annual percentage change in the tax levies for the same period. The next schedule, Real Estate and Special Service Area Tax Levies and Tax Rate Comparisons, shows Village, Library and Special Service Area Tax Levies and Tax Rate comparisons by purpose for 2015, 2016, and 2017. The last graphic, Distribution of 2015 Property Taxes, shows how property taxes are distributed to the various taxing bodies and the actual distribution of the 2015 property tax rate.

Number of Authorized Positions - This schedule shows the number of full-time, part-time, seasonal and full-time equivalent positions for 2015, 2016, and 2017.

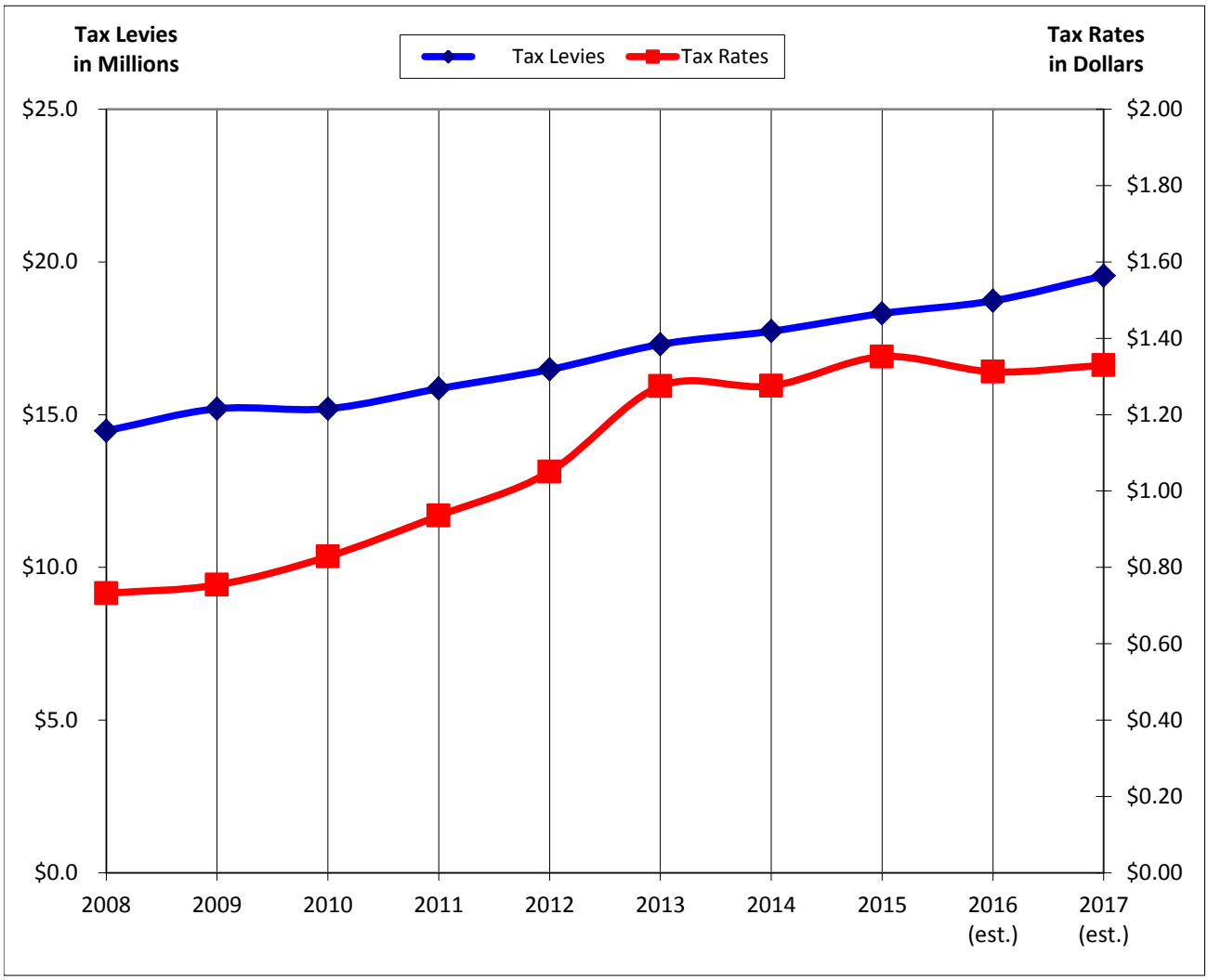
Personal Services - The payment of wages and employee benefits represent 64.7% of the operating budget. This schedule shows 2015 actual, 2016 budget and estimated amounts, budget amounts for 2017 and forecast amounts for 2018. The schedule organizes the personal service amounts by the type of Village Service provided.

Long-Term Debt - One graphic and two schedules are included. The graphic shows the relative speed of how outstanding debt issues will be paid. The first schedule shows the maturity dates, the original amounts issued and outstanding balances of current bond issues. The second schedule shows the Annual Principal Requirements for 2017 through 2020 and the balance of payments due from 2021 through 2033. This schedule classifies the various bond issues by the sources of revenue that will be used to fund the debt service payments.

Village Profile - This schedule presents information about the Village of Mount Prospect and its facilities and services.

These schedules and graphics are included to help gain a better understanding of some of the trends and influences that affect the Village's current and future fiscal plans.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE PROPERTY TAX LEVIES AND TAX RATES



Year	Equalized Assessed Valuation	Village Extended Tax Levies	Annual % Change	Village Tax Rates
2008	1,979,496,030	14,472,271	3.26%	0.732
2009	2,017,411,353	15,194,636	4.99%	0.754
2010	1,834,680,507	15,194,635	0.00%	0.828
2011	1,694,952,801	15,852,352	4.33%	0.935
2012	1,568,774,082	16,477,871	3.95%	1.050
2013	1,357,294,084	17,301,438	5.00%	1.275
2014	1,390,377,678	17,730,922	2.48%	1.275
2015	1,354,550,848	18,312,756	3.28%	1.352
2016 (est.)	1,427,076,558	18,727,573	2.27%	1.312
2017 (est.)	1,470,121,487	19,546,016	4.37%	1.330

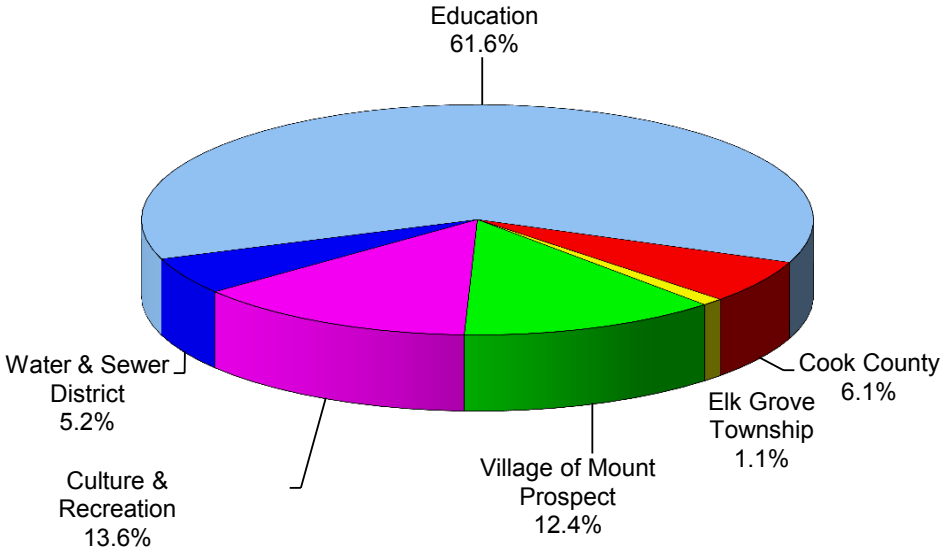
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
REAL ESTATE AND SPECIAL SERVICE AREA TAX LEVIES AND TAX RATE COMPARISONS (1)

	2015 Tax Levy		2016 Tax Levy		2017 Tax Levy	
	Rate	Amount	Rate (2)	Amount	Rate (2)	Amount
Village Levies						
Police Protection	$ 0.3715	$ 5,032,448	$ 0.3526	$ 5,032,448	$ 0.3423	$ 5,032,448
Fire Protection	0.3846	5,209,928	0.3651	5,209,928	0.3544	5,209,928
G.O. Bonds	0.1703	2,307,215	0.1625	2,318,583	0.1653	2,430,829
Police Pension	0.2358	3,194,500	0.2395	3,418,122	0.2575	3,785,424
Fire Pension	0.1896	2,568,665	0.1926	2,748,492	0.2100	3,087,387
Total Village Levies	$ 1.3519	$ 18,312,756	$ 1.3123	$ 18,727,573	$ 1.3296	$ 19,546,016
Library Levies						
Operations	$ 0.6751	$ 9,144,681	(4)		(4)	
Debt Service	0.1259	1,705,484				
Total Library Levies	$ 0.8010	$ 10,850,165	(4)		(4)	
Total Village and Library Levies	$ 2.1530	$ 29,162,921	$ 1.3123	$ 18,727,573	$ 1.3296	$ 19,546,016
Equalized Assessed Valuation (EAV) (3)	$1,354,550,848		$1,427,076,558		$1,470,121,487	
Special Service Area #5						
JAWA Water Agency	$ 0.1415	$ 1,545,773	$ 0.1343	$ 1,545,773	$ 0.1304	$ 1,545,773
Equalized Assessed Valuation (EAV) (3)	$1,092,135,865		$1,150,611,284.47		$1,185,317,187.78	

(1) Tax rates per $100 Equalized Assessed Valuation.
(2) Tax rates are estimated.
(3) Changes in Equalized Assessed Valuation are based on 10-year historical trends.
(4) Not available as of the date of this report.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PROPERTY TAX DISTRIBUTION

DISTRIBUTION OF 2015 PROPERTY TAXES



DISTRIBUTION OF 2015 PROPERTY TAX RATE (1)

	Tax Rate	%
Education:		
School District 57	$ 3.364	30.9%
High School District 214	$ 2.881	26.5%
Harper District 512	$ 0.466	4.3%
	$ 6.711	61.6%
Cook County:		
County Government	$ 0.552	5.1%
Cook County Forest	$ 0.069	0.6%
Other	$ 0.045	0.4%
	$ 0.666	6.1%
Elk Grove Township	$ 0.113	1.0%

	Tax Rate	%
Village:		
Mount Prospect	$ 1.352	12.4%
Culture and Recreation		
M.P. Park District	$ 0.681	6.3%
M.P. Library	$ 0.801	7.3%
	$ 1.482	13.6%
Water & Sewer District		
Water Reclamation	$ 0.426	3.9%
SSA #5	$ 0.142	1.3%
	$ 0.568	5.2%
TOTAL	$ 10.892	100.0%

(1) Sample property located in the Village of Mount Prospect, Elk Grove Township, and School District #57. The tax rate is applied to each $100 of Equalized Assessed Valuation.

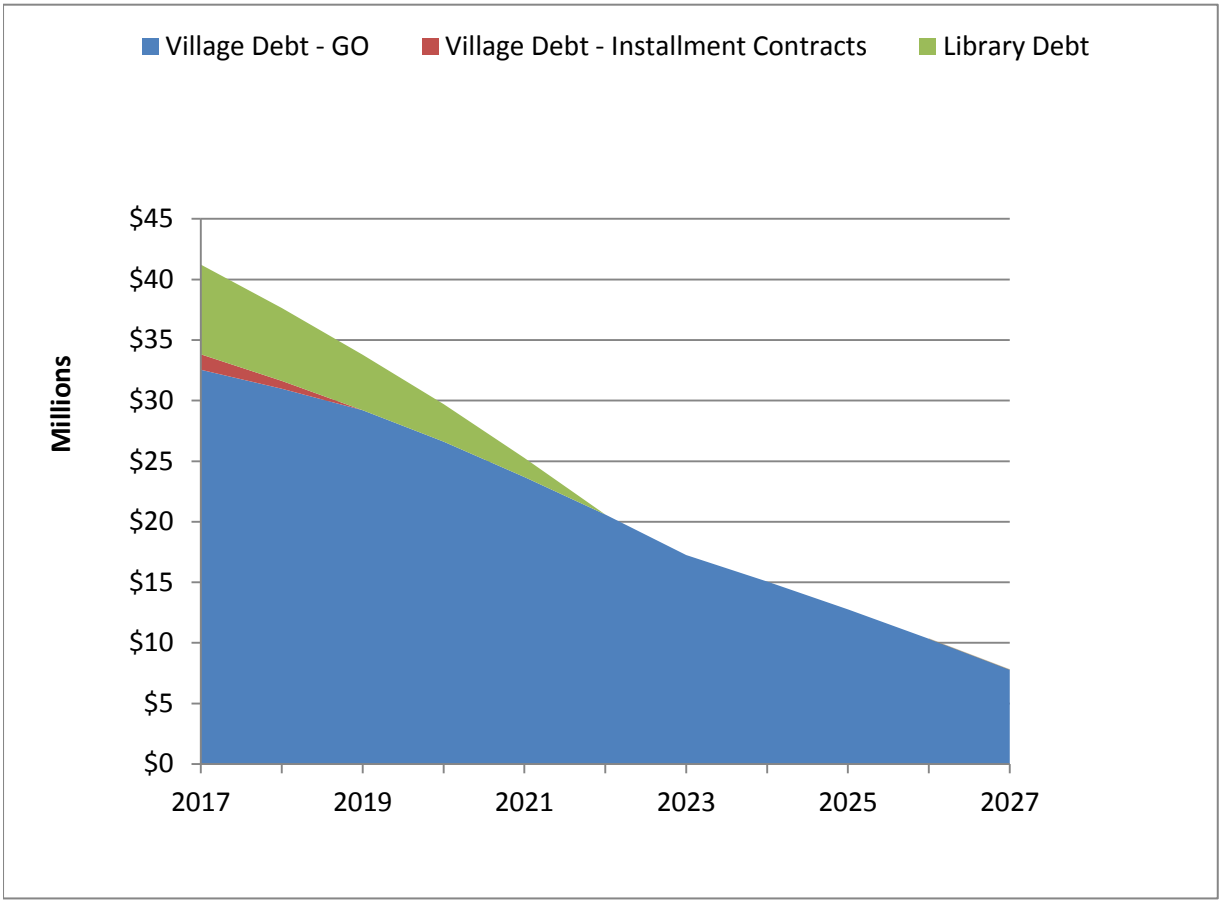
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
NUMBER OF AUTHORIZED POSITIONS

	Full-Time Employees			Part-Time Employees			Seasonal Employees			Full-Time Equivalent		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**	**2015**	**2016**	**2017**	**2015**	**2016**	**2017**
PUBLIC REPRESENTATION	1.35	1.40	**1.40**	8.00	8.00	**8.00**	-	-	**-**	2.15	2.20	**2.20**
VILLAGE ADMINISTRATION												
Village Manager's Office	3.70	3.70	**3.85**	-	-	**-**	-	-	**-**	3.70	3.70	**3.85**
Village Clerk's Office	2.00	2.00	**2.00**	-	-	**-**	-	-	**-**	2.00	2.00	**2.00**
Human Resources	2.15	2.15	**2.00**	-	-	**-**	-	-	**-**	2.15	2.15	**2.00**
Information Technology	6.00	6.00	**6.00**	-	-	**-**	-	-	**-**	6.00	6.00	**6.00**
Communications	2.00	1.90	**2.90**	1.00	1.00	**-**	2.00	2.00	**2.00**	3.00	2.90	**3.40**
Total Village Administration	15.85	15.75	**16.75**	1.00	1.00	**0.00**	2.00	2.00	**2.00**	16.85	16.75	**17.25**
FINANCE DEPARTMENT	11.00	11.00	**11.00**	4.00	4.00	**4.00**	-	-	**-**	13.00	13.00	**13.00**
COMMUNITY DEVELOPMENT												
Community Development	16.25	17.25	**17.25**	3.00	1.00	**1.00**	3.00	4.00	**4.00**	18.50	18.75	**18.75**
CDBG	0.75	0.75	**0.75**	-	-	**-**	1.00	-	1.00	1.00	0.75	**1.00**
Total Community Development	17.00	18.00	**18.00**	3.00	1.00	**1.00**	4.00	4.00	**5.00**	19.50	19.50	**19.75**
HUMAN SERVICES DEPARTMENT	8.00	9.00	**9.00**	2.00	-	**1.00**	1.00	1.00	**1.00**	9.50	9.50	**9.55**
PUBLIC SAFETY AND PROTECTION												
Police Department	98.50	100.50	**100.50**	2.00	4.00	**4.00**	-	-	**-**	99.50	101.50	**101.50**
Fire Department	74.00	80.00	**80.00**	-	-	**-**	15.00	14.00	**14.00**	75.00	81.00	**81.00**
Total Public Safety And Protection	172.50	180.50	**180.50**	2.00	4.00	**4.00**	15.00	14.00	**14.00**	174.50	182.50	**182.50**
PUBLIC WORKS DEPARTMENT												
Administration	2.50	3.50	**3.00**	0.70	0.70	**0.70**	-	-	**-**	2.85	3.85	**3.35**
Streets/Bldgs	11.05	11.00	**11.00**	1.00	1.00	**1.00**	19.00	19.00	**19.00**	12.40	12.35	**12.35**
Forestry	8.25	7.35	**7.35**	-	-	**-**	3.00	3.00	**3.00**	9.25	8.35	**8.35**
Engineering	7.10	7.10	**7.10**	1.00	1.00	**1.00**	2.00	2.00	**2.00**	8.00	8.00	**8.00**
Refuse Disposal	2.60	2.60	**2.60**	0.60	0.60	**0.60**	-	-	**-**	2.90	2.90	**2.90**
Water/Sewer	21.90	21.90	**22.40**	2.70	2.70	**2.70**	6.00	6.00	**6.00**	24.75	24.75	**25.25**
Parking	0.90	0.90	**0.90**	-	-		-	-		0.90	0.90	**0.90**
Vehicle Maintenance	10.00	10.00	**10.00**	1.00	1.00	**1.00**	1.00	1.00	**1.00**	10.75	10.75	**10.75**
Total Public Works Department	64.30	64.35	**64.35**	7.00	7.00	**7.00**	31.00	31.00	**31.00**	71.80	71.85	**71.85**
VILLAGE TOTALS	**290.00**	**300.00**	**301.00**	**27.00**	**25.00**	**25.00**	**53.00**	**52.00**	**53.00**	**307.30**	**315.30**	**316.10**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PERSONAL SERVICES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
PUBLIC REPRESENTATION	238,882	245,464	253,870	**276,724**	282,658
VILLAGE ADMINISTRATION					
Village Manager's Office, Legal Serv	764,191	620,691	642,500	**576,772**	588,663
Village Clerk's Office	189,696	205,483	218,046	**218,383**	223,451
Human Resources	286,825	323,993	319,664	**296,531**	302,423
Information Technology	524,330	554,111	614,736	**751,616**	768,169
Communications	241,965	236,072	256,167	**308,693**	315,755
Total Village Administration	2,007,007	1,940,350	2,051,113	**2,151,995**	2,198,461
FINANCE DEPARTMENT	1,179,894	1,212,256	1,171,714	**1,221,167**	1,247,889
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	1,598,012	1,818,454	1,700,560	**1,786,046**	1,826,329
CDBG	78,080	76,773	76,773	**81,826**	83,666
Total Community Development Dept	1,676,092	1,895,227	1,777,333	**1,867,872**	1,909,995
HUMAN SERVICES DEPARTMENT	937,722	961,244	962,932	**983,206**	1,004,412
PUBLIC SAFETY AND PROTECTION					
Police Department	14,557,794	15,537,077	15,257,730	**16,266,001**	16,751,050
Fire Department	11,772,822	12,703,618	12,804,975	**13,423,208**	13,655,725
Total Public Safety and Protection	26,330,616	28,240,695	28,062,705	**29,689,209**	30,406,775
PUBLIC WORKS DEPARTMENT					
Administration	441,625	530,113	558,113	**444,231**	452,755
Streets/Buildings	1,694,585	1,660,480	1,663,085	**1,652,116**	1,687,921
Forestry and Grounds	988,177	1,000,218	1,000,215	**1,030,230**	1,052,520
Engineering	1,022,529	1,036,626	1,036,626	**1,040,890**	1,062,895
Refuse Disposal	365,930	357,874	357,874	**369,937**	378,301
Water and Sewer Division	2,534,499	2,871,844	2,871,744	**3,064,432**	3,131,529
Parking	90,339	92,535	92,535	**96,308**	98,540
Vehicle Maintenance	1,356,111	1,363,508	1,365,536	**1,387,183**	1,417,378
Total Public Works Department	8,493,795	8,913,198	8,945,728	**9,085,327**	9,281,839
TOTAL PERSONAL SERVICES	**40,864,008**	**43,408,434**	**43,225,395**	**45,275,500**	**46,332,029**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT - PRINCIPAL AMOUNT OUTSTANDING



The graphic "Principal Amount Outstanding" shows the relative speed with which the Village is paying its outstanding debt. Total debt of $44.6 million as of December 31, 2016 will be reduced to $10.3 million by 2026. All current debt will be retired by the end of 2033.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT

Series	Purpose	Original Maturity Date	Original Par Amount	Current Balance 01/01/17
General Obligation Bonds - Village				
2009	Fire Station #14, EOC, PW Expansion	12/01/28	10,000,000	9,800,000
2009B	Series 2001 Refunding	12/01/21	3,430,000	1,720,000
2009C	Fire Station #14, EOC, PW Expansion	12/01/29	2,650,000	2,530,000
2011B	Village Refunding	12/01/20	5,160,000	2,980,000
2012	Village Refunding (issue date 1-3-12)	12/01/22	2,975,000	1,745,000
2013	Flood Control	12/01/33	9,800,000	9,800,000
2014	Streets	12/01/23	6,279,000	5,385,000
Total General Obligation Bonds - Village			$ 40,294,000	$ 33,960,000
Installment Contracts/Notes				
L 170855	Flood Control - See Gwun/Milburn	11/01/17	1,203,550	79,035
L 171087	Flood Control - Maple/Berkshire	06/03/19	1,760,422	280,138
2012	Flood Control - Hatlen Heights Isabella Street and Lonquist Blvd.	12/01/19	2,500,000	1,525,000
Total Installment Contracts/Notes			$ 5,463,972	$ 1,884,173
TOTAL - VILLAGE DEBT ONLY			$ 45,757,972	$ 35,844,173
General Obligation Bonds - Library				
2016	Library Refunding	12/01/22	$ 8,880,000	$ 8,760,000
Total General Obligation Bonds - Library			$ 8,880,000	$ 8,760,000
TOTAL - VILLAGE AND LIBRARY DEBT			**$ 54,637,972**	**$ 44,604,173**

(1) As a home rule municipality the Village does not have any legal debt margin.

(2) The Village's debt position including debt issued on behalf of the Library is at a favorable level with total debt at $823 per capita and debt to be paid from property taxes at $788 per capita as of December 31, 2016. Standard & Poor's has rated Village debt at AA+. In Standard & Poor's latest credit report dated August 2016 they stated that the Village's rating assignment reflects the village's participation in the deep and diverse Chicago metropolitan area economy, very strong management with strong bedgetary performance and flexibility, and an adequate debt and contingent liablity postion.

(3) Debt Service requirements for the next four years and all subsequent years for the outstanding and proposed debt issues are identified on the next page.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL DEBT SERVICE REQUIREMENTS

	2017	2018	2019	2020	2021 - 2033	Totals
Debt to be Paid from Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	417,262	417,262	417,262	417,262	12,242,168	13,911,216
Series 2009B - Village Refunding	381,275	381,675	380,125	387,375	383,875	1,914,325
Series 2009C - Fire Station #14/EOC	205,842	222,655	243,380	258,100	2,740,020	3,669,997
Series 2011B - Village Refunding Bonds	790,096	792,078	793,556	794,530	-	3,170,260
Series 2012 - Village Refunding Bonds	54,096	54,096	54,096	54,096	1,826,532	2,042,916
Series 2013 - Flood Control Bonds	369,956	369,956	369,956	924,956	12,006,228	14,041,052
Series 2014 - Street Bonds	466,550	557,400	700,250	883,450	3,565,300	6,172,950
Total Debt to be Paid from Property Taxes	2,685,077	2,795,122	2,958,625	3,719,769	32,764,123	44,922,716
Debt to be Paid from Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #4	80,752	-	-	-	-	80,752
IEPA Loan #5	116,506	116,506	58,253	-	-	291,265
Installment Notes						
2012 Installment Notes	433,878	525,056	595,369	-	-	1,554,303
Total Debt to be Paid from Home Rule Sales Tax	631,136	641,562	653,622	-	-	1,926,320
TOTAL VILLAGE DEBT SERVICE	**3,316,213**	**3,436,684**	**3,612,247**	**3,719,769**	**32,764,123**	**46,849,036**
Debt to be Paid by Mount Prospect Public Library						
General Obligation Bonds						
Series 2016 - Library Refunding Bonds	1,599,800	1,594,600	1,598,350	1,600,750	3,198,450	9,591,950
Total Debt to be Paid from Library	1,599,800	1,594,600	1,598,350	1,600,750	3,198,450	9,591,950
TOTAL ANNUAL DEBT SERVICE REQUIREMENTS	**4,916,013**	**5,031,284**	**5,210,597**	**5,320,519**	**35,962,573**	**56,440,986**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE PROFILE

The Village of Mount Prospect was incorporated in 1917 and operates under the Board/Manager form of government. It is a home rule community as defined by the Illinois Constitution. Mount Prospect is located approximately fifteen miles northwest of the City of Chicago in Cook County with a land area of 10.3 square miles.

The Village grew slowly from 1917 to 1950 with the 1950 population totaling 4,009. By 1960, the Village's population had increased to 18,905, then almost doubling to 34,995 at the 1970 Census and leveling off at 53,168 at the 1990 Census. The 2010 Census figure is 54,167. The Village's most notable characteristics are its residential streets which are shaded by approximately 24,000 parkway trees, outstanding schools and parks, Randhurst Village, a lifestyle center, and Kensington Center for Business which consists of 300 acres of quality industrial and office buildings in a spacious park-like environment.

VILLAGE FACILITIES AND SERVICES

Number of Full-Time Employees in 2016	300
Number of Part-Time Employees in 2016	25
Miles of Streets & Roads	164
Number of Permits Issued in 2015	2,490
Value of Construction in 2015	$ 63,422,141
Fire Protection	
Number of Firefighters	72
Number of Stations	3
Number of Fire Hydrants	2,240
I.S.O. Rating	Class 2
Police Protection	
Number of Police Officers	83
Number of Police Stations	1
Municipal Water Utility	
Average Daily Gallons Billed	3,135,339
Miles of Water Mains	160
Number of Metered Accounts	11,811
Elections	
Number of Registered Voters	31,868
Number of Votes Cast in Last Municipal Election	3,777
Percentage of Registered Voters Voting in Last Municipal Election	11.85%

SOCIOECONOMIC INFORMATION (a)

Median Home Value	$296,300
Number of Single Family Homes	12,072
Percent of Homes Valued:	
Under $99,999	5.81%
$100,000 - $149,999	7.17%
$150,000 - $199,999	6.81%
$200,000 - $299,999	33.81%
$300,000 - $499,999	39.36%
$500,000 or more	7.04%
Total	100.00%
Median Family Income	$82,606
Median Household Income	$69,155
Per Capita Income	$33,983

(a) Source: U.S. Census Bureau

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE PROFILE

SOCIOECONOMIC INFORMATION (a)

Employed Persons by Occupational Category		***Percent***
Occupational Category	***Number***	***of Total***
Management, Professional and Related Occupations	11,279	40.56%
Sales and Office Occupations	6,467	23.26%
Service Occupations	4,566	16.42%
Production, Transportation, and Material Moving Occupations	3,935	14.15%
Construction, Extraction and Maintenance Occupations	1,544	5.55%
Farming, Fishing and Forestry Occupations	18	0.06%
Total	27,809	100.00%

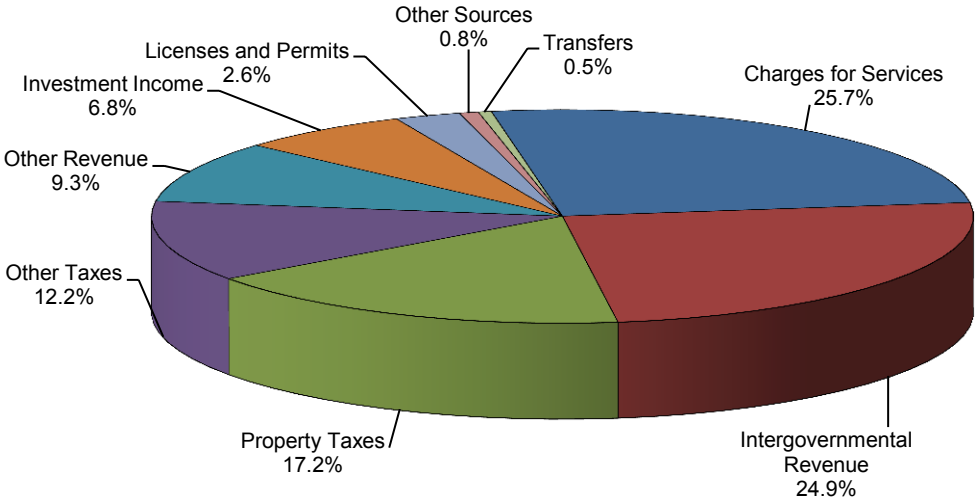
Employed Persons by Industry		***Percent***
Industry	***Number***	***of Total***
Educational, Health and Social Services	5,727	20.59%
Manufacturing	4,136	14.87%
Professional, Scientific, Management, Administrative and Waste Management Services	3,236	11.64%
Retail Trade	2,435	8.76%
Arts, Entertainment, Recreation, Accommodation and Food Service	2,907	10.45%
Finance, Insurance, Real Estate and Rental and Leasing	2,257	8.12%
Transportation and Warehousing, and Utilities	1,970	7.08%
Other Services (Except Public Administration)	1,368	4.92%
Construction	1,465	5.27%
Wholesale Trade	963	3.46%
Public Administration	645	2.32%
Information	659	2.37%
Agriculture, Forestry, Fishing and Hunting, and Mining	41	0.15%
Total	27,809	100.00%

(a) Source: U.S. Census Bureau

Mount Prospect
MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY

REVENUES AND OTHER SOURCES



January 1 - December 31, 2017	
Charges for Services	30,074,981
Intergovernmental Revenue	29,074,644
Property Taxes	20,092,000
Other Taxes	14,236,092
Other Revenue	10,924,005
Investment Income	7,925,100
Licenses and Permits	3,029,000
Other Sources	881,600
Transfers	600,000
Total Village Revenues	116,837,422

The "Revenues and Other Sources" graphic shows the percentage share of the major revenues and other financing sources that are expected to be received in 2017 by the Village. Total Village revenue and other sources are expected to be $116,837,422.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUES AND OTHER SOURCES

The Revenues Section of the budget contains two summary schedules followed by traditional line items for each source of revenue and other financing sources expected in the 2017 fiscal year along with forecast amounts for 2018. The first summary, Revenues and Other Sources by Revenue Type, shows the major revenues and other financing sources totaled by the type of revenue and the second summary, Revenues and Other Sources by Fund, shows revenues and other financing sources totaled by fund and by fund group. Each of the schedules report actual amounts for the 2015 fiscal year, amended budget and estimated amounts for 2016, budget amounts for 2017, and forecast amounts for 2018.

Revenue Type	2016 Budget	2017 Budget	Increase (Decrease)	Percent Change
Property Taxes	22,784,200	20,092,000	(2,692,200)	(11.8%)
Other Taxes	14,198,368	14,236,092	37,724	0.3%
Licenses, Permits, & Fees	2,944,000	3,029,000	85,000	2.9%
Intergovernmental Revenue	25,413,467	29,074,644	3,661,177	14.4%
Charges for Services	30,766,533	30,074,981	(691,552)	(2.2%)
Fines and Forfeits	656,100	641,100	(15,000)	(2.3%)
Investment Income	8,485,500	7,925,100	(560,400)	(6.6%)
Reimbursements	194,500	240,500	46,000	23.7%
Other Revenue	9,609,840	10,924,005	1,314,165	13.7%
Total Re-Occurring Revenues	**115,052,508**	**116,237,422**	**1,184,914**	**1.0%**
Transfers/Other Financing Sources	-	600,000	600,000	-
Total Revenues & Other Financing Sources	**115,052,508**	**116,837,422**	**1,784,914**	**1.6%**

REVENUE SOURCES

Total revenues and other financing sources in 2017 for all Village funds are expected to be $116,837,422 compared to the amended 2016 budget of $115,052,508. The preceding table summarizes the totals for each type of revenue and other financing category and indicates the increase or decrease for 2017 relative to 2016.

Total re-occurring revenues for 2017 are estimated at $116,237,422, an increase of 1.0% from 2016. The largest amount of growth in projected revenue is in the Intergovernmental and Other Revenue categories. **Total revenues and other financing sources** for 2017 are expected to also be $116,837,422 which is an increase of $1,784,914 (1.6%) from 2016.

Property Taxes

Property taxes are the largest single source of revenue the Village receives. The corporate levy provides resources for the General Fund, the Police and Fire Pension Funds and Debt Service Fund. A special service levy and TIF incremental property taxes provide resources for the Water & Sewer Fund and Downtown Redevelopment Fund.

In 2017, property tax revenues are expected to total $20,092,000 compared to $22,784,200 budgeted for 2016. This is a decrease of 11.8%. The property taxes category includes Special Service #5 taxes (water & sewer) totaling $1,530,000. Eliminated from this category are the TIF incremental taxes from the Downtown Redevelopment Fund. The Downtown Redevelopment TIF is expected to be terminated on December 31, 2016. Incremental taxes for a new TIF planned for the downtown area is expected to start up after January 1, 2017. Revenue information for the new TIF is not available at this time.

Property taxes derived from the annual property tax levy were $18.7 million. Property taxes are levied by the Village, but are extended and collected by Cook County. Property taxes are payable in two installments on or about March 1 and September 1 in the year after the taxes are levied. Property tax revenues in the 2017 budget represent receipts from the 2016 tax levy.

The state legislature has imposed a tax cap of the lower of 5% or the consumer price index on non-home-rule units of government in Cook County. As a home-rule municipality, the Village does not have any property tax rate or levy limitations.

The property tax levy supports different areas of operation and is broken down by 1) Police and Fire protection; 2) Debt Service; and 3) Public Safety Pensions.

The 2016 tax levy for the Village reflects an overall increase of 2.27%. The levy for police and fire protection is flat. The levy for debt service on general obligation bonds is increasing $11,368, or 0.4%. The increase to the Police and Fire Pension levies was limited to 7.0%. **It is important to note that the levy for pension is being subsidized using general funds totaling $840,000 originally planned to be drawn from reserves.**

Other Taxes

Overall, revenues from Other Taxes are expected to total $14,236,092, an increase of $37,724 (0.3%) from the 2016 budget. Following is a summary of some of the larger revenue sources categorized as Other Taxes.

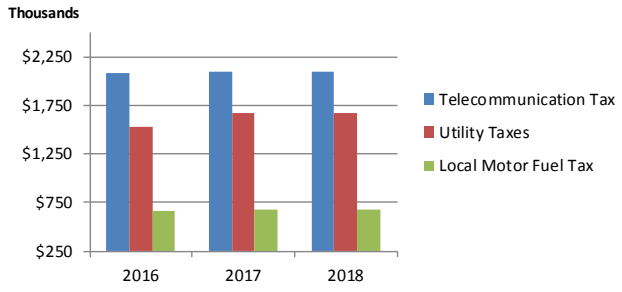
The Village's total Home Rule Sales tax rate is 1.0%. Of this amount, 0.25% of the total is allocated each to flood control, street resurfacing, capital projects (funded through the Capital Improvement Fund) and to operations. Capital projects funded through the Capital Improvement Fund are those that can be supported on a pay-as-you-go basis with a cost range for projects between $25,000 and $1,000,000.

The current projection for the home-rule sales tax for 2016 is $5,640,000. For 2017, the home-rule sales tax is expected to yield $1,450,000 per each ¼ cent (or $5,800,000 in total), an increase of 2.8% from the prior year.

The other significant sources of Other Taxes include the Telecommunication Tax, Local Motor Fuel Tax and Utility Taxes (generated from a tax on gas and electric service on residential and commercial utility service).

Both the Telecommunication Tax and Local Motor Fuel Tax are expected to remain flat for the three-year period that runs from 2016-2018. Telecommunication Taxes are expected to generate $2.1 million while the Local Motor Fuel Tax is expected to generate $675,000.

Utility taxes are expected to increase 8.6% from 2016 to 2018. Receipts for 2016 of $1,533,000 are lower than typical due to the milder winter and summer season just completed. Receipts for 2017 and 2018 reflect a return to a normal level of utility taxes at $1,665,000. Following is a chart illustrating the changes in these Other Taxes for 2016 – 2018.



Licenses, Permits & Fees

This category of revenue includes vehicle licenses, business licenses, building permits, franchise fees, infrastructure maintenance fees and other fees. Revenue in this category is estimated at $3,029,000 for 2017 and 2018.

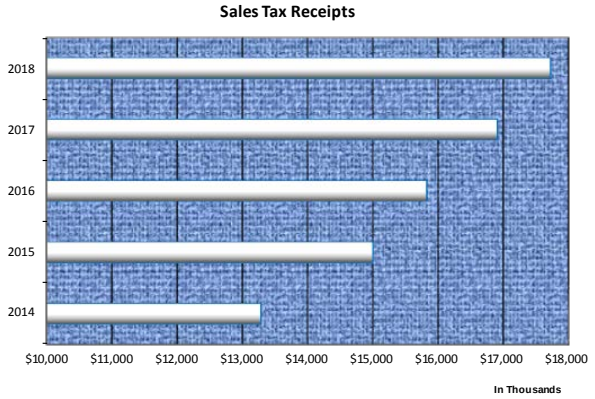
Intergovernmental Revenue

Intergovernmental revenue includes state-shared revenues such as the sales tax, income tax and motor fuel tax, along with other state and federal grant revenues. Intergovernmental revenues are expected to total $29,074,644 in 2017, an increase of $3.7 million (14.4%) from the 2016 budget. The increase in this revenue source is primarily due to growth in sales tax revenue of $2,535,000. Growth in other revenues in this category is estimated at 10.2% from the prior year.

Sales Taxes are the second largest source of revenue for the Village and expected to reach $15.8 million in 2016, representing 13.6% of Village re-occurring revenues. The State of Illinois remits 1% of the 6.25% state sales tax to local governments on a point-of-sale basis. Sales tax (state portion) is recorded as revenue only in the General Fund.

Sales taxes are expected to grow by 5.8% on average during 2017 and 2018. The budget for 2017 and 2018 is $16.9 million and $17.7 million, respectively.

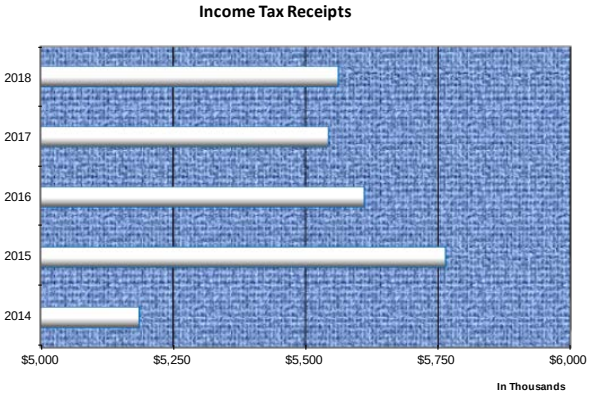
The following chart illustrates the annual changes in sales tax receipts from 2014 to 2018.



State Motor Fuel Tax – Receipts from this state-shared tax are expected to come in below budget and total $1,390,000 in 2016. Receipts are estimated to be flat $1.4 million for 2017 and 2018. Regular distributions of MFT are projected to be $25.85 per capita. Proceeds from the state motor fuel tax are deposited in the Motor Fuel Tax Fund and are earmarked for street maintenance and repairs.

State Income Tax receipts are estimated at $5,611,000 for 2016. The income tax is expected to decrease for 2017 and 2018. This was due to one-time factors causing the 2016 figures to be higher than normal. Revenue projections for income taxes were calculated using projections from the Illinois Municipal League. Based on these estimates, Income Tax revenue is estimated to be $5,543,000 in 2017 and $5,562,000 in 2018.

The following chart illustrates the annual changes in income tax receipts from 2014 to 2018.



Charges for Services

Charges for Services for 2017 are estimated at $30,074,981, or 2.2% under the amended budget for 2016. The reduction in charges for service is due to the elimination of the service charges placed on the Water and Sewer Fund by the General Fund as a charge back for personnel and other operating costs. These costs are now charged to the Water and Sewer Fund directly.

Charges for services include the fees charged for such proprietary activities as water/sewer, parking, and refuse disposal. Also included in this category are internal service fund charges for the Risk Management, Vehicle Replacement, Vehicle Maintenance, and Computer Replacement funds.

Water and Sewer Charges represent revenue from the sale of water to Village residents and businesses and a small number of businesses and governmental agencies outside the Village's corporate boundaries. The Village supplies about 75% of its residents and businesses with water, with the balance being served by a private water company. It is expected that total water sales will be 1.1 billion gallons in 2017, which is consistent with recent levels used for budgeting purposes.

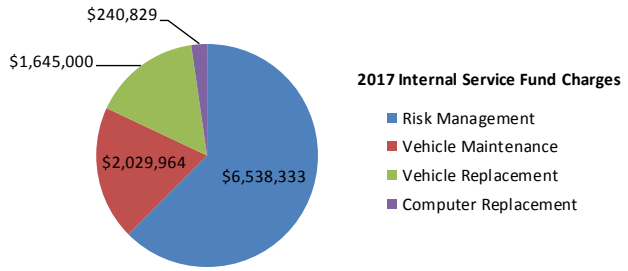
The current combined water and sewer rate is $10.55 per 1,000 gallons of water consumed. The proposed rate for 2017 is $10.97, a 4.0% increase from the current rate. The sewer construction fee remains $5 per month on all Village sewer accounts. Water and sewer charges for 2017 and 2018 are $13,796,000 and $14,251,000, respectively.

Refuse Disposal Charges – This revenue source consists of single and multi-family refuse disposal fees and the sale of refuse disposal stickers. A total of $4,132,000 is projected for 2016. Actual receipts for 2015 were $3,538,962. An annual direct charge to single family households was implemented in 2006 to supplement the tax levy for refuse collection. Future increases will be based on the contract cost of the Village's refuse hauler. Refuse charges for service for 2017 and 2018 are $4,151,000 and $4,266,000, respectively. **No increase is planned in the single-family refuse collection fee for 2017.**

Internal Service Fund Charges represent payments made by the main operating funds to the four internal service funds maintained by the Village. The four funds are: Risk Management, Vehicle Maintenance, Vehicle Replacement and Computer Replacement. The reason for using internal service funds is to be able to show an operating expenditure in the various operating departments and divisions and the

aggregate cost in one location in an internal service fund. Total internal service charges for 2017 are budgeted at $10,454,126, a decrease of $481,207 (4.4%) from the 2016 budget.

Risk Management Fund charges in 2017 total $6,538,333, a decrease of $502,701 or 7.1% from 2016. Vehicle Maintenance Fund charges of $2,029,964 reflects a decrease of $14,085, or 0.7% from 2016. Vehicle replacement charges to the various operating funds are budgeted at $1,645,000 for 2017, an increase of $48,800 from 2016. Computer replacement revenue from charges in 2017 totals $240,829. Both the vehicle replacement and computer replacement programs are fully funded for the 2017 and 2018 budget years.



Fines & Forfeits

Income from fines and forfeits is derived from circuit court and local parking fines as well as local ordinance fines and water and sewer penalties. Total fines and forfeits for 2016 are estimated to come in at $644,100. This is down from the $656,100 budgeted for the year. The amount projected in the 2017 budget and 2018 forecast is $641,100 and $642,100 respectively.

Investment Income

All investments of general Village surplus funds are made in accordance with the Village investment policy. The policy was last amended in 2015. Investments for the Police and Fire Pension Funds are governed by State Statute and have their own formal policy that provides investment direction. Total investment income is estimated at $7,828,000 for 2017, a decrease of $638,000 from the 2016 amended budget.

Reimbursements

The Village is expecting revenue from reimbursements to total $240,500 for 2017, an increase of $46,000 from 2016. This revenue category fluctuates greatly from year to year as reimbursements are sporadic and cannot be accurately anticipated.

Other Revenue

The Other Revenue category includes Village and employee contributions to the Police and Firefighters' Pension Funds, employee and retiree contributions towards health insurance, and various other miscellaneous revenues. Other revenue is estimated at $10,924,005 for 2017, which is an increase of $1,314,165 (13.7%) above the 2016 amended budget.

Village contributions from property taxes to the Police and Firefighters' Pension Funds have been budgeted at $6,914,345 for 2017 based upon a recent actuarial calculation. This represents an increase of $1,237,348, or 21.8%, over the 2016 amended budget. Other contributions to the two pension funds from the Village include portions of the Personal Property Replacement Tax and incremental property taxes.

Interfund Transfers

Transfers totaling $600,000 in both 2017 and 2018 are intended to support mid-range capital projects. Limited funding has resulted in a backlog of projects in the Capital Improvement Fund, which necessitated these transfers.

Other Financing Sources

There are no other financing sources for 2017 or 2018.

CHANGES IN FUND EQUITY

For 2017, Village revenues and other financing sources are expected to come in at $116,837,422 and total expenditures are budgeted at $112,092,139. The net result is a projected increase in fund balance or retained earnings of $4,745,283. The overall budget surplus for 2017 is primarily the result of a surplus in the Police and Fire Pension Funds. A surplus of $6.2 million is projected in these two funds. There is also a planned draw down of reserves in several capital funds during 2017.

The General Fund is showing a slight surplus for the 2017 budget ($185,085) with revenues totaling $52,838,595 and expenditures totaling $52,653,510. Assuming no changes for 2018 the General Fund forecast budget shows a slight deficit of $23,566. The Fund Balances/Net Assets policy provides direction on how to handle budget surpluses if and when they are realized.

The debt service funds are showing a total operating surplus of $6,479 for 2017. Payments are based on the set repayment schedule for the various debt service issues. In the special revenue funds, expenditures are expected to exceed revenues in 2017 by $365,336. Total fund balance in special revenue funds (excluding the funds not required to maintain a fund balance) is expected to be $3,113,133 at December 31, 2017, representing 49.0% of 2018 expenditures. The 2017 budget for the Water and Sewer Fund reflects an operating deficit of $231,542, bringing the ending unrestricted net asset balance to $2,584,661.

The Police and Firefighters' Pension Funds are showing a combined operating surplus of $6.2 million for 2017. It is assumed that the funds' investment portfolios will yield 6% in 2017. As of January 1, 2016, the most recent actuarial calculation date, the Police Pension Fund was 54.6% funded and the Firefighters' Pension Fund was 58.0% funded. According to state statute, the Village has until the year 2040 to comply with funding requirements, but the Village expects to achieve that status before then.

Schedules showing the estimated fund balances of each fund for the years 2017 and 2018 can be found in the Budget Summaries Section. In recent years, the Village Board has made a conscious effort to diversify the Village's revenue base as a means of reducing its reliance on property taxes to finance Village services. One of the principal reasons for this strategy was to attempt to equalize the burden of financing these services between residential and commercial property owners. Additionally, a more diverse revenue base enables the Village to maintain its financial position through fluctuations in the economy. This revenue policy has proven valuable recently with the downturn in the economy.

The Village has also placed a much higher priority on economic development and redevelopment efforts as a means of growing its economic base. An emphasis on infrastructure improvements, streamlining the permitting process, and aggressively marketing the Village are some of the efforts being used to demonstrate that Mount Prospect is a good place in which to do business. The Village has also pursed the annexation of unincorporated areas along the southern edge of its corporate boundaries in an effort to even out service delivery to this part of the community and grow its property tax base It is expected that these efforts will help ensure an equitable and consistent revenue base for financing Village services in the future.

REVENUE ASSUMPTIONS

The following narrative describes methods and assumptions used in projecting many of the major revenue sources identified in this section. Sources for preparing the revenue projections include historical trend data, professional association estimates and the projected impact from economic development efforts within the Village. Assumptions for the following categories of revenues will be discussed: ad valorem taxes, local taxes, licenses, permits and fees, intergovernmental revenues, service charges and investment income.

Ad Valorem Taxes (Property Tax) – The Village levies a property tax annually for police and fire protection, debt service and pensions. The levy is a flat dollar amount with an additional 2% loss and cost amount added by Cook County to assure the Village receives the base amount in the event of non-payment by property owners. It is expected that the Village will receive 98.5% of the total levy, including the loss and cost amount. The average amount received per levy year from 2009–2013 is 98.4%. The most recent levy year's receipts (2014, collected in 2015) were 98.8%. Receipts from the 2015 levy are not expected to be fully known until one year after the scheduled date for payment.

Local Taxes – Local taxes include the home rule sales tax, incremental property tax, real estate transfer tax and local motor fuel tax.

Home rule sales taxes are not applied against the same base as the state shared sales tax. Food, drug and titled vehicles are exempt from this home rule tax. Based on this the Village projects the home rule tax at less than a one for one basis. In 2015 the home rule tax was 36.5% of the state shared portion. The ratio fell to 35.6% for budget year 2016. The ratio used for the 2017 budget and 2018 forecast is 34.3% and 33.7%, respectively.

Real estate transfer tax receipts are based on expected activity in the real estate market and can fluctuate greatly from year to year. Receipts are calculated using total value of sales of both the residential and commercial/industrial sectors. The rate is $3 per $1,000. In 2016 the total value of real estate sales was $267 million. Revenue from transfer tax receipts are expected to return to a more normal level beginning in 2016. Moderate annual increases of 3.0% are expected. The Village estimates the value of sales in 2017 and 2018 to be $275 and $283 respectively.

Licenses, Permits and Fees – Includes licenses for vehicles, business and liquor as well as building related licenses and permits for remodeling and construction. Several planning and zoning related fees are included in this category along with franchise fees related to cable television.

Projections show **Vehicle license** revenue to have leveled off at $1,670,000 for 2017 and 2018. There are typically 32,000 passenger vehicle class licenses and 41,000 total licenses sold annually. The cost of a passenger vehicle sticker is $45.00 while the costs for other categories of stickers range from $15 to $265.

Business and liquor license revenue is expected to level off heading into the two-year period 2017-2018. There appears to be a balance of the number of new licenses being issued with the number of closed businesses. There are approximately 1,050 active business licenses maintained on an annual basis.

Building related permit fees are expected to level off beginning in 2016 with $550,000 received during the year, slightly above what was expected in 2015. Building permit revenue for 2017 and 2018 is expected to come in at $550,000 based on expected permit activity.

Cable franchise fees have grown by 6.9% over the past five years. Estimated receipt of this revenue in 2016 is $814,000. Current year growth of the three cable providers (Comcast, WOW and AT&T) is 7.7%, 0.0%, and 31.1%. Budget year 2017 and forecast 2018 growth assumes an annual overall increase to this revenue of 3.7%.

Intergovernmental Revenues – Includes state shared revenues for sales tax, income tax, motor fuel tax and the Community Development Block Grant. Sales taxes are projected using historical trend data. Per capita estimates provided by the Illinois Municipal League (IML) are used for estimating income and motor fuel taxes. Block grant monies are based on funding requests of the Community Relations Commission.

Sales tax growth averaged 9.1% annually from 2011 to 2015. Current projections for 2016 show this revenue to grow 5.5%. Near-term growth in this revenue is expected to be 6.9% for 2017 and 4.8% for 2018.

Income and motor fuel taxes received by the Village are determined on a per capita basis. The Village's population set with the 2010 census is 54,167. Per capita estimates for income taxes for 2017 and 2018 are $102 and $103, respectively. The per capita estimate for motor fuel taxes for 2017 and 2018 is $26.

Community Development Block Grant fund receipts are contingent upon approval from the U.S. Department of Housing & Urban Development. Budgets are recommended based on community needs. The Village had typically received $300,000-$500,000 each year to support the CDBG program. Future years are expected to fall slightly above this historical range. The amount requested for the 2017 budget and 2018 forecast to support ongoing programs is $536,304 and $538,294, respectively.

Service Charges – Includes water and sewer fees, parking charges and refuse disposal fees.

Water and sewer fees support the the maintenance and operations of the village water system and a limited amount of capital renewal and replacement. Rates for 2017 were increased 4.0%. A comprehensive rate study to determine appropriate funding needs into the future is currently being developed with preliminary results expected in early 2017.

Parking rates are set at $2.00 per space, per day. It is assumed that approximately 3,100 parking spaces will be filled each week over the period of one year. A new parking permit program was implemented in 2015 that allowed commuters to purchase monthly parking permits for $40 per month. While the addition of a permit parking program will not materially impact this revenue, parking ease for the commuter is greatly improved.

Refuse disposal fees are set at $235 per year, per residential unit for 2017 and 2018. There are approximately 13,600 residential units that are billed annually. It is assumed the uncollectable amount to be 3%. Multi-family rates are based on the size of container and frequency of collection. A matrix of multi-family units is utilized that identifies the cost per unit. A 3.0% increase is assumed for 2017 and 2018 based on current service levels.

Investment Income – Interest income is generated from surplus funds on hand for the general, special revenue, debt service, capital, and internal service and enterprise funds. Interest earnings are also derived for the Village's two fiduciary funds (Police Pension and Fire Pension). Interest income on surplus funds held in funds other than fiduciary funds is assumed to be in a range from 0.25% to 1.75% for 2017 and 2018. Interest income for the fiduciary funds during the same period is assumed at 6.0% due to the permitted investments.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY REVENUE TYPE

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES BY TYPE					
Property Taxes	21,769,995	22,784,200	22,786,200	**20,092,000**	19,368,000
Other Taxes	14,305,753	14,198,368	13,808,368	**14,236,092**	14,529,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	**3,029,000**	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,057,827	**29,074,644**	29,243,614
Charges For Services	27,983,964	30,766,533	29,319,838	**30,074,981**	31,093,755
Fines & Forfeits	725,065	656,100	644,100	**641,100**	642,100
Investment Income	2,603,791	8,485,500	6,799,200	**7,925,100**	8,382,100
Reimbursements	9,155,496	194,500	286,000	**240,500**	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	**10,924,005**	11,243,100
Total Revenues	114,644,567	115,052,508	114,308,233	**116,237,422**	117,774,687
OTHER FINANCING SOURCES					
Interfund Transfers	281,599	-	664,544	**600,000**	600,000
Sale of Property/Other	19,572	-	-	**-**	-
Total Other Financing Sources	301,171	-	664,544	**600,000**	600,000
TOTAL REVENUES AND OTHER SOURCES	**114,945,738**	**115,052,508**	**114,972,777**	**116,837,422**	**118,374,687**
CHANGES IN FUND BALANCE					
Total Revenues & Other Sources	114,945,738	115,052,508	114,972,777	**116,837,422**	118,374,687
Total Expenditures	112,645,193	116,766,920	117,164,148	**112,092,139**	115,291,054
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(2,191,371)	**4,745,283**	3,083,633
ANALYSIS OF CHANGES IN FUND BALANCE					
Additions to (Use of) Pension Fund Balances	(31,525)	6,147,133	4,247,063	**6,239,985**	6,631,050
Additions to (Use of) Other Fund Balances	2,332,070	(7,861,545)	(6,438,434)	**(1,494,702)**	(3,547,417)
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(2,191,371)	**4,745,283**	3,083,633

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	50,320,913	49,658,220	51,445,780	**52,838,595**	53,822,546
DEBT SERVICE FUND	4,871,072	4,987,011	4,987,011	**4,928,492**	5,043,718
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,361,326	1,415,500	1,424,000	**2,065,000**	2,110,000
Downtown Redevelopment Construct	2,580,177	2,998,500	3,003,500	**-**	-
Street Improvement Construc Fund	3,601,966	3,761,500	3,792,000	**3,847,000**	3,892,000
Flood Control Construction Fund	408,005	447,000	491,000	**496,000**	526,000
Total Capital Projects Funds	7,951,474	8,622,500	8,710,500	**6,408,000**	6,528,000
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	3,978,818	4,600,000	4,578,000	**4,610,000**	4,736,000
Motor Fuel Tax Fund	1,338,976	1,237,500	1,407,000	**1,419,000**	1,419,000
CDBG	431,708	587,104	597,104	**596,304**	598,294
Asset Seizure Fund	18,023	15,100	15,200	**10,200**	10,200
Federal Equitable Share Funds	12	200	200	**200**	200
DUI Fine Fund	36,127	20,100	25,100	**20,100**	20,100
Foreign Fire Tax Board Fund	82,540	70,100	86,000	**86,000**	86,000
Business District Fund	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Special Revenue Funds	7,163,434	7,627,204	9,004,148	**8,462,804**	8,679,794
ENTERPRISE FUNDS					
Water and Sewer Fund	22,972,292	15,669,600	14,300,500	**15,516,000**	14,441,000
Village Parking System Fund	140,821	168,700	168,100	**184,100**	184,100
Parking System Revenue Fund	422,623	146,000	146,000	**161,000**	161,000
Total Enterprise Funds	23,535,736	15,984,300	14,614,600	**15,861,100**	14,786,100
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,160,182	2,044,649	2,044,649	**2,030,564**	2,220,230
Vehicle Replacement Fund	1,430,350	1,608,200	1,622,200	**1,673,000**	1,673,000
Computer Replacement Fund	272,844	254,550	255,150	**242,329**	238,713
Risk Management Fund	7,849,009	8,384,534	8,164,839	**7,864,833**	8,173,786
Total Internal Service Funds	11,712,385	12,291,933	12,086,838	**11,810,726**	12,305,729
FIDUCIARY FUNDS					
Police Pension Fund	4,365,147	8,266,000	7,385,800	**8,525,125**	8,969,000
Fire Pension Fund	5,025,577	7,615,340	6,738,100	**8,002,580**	8,239,800
Total Fiduciary Funds	9,390,724	15,881,340	14,123,900	**16,527,705**	17,208,800
TOTAL REVENUES & OTHER SOURCES	**114,945,738**	**115,052,508**	**114,972,777**	**116,837,422**	**118,374,687**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

GENERAL FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Property Taxes						
001.400.001	Property Taxes - CY	9,943,069	-	-	**-**	-
001.400.002	Property Taxes - PY	(57,119)	-	-	**-**	-
001.400.003	Prop. Taxes-Police CY	2,854,519	3,147,000	3,147,000	**3,367,000**	3,729,000
001.400.004	Prop. Taxes-Police PY	(8,069)	-	-	**-**	-
001.400.005	Prop. Taxes-Fire CY	2,470,256	2,530,000	2,530,000	**2,707,000**	3,041,000
001.400.006	Prop. Taxes-Fire PY	(8,490)	-	-	**-**	-
001.400.009	Prop. Taxes - R&B CY	123,569	115,000	115,000	**115,000**	115,000
001.400.010	Prop. Taxes - R&B PY	(552)	-	-	**-**	-
001.400.013	TIF Rebate	99,695	100,200	100,200	**-**	-
001.60.00.00.0.000.400.001	Property Taxes - CY	-	4,957,000	4,957,000	**4,957,000**	4,957,000
001.70.00.00.0.000.400.001	Property Taxes - CY	-	5,135,000	5,132,000	**5,132,000**	5,132,000
Total Property Taxes		15,416,878	15,984,200	15,981,200	**16,278,000**	16,974,000
Other Taxes						
001.401.001	ComEd Electric Tax	1,135,614	1,192,000	1,105,000	**1,150,000**	1,150,000
001.401.002	Natural Gas Use Tax	114,992	115,000	108,000	**115,000**	115,000
001.401.003	NICOR Gas Tax	390,780	475,000	320,000	**400,000**	400,000
001.401.004	Telecomm. Tax	2,133,343	2,200,000	2,085,000	**2,100,000**	2,100,000
001.402.001	Auto Rental Tax	20,978	20,000	22,000	**20,000**	20,000
001.402.003	Food & Beverage Tax	759,073	720,000	755,000	**770,000**	785,000
001.402.005	Hotel/Motel Tax	282,645	288,000	286,000	**300,000**	315,000
001.402.007	Real Estate Trsfr Tax	1,371,699	925,000	800,000	**825,000**	850,000
001.403.003	Home Rule Sales - 3rd	1,367,462	1,405,000	1,410,000	**1,450,000**	1,495,000
001.404.001	Cable TV - Comcast	557,707	572,000	592,000	**616,000**	640,000
001.404.002	Cable TV - WOW	158,693	176,000	158,000	**158,000**	158,000
001.404.003	Cable TV - AT&T	62,232	53,000	64,000	**70,000**	77,000
Total Other Taxes		8,355,218	8,141,000	7,705,000	**7,974,000**	8,105,000
Licenses, Permits & Fees						
001.409.001	Alarm Licenses	47,799	42,000	44,000	**44,000**	44,000
001.409.002	Business Licenses	141,055	140,000	145,000	**160,000**	160,000
001.409.003	Contractor Licenses	55,250	55,000	55,000	**55,000**	55,000
001.409.005	Elevator Licenses	20,050	28,000	25,000	**25,000**	25,000
001.409.006	Liquor Licenses	167,388	165,000	178,000	**180,000**	180,000
001.409.007	Utility Permit Fee	3,400	4,000	4,000	**4,000**	4,000
001.410.001	Building Permit	744,549	500,000	550,000	**550,000**	550,000
001.410.003	Electrical Permit	14,695	6,000	8,000	**8,000**	8,000
001.410.004	Lndlord/Rental Permit	315,030	315,000	295,000	**300,000**	300,000
001.410.005	Plumbing Permit	511	-	-	**-**	-
001.410.006	Public Imp Ins Permit	26,862	1,000	15,000	**15,000**	15,000
001.410.009	Village Impact Fees	26,050	-	-	**-**	-
Total Licenses, Permits & Fees		1,562,639	1,256,000	1,319,000	**1,341,000**	1,341,000

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

GENERAL FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Intergovernmental Revenue						
001.415.001	Charitable Games Tax	-	4,000	4,000	**4,000**	4,000
001.415.002	State Income Tax	5,763,542	5,350,000	5,611,000	**5,543,000**	5,562,000
001.415.004	State Sales Tax	15,003,273	14,375,000	15,825,000	**16,910,000**	17,725,000
001.415.005	State Use Tax	1,184,603	1,010,000	1,264,000	**1,272,000**	1,272,000
001.416.001	Pers Prop Repl Tax	378,233	385,000	377,000	**302,000**	302,000
001.416.002	Pers Prop Repl Tx-R&B	7,922	8,000	8,000	**8,000**	8,000
001.417.001	Forest River Fire Dst	51,421	53,000	53,000	**53,000**	53,000
001.417.002	Maint of State	48,523	102,000	102,000	**105,000**	108,000
001.418.019	SAFER Grant	-	641,800	641,800	**717,500**	-
001.420.003	Other Grants	800	-	-	**-**	-
001.50.00.00.0.000.418.013	NACCHO Grant	1,079	5,000	5,000	**2,000**	2,000
001.60.00.00.0.000.418.001	Body Armor Grant	8,280	9,720	10,080	**6,840**	2,520
001.60.00.00.0.000.419.012	Tobacco Enf Grant	-	3,300	3,300	**2,700**	2,700
Total Intergovernmental Revenue		22,447,676	21,946,820	23,904,180	**24,926,040**	25,041,220
Charges For Services						
001.20.25.26.0.000.442.001	Mt Prospect Library	-	16,400	16,400	**16,810**	17,320
001.20.25.26.0.000.442.002	Mt Prospect Park Dist	-	10,200	10,200	**10,445**	10,706
001.20.26.00.0.000.442.001	Mt Prospect Library	16,213	-	-	**-**	-
001.20.26.00.0.000.442.002	Mt Prospect Park	8,864	-	-	**-**	-
001.449.004	Permit Reinspection	43,800	50,000	40,000	**50,000**	50,000
001.449.005	Plan Examination Fees	6,585	7,000	7,000	**7,000**	7,000
001.449.006	Stormwater Det Fee	5,098	10,000	5,000	**10,000**	10,000
001.449.007	Street Opening Fee	915	2,000	2,000	**2,000**	2,000
001.449.008	Truck Fees	520	1,000	1,000	**1,000**	1,000
001.449.009	Vacant Structure Reg	5,500	2,000	2,000	**2,000**	2,000
001.449.011	Water & Sewer Fund	250,000	250,000	250,000	**-**	-
001.449.012	ZBA Hearing Fees	16,850	15,000	15,000	**15,000**	15,000
001.60.61.00.0.000.444.001	Special Detail Revenue	41,667	42,000	42,000	**42,000**	42,000
001.70.00.00.0.000.449.001	Ambulance Transp Fee	1,062,841	980,000	1,100,000	**1,133,000**	1,167,000
Total Charges For Services		1,458,853	1,385,600	1,490,600	**1,289,255**	1,324,026
Fines & Forfeits						
001.40.43.00.0.000.453.003	Code Enforcement	48,269	20,000	20,000	**20,000**	20,000
001.453.008	Forfeited Escrow Funds	47,240	20,000	32,000	**30,000**	30,000
001.453.009	Local Ordinance Fines	2,880	5,000	6,000	**5,000**	5,000
001.453.011	Parking Fines	274,269	250,000	250,000	**250,000**	250,000
001.453.012	Permit Penalties	-	1,000	1,000	**1,000**	1,000
001.60.00.00.0.000.453.001	Circuit Court Fines	136,328	144,000	144,000	**144,000**	144,000
001.60.00.00.0.000.453.006	False Alarm Fees	8,430	8,000	8,000	**8,000**	8,000
001.60.00.00.0.000.453.007	Fines - Parental Resp	2,550	3,000	3,000	**3,000**	3,000
Total Fines & Forfeits		519,966	451,000	464,000	**461,000**	461,000

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

GENERAL FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Investment Income						
001.456.001	Interest Income	2,736	2,000	40,000	**40,000**	40,000
001.457.001	Interest Income - Esc	1,316	1,000	2,000	**2,000**	2,000
001.458.001	Bank Account Interest	1,051	1,000	1,000	**1,000**	1,000
001.459.001	IMET Market Val Adj	67	100	-	**-**	-
001.469.002	Gain/Loss on Invest	3,442	-	-	**-**	-
Total Investment Income		8,612	4,100	43,000	**43,000**	43,000
Reimbursements						
001.473.005	Mt Prospect Library	27,178	20,000	28,000	**28,000**	28,000
001.473.006	Other Reimbursements	37,763	10,000	25,000	**25,000**	25,000
001.473.008	Property Damage	21,216	10,000	15,000	**15,000**	15,000
001.473.011	Sidewalk - Shared Cost	13,438	15,000	15,000	**15,000**	15,000
001.473.012	Tree Replacement	26,828	20,000	30,000	**30,000**	30,000
001.60.00.00.0.000.473.002	High School Youth	90,817	90,000	93,000	**95,500**	98,500
001.60.00.00.0.000.473.007	Police Training Reimb	21,560	5,000	5,000	**5,000**	5,000
001.70.00.00.0.000.473.001	Fire Training Reimb	7,619	10,000	10,000	**10,000**	10,000
Total Reimbursements		246,419	180,000	221,000	**223,500**	226,500
Other Revenue						
001.10.11.00.8.400.476.007	Street Banner Program	-	5,000	5,000	**5,000**	5,000
001.10.12.00.0.000.476.005	Sister City Events	-	3,000	-	**-**	-
001.476.005	Sister City Events	5,185	4,000	5,000	**5,000**	5,000
001.479.001	Animal Release	150	500	1,000	**1,000**	1,000
001.479.002	Cash Over/Short	(177)	-	-	**-**	-
001.479.005	Miscellaneous Income	66,462	30,000	30,000	**30,000**	30,000
001.479.006	Police and Fire Reports	5,945	6,000	5,000	**5,000**	5,000
001.479.008	Sale of Property	1,922	1,000	1,000	**1,000**	1,000
001.479.009	Subpoena Fees	365	500	1,000	**1,000**	1,000
001.479.011	ROW Restoration	-	1,000	1,000	**1,000**	1,000
001.479.012	Event Sponsorship	4,500	5,000	5,000	**5,000**	5,000
001.479.013	Flex Comp Revenue	4,949	5,000	5,000	**5,000**	5,000
001.479.014	Centennial Revenue	10,500	38,500	40,000	**30,000**	30,000
001.480.001	Cell Tower	133,144	137,000	137,000	**141,000**	145,000
001.480.002	General Store	16,200	16,200	16,200	**16,200**	16,200
001.495.001	Celestial Celebrations	25,825	30,000	30,000	**30,000**	30,000
001.495.004	Family Bike Ride	500	500	500	**500**	500
001.495.005	Other Revenues	565	-	-	**-**	-
001.50.00.00.0.000.476.003	Human Services	1,686	1,200	1,000	**1,000**	1,000
001.50.00.00.0.000.477.003	Human Svs Donations	1,272	-	-	**-**	-
001.50.54.00.0.000.479.004	CC Center-Mbr Agency	15,300	18,000	17,000	**15,000**	15,000
001.60.00.00.0.000.477.005	Police Dept Donations	4,341	-	2,000	**-**	-
001.60.01.00.0.000.479.008	Sale of Property	-	100	100	**100**	100
001.70.00.00.0.000.476.002	Fire Training Revenue	9,090	7,000	15,000	**10,000**	10,000
001.70.00.00.0.000.477.002	Fire Dept Donations	4,630	-	-	**-**	-

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

GENERAL FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Revenue						
001.70.00.00.0.000.477.004	Paramedic Donations	1,700	-	-	**-**	-
001.80.00.00.0.000.477.006	Public Works	1,700	-	-	**-**	-
Total Other Revenue		315,754	309,500	317,800	**302,800**	306,800
Other Financing Sources						
001.491.003	Trans from Tree Trust	20,000	-	-	**-**	-
001.493.001	Gain/Loss Sale Assets	(31,102)	-	-	**-**	-
Total Other Financing Sources		(11,102)	-	-	**-**	-
TOTAL GENERAL FUND		**50,320,913**	**49,658,220**	**51,445,780**	**52,838,595**	**53,822,546**

DEBT SERVICE FUND						
Property Taxes						
002.00.00.00.2.510.400.001	Prop Taxes-2009 CY	419,000	419,000	419,000	**419,000**	419,000
002.00.00.00.2.511.400.001	Prop Taxes-2009B CY	385,000	388,000	388,000	**383,000**	383,000
002.00.00.00.2.512.400.001	Prop Taxes-2009C CY	132,000	147,000	147,000	**165,000**	182,000
002.00.00.00.2.514.400.001	Prop Taxes-2011B CY	793,000	791,000	791,000	**794,000**	796,000
002.00.00.00.2.515.400.001	Prop Taxes-2012 CY	54,000	54,000	54,000	**54,000**	54,000
002.00.00.00.2.517.400.001	Prop Taxes-2014 CY	471,000	473,000	473,000	**469,000**	560,000
Total Property Taxes		2,254,000	2,272,000	2,272,000	**2,284,000**	2,394,000
Other Taxes						
002.00.00.00.2.516.403.001	Home Rule Sales - 1st	375,857	370,456	370,456	**370,956**	370,956
002.00.00.00.2.650.403.001	Home Rule Sales - 1st	200,404	197,258	197,258	**197,258**	116,506
002.00.00.00.2.659.403.001	Home Rule Sales - 1st	428,014	432,654	432,654	**433,878**	525,056
Total Other Taxes		1,004,275	1,000,368	1,000,368	**1,002,092**	1,012,518
Intergovernmental Revenue						
002.00.00.00.2.512.417.003	BAB Subsidy	43,682	42,000	42,000	**42,000**	42,000
002.00.00.00.2.575.417.007	Series 2006 MPPL	436,918	934,855	934,855	**-**	-
002.00.00.00.2.576.417.008	Series 2011A - MPPL	1,131,884	737,688	737,688	**-**	-
002.00.00.00.2.577.417.009	Series 2016 - MPPL	-	-	-	**1,600,300**	1,595,100
Total Intergovernmental Revenue		1,612,484	1,714,543	1,714,543	**1,642,300**	1,637,100
Investment Income						
002.456.001	Interest Income	313	100	100	**100**	100
Total Investment Income		313	100	100	**100**	100
TOTAL DEBT SERVICE FUND		**4,871,072**	**4,987,011**	**4,987,011**	**4,928,492**	**5,043,718**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

CAPITAL IMPROVEMENT FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Taxes						
020.403.004	Home Rule Sales - 4th	1,265,868	1,405,000	1,410,000	**1,450,000**	1,495,000
Total Other Taxes		1,265,868	1,405,000	1,410,000	**1,450,000**	1,495,000
Intergovernmental Revenue						
020.418.015	IL Dept of Transp	47,274	-	-	**-**	-
Total Intergovernmental Revenue		47,274	-	-	**-**	-
Investment Income						
020.456.001	Interest Income	664	500	4,000	**5,000**	5,000
Total Investment Income		664	500	4,000	**5,000**	5,000
Other Revenue						
020.477.001	Developer Donations	47,520	10,000	10,000	**10,000**	10,000
Total Other Revenue		47,520	10,000	10,000	**10,000**	10,000
Other Financing Sources						
020.487.001	Transfer In	-	-	-	**600,000**	600,000
Total Other Financing Sources		-	-	-	**600,000**	600,000
TOTAL CAPITAL IMPROVEMENT FUND		**1,361,326**	**1,415,500**	**1,424,000**	**2,065,000**	**2,110,000**

DOWNTOWN REDEVEL CONST FUND						
Property Taxes						
022.400.011	Prop Tax Increment CY	2,313,502	2,738,000	2,738,000	**-**	-
022.400.012	Prop Tax Increment PY	301	-	-	**-**	-
022.400.013	TIF Rebate	265,939	260,000	265,000	**-**	-
Total Property Taxes		2,579,742	2,998,000	3,003,000	**-**	-
Investment Income						
022.456.001	Interest Income	435	500	500	**-**	-
Total Investment Income		435	500	500	**-**	-
TOTAL DOWNTOWN REDEVEL CONST FUND		**2,580,177**	**2,998,500**	**3,003,500**	**-**	**-**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

STREET IMPROVEMENT CONSTRUCTION FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Taxes						
023.402.006	Municipal MFT	694,107	675,000	670,000	**675,000**	675,000
023.403.002	Home Rule Sales - 2nd	1,367,462	1,405,000	1,410,000	**1,450,000**	1,495,000
Total Other Taxes		2,061,569	2,080,000	2,080,000	**2,125,000**	2,170,000
Licenses, Permits & Fees						
023.410.008	Vehicle License	1,486,666	1,670,000	1,660,000	**1,670,000**	1,670,000
Total Licenses, Permits & Fees		1,486,666	1,670,000	1,660,000	**1,670,000**	1,670,000
Investment Income						
023.456.001	Interest Income	1,404	1,500	2,000	**2,000**	2,000
Total Investment Income		1,404	1,500	2,000	**2,000**	2,000
Other Revenue						
023.479.005	Miscellaneous Income	52,327	10,000	50,000	**50,000**	50,000
Total Other Revenue		52,327	10,000	50,000	**50,000**	50,000
TOTAL STREET IMPROVEMENT CONSTRUCTION FUND		**3,601,966**	**3,761,500**	**3,792,000**	**3,847,000**	**3,892,000**

FLOOD CONTROL CONSTRUCTION FUND						
Other Taxes						
024.403.001	Home Rule Sales - 1st	362,695	405,000	410,000	**450,000**	480,000
Total Other Taxes		362,695	405,000	410,000	**450,000**	480,000
Charges For Services						
024.449.006	Stormwater Det Fee	32,981	40,000	40,000	**40,000**	40,000
Total Charges For Services		32,981	40,000	40,000	**40,000**	40,000
Investment Income						
024.456.001	Interest Income	12,329	2,000	6,000	**6,000**	6,000
Total Investment Income		12,329	2,000	6,000	**6,000**	6,000
Reimbursements						
024.473.006	Other Reimbursements	-	-	35,000	**-**	-
Total Reimbursements		-	-	35,000	**-**	-
TOTAL FLOOD CONTROL CONSTRUCTION FUND		**408,005**	**447,000**	**491,000**	**496,000**	**526,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

REFUSE DISPOSAL FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Charges For Services						
040.80.85.00.0.000.445.001	Sgle Fam Ref Disp Chrg	2,602,955	3,196,000	3,196,000	**3,196,000**	3,292,000
040.80.85.00.0.000.445.002	Multi-Fam Ref Disp	936,007	984,000	936,000	**955,000**	974,000
Total Charges For Services		3,538,962	4,180,000	4,132,000	**4,151,000**	4,266,000
Fines & Forfeits						
040.80.85.00.0.000.453.010	Multi-Fam Ref Disp	4,029	6,000	6,000	**6,000**	6,000
040.80.85.00.0.000.453.014	Sgle Fam Ref Disp Pen	27,206	28,000	34,000	**36,000**	37,000
Total Fines & Forfeits		31,235	34,000	40,000	**42,000**	43,000
Investment Income						
040.456.001	Interest Income	309	500	2,000	**2,000**	2,000
Total Investment Income		309	500	2,000	**2,000**	2,000
Reimbursements						
040.473.006	Other Reimbursements	3,867	1,000	1,000	**1,000**	1,000
Total Reimbursements		3,867	1,000	1,000	**1,000**	1,000
Other Revenue						
040.479.005	Miscellaneous Income	9,460	10,000	10,000	**10,000**	10,000
040.80.85.00.0.000.479.003	Cmrcl Contract Admn	183,952	174,000	192,000	**198,000**	204,000
040.80.85.00.0.000.481.001	Sale of Recycling Bins	625	500	1,000	**1,000**	1,000
040.80.85.00.0.000.482.001	Sale of Refuse Stickers	210,408	200,000	200,000	**205,000**	209,000
Total Other Revenue		404,445	384,500	403,000	**414,000**	424,000
TOTAL REFUSE DISPOSAL FUND		**3,978,818**	**4,600,000**	**4,578,000**	**4,610,000**	**4,736,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

MOTOR FUEL TAX FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Intergovernmental Revenue						
041.415.003	State Motor Fuel Tax	1,324,242	1,225,000	1,390,000	**1,400,000**	1,400,000
Total Intergovernmental Revenue		1,324,242	1,225,000	1,390,000	**1,400,000**	1,400,000
Investment Income						
041.456.001	Interest Income	381	500	4,000	**4,000**	4,000
Total Investment Income		381	500	4,000	**4,000**	4,000
Reimbursements						
041.473.004	MFT Projects Reimb	9,008	10,000	10,000	**10,000**	10,000
041.473.006	Other Reimbursements	5,345	2,000	3,000	**5,000**	5,000
Total Reimbursements		14,353	12,000	13,000	**15,000**	15,000
TOTAL MOTOR FUEL TAX FUND		**1,338,976**	**1,237,500**	**1,407,000**	**1,419,000**	**1,419,000**

CDBG						
Intergovernmental Revenue						
042.418.002	Comm Dev Block Grant	266,720	527,104	537,104	**536,304**	538,294
Total Intergovernmental Revenue		266,720	527,104	537,104	**536,304**	538,294
Other Revenue						
042.476.001	CDBG Program Income	164,988	60,000	60,000	**60,000**	60,000
Total Other Revenue		164,988	60,000	60,000	**60,000**	60,000
TOTAL CDBG		**431,708**	**587,104**	**597,104**	**596,304**	**598,294**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

ASSET SEIZURE FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Fines & Forfeits						
043.60.61.00.0.000.453.013	Seized Assets	17,995	15,000	15,000	**10,000**	10,000
Total Fines & Forfeits		17,995	15,000	15,000	**10,000**	10,000
Investment Income						
043.456.001	Interest Income	28	100	200	**200**	200
Total Investment Income		28	100	200	**200**	200
TOTAL ASSET SEIZURE FUND		**18,023**	**15,100**	**15,200**	**10,200**	**10,200**

FEDERAL EQUITABLE SHARE FUND						
Fines & Forfeits						
044.60.61.00.0.000.453.004	DEA Shared Seized	-	100	100	**100**	100
Total Fines & Forfeits		-	100	100	**100**	100
Investment Income						
044.458.001	Bank Account Interest	-	100	100	**100**	100
044.60.61.00.0.450.458.001	Bank Account Interest	7	-	-	**-**	-
044.60.61.00.0.451.458.001	Bank Account Interest	5	-	-	**-**	-
Total Investment Income		12	100	100	**100**	100
TOTAL FEDERAL EQUITABLE SHARE FUND		**12**	**200**	**200**	**200**	**200**

DUI FINE FUND						
Fines & Forfeits						
045.60.61.00.0.000.453.005	DUI Fines	36,092	20,000	25,000	**20,000**	20,000
Total Fines & Forfeits		36,092	20,000	25,000	**20,000**	20,000
Investment Income						
045.456.001	Interest Income	35	100	100	**100**	100
Total Investment Income		35	100	100	**100**	100
TOTAL DUI FINE FUND		**36,127**	**20,100**	**25,100**	**20,100**	**20,100**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

FOREIGN FIRE TAX BOARD FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Taxes						
046.402.004	Foreign Fire Ins Tax	82,425	70,000	85,000	**85,000**	85,000
Total Other Taxes		82,425	70,000	85,000	**85,000**	85,000
Investment Income						
046.456.001	Interest Income	115	100	1,000	**1,000**	1,000
Total Investment Income		115	100	1,000	**1,000**	1,000
TOTAL FOREIGN FIRE TAX BOARD FUND		**82,540**	**70,100**	**86,000**	**86,000**	**86,000**

BUSINESS DISTRICT FUND						
Other Taxes						
048.00.00.00.0.775.402.003	Food & Beverage Tax	382,283	367,000	420,000	**440,000**	460,000
048.00.00.00.0.775.402.005	Hotel/Motel Tax	232,216	250,000	230,000	**230,000**	230,000
048.00.00.00.0.775.402.008	Movie Theatre Tax	115,569	112,000	108,000	**110,000**	110,000
048.00.00.00.0.775.405.001	Randhurst Business	342,040	368,000	360,000	**370,000**	382,000
Total Other Taxes		1,072,108	1,097,000	1,118,000	**1,150,000**	1,182,000
Intergovernmental Revenue						
048.00.00.00.0.775.415.004	State Sales Tax	123,378	-	512,000	**570,000**	627,000
Total Intergovernmental Revenue		123,378	-	512,000	**570,000**	627,000
Investment Income						
048.456.001	Interest Income	145	100	1,000	**1,000**	1,000
Total Investment Income		145	100	1,000	**1,000**	1,000
Other Financing Sources						
048.487.001	Transfer In	81,599	-	664,544	**-**	-
Total Other Financing Sources		81,599	-	664,544	**-**	-
TOTAL BUSINESS DISTRICT FUND		**1,277,230**	**1,097,100**	**2,295,544**	**1,721,000**	**1,810,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

WATER AND SEWER FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Property Taxes						
050.400.007	Prop. Taxes - SSA CY	1,515,464	1,530,000	1,530,000	**1,530,000**	-
050.400.008	Prop. Taxes - SSA PY	3,911	-	-	**-**	-
Total Property Taxes		1,519,375	1,530,000	1,530,000	**1,530,000**	-
Licenses, Permits & Fees						
050.409.004	Cross Conn Permit Fee	18,450	18,000	20,000	**18,000**	18,000
050.409.008	Chlorination Fee	150	-	-	**-**	-
Total Licenses, Permits & Fees		18,600	18,000	20,000	**18,000**	18,000
Charges For Services						
050.80.84.87.0.000.446.001	Water Sales	9,661,380	11,050,000	9,956,000	**10,964,000**	11,348,000
050.80.84.87.0.000.446.004	Water Meter Fees	21,617	20,000	14,000	**15,000**	15,000
050.80.84.87.0.000.446.005	Water Tap Fees	20,457	20,000	26,000	**25,000**	25,000
050.80.84.88.0.000.446.002	Sewer Fees	1,943,403	2,137,000	1,909,500	**2,110,000**	2,181,000
050.80.84.88.0.000.446.003	Sewer Construction	681,664	684,000	682,000	**682,000**	682,000
Total Charges For Services		12,328,521	13,911,000	12,587,500	**13,796,000**	14,251,000
Fines & Forfeits						
050.80.84.87.0.000.453.015	Water Penalties	82,586	100,000	72,000	**80,000**	80,000
050.80.84.88.0.000.453.016	Sewer Penalties	23,298	28,000	20,000	**20,000**	20,000
Total Fines & Forfeits		105,884	128,000	92,000	**100,000**	100,000
Investment Income						
050.456.001	Interest Income	3,225	1,000	6,000	**4,000**	2,000
050.458.001	Bank Account Interest	1,051	1,000	1,000	**1,000**	1,000
050.459.001	IMET Market Val	22	100	-	**-**	-
050.469.002	Gain/Loss on Invest	29,795	-	-	**-**	-
Total Investment Income		34,093	2,100	7,000	**5,000**	3,000
Reimbursements						
050.473.015	Contribution Revenue	8,889,998	-	-	**-**	-
050.80.84.00.0.000.473.013	Water Fund Reimb	-	500	-	**-**	-
Total Reimbursements		8,889,998	500	-	**-**	-
Other Revenue						
050.479.005	Miscellaneous Income	75,821	80,000	64,000	**67,000**	69,000
Total Other Revenue		75,821	80,000	64,000	**67,000**	69,000
TOTAL WATER AND SEWER FUND		**22,972,292**	**15,669,600**	**14,300,500**	**15,516,000**	**14,441,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

VILLAGE PARKING SYSTEM FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Charges For Services						
051.448.001	Maple Street D	123,644	150,000	150,000	**165,000**	165,000
051.448.004	Wille Lot	10,418	12,000	11,000	**12,000**	12,000
051.480.003	Train Depot	6,655	6,600	6,600	**6,600**	6,600
Total Charges For Services		140,717	168,600	167,600	**183,600**	183,600
Investment Income						
051.456.001	Interest Income	104	100	500	**500**	500
Total Investment Income		104	100	500	**500**	500
TOTAL VILLAGE PARKING SYSTEM FUND		**140,821**	**168,700**	**168,100**	**184,100**	**184,100**

PARKING SYSTEM REVENUE FUND						
Other Taxes						
052.403.004	Home Rule Sales - 4th	101,595	-	-	**-**	-
Total Other Taxes		101,595	-	-	**-**	-
Charges For Services						
052.447.001	Meter Lot A	64,079	80,000	80,000	**85,000**	85,000
052.447.002	Meter Lot C	56,949	66,000	66,000	**76,000**	76,000
Total Charges For Services		121,028	146,000	146,000	**161,000**	161,000
Other Financing Sources						
052.487.001	Transfer In	200,000	-	-	**-**	-
Total Other Financing Sources		200,000	-	-	**-**	-
TOTAL PARKING SYSTEM REVENUE FUND		**422,623**	**146,000**	**146,000**	**161,000**	**161,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

VEHICLE MAINTENANCE FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Charges For Services						
060.10.11.00.0.000.425.001	Mayor & Board	3,237	-	-	**-**	-
060.20.21.00.0.000.426.001	Manager's Office	3,237	3,066	3,066	**3,045**	3,329
060.20.26.00.0.000.427.001	TV Services	3,452	3,270	3,270	**3,248**	3,552
060.40.41.00.0.000.428.001	Planning & Zoning	3,237	3,066	3,066	**3,045**	3,329
060.40.42.00.0.000.429.001	Buiding Service	4,532	4,293	4,293	**4,263**	4,661
060.40.43.41.0.000.430.001	Housing Inspections	22,658	21,463	21,463	**21,315**	23,306
060.40.43.42.0.000.431.001	Health Inspections	3,237	3,066	3,066	**3,045**	3,329
060.423.001	Parking Fund	4,963	-	-	**-**	-
060.424.001	Village Parking	4,963	-	-	**-**	-
060.50.00.00.0.000.432.001	Human Services	3,237	3,066	3,066	**3,045**	3,329
060.60.00.00.0.000.433.001	Police Admin	549,614	520,619	520,619	**517,032**	565,341
060.70.00.00.0.000.434.001	Fire Admin	341,162	323,164	323,164	**320,937**	350,924
060.80.00.00.0.000.435.001	Public Works Admin	668,298	636,108	636,108	**631,725**	690,749
060.80.83.00.0.000.436.001	Public Works Engin	35,174	33,318	33,318	**33,088**	36,180
060.80.84.00.0.000.437.001	Public Works Water	506,888	489,550	489,550	**486,176**	531,601
Total Charges For Services		2,157,889	2,044,049	2,044,049	**2,029,964**	2,219,630
Investment Income						
060.456.001	Interest Income	413	600	600	**600**	600
Total Investment Income		413	600	600	**600**	600
Other Revenue						
060.479.005	Miscellaneous Income	1,880	-	-	**-**	-
Total Other Revenue		1,880	-	-	**-**	-
TOTAL VEHICLE MAINTENANCE FUND		**2,160,182**	**2,044,649**	**2,044,649**	**2,030,564**	**2,220,230**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

VEHICLE REPLACEMENT FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Charges For Services						
061.10.11.00.0.000.425.002	Mayor & Board	2,500	-	-	**-**	-
061.20.21.00.0.000.427.002	TV Services	800	800	800	**-**	-
061.40.41.00.0.000.428.002	Planning & Zoning	1,500	1,500	1,500	**1,500**	1,500
061.40.42.00.0.000.429.002	Building Service	4,200	2,500	2,500	**1,800**	1,800
061.40.43.41.0.000.430.002	Housing Inspections	6,900	7,400	7,400	**7,300**	7,300
061.40.43.42.0.000.431.002	Health Inspections	1,500	1,500	1,500	**1,500**	1,500
061.423.002	Parking Fund	10,960	-	-	**-**	-
061.424.002	Village Parking	16,440	-	-	**-**	-
061.426.002	Manager's Office	3,400	4,100	4,100	**3,400**	3,400
061.50.00.00.0.000.432.002	Human Services	200	100	100	**400**	400
061.60.00.00.0.000.433.002	Police Admin	162,200	239,100	239,100	**143,700**	143,700
061.70.00.00.0.000.434.002	Fire Admin	488,300	554,400	554,400	**543,700**	543,700
061.80.00.00.0.000.435.002	Public Works Admin	357,800	397,400	397,400	**451,700**	451,700
061.80.83.00.0.000.436.002	Public Works Engin	10,400	8,900	8,900	**10,600**	10,600
061.80.84.00.0.000.437.002	Public Works Water	313,400	378,500	378,500	**479,400**	479,400
Total Charges For Services		1,380,500	1,596,200	1,596,200	**1,645,000**	1,645,000
Fines & Forfeits						
061.60.00.00.0.000.453.002	Circuit Court Supv Fee	13,893	8,000	8,000	**8,000**	8,000
Total Fines & Forfeits		13,893	8,000	8,000	**8,000**	8,000
Investment Income						
061.456.001	Interest Income	5,283	4,000	18,000	**20,000**	20,000
Total Investment Income		5,283	4,000	18,000	**20,000**	20,000
Other Financing Sources						
061.493.001	Gain/Loss Sale Assets	30,674	-	-	**-**	-
Total Other Financing Sources		30,674	-	-	**-**	-
TOTAL VEHICLE REPLACEMENT FUND		**1,430,350**	**1,608,200**	**1,622,200**	**1,673,000**	**1,673,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

COMPUTER REPLACEMENT FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Charges For Services						
062.20.24.00.0.000.438.001	IT Div Computer	249,626	232,382	232,382	**222,000**	216,448
062.20.26.00.0.000.438.003	TV Computer Service	-	206	206	**206**	206
062.80.84.00.0.000.438.005	Water Computer	18,672	17,730	17,730	**15,058**	17,083
062.80.85.00.0.000.438.002	Refuse Computer	802	746	746	**713**	695
062.80.86.00.0.000.438.004	Veh Maint Comp	3,207	2,986	2,986	**2,852**	2,781
Total Charges For Services		272,307	254,050	254,050	**240,829**	237,213
Investment Income						
062.456.001	Interest Income	537	500	1,100	**1,500**	1,500
Total Investment Income		537	500	1,100	**1,500**	1,500
TOTAL COMPUTER REPLACEMENT FUND		**272,844**	**254,550**	**255,150**	**242,329**	**238,713**

RISK MANAGEMENT FUND		2015	2016	2016	2017	2018
Charges For Services						
063.30.00.00.4.000.439.001	General Fund-Liability	925,046	1,056,024	1,056,024	**924,020**	934,200
063.440.010	Dept Charges-Medical	3,869,082	4,207,370	4,000,739	**3,800,691**	3,958,198
063.440.011	Medical-PW Union	627,050	655,000	661,500	**712,000**	735,000
063.441.010	Dept Charges-Life	16,777	17,509	17,100	**22,352**	22,400
063.80.81.81.4.000.439.002	Parking Fund-Liability	1,757	1,537	1,537	**1,382**	1,404
063.80.81.81.4.000.439.005	Village Park-Liability	2,156	1,902	1,902	**1,596**	1,622
063.80.84.00.4.000.439.006	Water Fund-Liability	156,032	167,501	167,501	**154,783**	156,824
063.80.85.00.4.000.439.003	Refuse Fund-Liability	38,649	37,119	37,119	**35,942**	36,469
063.80.86.00.4.000.439.004	Veh Maint-Liability	27,360	30,417	30,417	**23,777**	23,982
063.90.00.00.4.000.440.003	MPPL-Medical	888,297	866,655	888,000	**861,790**	896,187
Total Charges For Services		6,552,206	7,041,034	6,861,839	**6,538,333**	6,766,286
Investment Income						
063.456.001	Interest Income	1,325	2,000	3,300	**5,000**	5,000
Total Investment Income		1,325	2,000	3,300	**5,000**	5,000
Reimbursements						
063.473.008	Property Damage	-	500	-	**-**	-
063.473.016	Insurance Reimb	859	500	16,000	**1,000**	1,000
Total Reimbursements		859	1,000	16,000	**1,000**	1,000
Other Revenue						
063.478.001	Employee Health	475,614	467,000	500,800	**499,000**	548,000
063.478.003	Flex Addl Life Contrib	19,479	20,000	21,800	**22,000**	22,000
063.478.008	Retiree Contributions	799,473	853,000	761,000	**799,000**	831,000
063.479.005	Miscellaneous Income	53	500	100	**500**	500
Total Other Revenue		1,294,619	1,340,500	1,283,700	**1,320,500**	1,401,500
TOTAL RISK MANAGEMENT FUND		**7,849,009**	**8,384,534**	**8,164,839**	**7,864,833**	**8,173,786**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

POLICE PENSION FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Investment Income						
070.456.001	Interest Income	164	100	1,500	**1,500**	1,500
070.458.001	Bank Account Interest	187	200	1,500	**1,500**	1,500
070.460.001	Inv Inc-Mgr S	407,532	415,000	380,000	**398,000**	412,000
070.461.001	Wells Fargo Int-Mgr S	153	100	500	**1,000**	1,000
070.464.001	Inv Inc-Mgr M	382,868	385,000	377,000	**395,000**	408,000
070.465.001	Wells Fargo Int-Mgr M	90	100	1,200	**1,500**	1,500
070.466.001	Realized G/L-Mgr S	(23,556)	10,000	10,000	**10,000**	10,000
070.466.003	Realized G/L-Mgr M	1,293	10,000	41,000	**10,000**	10,000
070.467.001	Unrealized G/L-Mgr S	(205,043)	100,000	288,000	**100,000**	100,000
070.467.003	Unrealized G/L-Mgr M	(275,027)	100,000	236,000	**100,000**	100,000
070.468.001	Market G/L on Equities	(1,199,295)	2,510,000	1,730,000	**2,536,000**	2,710,000
070.468.002	Dividend Income	1,561,559	700,000	345,000	**362,000**	387,000
Total Investment Income		650,925	4,230,500	3,411,700	**3,916,500**	4,142,500
Other Revenue						
070.478.005	Police Contributions	795,827	816,000	755,000	**770,000**	785,000
070.478.009	Village Contrib - PPRT	18,500	18,500	18,500	**18,500**	18,500
070.478.010	Village Contrib - RE Tax	2,846,450	3,147,000	3,147,000	**3,758,625**	4,022,500
070.478.011	Village Contrib - Other	53,445	53,500	53,500	**61,000**	-
070.479.005	Miscellaneous Income	-	500	100	**500**	500
Total Other Revenue		3,714,222	4,035,500	3,974,100	**4,608,625**	4,826,500
TOTAL POLICE PENSION FUND		**4,365,147**	**8,266,000**	**7,385,800**	**8,525,125**	**8,969,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES

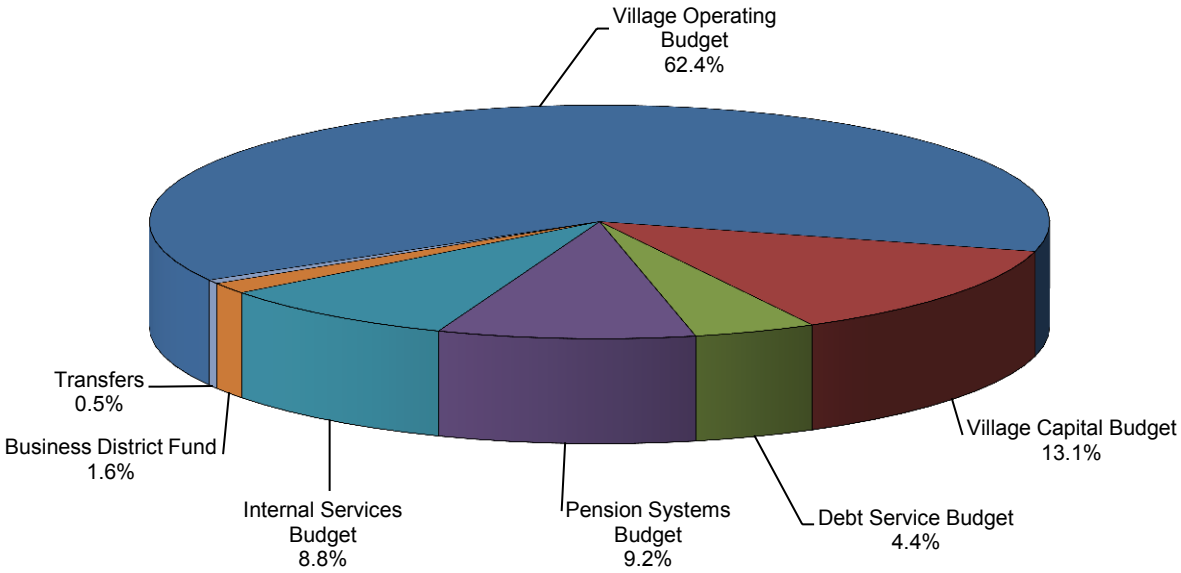
FIRE PENSION FUND		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Investment Income						
071.456.001	Interest Income	142	100	1,000	**1,500**	1,500
071.458.001	Bank Account Interest	148	200	1,200	**1,500**	1,500
071.460.001	Inv Inc-Mgr S	388,237	385,000	330,000	**335,000**	344,000
071.461.001	Wells Fargo Int-Mgr S	162	100	300	**1,000**	1,000
071.462.005	Inv Inc-Mgr G	251,702	305,000	265,000	**285,000**	294,000
071.463.005	Wells Fargo Int-Mgr G	148	100	1,500	**1,500**	1,500
071.466.001	Realized G/L-Mgr S	(12,658)	10,000	10,000	**10,000**	10,000
071.466.005	Realized G/L-Mgr G	63,671	10,000	20,000	**10,000**	10,000
071.467.001	Unrealized G/L-Mgr S	(199,875)	100,000	238,000	**100,000**	100,000
071.467.005	Unrealized G/L-Mgr G	(157,685)	100,000	236,000	**100,000**	100,000
071.468.001	Market G/L on Equities	(760,030)	2,625,000	1,825,000	**2,683,000**	2,871,000
071.468.002	Dividend Income	2,312,367	700,000	365,000	**383,000**	410,000
Total Investment Income		1,886,329	4,235,500	3,293,000	**3,911,500**	4,144,500
Other Revenue						
071.478.002	Fire Contributions	606,932	642,000	666,000	**680,000**	693,000
071.478.009	Village Contrib - PPRT	24,300	24,300	24,300	**24,300**	24,300
071.478.010	Village Contrib - RE Tax	2,461,766	2,530,000	2,530,000	**3,155,720**	3,377,500
071.478.011	Village Contrib - Other	46,250	183,040	224,700	**230,560**	-
071.479.005	Miscellaneous Income	-	500	100	**500**	500
Total Other Revenue		3,139,248	3,379,840	3,445,100	**4,091,080**	4,095,300
TOTAL FIRE PENSION FUND		**5,025,577**	**7,615,340**	**6,738,100**	**8,002,580**	**8,239,800**

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY

TOTAL VILLAGE EXPENDITURES



January 1 - December 31, 2017	
Village Operating Budget	69,993,395
Village Capital Budget	14,667,487
Debt Service Budget	4,922,013
Pension Systems Budget	10,334,501
Internal Services Budget	9,853,743
Business District Fund	1,721,000
Transfers	600,000
Total Village Expenditures	112,092,139

The purpose of this graphic is to provide an overview of the total Village of Mount Prospect budget for January 1, 2017 through December 31, 2017. The detail schedules to follow show actual expenses for 2015, amended budget and budget estimates for 2016, proposed budget amounts for 2017 and a budget forecast for 2018.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
EXPENDITURES

The Expenditures Section of the budget contains detailed schedules, by department, listing each expenditure line item and listing the source of funds. Each of the schedules report actual amounts for the 2015 fiscal year, amended budget and estimated amounts for 2016, budget amounts for 2017 and forecast amounts for 2018.

Total expenditures in 2017 for all Village funds are expected to be $112,092,139 compared to the amended 2016 budget of $116,766,920. The following table summarizes the totals for each expense type for 2017 relative to 2016.

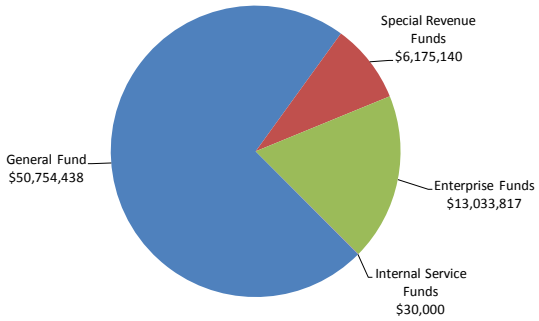
Expenditure	2016 Budget	2017 Budget	Increase (Decrease)	Percent Change
Village Operating Budget	68,383,810	69,993,395	1,609,585	2.4%
Village Capital Budget	22,299,393	14,667,487	(7,631,906)	(34.2%)
Debt Service Budget	4,979,687	4,922,013	(57,674)	(1.2%)
Pension Systems Budget	9,780,823	10,334,501	553,678	5.7%
Internal Services Budget	10,226,107	9,853,743	(372,364)	(3.6%)
Business District Fund	1,097,100	1,721,000	623,900	56.9%
Interfund Transfers	-	600,000	600,000	-
Financing Sources	**116,766,920**	**112,092,139**	**(4,674,781)**	**(4.0%)**

EXPENDITURES

Operating Budget

The Village operating budget lays out the anticipated spending that will be done by all departments during the upcoming year for items such as public safety, planning and development, social services, and other municipal programs and services. The annual operating budget also lays out the revenues that are expected to be received during the upcoming year.

In 2017, the total operating budget is projected at $69,993,395. This is an increase of $1.6 million, or 2.4% from the amended 2016 budget. Funding to support the operating budget comes from the General Fund, Special Revenue Funds, Enterprise Funds and Internal Service Funds. The graph below shows a breakdown of the operating budget by fund type.



The increase in the operating budget was driven by the increased contribution required for public safety pension. The increase from the prior year was 20.0%. The Village typically anticipates an increase of 7.0%.

Capital Budget

The Village capital budget is a plan for acquisition of capital assets, which are resources that have an expected lifetime that extends beyond the acquisition year. Funding of the capital budget comes from dedicated revenue sources such as the home rule sales tax, license fees and bond proceeds. Bond funding of capital projects are for the larger projects, buildings and infrastructure that cannot be supported on a pay-as-you-go basis.

In 2017, the total capital budget is projected at $14,667,487. This is a decrease of $7.6 million or 34.2%. The reason for the large decrease is the anticipated completion of a number of flood control and water and sewer projects as well as the elimination of the Downtown Redevelopment TIF.

The basis of the annual capital budget is drawn from the five-year Community Investment Program (CIP). The CIP is a multi-year, prioritized plan for capital expenditures. The CIP addresses capital expenditures of $25,000 or more and all proposed **additions** to the motor vehicle fleet and computer inventory. In addition to the CIP, other capital expenditures not meeting the guidelines for inclusion in the Community Investment Program are included in the Village capital budget. The total amount of CIP related expenses in the 2017 capital budget is $11,886,933. Other capital budget expenditures account for $2,780,554 of the total capital budget.

Debt Service Budget

The Debt Service section of the budget contains the provision for current debt obligations of the Village. Current debt obligations are separated into two general categories: General Obligation Bonds and Installment Contracts/Notes.

Total Debt Service Fund expenditures of $4,922,013 are made up of $4,290,877 for General Obligation Debt and $631,136 for Installment Contracts/Notes. This is a decrease of $57,674 or 1.2%.

A summary of annual debt service requirements and the annual principal requirements for all outstanding issues are included as supplemental information following the Debt Service Fund budget.

Pension Systems Budget

The pension systems budget includes expenditures related to the administration and payment of pension and disability payments from three Village administered pension plans. While plans are administered at the local level, oversight and benefit determinations are dictated by state statute

The 2017 budget for pensions increased $553,678 or 5.7% from the 2016 budget and totals $10,334,501. Included in this amount is the addition of six (6) new pensions, 3% annual COLA increase and other incremental increases expected during the year. Pension expense for fire, including administration charges account for $5,349,410 of the total while police accounts for $4,938,310. Miscellaneous pensions consisting of payments to two (2) retired firefighters brought over from the Forest River Fire Protection District total $46,781. The total number of police and fire pensioners receiving benefits is 71 and 80, respectively.

Internal Services Budget

The internal service budget is used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis. Internal service funds included in this budget are the Risk Management Fund and Vehicle Maintenance Fund.

In 2017, the total internal services budget is projected at $9,853,743. This is a decrease of $372,364, or 3.6% from the amended 2016 budget. The Risk Management Fund accounted for $7,871,300 of the total, while the Vehicle Maintenance Fund accounted for $2,062,921.

Business District Fund

The Business District Fund (a Special Revenue Fund) was established to account for the revenues and expenditures associated with the one Business District within the Village, Randhurst Village.

Total expenditures for the Business District Fund for 2017 are projected at $1,721,000, an increase of $623,900 or 56.9%. Funding to support the expenditures are generated from sales, hotel/motel, entertainment and food & beverage taxes and a separate business district tax on retail establishments located within the district itself.

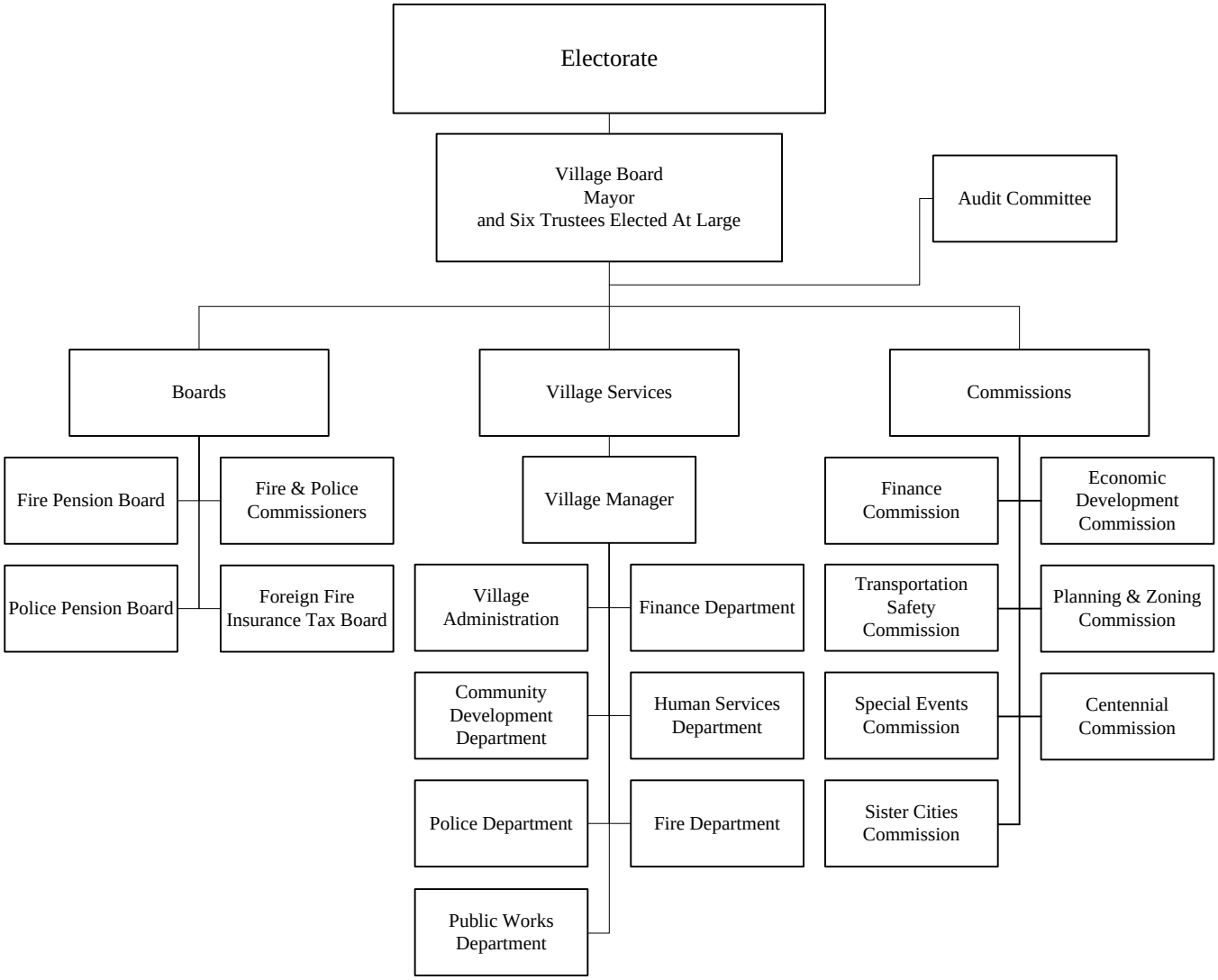
Interfund Transfers

Interfund transfers are typically intended to support a specific program or service. Transfers totaling $600,000 are planned for 2017 and 2018 to support mid-range ($25,000 - $500,000) capital projects funded through the Capital Improvement Fund (CIF). The number of capital projects/purchases funded through the CIF often exceeds the available resources creating a backlog. In those instances, projects are prioritized with those of lower priority being deferred to the next year or beyond. The interfund transfers planned for 2017 and 2018 will help alleviate the backlog.

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
ORGANIZATIONAL STRUCTURE



VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC REPRESENTATION

STATEMENT OF ACTIVITIES

The Mayor and Board of Trustees develop policies and enact ordinances and resolutions to ensure the health, safety, and welfare of Mount Prospect residents. It is the responsibility of the Village Board to adopt an annual budget outlining the services to be offered to Village residents during the coming year and to establish the revenue sources to be used to finance the proposed services. Additionally, the Village Board establishes the tax levy, acts on all code amendments and directs policy on issues that may arise from time to time.

The Mayor and six Village Trustees are elected at large for staggered terms of four years each. Three Trustees are elected in each odd-numbered year. A new Mayor (Village President) was elected in 2013. The next mayoral election will be in 2017.

The Village Board meets for regular business meetings on the first and third Tuesday of each month and as a Committee of the Whole for preliminary discussion and consensus generating discussions on the second and fourth Tuesdays of each month. Members of the Village Board also participate in informal meetings on the second Saturday morning of each month for the purpose of allowing citizens to voice their opinions in a less structured atmosphere. Since 1986, all Village Board and Committee of the Whole meetings have been televised over the Village's government access cable channel.

In addition to Village Board activities, the Public Representation budget includes expenses related to the many committees, commissions, and boards consisting of citizens volunteering their time and resources in the areas of planning, zoning, finance, transportation safety, economic development, and public safety. The Centennial Commission was created through ordinance and appointments were made in 2013. It was allotted a modest budget in 2014 through 2017. The Centennial Commission is charged with event planning leading up to the Village's 100th anniversary in 2017.

The Village board acknowledges the many fine civic groups and organizations, which contribute time and effort to make the Village of Mount Prospect a better place to live. Each of these groups helps to create an environment "Where Friendliness is a Way of Life." A provision has again been included in the 2017 budget for modest financial support for those activities that benefit the entire community.

Contributions to the following civic groups and activities are included.

- Holiday Decorations
- Mid-Summer Block Party
- Independence Day Parade
- Mount Prospect Historical Society
- Mount Prospect Lions Club – July 4th Fireworks Display
- Special Events Commission
- Veterans of Foreign Wars – Memorial Day Parade
- Sister Cities Commission
- Concerts on the Green
- Irish Fest
- Centennial Commission

It should be noted that the Village's participation in these activities includes not only financial support but also assistance from employees and the use of Village equipment where appropriate. Included in the 2017 budget is $219,691 for salaries and benefits for Police and Public Works personnel.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC REPRESENTATION

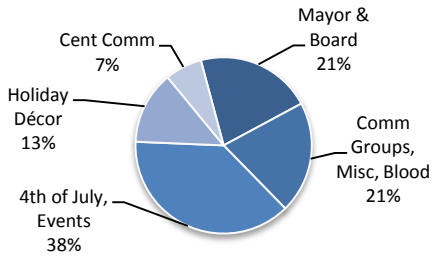
	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Mayor & Board of Trustees	137,715	137,184	199,349	**172,047**	172,265
Community Groups & Misc.	127,174	139,509	142,720	**162,230**	141,740
Blood Donor Program	2,813	3,516	3,516	**3,546**	3,587
4th of July and Civics Events	241,997	274,286	282,692	**306,555**	313,010
Holiday Decorations	80,545	84,729	84,729	**108,041**	110,308
Centennial Commission	15,085	54,384	54,384	**54,800**	-
Total Programs	605,329	693,608	767,390	**807,219**	740,910
Expenditure Classification					
Personal Services-Salaries & Wages	185,118	183,202	191,608	**211,624**	215,795
Personal Services-Employee Benefits	53,764	62,262	62,262	**65,100**	66,863
Other Employee Costs	3,227	4,000	4,000	**5,900**	5,900
Contractual Services	294,672	344,453	408,212	**411,660**	373,996
Utilities	317	440	440	**449**	458
Commodities & Supplies	63,037	91,968	93,868	**105,486**	70,898
Other Expenditures	5,194	7,283	7,000	**7,000**	7,000
Total Expenditure Classification	605,329	693,608	767,390	**807,219**	740,910
Source of Funds					
001 General Fund	605,329	693,608	767,390	**807,219**	740,910
Total Source of Funds	605,329	693,608	767,390	**807,219**	740,910

BUDGET DISCUSSION AND ANALYSIS

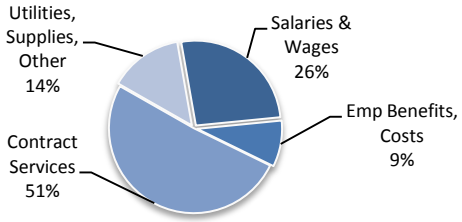
The Public Representation budget includes the Mayor & Board of Trustees, Community Groups & Miscellaneous, Blood Donor, 4th of July and Civic Events, Holiday Decorations, and Centennial Commission programs. Included in the Mayor & Board of Trustees program budget is the provision for the annual salaries of the Mayor, Trustees, Liquor Commissioner, and a portion of the salary of the Administrative Assistant from the Village Manager's Office. The Mayor also serves as Local Liquor Commissioner.

The overall Public Representation budget increased $113,611 or 16.38% from 2016. Program budgets within the Public Representation budget have been adjusted for 2017. The Mayor & Board of Trustees program includes funds for supporting the Village strategic plan. The Centennial Commission program budget is included to enable tracking of items relating to the 100 year anniversary. Revenue to offset the expenses is also included in the budget. Other program budgets have been adjusted to account for additional activities in 2017. Increased funding has been included for Concerts on the Green, the annual Celestial Celebration, Fourth of July & Civics events, and Holiday Decorations.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION

Mayor & Board of Trustees		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.10.11.00.0.000.500.001	Full-Time Earnings	14,703	17,902	17,902	**18,416**	18,784
001.10.11.00.0.000.501.001	Part-Time Earnings	25,000	25,003	25,003	**25,003**	25,503
001.10.11.00.0.000.506.001	Longevity Pay	60	75	75	**105**	105
Total Personal Services-Salaries & Wages		39,763	42,980	42,980	**43,524**	44,392
Personal Services-Employee Benefits						
001.10.11.00.0.000.510.001	Medical Insurance	4,407	5,659	5,659	**5,209**	5,417
001.10.11.00.0.000.511.001	Social Security	2,424	2,701	2,701	**2,734**	2,789
001.10.11.00.0.000.511.002	Medicare	567	634	634	**636**	649
001.10.11.00.0.000.512.001	IMRF Pension Expense	2,055	2,522	2,522	**2,442**	2,491
001.10.11.00.0.000.513.001	Sick Leave Incentive	84	200	200	**200**	200
001.10.11.00.0.000.513.002	Vac/Pers Leave Incent.	326	295	295	**302**	302
Total Personal Services-Employee Benefits		9,863	12,011	12,011	**11,523**	11,848
Other Employee Costs						
001.10.11.00.0.000.516.001	Board/Comm Activities	1,730	2,000	2,000	**3,000**	3,000
001.10.11.00.0.000.522.001	Travel & Meetings	1,497	2,000	2,000	**2,900**	2,900
Total Other Employee Costs		3,227	4,000	4,000	**5,900**	5,900
Contractual Services						
001.10.11.00.0.000.530.002	Auditing Services	34,700	31,173	31,173	**31,796**	32,432
001.10.11.00.0.000.530.013	Hearing Expense	271	1,000	1,000	**1,000**	1,000
001.10.11.00.0.000.530.020	Strategic Plan	-	-	50,000	**25,000**	25,000
001.10.11.00.0.000.537.001	Meeting Expense	1,464	1,735	2,000	**2,250**	2,000
001.10.11.00.0.000.538.001	Memorial Gifts	1,148	1,224	1,224	**1,240**	1,265
001.10.11.00.0.000.539.001	Special Functions	1,294	2,000	2,000	**2,500**	2,000
001.10.11.00.0.000.543.001	Special Projects	4,131	4,000	12,000	**5,000**	5,000
001.10.11.00.0.000.544.002	Postage Expense	108	260	260	**265**	270
001.10.11.00.0.000.549.001	Org Memberships	31,920	33,000	35,000	**36,000**	36,000
001.10.11.00.0.000.553.001	Vehicle Lease Payment	2,500	-	-	**-**	-
001.10.11.00.0.000.554.001	Vehicle Maint Payment	3,237	-	-	**-**	-
001.10.11.00.0.000.572.012	Civic Donations	-	500	500	**500**	500
Total Contractual Services		80,773	74,892	135,157	**105,551**	105,467
Utilities						
001.10.11.00.0.000.589.001	Telephone - Land Lines	317	440	440	**449**	458
Total Utilities		317	440	440	**449**	458
Commodities & Supplies						
001.10.11.00.0.000.606.001	Office Supplies	90	100	1,000	**1,000**	100
001.10.11.00.0.000.608.001	Other Supplies	1,474	1,561	1,561	**1,600**	1,600
001.10.11.00.0.000.630.001	Recognition Supplies	2,208	1,200	2,200	**2,500**	2,500
Total Commodities & Supplies		3,772	2,861	4,761	**5,100**	4,200
Total Mayor & Board of Trustees		**137,715**	**137,184**	**199,349**	**172,047**	**172,265**

VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION

Community Groups & Misc.		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
001.10.11.00.0.001.578.001	Sister Cities Comm.	4,413	2,500	6,000	**5,000**	5,000
001.10.11.00.0.001.578.004	Memorial Day Parade	1,200	1,200	1,200	**1,200**	1,200
001.10.11.00.0.001.578.005	Summer Block Party	43,217	40,000	40,000	**40,000**	40,000
001.10.11.00.0.001.578.006	MP Historical Society	40,000	40,000	40,000	**40,000**	40,000
001.10.11.00.0.001.578.007	MP Downtown Merch.	1,200	2,000	2,000	**2,000**	2,000
001.10.11.00.0.001.578.011	Concerts on the Green	8,989	9,506	9,500	**20,000**	9,500
001.10.11.00.0.001.578.012	Irish Fest	4,500	4,500	4,500	**4,500**	4,500
001.10.11.00.0.001.579.001	Celestial Celebrations	17,979	30,000	30,000	**40,000**	30,000
001.10.11.00.0.001.579.002	Do-It-Yourself Sousa	110	1,000	1,000	**1,000**	1,000
001.10.11.00.0.001.579.004	Family Bike Ride	128	1,000	1,000	**1,000**	1,000
001.10.11.00.0.001.579.005	Other Expenses	244	520	520	**530**	540
Total Contractual Services		121,980	132,226	135,720	**155,230**	134,740
Other Expenditures						
001.10.11.00.0.001.636.010	Property Tax Rebate	5,194	7,283	7,000	**7,000**	7,000
Total Other Expenditures		5,194	7,283	7,000	**7,000**	7,000
Total Community Groups & Misc.		**127,174**	**139,509**	**142,720**	**162,230**	**141,740**

Blood Donor Program						
Personal Services-Salaries & Wages						
001.10.11.00.0.002.501.001	Part-Time Earnings	1,843	1,844	1,844	**1,844**	1,844
Total Personal Services-Salaries & Wages		1,843	1,844	1,844	**1,844**	1,844
Personal Services-Employee Benefits						
001.10.11.00.0.002.511.001	Social Security	114	115	115	**115**	115
001.10.11.00.0.002.511.002	Medicare	27	27	27	**27**	28
Total Personal Services-Employee Benefits		141	142	142	**142**	143
Commodities & Supplies						
001.10.11.00.0.002.608.001	Other Supplies	829	1,530	1,530	**1,560**	1,600
Total Commodities & Supplies		829	1,530	1,530	**1,560**	1,600
Total Blood Donor Program		**2,813**	**3,516**	**3,516**	**3,546**	**3,587**

VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION

4th of July and Civics Events		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.10.11.00.8.400.500.001	Full-Time Earnings	82,032	81,374	81,374	**81,925**	83,564
001.10.11.00.8.400.503.001	Overtime	52,221	46,594	55,000	**73,167**	74,630
001.10.11.00.8.400.504.001	Specialty Pay	262	258	258	**276**	276
001.10.11.00.8.400.506.001	Longevity Pay	545	615	615	**690**	690
Total Personal Services-Salaries & Wages		135,060	128,841	137,247	**156,058**	159,160
Personal Services-Employee Benefits						
001.10.11.00.8.400.510.001	Medical Insurance	19,106	20,263	20,263	**19,129**	19,894
001.10.11.00.8.400.511.001	Social Security	6,638	8,107	8,107	**9,794**	9,990
001.10.11.00.8.400.511.002	Medicare	1,952	1,907	1,907	**2,284**	2,330
001.10.11.00.8.400.512.001	IMRF Pension Expense	11,957	15,521	15,521	**17,683**	18,037
001.10.11.00.8.400.513.001	Sick Leave Incentive	662	599	599	**601**	601
001.10.11.00.8.400.513.002	Vac/Pers Leave Incent.	1,109	1,097	1,097	**1,099**	1,099
Total Personal Services-Employee Benefits		41,424	47,494	47,494	**50,590**	51,951
Contractual Services						
001.10.11.00.8.400.530.006	Other Prof. Serv.	9,002	982	982	**1,002**	1,022
001.10.11.00.8.400.578.003	July 4th Parade	20,187	20,808	20,808	**21,224**	21,648
001.10.11.00.8.400.580.002	Street Banner Inst.	964	30,563	30,563	**31,174**	31,797
001.10.11.00.8.400.580.005	Barricade Rental	-	2,123	2,123	**2,165**	2,208
001.10.11.00.8.400.580.006	Fireworks	3,641	3,714	3,714	**3,788**	3,863
Total Contractual Services		33,794	58,190	58,190	**59,353**	60,538
Commodities & Supplies						
001.10.11.00.8.400.603.001	Clothing Supplies	39	40	40	**40**	40
001.10.11.00.8.400.617.001	Civic Events Sign	107	563	563	**574**	585
001.10.11.00.8.400.617.002	Light Pole Banners	14,359	21,224	21,224	**21,648**	22,080
001.10.11.00.8.400.617.003	Parade/Block Pty Supl.	13,629	13,902	13,902	**14,180**	14,463
001.10.11.00.8.400.617.004	Village Flags	2,622	2,971	2,971	**3,030**	3,090
001.10.11.00.8.400.622.008	Sign Making Materials	963	1,061	1,061	**1,082**	1,103
Total Commodities & Supplies		31,719	39,761	39,761	**40,554**	41,361
Total 4th of July and Civics Events		**241,997**	**274,286**	**282,692**	**306,555**	**313,010**

VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION

Holiday Decorations		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.10.11.00.8.401.500.001	Full-Time Earnings	7,322	7,426	7,426	**7,574**	7,725
001.10.11.00.8.401.503.001	Overtime	1,030	2,000	2,000	**2,493**	2,543
001.10.11.00.8.401.504.001	Specialty Pay	60	61	61	**61**	61
001.10.11.00.8.401.506.001	Longevity Pay	40	50	50	**70**	70
Total Personal Services-Salaries & Wages		8,452	9,537	9,537	**10,198**	10,399
Personal Services-Employee Benefits						
001.10.11.00.8.401.510.001	Medical Insurance	720	747	747	**920**	957
001.10.11.00.8.401.511.001	Social Security	524	593	593	**633**	646
001.10.11.00.8.401.511.002	Medicare	123	140	140	**149**	152
001.10.11.00.8.401.512.001	IMRF Pension Expense	969	1,135	1,135	**1,143**	1,166
Total Personal Services-Employee Benefits		2,336	2,615	2,615	**2,845**	2,921
Contractual Services						
001.10.11.00.8.401.580.001	Holiday Wreath Inst.	8,817	14,857	14,857	**15,154**	15,547
001.10.11.00.8.401.580.003	Holiday Banner Inst.	2,837	4,776	4,776	**4,872**	4,969
001.10.11.00.8.401.580.004	White Light Inst.	46,213	30,128	30,128	**51,700**	52,735
Total Contractual Services		57,867	49,761	49,761	**71,726**	73,251
Commodities & Supplies						
001.10.11.00.8.401.617.005	Holiday Decorations	360	7,959	7,959	**8,118**	8,280
001.10.11.00.8.401.617.006	White Light Supplies	11,530	14,857	14,857	**15,154**	15,457
Total Commodities & Supplies		11,890	22,816	22,816	**23,272**	23,737
Total Holiday Decorations		**80,545**	**84,729**	**84,729**	**108,041**	**110,308**

Centennial Commission						
Contractual Services						
001.10.11.00.8.402.530.006	Other Prof. Serv.	-	1,200	1,200	**1,200**	-
001.10.11.00.8.402.530.010	Marketing Services	258	15,784	15,784	**14,100**	-
001.10.11.00.8.402.562.002	Printing Expense	-	12,400	12,400	**-**	-
001.10.11.00.8.402.578.013	Centennial Parade	-	-	-	**1,500**	-
001.10.11.00.8.402.580.006	Fireworks	-	-	-	**3,000**	-
Total Contractual Services		258	29,384	29,384	**19,800**	-
Commodities & Supplies						
001.10.11.00.8.402.608.001	Other Supplies	14,827	25,000	25,000	**35,000**	-
Total Commodities & Supplies		14,827	25,000	25,000	**35,000**	-
Total Centennial Commission		**15,085**	**54,384**	**54,384**	**54,800**	**-**

TOTAL PUBLIC REPRESENTATION	**605,329**	**693,608**	**767,390**	**807,219**	**740,910**

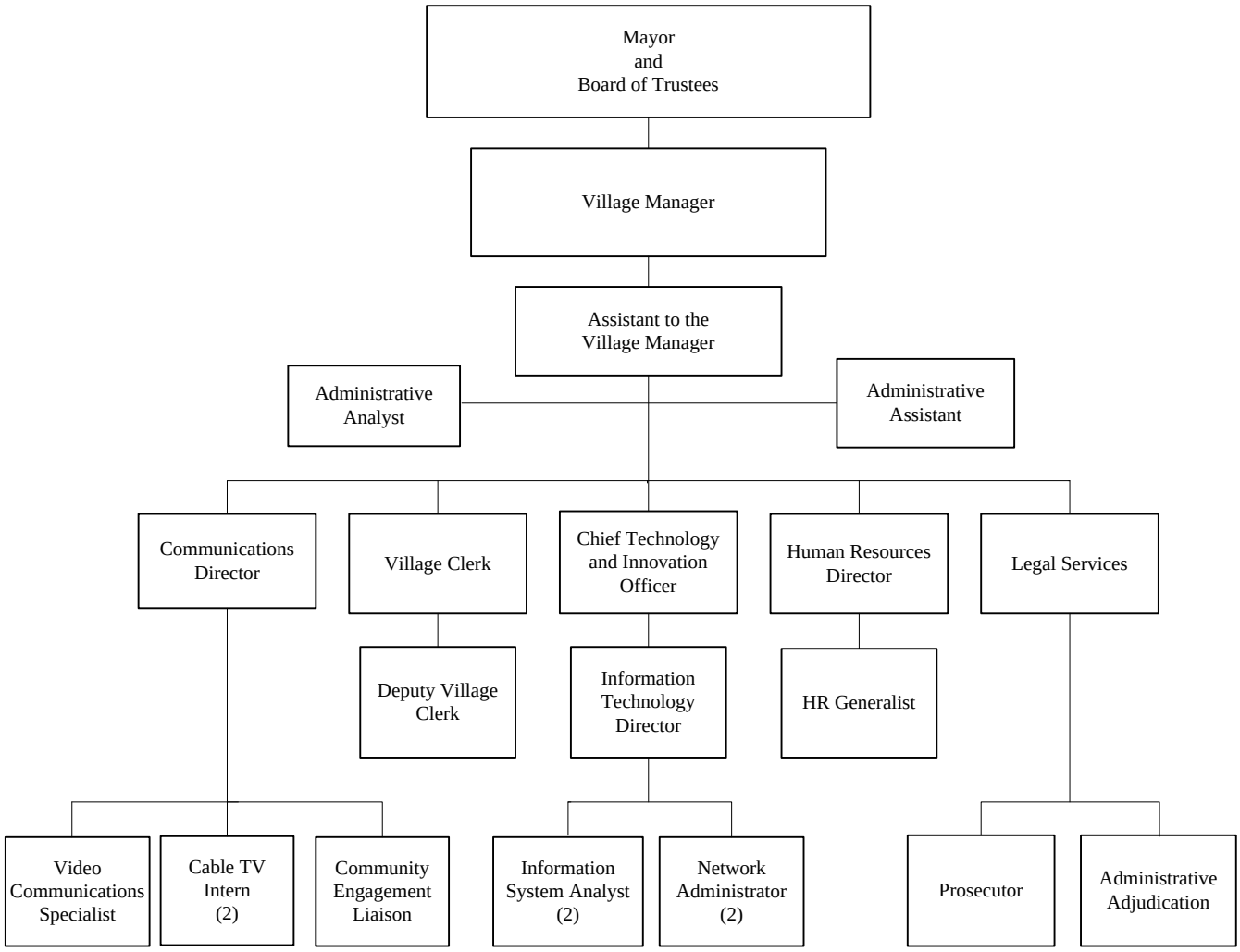
VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Administrative Assistant	0.15	0.15	0.15	10,864	11,170	**11,549**
Public Information Officer	-	0.10	0.10	-	6,732	**6,867**
Forestry/Grounds Superintendent	0.05	0.05	0.05	4,925	5,244	**5,380**
Street/Bldg/Park Superintendent	0.05	0.05	0.05	5,561	5,673	**5,438**
Foreman	0.20	0.20	0.20	18,176	18,538	**18,908**
Electrician	0.15	0.15	0.15	11,836	12,133	**11,371**
Maintenance Personnel	0.70	0.70	0.70	49,957	47,212	**48,402**
Forestry Technician	0.05	-	-	3,299	-	**-**
Total Full Time	1.35	1.40	1.40	104,618	106,702	**107,915**
Part Time						
Mayor/Liquor Commissioner	0.10 (1)	0.10 (1)	0.10 (1)	8,500	8,500	**8,500**
Trustees	0.60 (6)	0.60 (6)	0.60 (6)	16,503	16,503	**16,503**
Blood Donor Chairperson	0.10 (1)	0.10 (1)	0.10 (1)	1,844	1,844	**1,844**
Total Part Time	0.80 (8)	0.80 (8)	0.80 (8)	26,847	26,847	**26,847**
Other Compensation						
Overtime Earnings				52,580	48,594	**75,660**
Specialty Pay				367	319	**337**
Longevity Pay				681	740	**865**
Total Other Compensation				53,628	49,653	**76,862**
Employee Benefits						
Medical Insurance				24,664	26,669	**25,258**
Social Security				11,622	11,516	**13,276**
Medicare				2,735	2,708	**3,096**
IMRF Pension				18,705	19,178	**21,268**
Sick Leave Incentive				700	799	**801**
Vacation/Personal Leave Incentive				1,400	1,392	**1,401**
Total Employee Benefits				59,826	62,262	**65,100**
TOTAL	**2.15**	**2.20**	**2.20**	**244,919**	**245,464**	**276,724**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	1.35	1.40	1.40
Part-Time	8.00	8.00	8.00

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION



Village Administration includes the Village Manager's Office as well as the Human Resources Division, Communications Division, Informational Technology Division, Administrative Adjudication Division and the Village Clerk's Office. There are 17 full-time employees and 2 interns in Village Administration. Not reflected in this organizational chart is the Blood Donor Chairperson who is included in the Public Representation budget.

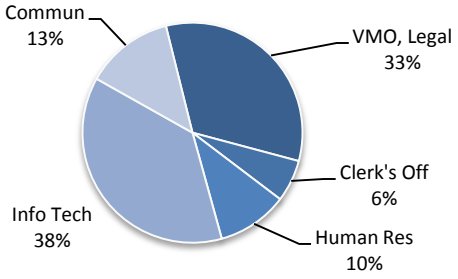
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMINISTRATION

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Mgr Office, Legal Serv	1,401,074	1,312,776	1,669,929	**1,353,274**	1,360,454
Village Clerk's Office	209,690	238,198	250,761	**252,988**	258,748
Human Resources	331,807	358,603	393,723	**424,981**	404,510
Information Technology	1,150,744	1,339,006	1,399,596	**1,533,249**	1,587,049
Communications	372,101	452,997	466,905	**531,008**	538,387
Total Programs	3,465,416	3,701,580	4,180,914	**4,095,500**	4,149,148
Expenditure Classification					
Personal Services-Salaries & Wages	1,383,732	1,320,612	1,420,402	**1,491,682**	1,521,178
Personal Services-Employee Benefits	623,275	619,738	630,711	**660,313**	677,283
Other Employee Costs	35,051	61,977	91,879	**116,781**	118,606
Contractual Services	1,383,837	1,650,881	1,973,055	**1,744,386**	1,753,677
Utilities	10,589	11,779	12,330	**12,580**	12,772
Commodities & Supplies	14,820	19,421	40,165	**40,898**	41,182
Office Equipment	5,691	5,872	5,872	**5,960**	6,050
Other Equipment	8,421	11,300	6,500	**22,900**	18,400
Total Expenditure Classification	3,465,416	3,701,580	4,180,914	**4,095,500**	4,149,148
Source of Funds					
001 General Fund	3,465,416	3,701,580	4,160,914	**4,075,500**	4,129,148
063 Risk Management Fund	-	-	20,000	**20,000**	20,000
Total Source of Funds	3,465,416	3,701,580	4,180,914	**4,095,500**	4,149,148

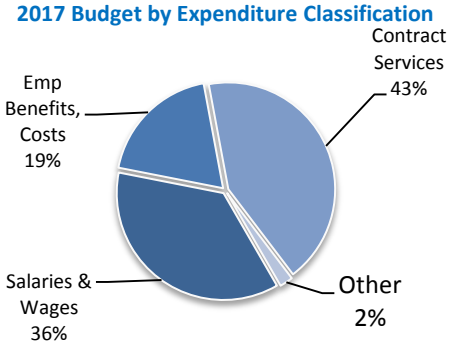
BUDGET DISCUSSION AND ANALYSIS

Village Administration includes the Village Manager's Office (VMO), Legal Services, Village Clerk's Office, Human Resources, Information Technology, and Communications. The 2017 Village Administration budget increased 10.64% from 2016 and totals $4,095,500. Increases in Wages, Benefits and Other Employee Costs primarily contribute to the increased budget.

2017 Budget by Program



2017 Budget by Expenditure Classification



STATEMENT OF ACTIVITIES

The Village Manager's Office is responsible for general day-to-day administration of Village operations; working with the Mayor and Village Board as they develop policies and recommendations; and reviews economic development initiatives. Also, the Manager's Office coordinates the Strategic Plan Implementation Guide, processes liquor license requests, responds to resident and public inquiries and provides general administrative support to the Village Administration Department.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Leadership: Ensure policies are responsive to changing local and regional dynamics.

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Commercial Business Districts – Downtown: *Create a flexible vision of downtown that is reflective of market conditions.*

Infrastructure – Transportation: *Design and implement upgrades, improvements and maintenance for optimum mobility and system sustainability.*

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

- Initiated Strategic Implementation Plan and Process – Implementation Guide.
- Recruitment effort with GovHR to fill Village Manager position.
- Developed formal policy regarding waiver of fees and permits for non-profit and government agencies.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

- Further institutionalize the Strategic Implementation Plan with annual process to review achievements, challenges, projects in progress, and future projects.
- Began the implementation of a Customer Response Management System with Mobile App. The objective is to enable customers to submit service requests online and track requests from submittal to completion.
- A Community Survey was designed, distributed and results analyzed with the assistance of ETC Institute. The results benchmark satisfaction levels regarding Village services, communication, government and etc.
- Implemented a customer service feedback survey card. Now customers have the opportunity to share their experience and management reviews feedback data to monitor service levels.
- The Manager's Office with the assistance of Finance, Human Resources, and the respective department administrations worked collectively with the Public Works Union and Fire Union to negotiate successor contracts.
- Appointment of Fire Chief and Deputy Chief.
- Developed annexation strategy to incorporate areas surrounded by Village of Mount Prospect. This commercial and industrial area creates new EAV of +$54 million.

Governance goal – Leadership
Place a high priority on developing and maintaining productive local and regional relationships.

- The Manager's Office met with school and parks districts that provide services to Mount Prospect residents to further develop productive relationships and establish Mount Prospect Intergovernmental Group.

Commercial Business Districts – Downtown
Create a flexible vision of downtown that is reflective of market conditions.

- Retire Downtown TIF in November 2016 – 5 years early.

2017 GOALS

Governance goal – Quality Service
Maintain best practices to assure quality level of essential services.

- Complete communication branding strategy that unifies all departments and communications.
- Finalize a Village Meeting Room Use Policy.
- Negotiate successor contracts with patrol and sergeant collective bargaining groups.
- Short and long term plan for police headquarters and downtown fire station.
- Update South Mount Prospect Sub-Area Plan and identify value creation opportunities.

Commercial Business Districts – Downtown
Create a flexible vision of downtown that is reflective of market conditions.

- Adopt Prospect and Main TIF District in January 2017.
- Support and facilitate six redevelopment projects within new Prospect and Main TIF District, including Central & Main St and small triangle properties.

Infrastructure - Transportation
Initiate communication with state and county highway departments to resolve troublesome intersection issues.

- Create implementation plan following completion of the Rand Road Corridor Study.
- Work with IDOT on short and long term plans for newly annexed corridors on Algonquin Rd. and Dempster St. including opportunities to improve safety in terms of lighting and pedestrian improvements.
- Develop strategy to enhance pedestrian safety at crossings on Central Rd., Main St., Route 83, Rand Rd., Golf Rd., and Algonquin Rd.

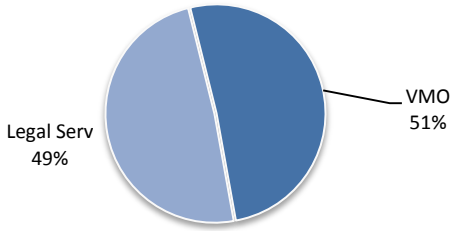
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Manager's Office	789,082	753,956	799,409	**690,774**	697,954
Legal Services	611,992	558,820	870,520	**662,500**	662,500
Total Programs	1,401,074	1,312,776	1,669,929	**1,353,274**	1,360,454
Expenditure Classification					
Personal Services-Salaries & Wages	525,083	435,215	480,740	**424,922**	433,409
Personal Services-Employee Benefits	239,108	185,476	161,760	**151,850**	155,254
Other Employee Costs	5,746	8,335	20,000	**21,100**	21,100
Contractual Services	621,217	674,597	997,297	**745,111**	740,450
Utilities	2,731	2,999	3,550	**3,625**	3,690
Commodities & Supplies	6,989	5,954	6,382	**6,466**	6,351
Office Equipment	200	200	200	**200**	200
Total Expenditure Classification	1,401,074	1,312,776	1,669,929	**1,353,274**	1,360,454
Source of Funds					
001 General Fund	1,401,074	1,312,776	1,669,929	**1,353,274**	1,360,454
Total Source of Funds	1,401,074	1,312,776	1,669,929	**1,353,274**	1,360,454

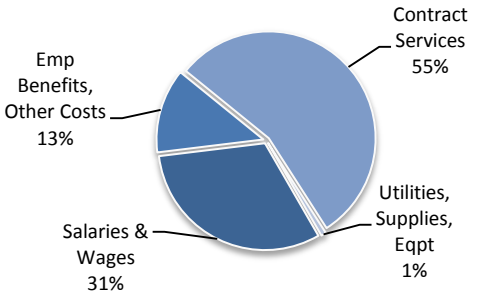
BUDGET DISCUSSION AND ANALYSIS

The Village Manager's Office (VMO) administers the policies and programs adopted by the Village Board and is responsible for the efficient administration of each department. Included in the VMO is the function of Legal Services. The total budget for the VMO and Legal Services is $1,353,274. This is an increase of $40,498 or 3.1% from the prior year. Individually, the budget for the VMO decreased $63,182 while the budget for Legal Services increased $103,680. Reductions in the VMO budget from the prior year were seen in the areas of Personal Services, Employee Benefits and Contractual Services. Increases to the Legal Services budget were seen in General Counsel professional services.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

Village Manager's Office		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.21.00.0.000.500.001	Full-Time Earnings	514,101	434,195	479,720	**424,327**	432,814
001.20.21.00.0.000.502.001	Seasonal Earnings	10,047	-	-	**-**	-
001.20.21.00.0.000.506.001	Longevity Pay	935	1,020	1,020	**595**	595
Total Personal Services-Salaries & Wages		525,083	435,215	480,740	**424,922**	433,409
Personal Services-Employee Benefits						
001.20.21.00.0.000.510.001	Medical Insurance	65,106	68,684	56,000	**45,455**	47,273
001.20.21.00.0.000.511.001	Social Security	23,141	21,319	24,510	**22,360**	22,807
001.20.21.00.0.000.511.002	Medicare	7,963	6,793	7,000	**6,361**	6,488
001.20.21.00.0.000.512.001	IMRF Pension Expense	85,451	55,632	58,810	**50,623**	51,635
001.20.21.00.0.000.513.001	Sick Leave Incentive	1,452	3,800	4,380	**3,800**	3,800
001.20.21.00.0.000.513.002	Vac/Pers Leave Incent.	8,535	13,497	910	**13,501**	13,501
001.20.21.00.0.000.513.003	Retiree Sick Incentive	22,904	-	-	**-**	-
001.20.21.00.0.000.513.004	Employee Allowances	2,700	6,001	400	**-**	-
001.20.21.00.0.000.513.006	Other Compensation	21,856	9,750	9,750	**9,750**	9,750
Total Personal Services-Employee Benefits		239,108	185,476	161,760	**151,850**	155,254
Other Employee Costs						
001.20.21.00.0.000.515.001	Board/Staff Wrkshps	314	1,000	1,000	**1,100**	1,100
001.20.21.00.0.000.518.001	Dues & Memberships	913	5,000	5,000	**6,000**	6,000
001.20.21.00.0.000.522.001	Travel & Meetings	4,519	2,335	10,000	**10,000**	10,000
001.20.21.00.0.000.525.004	Training	-	-	4,000	**4,000**	4,000
Total Other Employee Costs		5,746	8,335	20,000	**21,100**	21,100
Contractual Services						
001.20.21.00.0.000.530.006	Other Prof. Serv.	734	40,500	79,000	**50,000**	50,000
001.20.21.00.0.000.532.002	Equipment Maint.	-	200	200	**200**	200
001.20.21.00.0.000.544.002	Postage Expense	1,854	2,705	2,705	**2,760**	2,815
001.20.21.00.0.000.552.001	Computer Lease	-	206	206	**206**	206
001.20.21.00.0.000.553.001	Vehicle Lease Payment	3,400	4,100	4,100	**3,400**	3,400
001.20.21.00.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	**3,045**	3,329
001.20.21.00.0.000.560.012	Computer Software	-	-	2,000	**2,000**	2,000
001.20.21.00.0.000.561.004	Cloud-Based Service	-	-	500	**1,000**	1,000
001.20.21.00.0.000.561.014	CRM Software	-	60,000	30,000	**10,000**	10,000
001.20.21.00.0.000.562.001	Document Imaging	-	5,000	5,000	**10,000**	5,000
Total Contractual Services		9,225	115,777	126,777	**82,611**	77,950
Utilities						
001.20.21.00.0.000.589.001	Telephone - Land Lines	668	876	750	**775**	790
001.20.21.00.0.000.590.001	Telephone - Cellular	2,063	2,123	2,800	**2,850**	2,900
Total Utilities		2,731	2,999	3,550	**3,625**	3,690

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

Village Manager's Office		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
001.20.21.00.0.000.604.001	Office Equipment	1,798	-	-	-	-
001.20.21.00.0.000.606.001	Office Supplies	4,056	4,182	4,182	4,266	4,351
001.20.21.00.0.000.612.001	Publications	1,135	1,772	2,200	2,200	2,000
Total Commodities & Supplies		6,989	5,954	6,382	**6,466**	6,351
Office Equipment						
001.20.21.00.0.000.656.001	Office Eqpt	200	200	200	200	200
Total Office Equipment		200	200	200	**200**	200
Total Village Manager's Office		**789,082**	**753,956**	**799,409**	**690,774**	**697,954**
Legal Services						
Contractual Services						
001.20.21.00.0.050.530.006	Other Prof. Serv.	2,336	1,020	1,020	**1,000**	1,000
001.20.21.00.0.050.531.001	Legal-General Counsel	545,953	503,000	768,000	**600,000**	600,000
001.20.21.00.0.050.531.002	Legal-Special Counsel	57,748	45,000	90,000	**50,000**	50,000
001.20.21.00.0.050.531.003	Legal-Adm.	5,850	4,600	6,000	**6,000**	6,000
001.20.21.00.0.050.531.006	Legal-Prosecutor	-	5,100	5,000	**5,000**	5,000
001.20.21.00.0.050.544.001	Postage - Legal	105	100	500	**500**	500
Total Contractual Services		611,992	558,820	870,520	**662,500**	662,500
Total Legal Services		**611,992**	**558,820**	**870,520**	**662,500**	**662,500**
TOTAL VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES		**1,401,074**	**1,312,776**	**1,669,929**	**1,353,274**	**1,360,454**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - VILLAGE MANAGER'S OFFICE
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Village Manager	1.00	1.00	1.00	282,107	200,124	**200,124**
Assistant Village Manager	0.85	0.85	-	125,835	129,979	**-**
Assistant to the Village Manager	-	-	1.00	-	-	**107,760**
Administrative Assistant	0.85	0.85	0.85	61,558	63,292	**65,442**
Administrative Analyst	1.00	1.00	1.00	37,500	40,800	**51,001**
Total Full Time	3.70	3.70	3.85	507,000	434,195	**424,327**
Other Compensation						
Longevity Pay				1,635	1,020	**595**
Total Other Compensation				1,635	1,020	**595**
Employee Benefits						
Medical Insurance				66,083	68,684	**45,455**
Social Security				21,025	21,319	**22,360**
Medicare				6,669	6,793	**6,361**
IMRF Pension				52,701	55,632	**50,623**
Sick Leave Incentive				4,400	3,800	**3,800**
Vacation/Personal Leave Incentive				13,300	13,497	**13,501**
Retiree Sick Incentive				23,000	-	**-**
Employee Allowances				6,001	6,001	**-**
Other Compensation				20,001	9,750	**9,750**
Total Employee Benefits				213,180	185,476	**151,850**
TOTAL	**3.70**	**3.70**	**3.85**	**721,815**	**620,691**	**576,772**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	3.70	3.70	3.85

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - VILLAGE CLERK DIVISION

STATEMENT OF ACTIVITIES

The Village Clerk maintains agendas and minutes for all Boards and Commissions, drafts ordinances and resolutions and coordinates with the Codifier to keep the Village Code current. The Office of the Village Clerk is also responsible for voter registration, coordinating freedom of information requests and general Village information.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Leadership: Ensure policies are responsive to changing local and regional dynamics.

Governance goal – Quality Service: Provide high-value, relevant municipal services.

2015 ACCOMPLISHMENTS

Governance goal – Leadership

Comply with local, state and federal laws and reporting agencies.

- Processed Village and Library trustee candidate applications for the 2015 Consolidated General Election.
- Recorded Village documents with the Cook County Recorder of Deeds
- Facilitated compliance with state mandated Open Meeting Act training for Board and Commission members.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

- Implementation of NOVUS Agenda - Automated assembly and distribution of Village Board agenda packets through electronic agenda management software.
- On-going project: Digital archiving of Village records
- Facilitated Village's Alternative Dispute Resolution Program
- Responded to approximately 600 Freedom of Information (FOIA) requests (does not include Police and Fire FOIA requests).

Improve file storage by further utilizing the Village's Information Technology resources while complying with best record management practices.

- Coordinated bi-annual Village-wide Records Management Day(s).
- Facilitated increased use of electronic information – reduction in paper/energy/publications.
- Utilization of CRM system for FOIAs.

Governance goal – Leadership

Comply with local, state and federal laws and reporting agencies.

- Processed Village and Library trustee candidate applications for the 2017 Consolidated General Election.
- Recorded Village documents with the Cook County Recorder of Deeds
- Facilitated compliance with state mandated Open Meeting Act training for Boards and Commission members.
- Coordinated first annual training for Boards and Commissioners – Attorney review of OMA, FOIA, and Ethics.
- Conducted annual staff training (FOIA, Opening Meetings Act and Records Retention).
- Interim Village Clerk completed first year of academy to attain certification of Certified Municipal Clerk (Three year certification program; Academy – Illinois Municipal Clerk's Association).
- Village Clerk serves as first Vice President of the Northwest Municipal Clerk's Association.

2017 GOALS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

- Coordinate voter registration and voting related public education with focus on the 2017 Consolidated Election.
- Facilitate Village's Alternative Dispute Resolution Program
- Ensure compliance with FOIA; process and track through CRM program
- Implementation and coordinate of special event permits

Improve file storage by further utilizing the Village's Information Technology resources while complying with best record management practices.

- On-going project: Digital archiving of Village Administration records and reorganization of the File Vault.
- Transparency – Expand and enhance public access to public records.
- Coordinate bi-annual Village-wide Records Management Day(s).

Governance goal – Leadership

Comply with local, state and federal laws and reporting agencies.

- Collaborate with intergovernmental agencies to revise current FOIA requirements specific to commercial requests.
- Conduct annual staff training (FOIA, Open Meeting Act and Records Retention).
- Interim Deputy Village Clerk to complete second year of academy for designation of Certified Municipal Clerk.
- Village Clerk and Interim Village Clerk are members of the Northwest Municipal Clerk's Association; Village Clerk serves as first Vice President of the Association.

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Resolutions Prepared	44	55	55	50
Ordinances Drafted	60	57	55	60
FOIAs *	683	741	650	650

* Estimated average processing/response per FOIA is 2 hours.

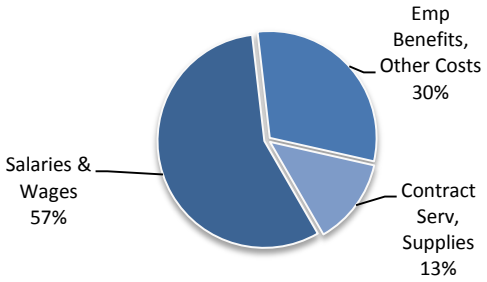
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - VILLAGE CLERK'S OFFICE

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Clerk's Office	209,690	238,198	250,761	252,988	258,748
Total Programs	209,690	238,198	250,761	**252,988**	258,748
Expenditure Classification					
Personal Services-Salaries & Wages	127,304	132,818	138,715	**142,946**	145,787
Personal Services-Employee Benefits	62,392	72,665	79,331	**75,437**	77,664
Other Employee Costs	292	974	974	**1,367**	1,395
Contractual Services	18,298	29,857	29,857	**31,317**	31,942
Utilities	616	823	823	**839**	856
Commodities & Supplies	788	1,061	1,061	**1,082**	1,104
Total Expenditure Classification	209,690	238,198	250,761	**252,988**	258,748
Source of Funds					
001 General Fund	209,690	238,198	250,761	**252,988**	258,748
Total Source of Funds	209,690	238,198	250,761	**252,988**	258,748

BUDGET DISCUSSION AND ANALYSIS

The budget for the Office of the Village Clerk includes the costs associated with maintaining the official record of the Village. Expenses related to recording fees, codification of local rules and regulations and publication of legal notices are the typical costs associated with this Office. The total budget for 2017 for the Clerk's Office is $252,988. This is an increase of $14,790 or 6.2% from the prior year. Increases to wages and benefits account for a majority of the change. The position of Deputy Village Clerk was reestablished transitioning away from the Administrative Generalist position.

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - VILLAGE CLERK'S OFFICE

Village Clerk's Office		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.22.00.0.000.500.001	Full-Time Earnings	126,604	132,118	138,015	**142,046**	144,887
001.20.22.00.0.000.506.001	Longevity Pay	700	700	700	**900**	900
Total Personal Services-Salaries & Wages		127,304	132,818	138,715	**142,946**	145,787
Personal Services-Employee Benefits						
001.20.22.00.0.000.510.001	Medical Insurance	30,863	39,792	45,000	**41,664**	43,331
001.20.22.00.0.000.511.001	Social Security	7,876	8,596	8,696	**9,225**	9,410
001.20.22.00.0.000.511.002	Medicare	1,842	2,011	2,029	**2,085**	2,127
001.20.22.00.0.000.512.001	IMRF Pension Expense	15,196	16,470	17,810	**16,662**	16,995
001.20.22.00.0.000.513.001	Sick Leave Incentive	-	699	699	**701**	701
001.20.22.00.0.000.513.002	Vac/Pers Leave Incent.	6,615	5,097	5,097	**5,100**	5,100
Total Personal Services-Employee Benefits		62,392	72,665	79,331	**75,437**	77,664
Other Employee Costs						
001.20.22.00.0.000.518.001	Dues & Memberships	-	334	334	**341**	348
001.20.22.00.0.000.522.001	Travel & Meetings	292	320	320	**326**	333
001.20.22.00.0.000.525.004	Training	-	320	320	**700**	714
Total Other Employee Costs		292	974	974	**1,367**	1,395
Contractual Services						
001.20.22.00.0.000.541.001	Legal Notices	626	880	880	**1,760**	1,795
001.20.22.00.0.000.542.001	Recording Expense	2,770	5,310	5,310	**5,416**	5,524
001.20.22.00.0.000.551.001	Copier Lease Payment	9,235	14,432	14,432	**14,721**	15,015
001.20.22.00.0.000.562.003	Codification	5,667	9,235	9,235	**9,420**	9,608
Total Contractual Services		18,298	29,857	29,857	**31,317**	31,942
Utilities						
001.20.22.00.0.000.589.001	Telephone - Land Lines	616	823	823	**839**	856
Total Utilities		616	823	823	**839**	856
Commodities & Supplies						
001.20.22.00.0.000.608.001	Other Supplies	788	1,061	1,061	1,082	1,104
Total Commodities & Supplies		788	1,061	1,061	**1,082**	1,104
Total Village Clerk's Office		**209,690**	**238,198**	**250,761**	**252,988**	**258,748**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - VILLAGE CLERK'S OFFICE
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Village Clerk	1.00	1.00	1.00	86,208	88,260	**90,025**
Administrative Generalist	1.00	1.00	-	41,617	43,858	**-**
Deputy Village Clerk	-	-	1.00	-	-	**52,021**
Total Full Time	2.00	2.00	2.00	127,825	132,118	**142,046**
Other Compensation						
Longevity Pay				700	700	**900**
Total Other Compensation				700	700	**900**
Employee Benefits						
Medical Insurance				26,606	39,792	**41,664**
Social Security				8,324	8,596	**9,225**
Medicare				1,948	2,011	**2,085**
IMRF Pension				15,385	16,470	**16,662**
Sick Leave Incentive				800	699	**701**
Vacation/Personal Leave Incentive				4,900	5,097	**5,100**
Total Employee Benefits				57,963	72,665	**75,437**
TOTAL	**2.00**	**2.00**	**2.00**	**186,488**	**205,483**	**218,383**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	2.00	2.00	2.00

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION – HUMAN RESOURCES DIVISION

STATEMENT OF ACTIVITIES

The Human Resources Division through partnerships and collaboration coordinates recruitment, testing, selection, staff development and training, and retain a high performing and diverse workforce. The Division administers the employee and retiree benefit programs and the Village's personnel policies and procedures as well as the Village's wellness initiatives. These activities and programs are designed to foster the maximization of individual and organizational potential to position the Village of Mount Prospect as an employer of choice.

This Division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Fiscal Health: Maintain a solid fiscal position through active stewardship of Village finances.

Governance goal – Quality Service: Provide high-value, relevant municipal services.

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

Efficiently manage the administration of Village benefit plans and implement wellness initiatives.

- The Village's wellness program surpassed 2014's wellness participation. The 2015 biometric screening program provided approximately 177 participants (includes employee and spouse) with blood draws, health risk assessments and a wellness course to be proactive with their health needs and early detection while assisting the Village to reduce medical costs.
- Maintained $25 per participant reimbursement through the Village's insurance broker as a result of the Village's wellness program.

Governance goal – Quality Service

Improve file storage by utilizing the Village's Information Technology resources while complying with best record management practices.

- All new hire personnel file documents are digitally stored and conversion of existing personnel files began in March 2015.

Provide personnel with training that assists them in providing high-value municipal services.

- Partnered with The Carrol-Keller Group, LTD to customize leadership skills workshops for the Mount Prospect Leadership Academy to further enhance preparedness, open-minded dialogue and strong productive relationships.

2016 ACCOMPLISHMENTS

Governance goal – Fiscal Health

Efficiently manage the administration of Village benefit plans and implement wellness initiatives.

- Biometric blood test screenings were above 50 percent with a total of 209 participants (employee and spouse). This results in Intergovernmental Personnel Benefit Cooperative (IPBC) rebate dollars reaching Tier B (in a three Tier system) or increasing from $200 to $400 per employee that completed the biometric screening.
- Provided 120 Fitbit trackers to employees that successfully completed the wellness requirements for a medical premium discount. The Fitbit trackers will assist in motivating employees to be active.

Governance goal – Quality Service, Relationships

Provide personnel with training that assists them in providing high-value municipal services.

- Significantly increased training opportunities Village-wide (e.g: quarterly on-site Leadership Development Program for management, Customer Service Appreciation Workshop).

- The HR Staff participated in certification opportunities from the Society for Human Resource Management (SHRM), Project Management Institute and additional training with the Illinois Public Employer Relations Association (IPELRA).

Examine core services, level of service and delivery system to identify opportunities for improvement.

- Completed an Employee Engagement Survey of Village staff to identify opportunities for improvement and adjustments in training endeavors.
- Consolidated and streamlined the Employee Appraisal System and the implementation of an Anti-Discrimination and Harassment Policy Acknowledgement Form.
- Helped coordinate and complete the design of a Customer Service Feedback Survey card to provide the Village Manager instant and continuous feedback on service delivery.

Maintain effective and efficient mandatory reporting.

- Complies with all federal and state required reporting and mandates such as the Affordable Care Act's 1094-C/1095-C reporting requirements, Biennial EEO-4 reporting, annual Section 125 Discrimination Testing, etc.
- Mailed 350 1095-C statements to employees and retirees who were on one of the Village's medical plans in 2015.

2017 GOALS

Governance goal – Fiscal Health

Efficiently manage the administration of Village benefit plans and implement wellness initiatives.

- Continue to periodically update and prepare plan designs that are cost effective with respect to the Patient Protection and Affordable Health Care Act (PPACA) and the forthcoming Cadillac Excise Tax.
- Promote the Village's Wellness Program to increase employee participation beyond the 50% rate which would further reduce the Village's and employees' medical costs.
- Reinvest wellness rebates back into the Wellness Team to build a robust Wellness program.
- Complete a market-analysis with the Village's Broker of Record, Gallagher Benefit Services (GBS) to improve the Village's dental plan through alternative dental plans and providers.

Governance goal – Quality Service

Continue to evaluate data to find opportunities for improvement.

- Collect and analyze data to measure turnover statistics, attrition analysis, benefit trends, training and development needs, and employee engagement which will assist with succession planning and recognizing High Potential Employees.

Focus on the positive aspects of all employees and find opportunities to reward and recognize them.

- Coordinate a comprehensive compensation study for non-union positions to eliminate salary compression Village wide and maintain the Village as an employer of choice.

Examine and improve the pre-employment screening process and random drug testing process.

- Hire a third party professional service firm to conduct background (criminal) checks, I-9 e-Verify, employment and personal reference checks, drug and alcohol screenings. This would reduce the liability associated with performing background checks internally.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION – HUMAN RESOURCES DIVISION

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Background & Medical Examinations through HR	57	61	73	88
Employee Engagement Survey Responses				
Number of Respondents	N/A	231	246	275
Percentage Completed and Returned	N/A	72%	72%	80%
New Hires (FT & PT)	21	24	32	36
Total Number of Employee Separations	28	23	26	29
Wellness Biometric Screening Employee Participation	92	103	128	140

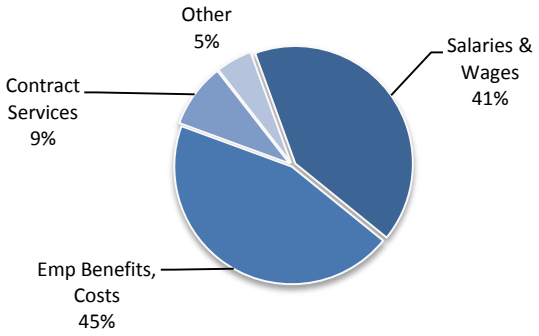
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - HUMAN RESOURCES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Human Resources	331,807	358,603	393,723	424,981	404,510
Total Programs	331,807	358,603	393,723	**424,981**	404,510
Expenditure Classification					
Personal Services-Salaries & Wages	195,903	193,281	187,855	**175,917**	179,409
Personal Services-Employee Benefits	90,922	130,712	131,809	**120,614**	123,014
Other Employee Costs	20,635	30,017	48,303	**69,600**	70,620
Contractual Services	23,857	3,880	4,600	**37,650**	10,243
Commodities & Supplies	490	713	21,156	**21,200**	21,224
Total Expenditure Classification	331,807	358,603	393,723	**424,981**	404,510
Source of Funds					
001 General Fund	331,807	358,603	373,723	**404,981**	384,510
063 Risk Management Fund	-	-	20,000	**20,000**	20,000
Total Source of Funds	331,807	358,603	393,723	**424,981**	404,510

BUDGET DISCUSSION AND ANALYSIS

The Human Resources Division budget supports the administration of labor and employee relations and costs associated with training and employee development and wellness programs. The budget for 2017 in the amount of $424,981 has increased 18.51% or $66,378 from 2016. Funding has been added for a comprehensive compensation study for non-union positions and a Health & Wellness program. The budget has been adjusted to increase training and recruitment expenses.

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - HUMAN RESOURCES

Human Resources		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.23.00.0.000.500.001	Full-Time Earnings	193,125	192,276	186,850	**174,617**	178,109
001.20.23.00.0.000.502.001	Seasonal Earnings	1,773	-	-	**-**	-
001.20.23.00.0.000.506.001	Longevity Pay	1,005	1,005	1,005	**1,300**	1,300
Total Personal Services-Salaries & Wages		195,903	193,281	187,855	**175,917**	179,409
Personal Services-Employee Benefits						
001.20.23.00.0.000.510.001	Medical Insurance	47,976	48,659	48,659	**41,664**	43,331
001.20.23.00.0.000.511.001	Social Security	10,998	14,233	12,027	**13,532**	13,803
001.20.23.00.0.000.511.002	Medicare	2,719	3,404	2,730	**3,152**	3,215
001.20.23.00.0.000.512.001	IMRF Pension Expense	22,417	23,118	23,095	**19,963**	20,362
001.20.23.00.0.000.513.001	Sick Leave Incentive	172	300	300	**300**	300
001.20.23.00.0.000.513.002	Vac/Pers Leave Incent.	1,181	998	998	**1,002**	1,002
001.20.23.00.0.000.513.004	Employee Allowances	-	-	-	**1,001**	1,001
001.20.23.00.0.000.513.006	Other Compensation	5,459	-	4,000	**-**	-
001.20.23.00.0.000.513.007	Merit Pay Pool	-	20,000	20,000	**20,000**	20,000
001.20.23.00.0.000.513.008	Salary Adjustment Pool	-	20,000	20,000	**20,000**	20,000
Total Personal Services-Employee Benefits		90,922	130,712	131,809	**120,614**	123,014
Other Employee Costs						
001.20.23.00.0.000.518.001	Dues & Memberships	360	715	729	**1,000**	1,020
001.20.23.00.0.000.519.001	Employee Recognition	4,025	5,000	3,500	**5,000**	5,100
001.20.23.00.0.000.520.001	Medical Examinations	4,558	4,945	3,500	**3,600**	3,700
001.20.23.00.0.000.522.001	Travel & Meetings	3,212	357	2,500	**2,500**	2,550
001.20.23.00.0.000.523.001	Tuition	-	-	-	**20,000**	20,000
001.20.23.00.0.000.525.003	Management Trng.	8,480	18,000	32,000	**32,000**	32,640
001.20.23.00.0.000.525.004	Training	-	1,000	6,074	**5,500**	5,610
Total Other Employee Costs		20,635	30,017	48,303	**69,600**	70,620
Contractual Services						
001.20.23.00.0.000.530.006	Other Prof. Serv.	1,261	-	-	**30,000**	2,000
001.20.23.00.0.000.544.002	Postage Expense	222	310	600	**650**	663
001.20.23.00.0.000.546.002	Personnel Recruitment	22,374	3,570	4,000	**4,000**	4,080
001.20.23.00.0.000.546.003	Employment Testing	-	-	-	**3,000**	3,500
Total Contractual Services		23,857	3,880	4,600	**37,650**	10,243
Commodities & Supplies						
001.20.23.00.0.000.606.001	Office Supplies	-	153	156	**200**	204
001.20.23.00.0.000.612.001	Publications	490	560	1,000	**1,000**	1,020
063.20.23.00.4.000.631.001	Health & Wellness	-	-	20,000	**20,000**	20,000
Total Commodities & Supplies		490	713	21,156	**21,200**	21,224
Total Human Resources		**331,807**	**358,603**	**393,723**	**424,981**	**404,510**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - HUMAN RESOURCES
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Assistant Village Manager	0.15	0.15	-	22,207	22,938	**-**
Human Resources Director	1.00	1.00	1.00	104,168	106,251	**108,376**
HR Generalist	1.00	1.00	1.00	60,935	63,087	**66,241**
Total Full Time	2.15	2.15	2.00	187,310	192,276	**174,617**
Other Compensation						
Longevity Pay				1,005	1,005	**1,300**
Total Other Compensation				1,005	1,005	**1,300**
Employee Benefits						
Medical Insurance				47,978	48,659	**41,664**
Social Security				13,953	14,233	**13,532**
Medicare				3,328	3,404	**3,152**
IMRF Pension				21,697	23,118	**19,963**
Sick Leave Incentive				300	300	**300**
Vacation/Personal Leave Incentive				700	998	**1,002**
Employee Allowances					-	**1,001**
Merit Pay Pool				20,000	20,000	**20,000**
Salary Adjustment Pool				20,000	20,000	**20,000**
Total Employee Benefits				127,956	130,712	**120,614**
TOTAL	**2.15**	**2.15**	**2.00**	**316,271**	**323,993**	**296,531**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	2.15	2.15	2.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - INFORMATION TECHNOLOGY DIVISION

STATEMENT OF ACTIVITIES

It is the responsibility of the Information Technology Division to provide secure, efficient, and financially viable information technology solutions that fulfill the dynamic needs of the Village, enhancing staff's ability to deliver services to the residents of Mount Prospect. Activities include network administration, information systems management, software updates, and hardware upgrades.

This department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Maximize the use of currently available technology and plan the deployment and implementation of future technology to enhance service delivery to citizens and staff.

- Upgraded the Exchange email server to the current version.
- Designed and completed bid process for Village Hall's building access control system upgrade and installation of additional surveillance cameras for Village Hall.

Maintain best practices to assure efficient mandatory reporting.

- Upgraded the Logos Software to Logos.Net version 9.2 Service Pack 1 (9.2.1009) in order to comply with mandated Patient Protection and Affordable Care Act (PPACA) 1094-C/1095-C filing requirements for tax returns.
- Performed network security assessment.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Maximize the use of currently available technology and plan the deployment and implementation of future technology to enhance service delivery to citizens and staff.

- Completed Village Hall building access control upgrade and added additional surveillance cameras for Village Hall.
- Upgraded backup connectivity to fire station 14. Station 12 connection to be upgrade. (QTR 4)
- Increased bandwidth to outlying fire stations. (QTR 4)
- Expanded virtual desktop implementation as replacement for shared desktops and for improved remote access for field workers. (QTR 4)
- Replaced unsupported telephone call accounting system. (QTR 4)

2017 GOALS

Governance goal – Quality Service

Maximize the use of currently available technology and plan deployment of future technology to enhance service delivery to citizens and staff.

- Go live with Village's new website and move web server to the cloud.
- Implement new Village intranet on SharePoint.
- Implement SIEM (Security Information and Event Management) system to provide system alerts and collect system logs.
- Implement redundancy for core network switches.
- Single sign-on for email archive.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - INFORMATION TECHNOLOGY DIVISION

Workload Measures	Estimated 2016	Projected 2017
Helpdesk tickets	325	325
New user computer orientation	32	36
New PCs/tablets installed	86	63

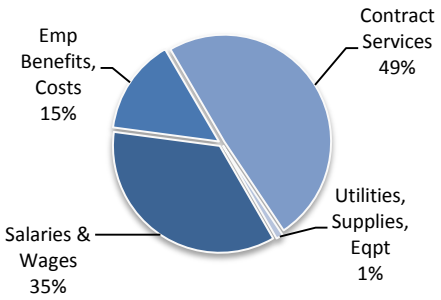
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - INFORMATION TECHNOLOGY

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Information Technology	1,150,744	1,339,006	1,399,596	1,533,249	1,587,049
Total Programs	1,150,744	1,339,006	1,399,596	**1,533,249**	1,587,049
Expenditure Classification					
Personal Services-Salaries & Wages	371,424	401,079	436,077	**543,294**	554,102
Personal Services-Employee Benefits	152,906	153,032	178,659	**208,322**	214,067
Other Employee Costs	7,057	13,592	13,592	**13,864**	14,141
Contractual Services	606,843	755,720	755,720	**751,846**	788,591
Utilities	5,058	5,410	5,410	**5,518**	5,628
Commodities & Supplies	1,965	4,501	4,466	**4,645**	4,670
Office Equipment	5,491	5,672	5,672	**5,760**	5,850
Total Expenditure Classification	1,150,744	1,339,006	1,399,596	**1,533,249**	1,587,049
Source of Funds					
001 General Fund	1,150,744	1,339,006	1,399,596	**1,533,249**	1,587,049
Total Source of Funds	1,150,744	1,339,006	1,399,596	**1,533,249**	1,587,049

BUDGET DISCUSSION AND ANALYSIS

The Information Technology Division (ITD) includes the costs associated with maintaining IT service delivery and providing a reliable and secured network infrastructure that facilitates dependable computing environment, and comprehensive applications delivery. The 2017 budget of $1,533,249 increased 14.60% from 2016. The increase is primarily related to staffing changes within the division. The Chief Technology & Innovation Officer position was created. This strategic move facilitates the development of a comprehensive corporate communications plan. There were no significant increases in any of the other expense categories from the 2016 budget.

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
INFORMATION TECHNOLOGY

Information Technology		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.24.00.0.000.500.001	Full-Time Earnings	368,668	398,482	433,480	**539,694**	550,488
001.20.24.00.0.000.503.001	Overtime	656	497	497	**700**	714
001.20.24.00.0.000.506.001	Longevity Pay	2,100	2,100	2,100	**2,900**	2,900
Total Personal Services-Salaries & Wages		371,424	401,079	436,077	**543,294**	554,102
Personal Services-Employee Benefits						
001.20.24.00.0.000.510.001	Medical Insurance	69,199	59,394	82,000	**91,695**	95,363
001.20.24.00.0.000.511.001	Social Security	22,802	25,663	26,110	**33,606**	34,278
001.20.24.00.0.000.511.002	Medicare	5,333	6,006	6,099	**7,931**	8,090
001.20.24.00.0.000.512.001	IMRF Pension Expense	43,930	49,171	51,652	**62,286**	63,532
001.20.24.00.0.000.513.001	Sick Leave Incentive	3,040	3,399	3,399	**3,402**	3,402
001.20.24.00.0.000.513.002	Vac/Pers Leave Incent.	8,602	9,399	9,399	**9,402**	9,402
Total Personal Services-Employee Benefits		152,906	153,032	178,659	**208,322**	214,067
Other Employee Costs						
001.20.24.00.0.000.518.001	Dues & Memberships	150	500	500	**510**	520
001.20.24.00.0.000.522.001	Travel & Meetings	812	1,592	1,592	**1,624**	1,656
001.20.24.00.0.000.525.004	Training	6,095	11,500	11,500	**11,730**	11,965
Total Other Employee Costs		7,057	13,592	13,592	**13,864**	14,141
Contractual Services						
001.20.24.00.0.000.530.006	Other Prof. Serv.	4,865	91,940	91,940	**84,089**	85,771
001.20.24.00.0.000.532.005	Telephone Maint.	18,441	42,508	42,508	**43,358**	44,225
001.20.24.00.0.000.551.001	Copier Lease Payment	3,415	2,868	2,868	**2,868**	2,868
001.20.24.00.0.000.552.001	Computer Lease	249,626	232,382	232,382	**222,000**	216,448
001.20.24.00.0.000.560.007	Computer Maint.	276,120	318,352	318,352	**330,544**	347,500
001.20.24.00.0.000.560.011	Internet Service	20,483	28,700	28,700	**29,274**	29,859
001.20.24.00.0.000.560.012	Computer Software	15,221	15,918	15,918	**16,200**	16,524
001.20.24.00.0.000.561.004	Cloud-Based Service	18,672	23,052	23,052	**23,513**	45,396
Total Contractual Services		606,843	755,720	755,720	**751,846**	788,591
Utilities						
001.20.24.00.0.000.589.001	Telephone - Land Lines	123	156	156	**159**	162
001.20.24.00.0.000.590.001	Telephone - Cellular	4,935	5,254	5,254	**5,359**	5,466
Total Utilities		5,058	5,410	5,410	**5,518**	5,628
Commodities & Supplies						
001.20.24.00.0.000.604.001	Office Equipment	-	520	520	520	520
001.20.24.00.0.000.606.001	Office Supplies	380	1,632	1,600	1,600	1,600
001.20.24.00.0.000.608.001	Other Supplies	820	1,509	1,509	1,525	1,550
001.20.24.00.0.000.612.001	Publications	765	840	837	1,000	1,000
Total Commodities & Supplies		1,965	4,501	4,466	**4,645**	4,670

VILLAGE OF MOUNT PROSPECT
INFORMATION TECHNOLOGY

Information Technology		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Office Equipment						
001.20.24.00.0.000.655.003	Computer Eqpt - Other	4,242	4,422	4,422	4,510	4,600
001.20.24.00.0.000.656.001	Office Eqpt	1,249	1,250	1,250	1,250	1,250
Total Office Equipment		5,491	5,672	5,672	**5,760**	5,850
Total Information Technology		**1,150,744**	**1,339,006**	**1,399,596**	**1,533,249**	**1,587,049**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - INFORMATION TECHNOLOGY
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
IT Director	1.00	1.00	1.00	100,575	102,628	**104,681**
Chief Tech. & Innovation Officer	-	1.00	1.00	-	-	**132,607**
Information System Analyst	2.00	2.00	2.00	137,267	148,619	**153,093**
Network Administrator	3.00	2.00	2.00	194,718	147,235	**149,313**
Total Full Time	6.00	6.00	6.00	432,560	398,482	**539,694**
Other Compensation						
Overtime Earnings				700	497	**700**
Longevity Pay				2,500	2,100	**2,900**
Total Other Compensation				3,200	2,597	**3,600**
Employee Benefits						
Medical Insurance				87,497	59,394	**91,695**
Social Security				27,887	25,663	**33,606**
Medicare				6,526	6,006	**7,931**
IMRF Pension				51,546	49,171	**62,286**
Sick Leave Incentive				3,500	3,399	**3,402**
Vacation/Personal Leave Incentive				10,500	9,399	**9,402**
Total Employee Benefits				187,456	153,032	**208,322**
TOTAL	**6.00**	**6.00**	**6.00**	**623,216**	**554,111**	**751,616**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	6.00	6.00	6.00

VILLAGE OF MOUNT PROSPECT
2016 BUDGET
VILLAGE ADMINISTRATION - COMMUNICATIONS DIVISION

STATEMENT OF ACTIVITIES

The Communication Division is responsible for overseeing public information, the Village's website, social media, photographic and video productions for the Village's two cable channels as well as YouTube. The Communications Division also oversees the production of press releases, E-Newsletters, relationships with media outlets, crisis communication practices, and the production of certain Village events. Members from the Communications Division serve as staff liaisons on the Sister Cities Commission and the Centennial Commission.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Cultural Climate goal – Image and Narrative: Broadcast Mount Prospect's pride in its heritage, composition, values, dynamism and quality of life.

Cultural Climate – Engagement: Invite and engage citizens to enhance community ownership and to enrich all aspects of community life.

Business goal – Business Climate: Cultivate the climate for additional small businesses and business expansion.

Development goal – Destination Development: Attract local and regional patrons to Mount Prospect with lively restaurant establishments, shopping choices and a variety of recreational opportunities.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide local government and educational programming.

- MPTV updated the Village Board Room to HD projectors and routing equipment, thus completing the conversion of the Board Room to a high definition format.
- The TV Services Division and the Cable Production Coordinator led the efforts to get MPTV an HD channel on the Comcast Cable System.

Development goal - Destination Development

Showcase Mount Prospect businesses.

- MPTV began production of a new show, "Dish'n Out Mount Prospect," highlighting the restaurants and eateries in the Village. An initial 18 restaurants were highlighted. This was done in conjunction with Community Development Department and the Public Information Division to market Mount Prospect restaurants to the public.

2016 ACCOMPLISHMENTS

Governance – Quality Service

Explore and evaluate communication and information delivery solutions to provide relevant municipal services.

- Established a Communications Division incorporating a Director of Communications, a Community Engagement Liaison and a Digital Media Specialist.
- Developed and launched a Village YouTube Channel.

Cultural Climate – Image and Narrative

Broadcast Mount Prospect's pride in its heritage, composition, values, dynamism and quality of life.

- MPTV was the winner of four Wisconsin Community Media Awards for "Village of Mount Prospect Board Meeting," "Dish'n Out Mount Prospect," "Inside the Park," and "Library Life." A national Telly Award and a Government Programming Award was won for "Inside the Park."
- Enhanced and continued to grow the Village's social media presence and broadened social media marketing advertising outreach through Facebook, Twitter and YouTube.
- Oaklees Family Guide showcased a number of community events in their Friday Fun 5 that lists the top 5 events in the entire Chicagoland area.

Cultural Climate – Engagement
Host, partner, and design events and experiential activities enrich all aspects of community life.

- Assisted with planning and promotion of Mount Prospect Downtown Block Party, Friday on the Green summer concert series and Farmers' Market with a French Twist.
- Continued to produce and develop Experience Mount Prospect "Shop, Dine, Enjoy!" campaign. The E-newsletter and website format has been reformatted and divided into Events (managed by Community Engagement Liaison) & Shopping Deals (managed by Assistant to the Village Manager). The number of subscribers continues to grow, as does the interest from community groups and businesses looking to participate in this free Village marketing program.

Business goal – Business Climate
Cultivate the climate for additional small businesses and business expansion.

- Worked with Community Development Department and the Chamber of Commerce to promote Mount Prospect Entrepreneur's Initiative, a partnership of the Village of Mount Prospect, the Mount Prospect Chamber of Commerce, Mount Prospect Public Library and the Mount Prospect Downtown Merchants Association. From free presentations to open discussions, MPEI continues to offer quality programs designed to guide new and prospective business owners down the path of success.

2017 Goals

Governance – Quality Service
Explore and evaluate communication and information delivery solutions to provide relevant municipal services..

- Finish the Village's website redesign to further improve user experience and information sharing.
- Complete a Comprehensive Communications Plan to address the changing needs and techniques of government communications.
- Review and update the Village's Social Media Policy in response to best practices and proven social media trends.
- Expand reach of Mount Prospect's communication and narrative with continued growth of followers on social media, resident email list for direct marketing of E-news blasts and other communications.
- Implement a Digital Media Internship, encompassing digital video, digital print and social media.

Development goal - Destination Development
Showcase Mount Prospect businesses.

- Continue the 2nd season of Dishn' Out Mount Prospect

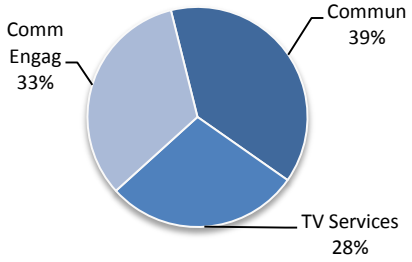
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - COMMUNICATIONS

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Communications	183,994	192,621	201,284	205,054	209,140
TV Services	-	88,395	93,643	151,680	150,795
Community Engagement	-	171,981	171,978	174,274	178,452
TV Serv-prior to 2016	131,826	-	-	-	-
TV Intergovt-prior to 2016	56,281	-	-	-	-
Total Programs	372,101	452,997	466,905	**531,008**	538,387
Expenditure Classification					
Personal Services-Salaries & Wages	164,018	158,219	177,015	**204,603**	208,471
Personal Services-Employee Benefits	77,947	77,853	79,152	**104,090**	107,284
Other Employee Costs	1,321	9,059	9,010	**10,850**	11,350
Contractual Services	113,622	186,827	185,581	**178,462**	182,451
Utilities	2,184	2,547	2,547	**2,598**	2,598
Commodities & Supplies	4,588	7,192	7,100	**7,505**	7,833
Other Equipment	8,421	11,300	6,500	**22,900**	18,400
Total Expenditure Classification	372,101	452,997	466,905	**531,008**	538,387
Source of Funds					
001 General Fund	372,101	452,997	466,905	**531,008**	538,387
Total Source of Funds	372,101	452,997	466,905	**531,008**	538,387

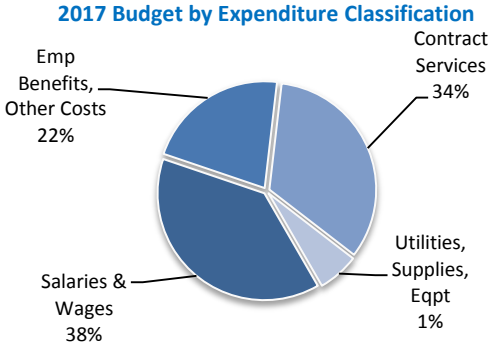
BUDGET DISCUSSION AND ANALYSIS

The Communications Division budget supports the corporate communication plan of the Village, primarily through the operation of cable access television, website, social media and public information. This first year budget is the melding of two programs, Public Information and Television Services. The total budget for 2017 is $531,008. This is an increase of $78,011 or 17.2%. Adjustments to Personal and Employee Benefits accounted for the change from the prior year.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS

Communications		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.25.00.0.000.500.001	Full-Time Earnings	62,726	62,424	69,626	**81,601**	83,233
001.20.25.00.0.000.506.001	Longevity Pay	-	600	600	**-**	-
Total Personal Services-Salaries & Wages		62,726	63,024	70,226	**81,601**	83,233
Personal Services-Employee Benefits						
001.20.25.00.0.000.510.001	Medical Insurance	21,255	22,632	22,632	**20,832**	21,665
001.20.25.00.0.000.511.001	Social Security	3,423	4,479	4,479	**5,358**	5,465
001.20.25.00.0.000.511.002	Medicare	801	1,049	1,049	**1,210**	1,234
001.20.25.00.0.000.512.001	IMRF Pension Expense	7,193	8,582	8,582	**9,678**	9,872
001.20.25.00.0.000.513.001	Sick Leave Incentive	-	799	799	**801**	801
001.20.25.00.0.000.513.002	Vac/Pers Leave Incent.	-	2,998	2,998	**3,000**	3,000
001.20.25.00.0.000.513.004	Employee Allowances	-	-	-	**1,001**	1,001
Total Personal Services-Employee Benefits		32,672	40,539	40,539	**41,880**	43,038
Other Employee Costs						
001.20.25.00.0.000.518.001	Dues & Memberships	390	796	750	**850**	850
001.20.25.00.0.000.522.001	Travel & Meetings	247	1,500	1,500	**1,800**	1,800
001.20.25.00.0.000.525.004	Training	119	-	-	**-**	-
Total Other Employee Costs		756	2,296	2,250	**2,650**	2,650
Contractual Services						
001.20.25.00.0.000.530.006	Other Prof. Serv.	4,319	743	750	**780**	800
001.20.25.00.0.000.530.010	Marketing Services	25,277	-	-	**-**	-
001.20.25.00.0.000.544.002	Postage Expense	19,286	100	100	**102**	105
001.20.25.00.0.000.561.004	Cloud-Based Service	540	23,495	23,495	**12,745**	12,745
001.20.25.00.0.000.562.002	Printing Expense	37,327	62,424	62,424	**63,672**	64,945
Total Contractual Services		86,749	86,762	86,769	**77,299**	78,595
Utilities						
001.20.25.00.0.000.590.001	Telephone - Cellular	952	-	-	**-**	-
Total Utilities		952	-	-	**-**	-
Commodities & Supplies						
001.20.25.00.0.000.608.001	Other Supplies	94	-	1,500	1,624	1,624
001.20.25.00.0.000.610.001	Paper & Supplies	45	-	-	-	-
Total Commodities & Supplies		139	-	1,500	**1,624**	1,624
Total Communications		**183,994**	**192,621**	**201,284**	**205,054**	**209,140**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS

TV Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.25.26.0.000.500.001	Full-Time Earnings	-	-	-	**50,001**	51,001
001.20.25.26.0.000.501.001	Part-Time Earnings	-	24,206	35,800	**-**	-
001.20.25.26.0.000.502.001	Seasonal Earnings	-	5,001	5,001	**5,001**	5,001
001.20.25.26.0.000.503.001	Overtime	-	5,399	5,399	**6,200**	6,200
Total Personal Services-Salaries & Wages		-	34,606	46,200	**61,202**	62,202
Personal Services-Employee Benefits						
001.20.25.26.0.000.510.001	Medical Insurance	-	-	-	**20,832**	21,665
001.20.25.26.0.000.511.001	Social Security	-	1,811	2,864	**3,795**	3,871
001.20.25.26.0.000.511.002	Medicare	-	424	670	**888**	906
001.20.25.26.0.000.512.001	IMRF Pension Expense	-	2,876	2,876	**6,295**	6,421
Total Personal Services-Employee Benefits		-	5,111	6,410	**31,810**	32,863
Contractual Services						
001.20.25.26.0.000.530.006	Other Prof. Serv.	-	15,918	15,900	**16,236**	17,000
001.20.25.26.0.000.532.002	Equipment Maint.	-	2,653	1,500	**2,706**	2,750
001.20.25.26.0.000.540.001	Music Library	-	1,273	1,273	**1,298**	1,350
001.20.25.26.0.000.553.001	Vehicle Lease Payment	-	800	800	**-**	-
001.20.25.26.0.000.554.001	Vehicle Maint Payment	-	3,270	3,270	**3,248**	3,552
001.20.25.26.0.000.560.005	Internet Hosting	-	5,982	5,900	**6,102**	6,200
Total Contractual Services		-	29,896	28,643	**29,590**	30,852
Utilities						
001.20.25.26.0.000.589.001	Telephone - Land Lines	-	1,645	1,645	**1,678**	1,678
Total Utilities		-	1,645	1,645	**1,678**	1,678
Commodities & Supplies						
001.20.25.26.0.000.608.001	Other Supplies	-	5,837	4,245	**4,500**	4,800
Total Commodities & Supplies		-	5,837	4,245	**4,500**	4,800
Other Equipment						
001.20.25.26.0.000.665.005	Broadcast Camera	-	-	-	**3,000**	3,500
001.20.25.26.0.000.665.007	Cable TV Equip - New	-	6,000	6,000	**9,150**	9,150
001.20.25.26.0.000.665.008	Cable TV Equip -Repl	-	5,300	500	**10,750**	5,750
Total Other Equipment		-	11,300	6,500	**22,900**	18,400
Total TV Services		**-**	**88,395**	**93,643**	**151,680**	**150,795**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS

Community Engagement		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.25.27.0.000.500.001	Full-Time Earnings	-	60,589	60,589	**61,800**	63,036
Total Personal Services-Salaries & Wages		-	60,589	60,589	**61,800**	63,036
Personal Services-Employee Benefits						
001.20.25.27.0.000.510.001	Medical Insurance	-	20,369	20,369	**18,749**	19,499
001.20.25.27.0.000.511.001	Social Security	-	3,757	3,757	**3,832**	3,909
001.20.25.27.0.000.511.002	Medicare	-	879	879	**897**	915
001.20.25.27.0.000.512.001	IMRF Pension Expense	-	7,198	7,198	**6,922**	7,060
Total Personal Services-Employee Benefits		-	32,203	32,203	**30,400**	31,383
Other Employee Costs						
001.20.25.27.0.000.518.001	Dues & Memberships	-	2,601	2,600	**2,600**	2,600
001.20.25.27.0.000.522.001	Travel & Meetings	-	1,561	1,560	**3,000**	3,500
001.20.25.27.0.000.525.004	Training	-	2,601	2,600	**2,600**	2,600
Total Other Employee Costs		-	6,763	6,760	**8,200**	8,700
Contractual Services						
001.20.25.27.0.000.530.006	Other Prof. Serv.	-	23,929	23,929	**24,408**	24,896
001.20.25.27.0.000.530.010	Marketing Services	-	27,987	27,987	**28,547**	29,118
001.20.25.27.0.000.544.002	Postage Expense	-	18,253	18,253	**18,618**	18,990
Total Contractual Services		-	70,169	70,169	**71,573**	73,004
Utilities						
001.20.25.27.0.000.590.001	Telephone - Cellular	-	902	902	**920**	920
Total Utilities		-	902	902	**920**	920
Commodities & Supplies						
001.20.25.27.0.000.608.001	Other Supplies	-	624	624	**636**	649
001.20.25.27.0.000.610.001	Paper & Supplies	-	374	374	**381**	389
001.20.25.27.0.000.612.001	Publications	-	357	357	**364**	371
Total Commodities & Supplies		-	1,355	1,355	**1,381**	1,409
Total Community Engagement		**-**	**171,981**	**171,978**	**174,274**	**178,452**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS

TV Services - prior to 2016		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.26.00.0.000.500.001	Full-Time Earnings	61,434	-	-	-	-
001.20.26.00.0.000.503.001	Overtime	7,469	-	-	-	-
001.20.26.00.0.000.506.001	Longevity Pay	600	-	-	-	-
Total Personal Services-Salaries & Wages		69,503	-	-	-	-
Personal Services-Employee Benefits						
001.20.26.00.0.000.510.001	Medical Insurance	22,314	-	-	-	-
001.20.26.00.0.000.511.001	Social Security	4,191	-	-	-	-
001.20.26.00.0.000.511.002	Medicare	980	-	-	-	-
001.20.26.00.0.000.512.001	IMRF Pension Expense	8,355	-	-	-	-
001.20.26.00.0.000.513.002	Vac/Pers Leave Incent.	3,358	-	-	-	-
Total Personal Services-Employee Benefits		39,198	-	-	-	-
Other Employee Costs						
001.20.26.00.0.000.518.001	Dues & Memberships	565	-	-	-	-
Total Other Employee Costs		565	-	-	-	-
Contractual Services						
001.20.26.00.0.000.530.006	Other Prof. Serv.	619	-	-	-	-
001.20.26.00.0.000.532.002	Equipment Maint.	202	-	-	-	-
001.20.26.00.0.000.540.001	Music Library	919	-	-	-	-
001.20.26.00.0.000.544.002	Postage Expense	24	-	-	-	-
001.20.26.00.0.000.553.001	Vehicle Lease Payment	800	-	-	-	-
001.20.26.00.0.000.554.001	Vehicle Maint Payment	1,726	-	-	-	-
001.20.26.00.0.000.560.005	Internet Hosting	5,714	-	-	-	-
Total Contractual Services		10,004	-	-	-	-
Utilities						
001.20.26.00.0.000.589.001	Telephone - Land Lines	1,232	-	-	-	-
Total Utilities		1,232	-	-	-	-
Commodities & Supplies						
001.20.26.00.0.000.608.001	Other Supplies	4,149	-	-	-	-
Total Commodities & Supplies		4,149	-	-	-	-
Other Equipment						
001.20.26.00.0.000.665.007	Cable TV Equip - New	2,901	-	-	-	-
001.20.26.00.0.000.665.008	Cable TV Equip -Repl	4,274	-	-	-	-
Total Other Equipment		7,175	-	-	-	-
Total TV Services - prior to 2016		**131,826**	**-**	**-**	**-**	**-**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS

TV Intergov't - prior to 2016		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.20.26.00.0.051.500.001	Full-Time Earnings	1,000	-	-	-	-
001.20.26.00.0.051.501.001	Part-Time Earnings	29,732	-	-	-	-
001.20.26.00.0.051.503.001	Overtime	1,057	-	-	-	-
Total Personal Services-Salaries & Wages		31,789	-	-	-	-
Personal Services-Employee Benefits						
001.20.26.00.0.051.511.001	Social Security	1,971	-	-	-	-
001.20.26.00.0.051.511.002	Medicare	461	-	-	-	-
001.20.26.00.0.051.512.001	IMRF Pension Expense	3,645	-	-	-	-
Total Personal Services-Employee Benefits		6,077	-	-	-	-
Contractual Services						
001.20.26.00.0.051.530.006	Other Prof. Serv.	14,360	-	-	-	-
001.20.26.00.0.051.532.002	Equipment Maint.	471	-	-	-	-
001.20.26.00.0.051.540.001	Music Library	312	-	-	-	-
001.20.26.00.0.051.554.001	Vehicle Maint Payment	1,726	-	-	-	-
Total Contractual Services		16,869	-	-	-	-
Commodities & Supplies						
001.20.26.00.0.051.608.001	Other Supplies	300	-	-	-	-
Total Commodities & Supplies		300	-	-	-	-
Other Equipment						
001.20.26.00.0.051.665.007	Cable TV Equip - New	1,246	-	-	-	-
Total Other Equipment		1,246	-	-	-	-
Total TV Intergov't - prior to 2016		**56,281**	**-**	**-**	**-**	**-**
TOTAL VILLAGE ADMIN - COMMUNICATIONS		**372,101**	**452,997**	**466,905**	**531,008**	**538,387**

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - COMMUNICATIONS DIVISION
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Community Engagement Liaison	1.00	0.90	0.90	65,551	60,589	**61,800**
Cable Production Coordinator	1.00	1.00	-	61,201	62,424	**-**
Director of Communications	-	-	1.00	-	-	**81,601**
Video Communications Specialist	-	-	1.00	-	-	**50,001**
Total Full Time	2.00	1.90	2.90	126,752	123,013	**193,402**
Part Time						
Community Producer	0.50 (1)	0.50 (1)	-	23,732	24,206	**-**
Total Part Time	0.50 (1)	0.50 (1)	-	23,732	24,206	-
Seasonal						
Interns	0.50 (2)	0.50 (2)	0.50 (2)	5,001	5,001	**5,001**
Total Seasonal	0.50 (2)	0.50 (2)	0.50 (2)	5,001	5,001	**5,001**
Other Compensation						
Overtime Earnings				4,500	5,399	**6,200**
Longevity Pay				600	600	**-**
Total Other Compensation				5,100	5,999	**6,200**
Employee Benefits						
Medical Insurance				44,630	43,001	**60,413**
Social Security				10,175	10,047	**12,985**
Medicare				2,384	2,352	**2,995**
IMRF Pension				18,233	18,656	**22,895**
Sick Leave Incentive				1,000	799	**801**
Vacation/Personal Leave Incentive				2,500	2,998	**3,000**
Employee Allowances				-	-	**1,001**
Total Employee Benefits				78,922	77,853	**104,090**
TOTAL	**3.00**	**2.90**	**3.40**	**239,507**	**236,072**	**308,693**

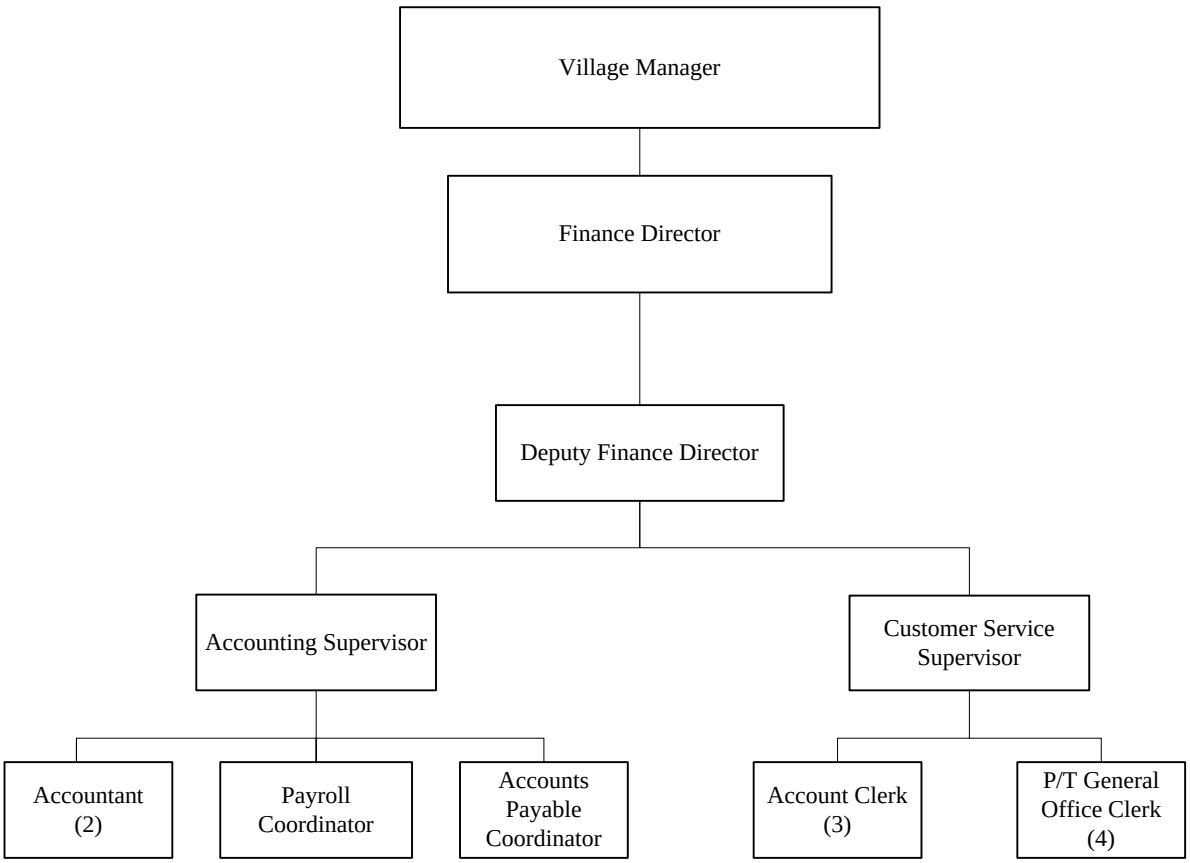
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	2.00	1.90	2.90
Part-Time	1.00	1.00	-
Seasonal	2.00	2.00	2.00

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT



The Finance Department activities include Finance Administration and the Accounting and Customer Services Divisions. Additionally, Finance personnel administer the Village's Risk Management Program, which is accounted for as an Internal Service Fund. The Finance Department is comprised of 11 full-time and 4 part-time employees.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FINANCE DEPARTMENT

STATEMENT OF ACTIVITIES

The Finance Department provides financial management for the Village. These activities include Accounting and Financial Reporting, Budgeting, Treasury Management, Payroll Services, Accounts Payable and Accounts Receivable. Additionally, Finance Department personnel administer the Village's self-insurance Property & Casualty program and the Police and Fire Pension programs.

This department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Fiscal Health: Maintain a solid fiscal position through active stewardship of Village finances.

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Governance goal – Relationships: Place a high priority on developing and maintaining productive local and regional relationships.

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

Efficiently manage the Village's resources and implement opportunities to reduce spending.

- Monitored the revenues and constrained spending to keep in line with revenue streams.
- Implemented positive pay with the bank. This service provides better controls for all checks issued by the Village. Only checks registered through positive pay at the bank will be allowed to clear the bank account.
- Improved controls were put into place for interdepartmental revenue collections. Tamper proof interoffice pouches and bank deposit bags were implemented.

Balance the Budget.

- Evaluated the allocation of costs for Village services and made changes where needed.
- Conducted a water rate study to ensure the rate is sufficient to support the operation and capital needs for the Village water utility.
- Explored revenue options to support the addition of six additional fire department personnel once the SAFR grant funding ceases.

Governance goal – Quality Service

Develop a departmental strategic plan that aligns with the Strategic Plan for 2020.

- Created and developed a Finance Department Strategic work plan for 2015.
- Conducted weekly planning meetings.
- Developed nine finance department goals.
- Established strategies and timelines to meet objectives.

Create a working environment to improve customer service response efforts.

- Improvements were made to the Customer Service Division floor plan. The space was remodeled to provide efficient and improved customer service at the front counter. This also provides for effective use of customer service staff time throughout the work day.
- Decentralization of incoming calls was implemented for the Village main telephone number which reduces caller wait time.

Maintain best practices to assure quality level of essential services.

- Conducted a Finance Department Customer Service Survey to establish a benchmark for opportunities for improvement. A six (6) questions survey was distributed during the months of April and May 2015. Areas surveyed included the customer wait time, facility appearance, customer representative's knowledge and manner. The weighted average of the responses ranged from 4.71 to 4.91 out of 5.
- Efforts to reduce paper and improve document retrieval were achieved with the establishment of electronic files for workers compensation and the implementation of Laserfiche for Food and Beverage tax, Licensing, Easy Park Pass, and miscellaneous receipts.
- New resident welcome information was made readily available on the Village website, which reduced printing and mailing costs.
- Conducted a review of standing finance department policies and procedures. Improvements were made to the petty cash reimbursement procedures. New office equipment was purchased to automate and expedite cash handling and mail processing.
- Prepared the 2016 Annual Budget and the 2016-2020 Capital Improvement Plan and five year financial forecast. The documents were redesigned for a new and improved look in 2015.
- Completed audit and preparation of the 2014 Comprehensive Annual Financial Report by June 30.
- Received the GFOA Certificate of Achievement for Excellence in Financial Reports for 2014 Comprehensive Annual Financial Report and the GFOA Distinguished Budget Award for the 2015 Budget.

2016 ACCOMPLISHMENTS

Governance goal – Fiscal Health

Fiscal Health – Ensure the long-term financial stability of the village through active stewardship of its resources while permitting the ongoing pursuit of the organization mission and vision.

- Monitored the revenues and constrained spending to keep in line with revenue streams.
- Successfully balanced the budget.
- Completed bond ratings call and maintained the S&P AA+ bond rating.
- Refunded the G.O. Library Bonds, Series 2006, resulting in savings of $847,385.

Regulatory Compliance – Development of systems to ensure an awareness of and compliance with current laws and regulations.

- Conducted the annual review of standing financial policies.
- Prepared the 2017 Annual Budget and the 2017-2021 Community Investment Program and five year financial forecast.
- Completed audit and preparation of the 2015 Comprehensive Annual Financial Report.
- Received the GFOA Certificate of Achievement for Excellence in Financial Reports for 2015 Comprehensive Annual Financial Report and the GFOA Distinguished Budget Award for the 2016 Budget.

Governance goal – Quality Service

Openness/Information Sharing – Continue to look for opportunities for the dissemination of timely and relevant information through various media platforms.

- Utilized the Village quarterly newsletters to disseminate Finance Department information.
- Utilized Village website to provide timely information to residents.

Internal/External Customer Service – Commitment to provide leading-edge customer service to those within the organization dependent upon the Finance Department to meet a goal or deadline and those outside the organization to meet their changing needs and preferences for governmental service.

- Hired two employees to fill vacant Accounting Supervisor and Accountant positions necessary for the continued financial operation of the village, bringing the department back to full staffing. Full staffing permits the Finance department to maintain strong controls over the financials and provide leading service.
- Conducted training sessions for all departments in the areas of Accounts Payable, Purchasing and Annual Budget for the Village ERP financial software.
- Completed phase II of the "Plan-It" projects software implementation. This phase involved the acquisition of additional licenses to decentralize and improve the efficiency of the process by allowing departments to input and manage their Community Investment Program project submittals.

Increased Efficiencies – Identify opportunities to improve the delivery of service to our customers in a cost-effective manner.

- Implemented a customer service system for handling walk-in traffic at the front Finance counter. This "take-a-number" system is especially beneficial during high volume periods as experienced during the sale of vehicle stickers. Reduced wait times for customers, reduced stress levels during peak customer periods, provides a friendlier environment.

Staff Development – Assist staff within the department in attaining new skills and knowledge, improving competencies, and growing in their position and professionally.

- Implemented a department-wide training program. Training for all levels of department staff to improve competencies and provide new skills to enhance employee performance and customer service.
- Provided Finance Department Accounting personnel training on advanced skills for Microsoft/Adobe products. Achieved efficiencies with monthly spreadsheets and improved report preparation.

Workplace Culture – Create a collaborative work environment where individual efforts are also recognized, where business values surrounding our customers, employees and professionalism are stressed and consistently reinforced all in an effort to further the goals of the department.

- Recognized employees' individual efforts within the department during a department meeting and presented them certificates of appreciation.
- Improved Finance Department office space by creating a collaborative workspace from existing underutilized work stations. Provides for a more efficient use of space, improved environment for conducting training sessions and general meetings.

Policies and Procedures – Establish and maintain standard operating guidelines and procedures throughout the department to assist in the delivery of consistent and leading-edge customer service.

- Conducted a review of standing finance department policies and procedures. Improvements were made to the utility billing customer payment plan procedures. New office equipment was purchased to automate and expedite the preparation of materials and the processing of outgoing mail.

Technology – Utilize technology in a practical manner to improve or expand existing services or to offer new and innovative ways of service delivery.

- Coordinated two ERP software updates. Regular software updates improve the software performance and help service delivery and response.

Governance goal – Relationships

Continue to grow professionally and strengthen relationships with peers

- Attended conferences, seminars and workshops both locally and nationally.

2017 GOALS

Governance goal – Fiscal Health

Fiscal Health – Ensure the long-term financial stability of the village through active stewardship of its resources while permitting the ongoing pursuit of the organization mission and vision.

- Efficiently manage the Village's resources and implement opportunities to reduce spending by continually monitoring the revenues and constrain spending to keep in line with current revenue streams.
- Balance the Budget.
- Continually evaluate the cost and allocation of Village services.
- Conduct review of Village fees for services and explore new revenue sources to support operations.

Regulatory Compliance – Development of systems to ensure an awareness of and compliance with current laws and regulations.

- Conduct annual review of standing financial policies.
- Prepare the 2018 Annual Budget and the 2018-2022 Community Investment Program and five year financial forecast.
- Complete audit and preparation of the 2016 Comprehensive Annual Financial Report by June 30.
- Obtain the GFOA Certificate of Achievement for Excellence in Financial Reports and the GFOA Distinguished Budget Award.
- Continue the development of funding plans for infrastructure repair and replacement.
- Complete implementation of Medcor system for filing workers' compensation claims.

Governance goal – Quality Service

Openness/Information Sharing – Continue to look for opportunities for the dissemination of timely and relevant information through various media platforms.

- Continue to utilize Village quarterly newsletters to disseminate Finance Department information.
- Continue to use Village website in new ways to provide timely information to residents.

Internal/External Customer Service – Commitment to provide leading-edge customer service to those within the organization dependent upon the Finance Department to meet a goal or deadline and those outside the organization to meet their changing needs and preferences for governmental service.

- Continue to provide all department's timely training sessions for Accounts Payable, Purchasing and Annual Budget for the Village ERP financial software.
- Develop additional training sessions to be provided to the departments.

Increased Efficiencies – Identify opportunities to improve the delivery of service to our customers in a cost-effective manner.

- Investigate services or service improvements that can be provided by the Finance Department.

St*aff Development – Assist staff within the department in attaining new skills and knowledge, improving competencies, and growing in their position and professionally.*

- Fund and train Finance Department Customer Service personnel on customer service skills.
- Fund and train Finance Department Accounting personnel on advanced skills for Microsoft/Adobe products.

Workplace Culture – Create a collaborative work environment where individual efforts are also recognized, where business values surrounding our customers, employees and professionalism are stressed and consistently reinforced all in an effort to further the goals of the department.

- Continue to find ways to recognize all employees' individual efforts within the department.
- Continue efforts in improving Finance Department office space that allows for a collaborative work environment.

Policies and Procedures – Establish and maintain standard operating guidelines and procedures throughout the department to assist in the delivery of consistent and leading-edge customer service.

- Conduct annual review of finance department policies.

Technology – Utilize technology in a practical manner to improve or expand existing services or to offer new and innovative ways of service delivery.

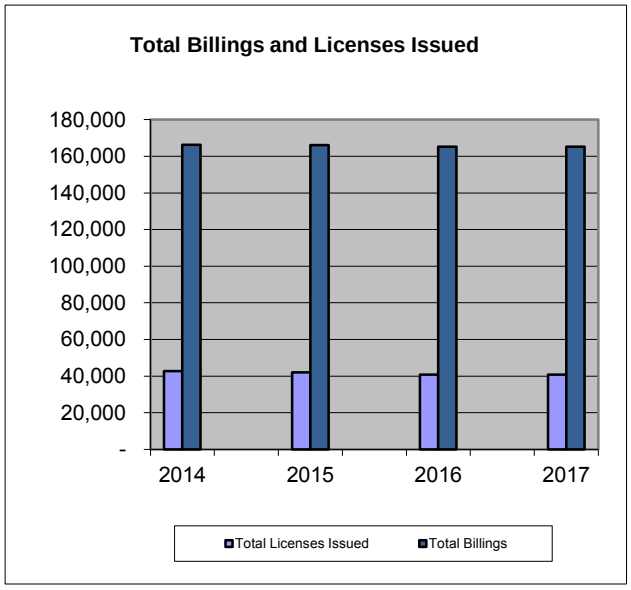
- Complete implementation of the Customer Response Management software.
- Perform ERP software updates that improve service delivery and response.
- Implement Project Accounting Software Module and the Governmental Accounting Standards Board (GASB) Reporting Module within the Logos.Net Software.
- Investigate electronic billing alternatives – utility "e-bill" options.

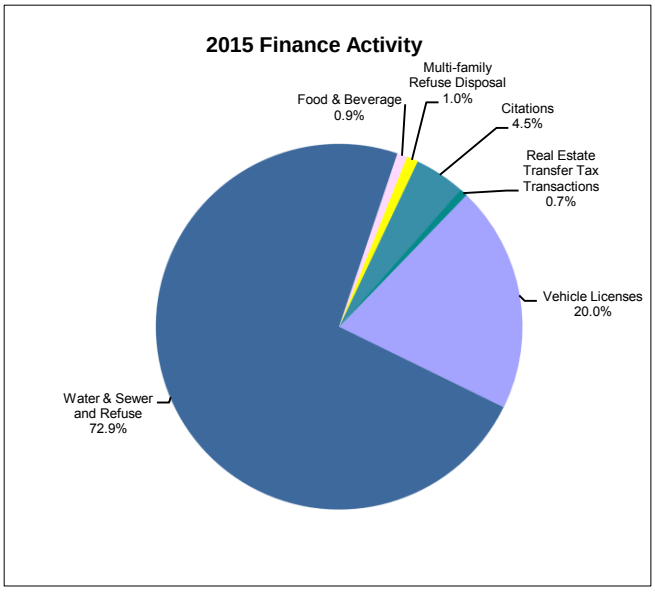
Governance goal – Relationships

Continue to grow professionally and strengthen relationships with peers

- Attend conferences, seminars and workshops both locally and nationally.

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Licenses Issued				
Vehicle Licenses	42,789	41,964	40,815	40,815
Total Licenses Issued	**42,789**	**41,964**	**40,815**	**40,815**
Billings				
Water & Sewer and Refuse	152,649	152,703	152,850	152,850
Food & Beverage	1,855	1,809	1,826	1,826
Multi-family Refuse Disposal	2,124	2,124	2,300	2,300
Citations	9,745	9,427	8,252	8,252
Total Billings	**166,373**	**166,063**	**165,228**	**165,228**
Real Estate Transfer Tax Transactions	**1,426**	**1,433**	**1,472**	**1,472**





VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FINANCE DEPARTMENT

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	460,212	490,839	516,584	**550,541**	546,101
Insurance Programs	463,145	450,506	450,097	**454,101**	460,690
Accounting	502,107	544,932	487,734	**506,744**	517,693
Customer Service	520,121	548,753	564,499	**588,167**	600,958
Total Programs	1,945,585	2,035,030	2,018,914	**2,099,553**	2,125,442
Expenditure Classification					
Personal Services-Salaries & Wages	847,799	868,151	855,481	**918,108**	936,360
Personal Services-Employee Benefits	332,095	344,105	316,233	**303,059**	311,529
Other Employee Costs	14,133	22,988	25,028	**32,470**	36,160
Contractual Services	265,162	306,439	329,234	**337,982**	344,443
Utilities	4,690	5,434	5,434	**5,500**	5,610
Insurance	415,143	403,228	402,819	**406,258**	411,813
Commodities & Supplies	32,932	62,264	62,264	**53,095**	54,031
Other Expenditures	33,631	22,421	22,421	**43,081**	25,496
Total Expenditure Classification	1,945,585	2,035,030	2,018,914	**2,099,553**	2,125,442
Source of Funds					
001 General Fund	1,945,585	2,035,030	2,018,914	**1,940,575**	1,962,852
050 Water and Sewer Fund	-	-	-	**158,978**	162,590
Total Source of Funds	1,945,585	2,035,030	2,018,914	**2,099,553**	2,125,442

BUSINESS DISCUSSION AND ANALYSIS

The Finance Department's budget supports Finance Administration, Insurance, Cash Management, Accounting, and Customer Service operations. The department is responsible for budgeting, financial reporting, tax information, investment management, utility billing, and the sale of refuse stickers, vehicle stickers, and transfer stamps. The department processes payments for various taxes, parking tickets, and municipal licenses.

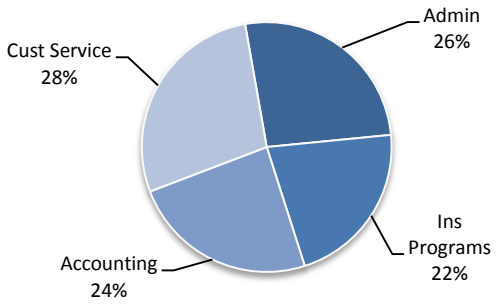
The Finance Department overall budget increased 3.17% to $2,099,553.

The Administration program budget increased 12.16%. This program includes ambulance billing services and bank processing fees for the Village. Both of these budget line items have been adjusted to be consistent with year-end estimates for 2016. Ambulance fees are offset by increased revenue. The Annexation Elk Grove Fire Protection District contributions are included in the 2017 Budget. The increased contribution is required per the agreements. In order to strengthen staff development, the training budget has increased for 2017. The Insurance Programs program budget increased in total 0.8%. Although the Liability Insurance and Life Insurance expenses increased; savings from the Workers' Comp Insurance minimized the overall impact to the program. The Accounting budget increased 2.07% and the Customer Service budget increased 7.18%. The increase is primarily related to staffing costs for the divisions as well as a reallocation of supply costs. .

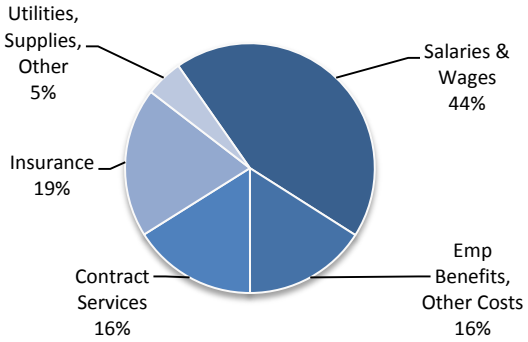
BUSINESS DISCUSSION AND ANALYSIS (continued)

The Finance Department's 2017 Budget by Program and by Expenditure Classification is as follows:

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.30.01.00.0.000.500.001	Full-Time Earnings	142,959	143,622	143,622	**147,578**	150,530
001.30.01.00.0.000.506.001	Longevity Pay	545	545	545	**763**	763
Total Personal Services-Salaries & Wages		143,504	144,167	144,167	**148,341**	151,293
Personal Services-Employee Benefits						
001.30.01.00.0.000.510.001	Medical Insurance	14,168	13,397	13,397	**12,079**	12,562
001.30.01.00.0.000.511.001	Social Security	7,565	7,954	7,954	**7,934**	8,093
001.30.01.00.0.000.511.002	Medicare	2,017	2,128	2,128	**2,173**	2,216
001.30.01.00.0.000.512.001	IMRF Pension Expense	16,706	17,426	17,426	**16,897**	17,235
001.30.01.00.0.000.513.001	Sick Leave Incentive	1,565	1,499	1,499	**1,501**	1,501
001.30.01.00.0.000.513.002	Vac/Pers Leave Incent.	-	998	998	**1,002**	1,002
Total Personal Services-Employee Benefits		42,021	43,402	43,402	**41,586**	42,609
Other Employee Costs						
001.30.01.00.0.000.518.001	Dues & Memberships	1,809	2,188	2,188	**2,235**	2,350
001.30.01.00.0.000.522.001	Travel & Meetings	8,693	15,000	15,000	**17,500**	20,000
001.30.01.00.0.000.525.004	Training	3,631	2,050	5,000	**9,000**	10,000
Total Other Employee Costs		14,133	19,238	22,188	**28,735**	32,350
Contractual Services						
001.30.01.00.0.000.530.001	Actuarial Services	3,200	3,329	3,329	**3,400**	3,400
001.30.01.00.0.000.530.004	Collection Services	602	1,000	1,000	**1,020**	1,040
001.30.01.00.0.000.530.006	Other Prof. Serv.	11,313	30,195	30,195	**30,800**	30,800
001.30.01.00.0.000.532.002	Equipment Maint.	5,138	7,000	10,795	**14,725**	14,870
001.30.01.00.0.000.535.001	Ambulance Billing	73,734	70,000	77,000	**79,400**	81,700
001.30.01.00.0.000.544.002	Postage Expense	1,491	4,245	4,245	**4,245**	4,245
001.30.01.00.0.000.551.001	Copier Lease Payment	9,873	9,624	9,624	**9,816**	10,010
001.30.01.00.0.000.560.012	Computer Software	-	-	6,000	**6,000**	6,000
001.30.01.00.0.000.562.002	Printing Expense	1,292	2,185	2,185	**2,229**	2,273
001.30.01.00.0.000.563.003	Bank Processing Fees	97,203	105,000	111,000	**111,000**	113,250
Total Contractual Services		203,846	232,578	255,373	**262,635**	267,588
Utilities						
001.30.01.00.0.000.589.001	Telephone - Land Lines	2,341	3,100	3,100	**3,100**	3,160
001.30.01.00.0.000.590.001	Telephone - Cellular	2,349	2,334	2,334	**2,400**	2,450
Total Utilities		4,690	5,434	5,434	**5,500**	5,610
Commodities & Supplies						
001.30.01.00.0.000.604.001	Office Equipment	4,383	3,589	3,589	**3,650**	3,725
001.30.01.00.0.000.606.001	Office Supplies	2,287	4,245	4,245	**950**	970
001.30.01.00.0.000.608.001	Other Supplies	1,023	1,696	1,696	**1,730**	1,820
001.30.01.00.0.000.610.001	Paper & Supplies	9,142	12,415	12,415	**12,663**	12,920
001.30.01.00.0.000.612.001	Publications	1,552	1,654	1,654	**1,670**	1,720
Total Commodities & Supplies		18,387	23,599	23,599	**20,663**	21,155

VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Expenditures						
001.30.01.00.0.000.636.027	Annexation - EGFPD	33,631	22,421	22,421	**43,081**	25,496
Total Other Expenditures		33,631	22,421	22,421	**43,081**	25,496
Total Administration		**460,212**	**490,839**	**516,584**	**550,541**	**546,101**

Insurance Programs						
Personal Services-Salaries & Wages						
001.30.01.00.0.100.500.001	Full-Time Earnings	36,063	36,010	36,010	**37,090**	37,832
001.30.01.00.0.100.506.001	Longevity Pay	125	125	125	**175**	175
Total Personal Services-Salaries & Wages		36,188	36,135	36,135	**37,265**	38,007
Personal Services-Employee Benefits						
001.30.01.00.0.100.510.001	Medical Insurance	4,722	4,466	4,466	**4,026**	4,187
001.30.01.00.0.100.511.001	Social Security	1,846	1,860	1,860	**1,837**	1,874
001.30.01.00.0.100.511.002	Medicare	514	524	524	**541**	552
001.30.01.00.0.100.512.001	IMRF Pension Expense	4,210	4,293	4,293	**4,174**	4,257
001.30.01.00.0.100.513.001	Sick Leave Incentive	522	-	-	**-**	-
Total Personal Services-Employee Benefits		11,814	11,143	11,143	**10,578**	10,870
Insurance						
001.30.01.00.0.100.596.001	Liability Insurance	321,966	287,176	287,176	**307,452**	312,367
001.30.01.00.0.100.596.004	Workers' Comp. Ins.	68,400	90,543	90,543	**68,454**	69,046
001.30.01.00.0.100.596.008	Other Insurance	8,000	8,000	8,000	**8,000**	8,000
001.30.01.00.0.100.597.003	Life Insurance	16,777	17,509	17,100	**22,352**	22,400
Total Insurance		415,143	403,228	402,819	**406,258**	411,813
Total Insurance Programs		**463,145**	**450,506**	**450,097**	**454,101**	**460,690**

VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT

Accounting		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.30.31.00.0.000.500.001	Full-Time Earnings	337,907	350,979	324,485	**359,396**	366,584
001.30.31.00.0.000.503.001	Overtime	-	100	100	**100**	102
001.30.31.00.0.000.506.001	Longevity Pay	1,565	2,365	2,365	**2,131**	2,131
Total Personal Services-Salaries & Wages		339,472	353,444	326,950	361,627	368,817
Personal Services-Employee Benefits						
001.30.31.00.0.000.510.001	Medical Insurance	88,293	91,042	64,000	**53,771**	55,922
001.30.31.00.0.000.511.001	Social Security	19,668	21,961	20,098	**22,469**	22,918
001.30.31.00.0.000.511.002	Medicare	4,600	5,141	4,700	**5,247**	5,352
001.30.31.00.0.000.512.001	IMRF Pension Expense	39,170	42,075	40,717	**40,585**	41,397
001.30.31.00.0.000.513.002	Vac/Pers Leave Incent.	2,124	700	700	**701**	701
Total Personal Services-Employee Benefits		153,855	160,919	130,215	**122,773**	126,290
Other Employee Costs						
001.30.31.00.0.000.525.004	Training	-	1,500	1,500	1,530	1,560
Total Other Employee Costs		-	1,500	1,500	**1,530**	1,560
Contractual Services						
001.30.31.00.0.000.530.006	Other Prof. Serv.	-	592	592	605	620
001.30.31.00.0.000.544.002	Postage Expense	1,968	3,183	3,183	3,247	3,310
001.30.31.00.0.000.562.002	Printing Expense	-	530	530	540	550
Total Contractual Services		1,968	4,305	4,305	**4,392**	4,480
Commodities & Supplies						
001.30.31.00.0.000.604.001	Office Equipment	4,924	20,000	20,000	10,000	10,000
001.30.31.00.0.000.606.001	Office Supplies	314	796	796	2,373	2,421
001.30.31.00.0.000.608.001	Other Supplies	956	2,376	2,376	2,424	2,470
001.30.31.00.0.000.610.001	Paper & Supplies	618	1,592	1,592	1,625	1,655
Total Commodities & Supplies		6,812	24,764	24,764	**16,422**	16,546
Total Accounting		**502,107**	**544,932**	**487,734**	**506,744**	**517,693**

VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT

Customer Service		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.30.32.00.0.000.500.001	Full-Time Earnings	242,317	244,622	244,622	**173,641**	177,114
050.30.32.00.0.000.500.001	Full-Time Earnings	-	-	-	**81,189**	82,813
001.30.32.00.0.000.501.001	Part-Time Earnings	81,694	84,720	98,544	**77,735**	79,290
050.30.32.00.0.000.501.001	Part-Time Earnings	-	-	-	**32,579**	33,231
001.30.32.00.0.000.503.001	Overtime	2,759	3,198	3,198	**3,200**	3,264
001.30.32.00.0.000.506.001	Longevity Pay	1,865	1,865	1,865	**1,556**	1,556
050.30.32.00.0.000.506.001	Longevity Pay	-	-	-	**975**	975
Total Personal Services-Salaries & Wages		328,635	334,405	348,229	**370,875**	378,243
Personal Services-Employee Benefits						
001.30.32.00.0.000.510.001	Medical Insurance	60,057	60,924	60,924	**33,224**	34,553
050.30.32.00.0.000.510.001	Medical Insurance	-	-	-	**22,602**	23,506
001.30.32.00.0.000.511.001	Social Security	19,625	20,863	21,200	**16,009**	16,329
050.30.32.00.0.000.511.001	Social Security	-	-	-	**7,115**	7,257
001.30.32.00.0.000.511.002	Medicare	4,590	4,884	4,959	**3,737**	3,812
050.30.32.00.0.000.511.002	Medicare	-	-	-	**1,666**	1,699
001.30.32.00.0.000.512.001	IMRF Pension Expense	37,940	39,970	42,390	**28,916**	29,494
050.30.32.00.0.000.512.001	IMRF Pension Expense	-	-	-	**12,852**	13,109
001.30.32.00.0.000.513.001	Sick Leave Incentive	2,009	1,300	1,300	**1,300**	1,300
001.30.32.00.0.000.513.002	Vac/Pers Leave Incent.	184	700	700	**701**	701
Total Personal Services-Employee Benefits		124,405	128,641	131,473	**128,122**	131,760
Other Employee Costs						
001.30.32.00.0.000.525.004	Training	-	2,250	1,340	**2,205**	2,250
Total Other Employee Costs		-	2,250	1,340	**2,205**	2,250
Contractual Services						
001.30.32.00.0.000.530.006	Other Prof. Serv.	34,577	36,586	36,586	**37,320**	38,065
001.30.32.00.0.000.544.002	Postage Expense	23,691	31,836	31,836	**32,475**	33,125
001.30.32.00.0.000.562.002	Printing Expense	1,080	1,134	1,134	**1,160**	1,185
Total Contractual Services		59,348	69,556	69,556	**70,955**	72,375
Commodities & Supplies						
001.30.32.00.0.000.606.001	Office Supplies	1,188	1,932	1,932	**3,800**	3,875
001.30.32.00.0.000.610.001	Paper & Supplies	294	4,935	4,935	**5,035**	5,135
001.30.32.00.0.000.618.002	Vehicle Licenses	6,251	7,034	7,034	**7,175**	7,320
Total Commodities & Supplies		7,733	13,901	13,901	**16,010**	16,330
Total Customer Service		**520,121**	**548,753**	**564,499**	**588,167**	**600,958**
TOTAL FINANCE DEPARTMENT		**1,945,585**	**2,035,030**	**2,018,914**	**2,099,553**	**2,125,442**

VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Finance Director	1.00	1.00	1.00	139,831	144,039	**148,360**
Deputy Finance Director	1.00	1.00	1.00	103,256	104,687	**106,788**
Accounting Supervisor	1.00	1.00	1.00	80,000	81,609	**83,693**
Accountant	2.00	2.00	2.00	116,616	118,943	**122,236**
Payroll Coordinator	1.00	1.00	1.00	59,830	61,023	**62,256**
Accounts Payable Coordinator	1.00	1.00	1.00	53,783	54,857	**55,971**
Customer Service Supervisor	1.00	1.00	1.00	64,762	66,055	**71,400**
Account Clerk	3.00	3.00	3.00	142,242	144,020	**148,190**
Total Full Time	11.00	11.00	11.00	760,320	775,233	**798,894**
Part Time						
P/T General Office Clerk	1.00 (2)	1.00 (2)	1.00 (2)	42,208	43,208	**59,854**
Clerical - Customer Service	1.00 (2)	1.00 (2)	1.00 (2)	40,262	41,512	**50,460**
Total Part Time	2.00 (4)	2.00 (4)	2.00 (4)	82,470	84,720	**110,314**
Other Compensation						
Overtime Earnings				3,250	3,298	**3,300**
Longevity Pay				4,100	4,900	**5,600**
Total Other Compensation				7,350	8,198	**8,900**
Employee Benefits						
Medical Insurance				170,745	169,829	**125,702**
Socialy Security				51,757	52,638	**55,364**
Medicare				12,407	12,677	**13,364**
IMRF Pension				97,986	103,764	**103,424**
Sick Leave Incentive				2,400	2,799	**2,801**
Vacation/Personal Leave Incentive				2,400	2,398	**2,404**
Total Employee Benefits				337,695	344,105	**303,059**
TOTAL	**13.00**	**13.00**	**13.00**	**1,187,835**	**1,212,256**	**1,221,167**

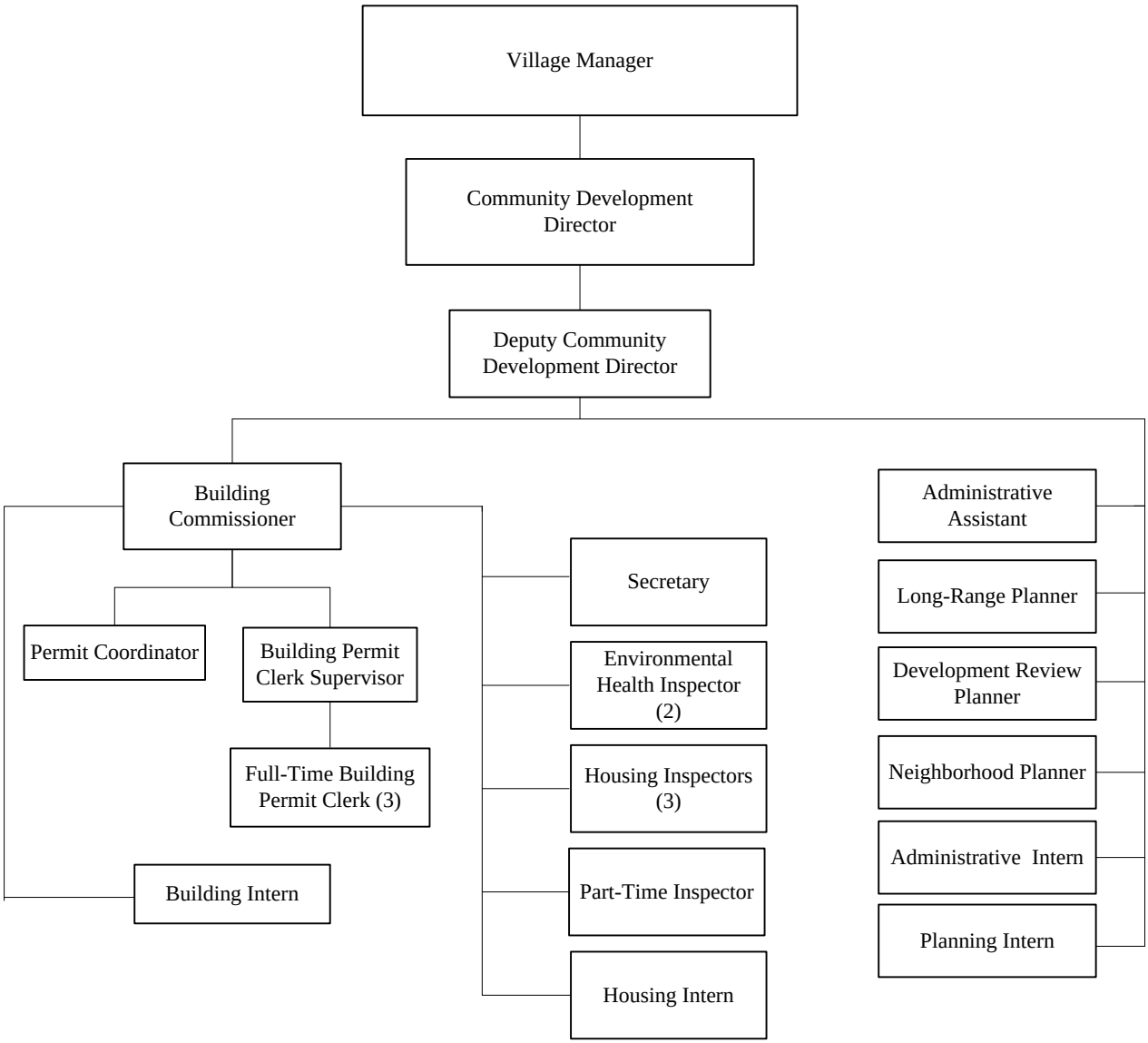
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	11.00	11.00	11.00
Part-Time	4.00	4.00	4.00

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT DEPARTMENT



The Community Development Department consists of two divisions: Building Inspections/ Environmental Health, and Planning. The Community Development Department consists of 18 full time employees, 1 part-time employees and 4 seasonal employees.

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT

STATEMENT OF ACTIVITIES

The Community Development Department is responsible for administering the Village's building, zoning and development codes to ensure orderly development, redevelopment, and property maintenance within Mount Prospect. The department reviews plans, issues permits, and performs the necessary inspections to ensure adherence to proper construction and design codes. The department is further responsible for health, housing, and property maintenance inspections to protect the health and well-being of Mount Prospect's residents.

This department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Infrastructure goal – Transportation: Design and implement upgrades, improvements and maintenance for optimum mobility and system sustainability.

Business goal – Influence: Utilize spheres of influence to leverage the existing business environment.

Business goal – Connection: Empower the Economic Development Commission (EDC) to play a connector role.

Business goal – Business Climate: Cultivate the climate for additional small businesses and business expansion.

Commercial Business Districts - Downtown: Create a flexible vision of downtown that is reflective of market conditions.

Development goal – Housing: Ensure a continuum of housing opportunities meets residents' evolving lifestyles to allow residents to maintain their attachment to Mount Prospect.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Take advantage of technology to improve inspector efficiency, improve communication, and reduce filing while improving record keeping.

- Integrated the annual rental dwelling and food inspection processes into the Village's ERP software program.
- Redesigned the Business Resource Guide and updated it to reflect current contact information.
- Updated the Village's CD and E-Café webpages to simplify content and promote upcoming events and the Village partners, such as MPPL.
- Updated applicable web pages to reflect the new branding associated with the launch of Mount Prospect Entrepreneurs Initiative (MPEI).
- Continuously updated the available properties listing on the Village Website to reflect current information in hopes of attracting prospective businesses.
- Continuously updated the business "development updates" tab to announce coming soon businesses.

Review processes to determine how they can be further streamlined in order to provide better service to customers.

- Performed an internal review of the building permit process to determine if additional efficiencies can be obtained. Found additional ways to issue partial permits in conjunction with our expedited plan review process with TPI Building Code Consultants. This allowed projects to start activities, such as demolition, while their design team completes the final plan review process.
- Continuously met with those interested in discussing development projects and code requirements. Proactively offered pre-submittal meetings and phone consultations as needed.
- Cross-trained staff to ensure continuity of operations and service to customers during peak activity periods and time off.

Infrastructure goal – Transportation

Analyze and make recommendations on the Village's transportation system.

- Initiated the planning process with the Regional Transportation Authority (RTA) to develop a corridor plan for Rand Road. The plan will serve as an update to the Village's existing Rand Road Corridor Plan and will reassess the corridor to address three main goals related to all forms of transportation, including pedestrian, transit, and private vehicle.
    - Selected Teska Associates, Inc. as the primary consultant to lead the project. Completed a Survey and website for the plan.
    - Established a steering committee.
- Partnered with the Public Works Department to review the feasibility of a pedestrian crossing at the intersection of Busse Avenue and Route 83/Main Street to improve the safety for pedestrian crossings. Gewalt Hamilton Associates was selected as the consultant to conduct the study.

Business goal – Influence

Expand the connectivity role of the Chamber of Commerce and Downtown Merchants with the community at large.

- Worked with the Mount Prospect Chamber of Commerce, Mount Prospect Public Library, and the Mount Prospect Downtown Merchants Association to expand the Entrepreneur's Café to include programming beyond the typical business workshop; a quarterly Spotlight on Success film series, an E-newsletter specifically for entrepreneurs, and a Business Event Calendar.
    - Four entrepreneur-focused films were shown, and workshops related to social media marketing and business insurance requirements were hosted.
    - Actively promoted the E-newsletter and saw a 43% increase in subscribership.
- Participated in monthly Chamber Business Breakfast events providing updates on development activities and Village programs to local business community.
- Continued to work with the Chamber of Commerce and Downtown Merchants Association to promote MPEI to promote economic development.

Business goal – Connection

Fostered a cooperative attitude among existing corporate citizens.

- Worked with business owners, property owners and commercial brokers in the Kensington Business Center (KBC) to address vacancies and aesthetics within the park. In 2015, the vacancy rate in the KBC dropped to 14%. Welcomed Novomatic, Atlas Material Testing, Netrix and GoGo as new tenants in the KBC. CVS/Caremark, R & B Foods and NeuroRestorative completed significant expansions of their facilities.
- Supported two applications for Class 6B property classifications to encourage the occupancy of the KBC.
- Initiated an entrepreneurial awards program to honor Mount Prospect businesses and entrepreneurial leadership. The EDC actively sought nominations for three award categories: The Budding Business Award, honoring businesses that have been open fewer than five years, the Enduring Business Award, honoring businesses open a minimum of five years, and the Entrepreneurial Businessperson of the Year Award, honoring an individual business owner demonstrating exceptional civic and professional leadership. The Department honored winners selected in each category at the annual EDC Business Breakfast.
- In conjunction with the Television Services Division and Public Information Officer, the Department initiated a new television program featuring local restaurants called Dish'n Out. Each 30 minute segment features 3 restaurants, one from the north, south and downtown areas in town. The program is free to participating restaurants that are picked through a random lottery draw. Six segments featuring 18 restaurants were completed in 2015.

Business goal – Business Climate

Continue to engage in and promote entrepreneurship education.

- Created the Mount Prospect Entrepreneurs Initiative (MPEI) branding to identify all of the unique services as one package and to connect people and existing business to resources in hopes to guide new and prospective business owners down the path of success. The MPEI consolidated all of the Entrepreneurial Café efforts to include programming beyond the typical business workshop; a quarterly Spotlight on Success film series, an E-newsletter specifically for entrepreneurs, and a Business Event Calendar.
    - Unveiled the MPEI logo, which will aid in the marketing of entrepreneurial services.
    - Four entrepreneur-focused films were shown, and workshops related to social media marketing and business insurance requirements were hosted. These efforts are intended to foster entrepreneurial expansion throughout the community.

Attracted businesses with a regional customer base.

- Issued permits to several new restaurant tenants in Randhurst Village, reducing the center's vacancy rate to three percent (3%). New tenants included Smokey Bones, Truco Taqueria and Outback Steakhouse.
- Menards Home Improvement Store, McDonald's Restaurant and Crunch Fitness expanded and/or relocated along the Rand Road Corridor.
- Continuously monitored commercial corridors to ensure compliance with Village Property Maintenance Codes. Over 660 illegal signs were removed or abated.
- Continued discussions with numerous property owners and developers regarding redevelopment opportunities in the area surrounding Randhurst Village, including the former X-Presso Coffee site at 195 W. Rand Road.
- Continued discussions with the development group in possession of the former Mitchell Buick site. Reviewed several concept plans consisting of several buildings, including a sit down restaurant (Texas Roadhouse) and auto insurance/repair (AAA insurance/auto repair).

Commercial Business Districts - Downtown

Explore policies to attract businesses.

- Encouraged new businesses to locate in the downtown through marketing and incentive programs such as the Façade Reimbursement Program. Three new restaurants; Tokens and Tankards, Trezero's Kitchen and Tap and Bar 145 were approved for façade grants and located in the downtown district.

Develop and feature unique identifiers of the downtown.

- Initiated the downtown wayfinding signage program as called for in the Downtown Implementation Plan, and selected Media Objectives as the consultant for the project. The Department established a steering committee consisting of members of the Downtown Merchants Association and actively worked with the consultant and the steering committee. A public meeting and on-line survey were conducted. Presented a final design to the Village Board for consideration.

Pursue the implementation of certain elements of the Downtown Implementation Plan to encourage development and economic activity within the downtown core area.

- Actively marketed properties in the downtown district. Worked with developers interested in the Parenti & Raffaelli, Sakura, and vacant lot adjacent to the Post Office site. Reviewed preliminary proposals and recommended approval of a townhome planned unit development for the vacant site adjacent to the Post Office.
- Obtained a demolition order to address a long-standing vacancy at the Central Plaza shopping center located at the northwest corner of Central Road and Main Street. Awarded contracts for the demolition and environmental clean-up of the property.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Take advantage of technology to improve inspector efficiency, improve communication, and reduce filing while improving record keeping.

- Completed the integration of the annual rental dwelling and food inspection process into the Village's ERP program. Modified data entry techniques to allow further integration into the proposed Customer Resource Management (CRM) software.
- Performed ERP software updates that improve service delivery and response.
- Updated the Community Profile to provide current demographic and statistical information to prospective businesses and residents.
- Maintained available properties listing on the Village Website to reflect current information to assist in attracting prospective businesses.

Review processes to determine how they can be further streamlined in order to provide better service to customers.

- Continued the internal review of the building permit process to allow for additional efficiencies. Eliminated the permit requirements for replacement of sealcoating and restriping for commercial, industrial and multi-family parking lots.
- Refined the permit pre-submittal meeting process; included additional checklists for applicants.
- Reduced the food/restaurant plan review time frame from 22 days to 10 days by outsourcing reviews to an outside consultant.
- Emphasized staff training in customer service skills and project management.
- Established an expedited permit application process for kitchen and bath remodels.
- Proactively offered pre-submittal meetings and phone consultations as needed.
- Cross-trained additional staff to ensure continuity of operations and service to customers during peak activity periods and time off.

Review the zoning and sign codes and recommend code updates to better address current industry trends and standards, address variations which have been supported, and make the codes more user friendly.

- Amended sections of Chapters 14 and 15 of the Village Code to include a site plan review process, downtown design guidelines, updated land use table, and revised transitional setback requirements in the B5 and B5C Districts.
- Completed significant amendments of the zoning ordinance (Chapter 14), sign regulations (Chapter 7), and related Village Code sections in Chapters 15, 16, and 21 to reflect current Village policies and keep the documents current with national codes.

Begin update of the Comprehensive Plan to reflect changes in the community and trends of development. Mount Prospect's current plan was last adopted in 2007.

- Created internal Village steering committee.
- Initiated data collection of existing conditions.
- First draft of the document anticipated to be complete by end of year with final document completed by mid-2017.

Infrastructure goal – Transportation

Analyze and make recommendations on the Village's transportation system.

- Continued working with the Regional Transportation Authority (RTA) and Teska Associates to develop the Rand Road Corridor Plan. The plan will serve as an update to the Village's existing Rand Road Corridor Plan and will reassess the corridor to address three main goals related to all forms of transportation. Plan will be presented to the Village Board for their consideration and approval in the fourth quarter of 2016.

- Continued to work with Gewalt Hamilton Associates to review the feasibility of a pedestrian crossing at the intersection of Busse Avenue and Route 83/Main Street to improve the safety for pedestrian crossings. Concepts will be presented to the Village Board for their consideration in the fall.

Business goal – Influence

Expand the connectivity role of the Chamber of Commerce and Downtown Merchants with the community at large.

- Continued to work with the Mount Prospect Chamber of Commerce, Mount Prospect Public Library, and the Mount Prospect Downtown Merchants Association on the Mount Prospect Entrepreneur's Initiative. Efforts included a quarterly Spotlight on Success film series, an E-newsletter specifically for entrepreneurs, and a Business Event Calendar.
- Participated in monthly Mount Prospect Chamber of Commerce Breakfast events providing updates on development activities and Village programs to local business community.
- Provided the Chamber of Commerce with monthly updates on new businesses that have applied for permits to assist their business recruitment efforts.

Business goal – Connection

Foster a cooperative attitude among existing corporate citizens.

- Continued the business retention visits, focusing on some of the major employers in the Village including Costco, Cummins-Allison, and CVS Caremark.
- Worked with business owners, property owners and commercial brokers in the Kensington Business Center (KBC) to address vacancies and aesthetics within the park. The overall vacancy rate dropped to 9% within the park.
- Supported a Class 7C property tax incentive for the conversion of a former office/warehouse space into an ice arena at 1501 Feehanville Drive. This property had been vacant for over 5 years and will be a major regional draw for the community.
- Supported several applications for Class 6B property tax incentives throughout the Village.

Business goal – Business Climate

Attract businesses with a regional customer base.

- Welcomed new businesses:
  - Sam's Beauty Supply, Northland Laboratories and Mount Prospect Ice Arena as new tenants in the KBC.
  - National Technical Systems as a new tenant at 1660 Wall Street, which underwent significant investment at their facility.
  - Public storage facility in the former Hinz Lithogaph building at 1750 W. Central Road, which underwent significant improvements including interior remodeling and a 3rd floor building addition.
- Issued permits to several new restaurant tenants in Randhurst Village including Smokey Bones, Truco Taqueria and Outback Steakhouse.
- Actively worked with developers to redevelop the site formerly occupied by McDonald's Restaurant into a two-unit commercial building anchored by Potbelly's Restaurant.
- Approved conditional use permits for Starbuck's and Andy's Custard to develop drive-through restaurants along Rand Road.
- Continued discussions with the owners of the Golf Plaza II shopping center regarding the redevelopment and expansion of the shopping center.

Further economic development and marketing efforts conducted by the Village to encourage both business retention and growth within the community.

- Reviewed Village policies related to offering business incentives to attract/retain businesses. Provided an overview to the Village Board summarizing incentives that are available to the Village and how neighboring communities utilize incentives.

- Received national awards from International Economic Development Council (IEDC) for Mount Prospect Entrepreneur's Initiative and Business Resource Guide efforts.

Commercial Business Districts goal - Downtown
Explore policies to attract businesses.

- Expanded the incentive programs to include interior remodeling as part of the Façade Reimbursement Program.
- Assisted three new restaurants (Bar 145, Tankards and Tokens and Trezero's) with locating in the downtown district through expedited plan review and inspections.
- Initiated the process to disband existing Tax Increment Financing (TIF) District and create new TIF District that would expand the benefitting area to the south, east and west of the existing District.

Develop and feature unique identifiers of the downtown.

- Actively worked with the consultant on phase I of the downtown wayfinding signage implementation program as called for in the Downtown Implementation Plan. Phase I signage will be installed throughout the downtown district in October.

Pursue the implementation of certain elements of the Downtown Implementation Plan to encourage development and economic activity within the downtown core area.

- Continued to actively market properties in the downtown district. Continued negotiations with the owners of Parenti & Raffaelli regarding their possible relocation and redevelopment of their property in the downtown district.
- Completed site demolition and environmental abatement of the Central Plaza shopping center located at the northwest corner of Central Road and Main Street. Proceeded with final steps in court to recover demolition costs by foreclosing on the property. A Request for Proposals was initiated to solicit development proposals for the property.
- Construction is underway of the Mount Prospect Station development along Northwest Highway. Occupancy is expected the second quarter of 2017 for the Dunkin Donuts anchored center.

Development goal – Development
Sustain a balance between preservation, revitalization, and growth.

- Completed annexations of certain property along the Illinois Tollway Authority (I-90), Lynn Court, Addison Court, and portions of Dempster Street and Algonquin Road.
- Pursuing the annexation of additional properties located on Malmo Drive, Nordic Road and Algonquin Road on the south side of the Village.
- Continued open dialogue with United Airlines regarding the annexation and redevelopment of their former office headquarters along Algonquin Road.

Development goal – Housing

- Continued to actively work with new owners of existing multi-family residential developments on their significant reinvestment projects, included major renovations of units at Mount Prospect Greens, Residences of 1450 & 1550, and Forest Cove.
- Continued collaborating with all departments to ensure vacant structures do not become a nuisance in the community.
- Sought court intervention on deteriorated single family homes, including properties on Scott Terrace, Lincoln Avenue, Can Dota Avenue, Rand Road, and additional multi-family properties.
- Increased code enforcement along commercial corridors.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT

2017 GOALS

Governance goal – Quality Service

Take advantage of existing software and updates to improve staff efficiency and improve communication.

- Integrate the business license review process into the Village's ERP software program.
- Perform ERP software updates that improve service delivery and response.
- Explore Tyler's mobile version of the inspection module and other software systems in order to improve efficiency.
- Continue to scan documents and expand to include historical files.

Continue review of internal processes to determine how they can be further streamlined in order to provide better service to customers.

- Perform an internal review of the building permit application and review process to determine if additional process improvements can be made.
- Reduce paperwork in the permit process by eliminating steps and reducing the application size.
- Continue cross training staff.

Explore methods to reduce the use of paper throughout in all departmental processes.

- Evaluate the zoning application submittal requirements and the feasibility of routing proposals electronically to Village Departments, the Planning and Zoning Commission, and Village Board.

Complete the Comprehensive Plan update to reflect changes in the community and trends of development..

Infrastructure goal – Transportation

Analyze and make recommendations on the Village's transportation system.

- Continue to work with the Public Works Department to review the feasibility of a pedestrian crossing at the intersection of Busse Avenue and Route 83/Main Street to improve the safety for pedestrian crossings.

Business goal – Influence

Encourage redevelopment of vacant/underperforming commercial properties throughout the community.

- Continue to work with the owners Golf Plaza II on redevelopment of the site and filling remaining vacancies.
- Continue to work the owner of the former Mitchell Buick properties for PUD development.
- Continue to work with the owner of the shopping center located at Dempster and Elmhurst on filling the tenant space vacated by Hobby Lobby.

Foster a cooperative attitude among existing corporate citizens.

- Continue to work with business owners, property owners and commercial brokers in the Kensington Business Center (KBC) to address vacancies and aesthetics within the park.
- Work with Randhurst Village on completing the outlot developments and filling the space vacated by Sports Authority and the remaining vacancies on the Main Street portion of the project.

Business goal – Business Climate

Further economic development and marketing efforts conducted by the Village to encourage both business retention and growth within the community.

- Continue to collaborate with the Mount Prospect Chamber of Commerce and the Mount Prospect Library to offer expanded business-focused programming, including a blog, podcasts, and additional mentoring through the Mount Prospect Entrepreneurial Initiative.
- Regularly attend Mount Prospect Chamber of Commerce events to connect with the business community.
- Prepare and issue a Request for Proposal for Elevator Inspections; consolidate the process to improve speed of invoicing to businesses and improve front permit counter operations.
- Proactively market available commercial and industrial sites.
- Maintain updated available property listing on the Village Website.
- Utilize upgraded Village website to enhance economic development portal.
- Encourage new businesses to locate in the Village thru the incentive programs such as the Façade Reimbursement Program.

Commercial Business Districts - Downtown

Pursue the implementation of certain elements of the Downtown Implementation Plan to encourage development and economic activity within the downtown core area.

- Create new TIF District incorporating properties along Prospect Avenue, Northwest Highway and Central Road.
- Complete the entitlement process and begin redevelopment of the northwest corner of Central Road and Main Street.
- Complete the entitlement process and begin redevelopment of the Parenti Raffaelli parcels.
- Continue the implementation of the downtown wayfinding signs.
- Complete the analysis Northwest Highway/Central Road intersection to improve the safety for pedestrians.
- Work with the property owners and the development community to redevelop properties identified within the plan.
- Encourage new businesses to locate in the downtown through marketing and incentive programs such as the Façade Reimbursement Program.

Development goal – Housing

Work with the Northwest Suburban Housing Collaborative to determine opportunities that would preserve and increase senior housing.

Explore several housing topic areas that would broaden the Collaborative's work plan beyond its current focus of senior housing issues.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Planning Division				
P&Z - Variations	27	20	18	18
P&Z - Conditional Uses	9	3	8	5
P&Z - Text Amendments	1	-	3	1
P&Z - Rezonings	3	3	4	2
Plats (Subdivision, Consolidation, Dedication, Etc…)	4	7	6	4
Minor Variations	-	-	1	1
Administrative Approval of Porches	6	2	6	5
Sign Variations	14	12	4	2
Sign Special Use	3	3	1	1
Total Planning Projects	**67**	**50**	**51**	**39**
Building Division				
Permits issued	2,653	2,490	2,500	2,400
Plan Reviews (In house)	265	261	275	250
Plan Reviews (3rd Party)	206	275	250	225
Building Code Inspections	10,952	10,590	10,000	9,000
C.O. Issued	124	98	100	100
Total Building Permit Reviews, Inspections, & C.O.	**14,200**	**13,714**	**13,125**	**11,975**
Environmental Health Division				
Inspections				
Food Service	434	409	400	400
Multi-Family Building	1,068	1,043	1,000	1,000
Reinspections				
Food Service	252	362	350	325
Multi-Family Building	560	465	500	300
Total Environmental Health Inspections	**2,314**	**2,279**	**2,250**	**2,025**
Service Requests	**2,242**	**2,272**	**2,800**	**2,500**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
COMMUNITY DEVELOPMENT

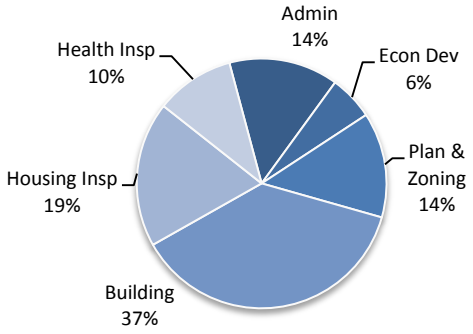
	2015 Actual	2016 Budget	2016 Estimate	2017 Budget	2018 Forecast
Programs					
Administration	342,285	355,892	356,516	**345,628**	352,293
Economic Development	105,540	133,182	142,893	**140,080**	141,149
Planning and Zoning	214,772	322,985	277,467	**332,060**	339,871
Building	812,290	906,018	906,018	**911,898**	932,273
Housing Inspections	481,347	457,081	457,081	**458,315**	470,049
Health inspections	148,732	251,496	187,685	**248,627**	254,596
Total Programs	2,104,966	2,426,654	2,327,660	**2,436,608**	2,490,231
Expenditure Classification					
Personal Services-Salaries & Wages	1,089,093	1,224,591	1,149,777	**1,233,160**	1,257,377
Personal Services-Employee Benefits	508,919	593,863	550,783	**552,886**	568,952
Other Employee Costs	14,616	27,319	27,319	**28,843**	29,419
Contractual Services	466,577	540,530	559,430	**580,262**	592,149
Utilities	11,688	20,221	20,221	**20,626**	21,039
Commodities & Supplies	14,073	20,130	20,130	**20,831**	21,295
Total Expenditure Classification	2,104,966	2,426,654	2,327,660	**2,436,608**	2,490,231
Source of Funds					
001 General Fund	2,104,966	2,424,754	2,325,760	**2,436,608**	2,490,231
022 Downtown Redevelopment	-	1,900	1,900	**-**	-
Total Source of Funds	2,104,966	2,426,654	2,327,660	**2,436,608**	2,490,231

BUDGET DISCUSSION AND ANALYSIS

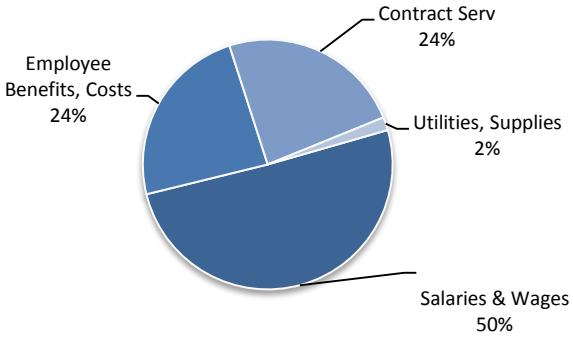
The Community Development budget includes the costs associated with the Administration, Economic Development, Planning and Zoning, Building, Housing Inspections, and Health Inspections programs. No increase is planned from the 2016 budget. The budget for 2017 is $2,436,608. This is a 0.4% increase from the prior year.

The Department made a change to a position during 2016. The Administrative Analyst position that was originally going to handle marketing and other assignments was never hired. A Full-time Health Inspector position was established to meet the needs of the department.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.01.00.0.000.500.001	Full-Time Earnings	211,558	222,447	223,039	**226,634**	231,167
001.40.01.00.0.000.502.001	Seasonal Earnings	-	5,000	5,000	**5,000**	5,000
001.40.01.00.0.000.506.001	Longevity Pay	925	925	925	**1,275**	1,275
Total Personal Services-Salaries & Wages		212,483	228,372	228,964	**232,909**	237,442
Personal Services-Employee Benefits						
001.40.01.00.0.000.510.001	Medical Insurance	21,254	20,303	20,000	**19,160**	19,926
001.40.01.00.0.000.510.003	Workers' Comp Ins	41,040	55,175	55,175	**41,471**	41,829
001.40.01.00.0.000.511.001	Social Security	11,779	13,036	13,739	**13,104**	13,366
001.40.01.00.0.000.511.002	Medicare	3,003	3,338	3,213	**3,404**	3,472
001.40.01.00.0.000.512.001	IMRF Pension Expense	24,368	26,740	26,497	**25,717**	26,231
001.40.01.00.0.000.513.001	Sick Leave Incentive	-	1,699	1,699	**1,701**	1,701
001.40.01.00.0.000.513.003	Retiree Sick Incentive	23,124	-	-	**-**	-
Total Personal Services-Employee Benefits		124,568	120,291	120,323	**104,557**	106,525
Other Employee Costs						
001.40.01.00.0.000.518.001	Dues & Memberships	755	796	796	**1,600**	1,632
001.40.01.00.0.000.522.001	Travel & Meetings	2,746	3,182	3,182	**3,246**	3,311
Total Other Employee Costs		3,501	3,978	3,978	**4,846**	4,943
Utilities						
001.40.01.00.0.000.589.001	Telephone - Land Lines	616	849	849	**866**	883
001.40.01.00.0.000.590.001	Telephone - Cellular	-	1,341	1,341	**1,368**	1,396
Total Utilities		616	2,190	2,190	**2,234**	2,279
Commodities & Supplies						
001.40.01.00.0.000.606.001	Office Supplies	1,117	1,061	1,061	**1,082**	1,104
Total Commodities & Supplies		1,117	1,061	1,061	**1,082**	1,104
Total Administration		**342,285**	**355,892**	**356,516**	**345,628**	**352,293**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Economic Development		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.01.00.0.150.500.001	Full-Time Earnings	57,910	57,853	50,744	**37,162**	37,905
001.40.01.00.0.150.506.001	Longevity Pay	175	175	175	**225**	225
Total Personal Services-Salaries & Wages		58,085	58,028	50,919	**37,387**	38,130
Personal Services-Employee Benefits						
001.40.01.00.0.150.510.001	Medical Insurance	5,093	4,158	4,158	**4,026**	4,187
001.40.01.00.0.150.511.001	Social Security	3,246	3,215	2,792	**1,862**	1,899
001.40.01.00.0.150.511.002	Medicare	824	848	653	**549**	560
001.40.01.00.0.150.512.001	IMRF Pension Expense	6,661	6,942	5,480	**4,233**	4,318
001.40.01.00.0.150.513.001	Sick Leave Incentive	-	400	400	**400**	400
Total Personal Services-Employee Benefits		15,824	15,563	13,483	**11,070**	11,364
Other Employee Costs						
001.40.01.00.0.150.518.001	Dues & Memberships	250	1,591	1,591	**1,623**	1,655
Total Other Employee Costs		250	1,591	1,591	**1,623**	1,655
Contractual Services						
022.40.01.00.0.150.530.002	Auditing Services	-	1,900	1,900	**-**	-
001.40.01.00.0.150.536.001	Econ Dev Program	31,381	56,100	75,000	**90,000**	90,000
Total Contractual Services		31,381	58,000	76,900	**90,000**	90,000
Total Economic Development		**105,540**	**133,182**	**142,893**	**140,080**	**141,149**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Planning And Zoning		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.41.00.0.000.500.001	Full-Time Earnings	138,492	192,618	164,200	**205,755**	209,870
001.40.41.00.0.000.502.001	Seasonal Earnings	-	5,000	5,000	**-**	-
001.40.41.00.0.000.506.001	Longevity Pay	100	100	100	**150**	150
Total Personal Services-Salaries & Wages		138,592	197,718	169,300	**205,905**	210,020
Personal Services-Employee Benefits						
001.40.41.00.0.000.510.001	Medical Insurance	25,304	50,922	40,000	**49,918**	51,915
001.40.41.00.0.000.511.001	Social Security	8,299	12,260	10,009	**12,768**	13,023
001.40.41.00.0.000.511.002	Medicare	1,958	2,869	2,341	**2,988**	3,048
001.40.41.00.0.000.512.001	IMRF Pension Expense	15,893	22,897	19,498	**23,063**	23,524
Total Personal Services-Employee Benefits		51,454	88,948	71,848	**88,737**	91,510
Other Employee Costs						
001.40.41.00.0.000.518.001	Dues & Memberships	1,743	1,433	1,433	**1,650**	1,683
001.40.41.00.0.000.522.001	Travel & Meetings	679	1,204	1,204	**1,228**	1,253
001.40.41.00.0.000.525.004	Training	3,065	4,774	4,774	**4,869**	4,966
Total Other Employee Costs		5,487	7,411	7,411	**7,747**	7,902
Contractual Services						
001.40.41.00.0.000.532.002	Equipment Maint.	179	1,561	1,561	**1,592**	1,624
001.40.41.00.0.000.541.001	Legal Notices	2,005	4,243	4,243	**4,328**	4,415
001.40.41.00.0.000.544.002	Postage Expense	1,210	2,244	2,244	**2,289**	2,335
001.40.41.00.0.000.551.001	Copier Lease Payment	2,387	2,652	2,652	**2,705**	2,759
001.40.41.00.0.000.553.001	Vehicle Lease Payment	1,500	1,500	1,500	**1,500**	1,500
001.40.41.00.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	**3,045**	3,329
001.40.41.00.0.000.560.001	Technical Services	-	1,061	1,061	**1,082**	1,104
001.40.41.00.0.000.560.012	Computer Software	540	1,061	1,061	**1,082**	1,104
001.40.41.00.0.000.562.001	Document Imaging	2,966	5,100	5,100	**5,202**	5,306
001.40.41.00.0.000.562.002	Printing Expense	941	796	796	**812**	828
001.40.41.00.0.000.562.004	Maps & Plats	1,137	796	796	**812**	828
Total Contractual Services		16,102	24,080	24,080	**24,449**	25,132
Utilities						
001.40.41.00.0.000.589.001	Telephone - Land Lines	924	1,273	1,273	**1,298**	1,324
Total Utilities		924	1,273	1,273	**1,298**	1,324
Commodities & Supplies						
001.40.41.00.0.000.604.001	Office Equipment	-	530	530	**541**	552
001.40.41.00.0.000.606.001	Office Supplies	1,520	2,336	2,336	**2,383**	2,431
001.40.41.00.0.000.612.001	Publications	693	689	689	**1,000**	1,000
Total Commodities & Supplies		2,213	3,555	3,555	**3,924**	3,983
Total Planning And Zoning		**214,772**	**322,985**	**277,467**	**332,060**	**339,871**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Building		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.42.00.0.000.500.001	Full-Time Earnings	283,330	313,817	313,817	**322,136**	328,579
001.40.42.00.0.000.501.001	Part-Time Earnings	20,522	-	-	**-**	-
001.40.42.00.0.000.502.001	Seasonal Earnings	3,408	5,000	5,000	**5,000**	5,000
001.40.42.00.0.000.503.001	Overtime	1,716	1,998	1,998	**2,000**	2,040
001.40.42.00.0.000.506.001	Longevity Pay	1,300	1,375	1,375	**1,925**	1,925
Total Personal Services-Salaries & Wages		310,276	322,190	322,190	**331,061**	337,544
Personal Services-Employee Benefits						
001.40.42.00.0.000.510.001	Medical Insurance	93,697	110,400	110,400	**100,562**	104,584
001.40.42.00.0.000.511.001	Social Security	18,063	20,017	20,017	**20,567**	20,978
001.40.42.00.0.000.511.002	Medicare	4,224	4,684	4,684	**4,804**	4,900
001.40.42.00.0.000.512.001	IMRF Pension Expense	35,194	37,758	37,758	**36,592**	37,324
001.40.42.00.0.000.513.002	Vac/Pers Leave Incent.	-	598	598	**599**	599
Total Personal Services-Employee Benefits		151,178	173,457	173,457	**163,124**	168,385
Other Employee Costs						
001.40.42.00.0.000.518.001	Dues & Memberships	557	1,226	1,226	**1,251**	1,276
001.40.42.00.0.000.522.001	Travel & Meetings	705	1,751	1,751	**1,786**	1,822
001.40.42.00.0.000.525.004	Training	2,214	4,776	4,776	**4,872**	4,969
Total Other Employee Costs		3,476	7,753	7,753	**7,909**	8,067
Contractual Services						
001.40.42.00.0.000.530.011	Elevator Inspection	25,099	23,409	23,409	**23,877**	24,355
001.40.42.00.0.000.544.002	Postage Expense	1,926	1,873	1,873	**1,910**	1,948
001.40.42.00.0.000.551.001	Copier Lease Payment	4,787	7,199	7,199	**7,343**	7,490
001.40.42.00.0.000.553.001	Vehicle Lease Payment	4,200	2,500	2,500	**1,800**	1,800
001.40.42.00.0.000.554.001	Vehicle Maint Payment	4,532	4,293	4,293	**4,263**	4,661
001.40.42.00.0.000.560.001	Technical Services	279,016	331,367	331,367	**337,994**	344,754
001.40.42.00.0.000.562.001	Document Imaging	8,160	8,323	8,323	**8,489**	8,659
001.40.42.00.0.000.562.002	Printing Expense	3,659	5,649	5,649	**5,762**	5,877
Total Contractual Services		331,379	384,613	384,613	**391,438**	399,544
Utilities						
001.40.42.00.0.000.589.001	Telephone - Land Lines	1,602	2,176	2,176	**2,220**	2,264
001.40.42.00.0.000.590.001	Telephone - Cellular	7,560	7,491	7,491	**7,641**	7,794
Total Utilities		9,162	9,667	9,667	**9,861**	10,058
Commodities & Supplies						
001.40.42.00.0.000.603.001	Clothing Supplies	872	1,273	1,273	**1,298**	1,324
001.40.42.00.0.000.604.001	Office Equipment	544	936	936	**955**	974
001.40.42.00.0.000.606.001	Office Supplies	2,940	2,999	2,999	**3,059**	3,120
001.40.42.00.0.000.612.001	Publications	119	530	530	**541**	552
001.40.42.00.0.000.613.001	Reference Materials	1,416	1,857	1,857	**1,894**	1,932
001.40.42.00.0.000.615.001	Inspection Supplies	928	743	743	**758**	773
Total Commodities & Supplies		6,819	8,338	8,338	**8,505**	8,675
Total Building		**812,290**	**906,018**	**906,018**	**911,898**	**932,273**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Housing Inspections		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.43.41.0.000.500.001	Full-Time Earnings	256,424	238,136	238,136	**242,899**	247,757
001.40.43.41.0.000.501.001	Part-Time Earnings	17,656	21,384	21,384	**21,729**	22,164
001.40.43.41.0.000.503.001	Overtime	1,350	1,498	1,498	**1,500**	1,530
001.40.43.41.0.000.506.001	Longevity Pay	1,800	1,900	1,900	**2,700**	2,700
Total Personal Services-Salaries & Wages		277,230	262,918	262,918	**268,828**	274,151
Personal Services-Employee Benefits						
001.40.43.41.0.000.510.001	Medical Insurance	68,555	62,140	62,140	**57,373**	59,668
001.40.43.41.0.000.511.001	Social Security	16,420	16,341	16,341	**16,709**	17,043
001.40.43.41.0.000.511.002	Medicare	3,840	3,824	3,824	**3,902**	3,980
001.40.43.41.0.000.512.001	IMRF Pension Expense	31,883	31,308	31,308	**30,178**	30,782
001.40.43.41.0.000.513.002	Vac/Pers Leave Incent.	-	598	598	**599**	599
Total 001.40.43.41.0.000.510.001		120,698	114,211	114,211	**108,761**	112,072
Other Employee Costs						
001.40.43.41.0.000.518.001	Dues & Memberships	308	575	575	**587**	599
001.40.43.41.0.000.522.001	Travel & Meetings	18	1,114	1,114	**1,136**	1,159
001.40.43.41.0.000.525.004	Training	728	3,502	3,502	**3,572**	3,643
Total Other Employee Costs		1,054	5,191	5,191	**5,295**	5,401
Contractual Services						
001.40.43.41.0.000.530.006	Other Prof. Serv.	46,993	26,010	26,010	**26,530**	27,061
001.40.43.41.0.000.551.001	Copier Lease Payment	2,509	2,705	2,705	**2,759**	2,814
001.40.43.41.0.000.553.001	Vehicle Lease Payment	6,900	7,400	7,400	**7,300**	7,300
001.40.43.41.0.000.554.001	Vehicle Maint Payment	22,658	21,463	21,463	**21,315**	23,306
001.40.43.41.0.000.560.001	Technical Services	-	5,306	5,306	**5,412**	5,520
001.40.43.41.0.000.562.002	Printing Expense	351	1,858	1,858	**1,895**	1,933
Total Contractual Services		79,411	64,742	64,742	**65,211**	67,934
Utilities						
001.40.43.41.0.000.589.001	Telephone - Land Lines	493	636	636	**649**	662
001.40.43.41.0.000.590.001	Telephone - Cellular	-	4,558	4,558	**4,649**	4,742
Total Utilities		493	5,194	5,194	**5,298**	5,404
Commodities & Supplies						
001.40.43.41.0.000.603.001	Clothing Supplies	1,235	1,698	1,698	**1,732**	1,833
001.40.43.41.0.000.604.001	Office Equipment	126	796	796	**812**	828
001.40.43.41.0.000.606.001	Office Supplies	852	1,801	1,801	**1,837**	1,874
001.40.43.41.0.000.615.001	Inspection Supplies	248	530	530	**541**	552
Total Commodities & Supplies		2,461	4,825	4,825	**4,922**	5,087
Total Housing Inspections		**481,347**	**457,081**	**457,081**	**458,315**	**470,049**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT

Health Inspections		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.40.43.42.0.000.500.001	Full-Time Earnings	90,508	148,339	108,460	**149,794**	152,790
001.40.43.42.0.000.502.001	Seasonal Earnings	-	5,001	5,001	**5,001**	5,001
001.40.43.42.0.000.503.001	Overtime	1,119	1,200	1,200	**1,200**	1,224
001.40.43.42.0.000.506.001	Longevity Pay	800	825	825	**1,075**	1,075
Total Personal Services-Salaries & Wages		92,427	155,365	115,486	**157,070**	160,090
Personal Services-Employee Benefits						
001.40.43.42.0.000.510.001	Medical Insurance	27,893	50,922	34,000	**46,872**	48,747
001.40.43.42.0.000.511.001	Social Security	5,434	9,672	6,176	**9,778**	9,974
001.40.43.42.0.000.511.002	Medicare	1,271	2,265	1,447	**2,286**	2,332
001.40.43.42.0.000.512.001	IMRF Pension Expense	10,599	17,937	11,238	**17,101**	17,443
001.40.43.42.0.000.513.001	Sick Leave Incentive	-	400	400	**400**	400
001.40.43.42.0.000.513.002	Vac/Pers Leave Incent.	-	197	4,200	**200**	200
Total Personal Services-Employee Benefits		45,197	81,393	57,461	**76,637**	79,096
Other Employee Costs						
001.40.43.42.0.000.518.001	Dues & Memberships	140	387	387	**395**	403
001.40.43.42.0.000.522.001	Travel & Meetings	-	265	265	**270**	275
001.40.43.42.0.000.525.004	Training	708	743	743	**758**	773
Total Other Employee Costs		848	1,395	1,395	**1,423**	1,451
Contractual Services						
001.40.43.42.0.000.533.001	Pest Control	685	849	849	**866**	883
001.40.43.42.0.000.551.001	Copier Lease Payment	2,387	2,705	2,705	**2,759**	2,814
001.40.43.42.0.000.553.001	Vehicle Lease Payment	1,500	1,500	1,500	**1,500**	1,500
001.40.43.42.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	**3,045**	3,329
001.40.43.42.0.000.560.001	Technical Services	-	412	412	**420**	428
001.40.43.42.0.000.562.002	Printing Expense	495	563	563	**574**	585
Total Contractual Services		8,304	9,095	9,095	**9,164**	9,539
Utilities						
001.40.43.42.0.000.589.001	Telephone - Land Lines	493	717	717	**731**	746
001.40.43.42.0.000.590.001	Telephone - Cellular	-	1,180	1,180	**1,204**	1,228
Total Utilities		493	1,897	1,897	**1,935**	1,974
Commodities & Supplies						
001.40.43.42.0.000.603.001	Clothing Supplies	909	530	530	**541**	552
001.40.43.42.0.000.604.001	Office Equipment	240	936	936	**955**	974
001.40.43.42.0.000.606.001	Office Supplies	312	318	318	**324**	330
001.40.43.42.0.000.615.001	Inspection Supplies	2	567	567	**578**	590
Total Commodities & Supplies		1,463	2,351	2,351	**2,398**	2,446
Total Health Inspections		**148,732**	**251,496**	**187,685**	**248,627**	**254,596**
TOTAL COMMUNITY DEVELOPMENT		**2,104,966**	**2,426,654**	**2,327,660**	**2,436,608**	**2,490,231**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT
PERSONAL SERVICES

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Community Development Director	1.00		1.00		1.00		142,654	145,732	**148,647**
Deputy Community Dvlpmnt Dir.	1.00		1.00		1.00		106,523	113,148	**115,149**
Environmental Health Manager	1.00		-		-		97,905	-	**-**
Building Commissioner	1.00		1.00		1.00		91,516	107,101	**109,243**
Housing Inspectors	3.00		3.00		3.00		173,878	177,354	**180,902**
Environmental Health Inspector	1.00		1.00		2.00		79,039	80,619	**138,232**
Senior Planner	1.00		1.00		-		72,428	85,681	**-**
Long Range Planner	-		-		1.00		-	-	**71,401**
Development Review Planner	1.00		1.00		1.00		62,399	61,639	**66,301**
Neighborhood Planner	0.25		0.25		0.25		14,495	16,575	**16,907**
Permit Coordinator	1.00		1.00		1.00		53,327	54,394	**55,481**
Building Clerk Supervisor	1.00		1.00		1.00		51,408	52,437	**53,486**
Building Permit Clerks	2.00		3.00		3.00		84,962	126,661	**131,237**
Administrative Analyst	-		1.00		-		-	56,385	**-**
Administrative Assistant	1.00		1.00		1.00		49,159	50,143	**51,146**
Secretary	1.00		1.00		1.00		44,452	45,341	**46,248**
Total Full Time	16.25		17.25		17.25		1,124,145	1,173,210	**1,184,380**
Part Time									
P/T Building Permit Clerks	1.00	(2)	-		-		39,988	-	**-**
Health Inspector	0.50	(1)	0.50	(1)	0.50	(1)	19,967	21,384	**21,729**
Total Part Time	1.50	(3)	0.50	(1)	0.50	(1)	59,955	21,384	**21,729**
Seasonal									
Interns	0.75	(3)	1.00	(4)	1.00	(4)	15,000	20,001	**15,001**
Total Seasonal	0.75	(3)	1.00	(4)	1.00	(4)	15,000	20,001	**15,001**
Other Compensation									
Overtime Earnings							5,200	**4,696**	**4,700**
Longevity Pay							6,200	**5,300**	**7,350**
Total Other Compensation							11,400	**9,996**	**12,050**

VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Employee Benefits						
Medical Insurance				263,923	**298,845**	**277,911**
Workers' Comp Insurance				41,040	**55,175**	**41,471**
Social Security				73,919	**74,541**	**74,788**
Medicare				17,638	**17,828**	**17,933**
IMRF Pension				137,581	**143,582**	**136,884**
Sick Leave Incentive				3,100	**2,499**	**2,501**
Vacation/Personal Leave Incentive				1,800	**1,393**	**1,398**
Retiree Sick Incentive				24,000	**-**	**-**
Total Employee Benefits				563,001	**593,863**	**552,886**
TOTAL	**18.50**	**18.75**	**18.75**	**1,773,501**	**1,818,454**	**1,786,046**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	16.25	17.25	17.25
Part-Time	3.00	1.00	1.00
Seasonal	3.00	4.00	4.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
CDBG

STATEMENT OF ACTIVITIES

The Community Development Department maintains a required separate fund to account for the revenues and expenses of Community Development Block Grant funds from the federal government. The department administers the funds which provides assistance to low/moderate income residents and funds rehabilitation projects.

The department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Infrastructure goal – Environmental Sensibility: Honor the natural environment's importance to community quality of life through strategic public investment.

Development goal – Housing: Ensure a continuum of housing opportunities meets residents' evolving lifestyles to allow residents to maintain their attachment to Mount Prospect.

2015 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

Continue to finance public improvements in low-moderate income census tracts utilizing Community Development Block Grant funds.

- Worked with the Public Works Department to complete public infrastructure improvements in low-moderate income census tracts:
  - Replaced approximately 7,150 linear feet of deteriorated public sidewalk along the east and west sides of Busse Road, between Golf Road and Dempster Street.
  - Replaced 96 public parkway trees damaged by storms or lost due to the Emerald Ash Borer infestation.

Development goal – Housing

Reduce the cost burden for residents who would not be able to rehab their homes without Community Development Block Grant assistance.

- Actively worked with new owners of existing multi-family residential developments on their significant reinvestment projects, included major renovations of units at Mount Prospect Greens, Residences of 1450 & 1550, and Forest Cove. Nearly 20% of all multi-family rental units (1,000 units) will be completely remodeled.
- Continued collaborating with the Police Department on the Crime-Free Program/Initiative and the Multi-Family Rental Inspection Program to improve the quality-of-life for the residents.
- Assisted five households through the Village's CDBG Single Family Rehab Loan and Weatherization Grant Programs and assisted a group home owned by Search Inc. with the replacements of windows and doors in an effort to make it more energy efficient and eliminate lead-based paint hazards. CDBG funding was also used for roof and gutter repairs at the Mount Prospect offices for NW Compass.
- Provided funding assistance to nine public service programs which addressed high priority needs as identified in the 2010-2014 Consolidated Plan such as emergency housing, homeless prevention services and supportive programs for persons with special needs.
- Submitted the 2015-2019 Consolidated Plan along with all the Cook County's HOME Consortium members as a joint and coordinated document. Housing data and housing goals were developed on a county-wide basis. As a recipient of Community Development Brock Grant (CDBG) funding from the Department of Housing and Urban Development (HUD), a 5-year Consolidated Plan that shapes housing and community development programs into effective, coordinated neighborhood and community development strategies was required.

- Continued the collaborative efforts as part of the Northwest Suburban Housing Collaborative (NWSHC). The Collaborative released a Senior Resource Guide and successfully administered the Senior Handyman Program, which served an average of 20 households every month. The Department marketed the Handyman Program and explored opportunities that would preserve and increase senior housing in the community. The Department also worked with NWSCH to explore several housing topic areas that would broaden the Collaborative's work plan beyond its current focus of senior housing issues. A survey was distributed to mayors and municipal staff to gauge their interest in a number of existing and potential initiatives that could be included in a future work plan. The Collaborative's Intergovernmental Agreement was extended by all participating communities for another 5 years.

2016 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

Continue to finance public improvements in low-moderate income census tracts utilizing Community Development Block Grant funds.

- Worked with the Public Works Department to complete public infrastructure improvements in low-moderate income census tracts.
    - Replaced 32,946 square feet of hazardous and deteriorated public sidewalk.
    - Replaced 83 public parkway trees damaged by storms or lost due to the Emerald Ash Borer infestation.

Continue to finance public facility improvements benefiting in low-moderate income residents utilizing Community Development Block Grant funds.

- Completed roof and gutter repairs at the Mount Prospect offices for NW Compass Inc. and completed energy efficient and accessibility improvements in the entry area.

Development goal – Housing

Reduce the cost burden for residents who would not be able to rehab their homes without Community Development Block Grant assistance.

- Assisted five households through the Village's CDBG Single Family Rehab Loan and Weatherization Grant Programs.
- Completed the replacement of windows and doors at a group home owned by Search Inc. making the home more energy efficient, and completed a bathroom remodel making it more accessible for the residents.
- Provided funding assistance to nine public service programs which addressed high priority needs as identified in the 2010-2014 Consolidated Plan such as emergency housing, homeless prevention services and supportive programs for persons with special needs.
- Continued the collaborative efforts as part of the Northwest Suburban Housing Collaborative (NWSHC).
    - Expanded the Collaborative-initiated Handyman Program, an important entry point into addressing our older residents' unmet aging-in-place needs. Since its inception in June 2014, more than 523 people have been served, 213 of which are Mount Prospect residents, and over $12,000 in revenue generated (through May 2016).
    - Secured a grant from the Enterprise Community Partners to provide technical assistance in exploring current trends and innovative approaches to providing "lifetime communities".
    - Marketed the Suburban Cook County's Residential Resiliency Program (CDBG-DR funds) which can provide a one-time grant to assist with flood remediation and mitigation to qualifying residents.
    - Laid the groundwork with Wintrust Bank (via Barrington Bank and Trust) to create a down payment assistance program.
    - Secured a $20,000 grant from the Cook County CDBG program to provide operating support that will help advance the Collaborative's Work Plan.

2017 GOALS

Infrastructure goal – Environmental Sensibility

Finance public infrastructure improvements in low-moderate income census tracts with Community Development Block Grant funds.

- Replace hazardous and deteriorated public sidewalk sections and public parkway trees damaged by storms or lost due to disease and infestation, such as the Emerald Ash Borer.

Finance public facility improvements in low-moderate income census tracts with Community Development Block Grant funds.

- Complete Interior rehabilitation work at the Community Connections Center that will improve the interior layout and security at the facility.

Development goal – Housing

Reduce the cost burden for residents who would not be able to rehab their homes without Community Development Block Grant assistance.

- Complete six rehab projects through the Emergency Repair, Single Family Rehab Loan, and Weatherization Grant Programs.
- Complete energy efficient improvements at a group home for four adults with disabilities owned by Search Inc., reducing related energy costs.
- Address high priority needs as identified in the 2015-2019 Consolidated Plan, by funding to public service programs that provide emergency housing, homeless prevention services, and deliver supportive services to residents with special needs.

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Community Development Block Grant				
Single Family Rehab Loan	2	2	3	4
Weatherization Grant Projects	1	1	2	2
Emergency Repair Loan	1	-	1	1
Public Facility Rehab Projects	1	1	4	2
Total CDBG Projects	**5**	**4**	**10**	**9**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
CDBG

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	68,298	48,276	48,276	**53,630**	54,764
Community Programs	70,749	55,000	55,000	**44,000**	44,000
Rehab Projects	292,661	483,828	493,828	**498,674**	499,530
Total Programs	431,708	587,104	597,104	**596,304**	598,294
Expenditure Classification					
Personal Services-Salaries & Wages	52,062	50,025	50,025	**56,171**	57,185
Personal Services-Employee Benefits	26,018	26,748	26,748	**25,655**	26,481
Other Employee Costs	338	1,060	1,060	**1,082**	1,104
Contractual Services	109,088	508,741	518,741	**512,856**	512,974
Commodities & Supplies	-	530	530	**540**	550
Other Expenditures	46,985	-	-	**-**	-
Infrastructure	197,217	-	-	**-**	-
Total Expenditure Classification	431,708	587,104	597,104	**596,304**	598,294
Source of Funds					
042 CDBG	431,708	587,104	597,104	**596,304**	598,294
Total Source of Funds	431,708	587,104	597,104	**596,304**	598,294

BUDGET DISCUSSION AND ANALYSIS

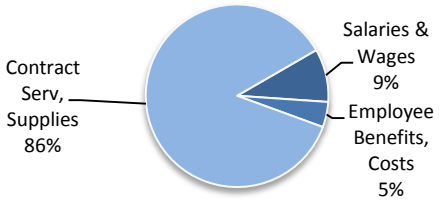
Community Development Block Grant (CDBG) funds are reported in a separate series of programs. The grant funds are required to be tracked and reported in a separate fund. Grant funds are authorized and placed into a letter of credit from which the Village can draw as expenditures are made. The 2017 CDBG budget increased 1.57% from the 2016 budget.

Expenses for the Administration Program cover direct expenditures made by the Planning & Zoning Division to administer the funds. Community Programs funds programs to benefit low/moderate-income residents. The budget for 2017 is $44,000.

Rehab Projects program budget within the fund is the major program for this grant. The budget for 2017 is $498,674. The single-family rehabilitation loan and weatherization grant programs are being funded at $188,000. Sidewalk improvements and public parkway tree replacement in eligible areas are also in the budget for 2017.

2017 Budget by Program

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
CDBG

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
042.40.41.00.0.151.500.001	Full-Time Earnings	36,880	26,520	26,520	**27,051**	27,592
042.40.41.00.0.151.502.001	Seasonal Earnings	4,060	-	-	**5,000**	5,000
042.40.41.00.0.151.506.001	Longevity Pay	300	160	160	**240**	240
Total Personal Services-Salaries & Wages		41,240	26,680	26,680	**32,291**	32,832
Personal Services-Employee Benefits						
042.40.41.00.0.151.510.001	Medical Insurance	16,736	9,053	9,053	**8,333**	8,666
042.40.41.00.0.151.511.001	Social Security	2,390	1,655	1,655	**2,002**	2,042
042.40.41.00.0.151.511.002	Medicare	559	387	387	**469**	478
042.40.41.00.0.151.512.001	IMRF Pension Expense	4,265	3,170	3,170	**3,057**	3,118
Total Personal Services-Employee Benefits		23,950	14,265	14,265	**13,861**	14,304
Other Employee Costs						
042.40.41.00.0.151.522.001	Travel & Meetings	133	530	530	**541**	552
042.40.41.00.0.151.525.004	Training	205	530	530	**541**	552
Total Other Employee Costs		338	1,060	1,060	**1,082**	1,104
Contractual Services						
042.40.41.00.0.151.530.002	Auditing Services	-	463	463	**472**	481
042.40.41.00.0.151.541.001	Legal Notices	223	477	477	**487**	497
042.40.41.00.0.151.544.002	Postage Expense	205	530	530	**541**	552
042.40.41.00.0.151.549.001	Org Memberships	694	717	717	**731**	746
042.40.41.00.0.151.551.001	Copier Lease Payment	1,580	2,971	2,971	**3,030**	3,091
042.40.41.00.0.151.562.002	Printing Expense	68	583	583	**595**	607
Total Contractual Services		2,770	5,741	5,741	**5,856**	5,974
Commodities & Supplies						
042.40.41.00.0.151.604.001	Office Equipment	-	212	212	**216**	220
042.40.41.00.0.151.606.001	Office Supplies	-	318	318	**324**	330
Total Commodities & Supplies		-	530	530	**540**	550
Total Administration		**68,298**	**48,276**	**48,276**	**53,630**	**54,764**

VILLAGE OF MOUNT PROSPECT
CDBG

Community Programs		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
042.40.41.00.0.152.572.002	Pads to Hope, Inc.	15,000	13,000	13,000	**14,000**	14,000
042.40.41.00.0.152.572.006	CEDA Emrgncy Housing	11,250	-	-	**-**	-
042.40.41.00.0.152.572.009	Northwest CASA	5,750	4,000	4,000	**-**	-
042.40.41.00.0.152.572.010	Wings	9,750	9,000	9,000	**9,000**	9,000
042.40.41.00.0.152.572.013	Children's Advocacy	1,850	2,000	2,000	**-**	-
042.40.41.00.0.152.572.014	SPHCC Access to Care	6,504	4,000	4,000	**-**	-
042.40.41.00.0.152.572.015	Resources for Comm.	5,912	4,000	4,000	**5,000**	5,000
042.40.41.00.0.152.572.019	Comm. Connections	3,853	3,000	3,000	**3,000**	3,000
042.40.41.00.0.152.572.037	Life Span	4,500	3,000	3,000	**-**	-
042.40.41.00.0.152.572.044	Northwest Compass	6,380	13,000	13,000	**13,000**	13,000
Total Contractual Services		70,749	55,000	55,000	**44,000**	44,000
Total Community Programs		**70,749**	**55,000**	**55,000**	**44,000**	**44,000**

VILLAGE OF MOUNT PROSPECT
CDBG

Rehab Projects		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
042.40.41.00.0.154.500.001	Full-Time Earnings	10,822	23,205	23,205	**23,670**	24,143
042.40.41.00.0.154.506.001	Longevity Pay	-	140	140	**210**	210
Total Personal Services-Salaries & Wages		10,822	23,345	23,345	**23,880**	24,353
Personal Services-Employee Benefits						
042.40.41.00.0.154.510.001	Medical Insurance	-	7,922	7,922	**7,291**	7,583
042.40.41.00.0.154.511.001	Social Security	671	1,448	1,448	**1,481**	1,511
042.40.41.00.0.154.511.002	Medicare	157	339	339	**347**	354
042.40.41.00.0.154.512.001	IMRF Pension Expense	1,240	2,774	2,774	**2,675**	2,729
Total Personal Services-Employee Benefits		2,068	12,483	12,483	**11,794**	12,177
Contractual Services						
042.40.41.00.0.154.572.008	Emrgncy Repair Prog.	-	10,000	10,000	**10,000**	10,000
042.40.41.00.0.154.572.019	Comm. Connections	-	-	-	**25,000**	25,000
042.40.41.00.0.154.572.038	CEDA NW Insulated	12,140	-	-	**-**	-
042.40.41.00.1.154.572.041	Public Parkway Tree	23,429	20,000	20,000	**15,000**	15,000
042.40.41.00.0.154.572.042	Single Family Rehab	-	188,000	188,000	**188,000**	188,000
042.40.41.00.1.154.572.043	Sidewalk	-	200,000	210,000	**205,000**	205,000
042.40.41.00.0.154.572.045	Search Inc. Rehab	-	20,000	20,000	**20,000**	20,000
042.40.41.00.0.154.572.046	Northwest Compass	-	10,000	10,000	**-**	-
Total Contractual Services		35,569	448,000	458,000	**463,000**	463,000
Other Expenditures						
042.40.41.00.0.154.636.012	Single Family Rehab	46,985	-	-	**-**	-
Total Other Expenditures		46,985	-	-	**-**	-
Infrastructure						
042.40.41.00.1.154.675.011	Sidewalk	197,217	-	-	**-**	-
Total Infrastructure		197,217	-	-	**-**	-
Total Rehab Projects		**292,661**	**483,828**	**493,828**	**498,674**	**499,530**
TOTAL CDBG		**431,708**	**587,104**	**597,104**	**596,304**	**598,294**

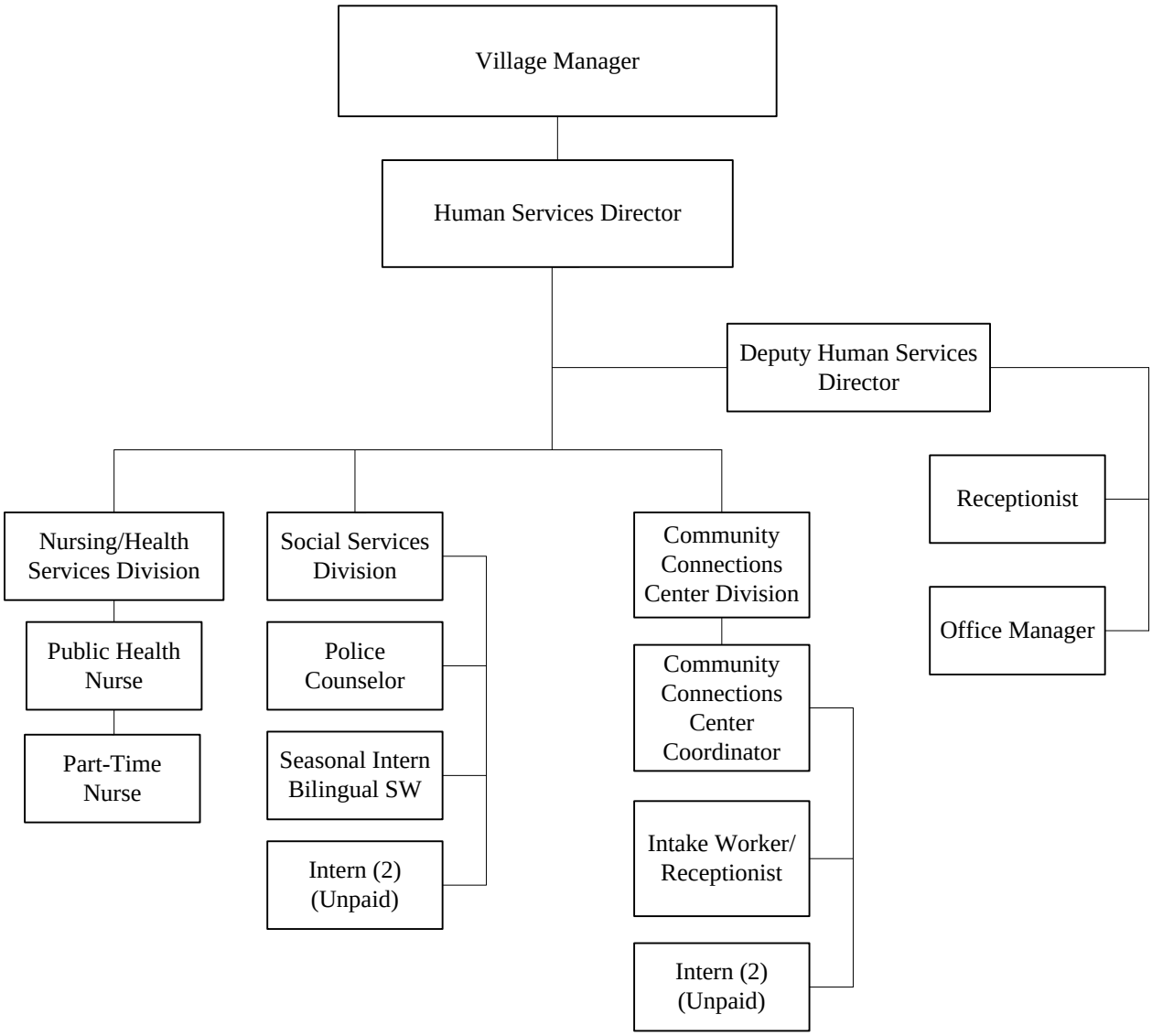
VILLAGE OF MOUNT PROSPECT
CDBG
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Neighborhood Planner	0.75	0.75	0.75	48,283	49,725	**50,721**
Total Full Time	0.75	0.75	0.75	48,283	49,725	**50,721**
Seasonal						
Interns	0.25 (1)	-	0.25 (1)	5,000	-	**5,000**
Total Seasonal	0.25 (1)	-	0.25 (1)	5,000	-	**5,000**
Other Compensation						
Longevity Pay				300	300	**450**
Total Other Compensation				300	300	**450**
Employee Benefits						
Medical Insurance				16,737	16,975	**15,624**
Social Security				3,325	3,103	**3,483**
Medicare				779	726	**816**
IMRF Pension				5,569	5,944	**5,732**
Total Employee Benefits				26,410	26,748	**25,655**
TOTAL	**1.00**	**0.75**	**1.00**	**79,993**	**76,773**	**81,826**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	0.75	0.75	0.75
Seasonal	1.00	-	1.00

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT



The Human Services Department provides a wide range of direct services and programs in both Nursing/Health and Social Services. This department also oversees operations of the Community Connections Center. The Human Services Department consists of 8 full-time, 1 part-time and 1 seasonal employee. There are also 4 unpaid interns. Not reflected in this organization chart is one Community Outreach Liaison who is assigned to the Community Connections Center 100% of the time. This position reports to the Deputy Police Chief of Field Operations and appears in the Police organization chart.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT

STATEMENT OF ACTIVITIES

The Human Services Department provides programs and services that assist at-risk residents achieve basic needs of food, clothing and shelter as well as to enhance the social, mental and physical well being of youth, families and senior citizens. The programs are designed to work in conjunction with local social service agencies, medical facilities and churches to fill in the gap where services do not exist or are inadequate to meet the needs due to the volume of requests.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Fiscal Health: Maintain a solid fiscal position through active stewardship of Village finances**.**

Governance goal – Quality Service: Provide high-value, relevant municipal services**.**

Governance goal – Leadership: Ensure policies are responsive to changing local and regional dynamics.

Governance goal – Relationships: Place a high priority on developing and maintaining productive local and regional relationships**.**

Cultural Climate goal – Community Life: Ensure Village policies and practices honor and advance our character as a diverse, family-friendly and connected community.

Cultural Climate goal – Engagement: Invite and engage citizens to enhance community ownership and to enrich all aspects of community life.

Development goal – Housing: Ensure a continuum of housing opportunities meets residents' evolving lifestyles to allow residents to maintain their attachment to Mount Prospect**:**

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

Assess staff time expenditures on department services through monthly review of direct service and program statistics.

- Department staff submits statistics on a monthly basis. Statistics are compiled by the Director and reviewed on a monthly basis. Collection and review of data has resulted in additional staff time allocated to the Community Connections Center and adjustments to programs based on resident participation.

Governance goal – Quality Service

Evaluate client satisfaction of services through administration of a client satisfaction survey.

- Client satisfaction surveys are administered to clients at the conclusion of service provision or at pre-determined intervals for those services and programs that are ongoing. Surveys are reviewed by the Director and recorded on a monthly basis. Survey statistics are reported on a quarterly basis to department staff.
- During the months of January through June, 245 surveys were distributed with a 74% response rate. 92% of those surveyed strongly agreed with the question pertaining to overall satisfaction with services received.

Reduce the use of paper and improve efficiency.

- The Human Services Department is a member of a beta group along with other local government agencies. The beta group has been working with a software company on the development of a Human Services/Social Services data base software program. The target date for completion of the first phase was December of 2015. The new program allows for the transition to electronic record keeping.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT

Governance goal – Leadership

Develop and review departmental policies and program guidelines.

- Seven new policies and or guidelines were written during 2015. Policy development is ongoing.
- New policies were reviewed with staff during department staff meetings.

Governance goal – Relationships

Continue to work collaboratively with other Village departments to address resident needs.

- Presentations were made at Police Department shift meetings regarding Human Service Department programs and services.
- A referral process for domestic battery arrests was established to ensure victims receive court advocacy services at the onset of the case.
- Meeting was held with Fire Department to discuss and update referral process.

Cultural climate goal – Community Life

Provide programs at the Community Connections Center.

- The Conversations in English program provides residents who are learning the English language the opportunity to practice conversing in English. An average of eighteen participants attended on a monthly basis.
- The Community Connections Center brings awareness to various topics such as health, safety and diversity by highlighting awareness month topics on the Center calendar and posting materials in the display case.
- The Ask the Village program provides residents with the opportunity to meet with Village staff from the Police Department, Community Development and Human Services to ask questions and address issues.

Cultural Climate goal – Engagement

Host events that appeal to a wide diversity of residents.

- Senior health month in October provided seniors the opportunity to attend a senior health fair sponsored by Representative Harris and additional programs offered by the Village nurse throughout the month.
- The Senior Walking club met on a weekly basis from May through October and was staffed by the Village nurse and a Medical Reserve Corp volunteer.
- The Play and Learn program began in January and was a collaborative effort between the Mount Prospect Public Library – South Branch and the Community Connections Center Human Services staff. The program goal is to promote early childhood literacy, achievement of developmental milestones and positive parent/family-child relationships through play in a community based setting. Classes were held on a weekly basis and on average six families per week attended.
- Eleven eighth grade students from Holmes Junior High participated in the My School My Choice program. Students attended outings with Human Service and Police Department staff throughout the school year at Rolling Meadows High School. Rolling Meadows High School provided student mentors who spoke with the program participants about opportunities available at the high school.

Development goal – Housing

Continue to address the housing needs of the senior population.

- Both nursing and social services were provided at Centennial Apartments for seniors on a monthly basis. Social service staff provided Medicare D enrollment assistance on site at Centennial apartments.
- Presentation was done at Mount Prospect Horizon Senior Living regarding services available through the Human Services Department.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Evaluate current staffing allocations at Village Hall and the Community Connections Center.

- Review of monthly direct service and program statistics for 2015 resulted in reallocation of 65% of part time bilingual social worker's hours and twelve hours of additional social service staff time to the Community Connections Center (CCC) on a weekly basis. An average of 1/3 of direct service units are provided at the CCC on a monthly basis and 100% of regular programming is provided at the CCC which has made additional staffing at the CCC necessary.

Evaluate effectiveness of counseling services and social service programs.

- The Cross-Cutting Symptom measure has been utilized by social services staff when providing counseling services to better monitor treatment progress and enhance clinical decision-making. The Cross-Cutting Symptom measure is available and utilized for adults and adolescents. As programs with an educational component are developed, pre and post tests will be administered to measure effectiveness. Clients are also given a survey at the conclusion of service to determine satisfaction with services received.

Reduce the use of paper and improve efficiency.

- The Department has been a member of a beta group for a company that is designing a Human Services Client data base. The initial phase of the project was to have been completed by December of 2015. The company put the project on hold in March of 2016 and is not able to provide a tentative completion date at this time. Department staff will be researching and evaluating other options due to uncertainty of the project at this time.

Governance goal – Leadership

Ensure shelter preparedness in the event of an emergency.

- American Red Cross Shelter training was coordinated by the Human Services Department for department staff members, MRC/CERT members and Fire Department personnel. The Human Services Department will coordinate an additional hands on training in which a mock shelter will be set up.

Governance goal – Relationships

Collaborate with community service providers and agencies to meet the needs of residents of Mount Prospect.

- The Family Issues meeting shifted its focus to include all community issues and was renamed the Community Issues meeting. Meetings occur on a quarterly basis and additional agencies and service providers have been invited to attend. Some of the new attendees include representatives from the park districts and Kenneth Young staff from Myers Place. Collaboration on programming at the Community Connections Center with the Mount Prospect Library and District 59 has brought programming to both pre-school and adolescent age children.
- The Public Health Nurse has collaborated with community service providers and businesses throughout the year and during senior health month in October to bring programming to residents. Stay fit, Vista Linda Eye Care and the American Dental Hygienist Association have presented at Diabetes Support group meetings throughout the year.

Cultural Climate goal – Community Life

Work collaboratively with the Mount Prospect Public Library and the Mount Prospect Park District to offer Senior and Youth programming opportunities.

- The Public Health Nurse has expanded the Senior Walking Club to a year round program through collaboration with the Mount Prospect Park District. The walking club has historically walked outdoors from May through October. This past year, the walking club moved indoors to the Central Community Center during the colder months and continued walking as a group with both the Public Health Nurse and a Medical Reserve Corp volunteer present.

- The Park District and Human Services Department worked together this year to improve the application and registration process for the Family Pool Pass program. Human Services staff met with resident applicants on site at the Rec Plex and completed the assessment. Residents were then able to register with the Park District for the family pool pass as part of the appointment.
- The Mount Prospect Public Library and Community Connections Center Coordinator collaborate on two programs serving pre-school age children and junior high school age children.

2017 GOALS

Governance goal- Quality Service

Develop new direct service, Social Service Case Management, to meet additional needs of increasing senior population.

- Define services offered within new service.
- Market service through web site, department service brochure, social media and senior newsletter.

Increase staff expertise in the area of trauma informed care.

- Social Service staff to complete trauma informed care training.
- Clinical staff to participate in a Trauma Informed Consultation group lead by the Children's Advocacy Center.

Governance goal – Leadership

Develop a shelter plan that ensures emergency preparedness.

- Work collaboratively with the Fire Department and the American Red Cross to identify and pre-screen additional shelter sites in the community.
- Coordinate advanced level training on shelter operations for MRC, CERT, and Human Services staff through the American Red Cross.

Governance goal – Relationships

Continue to collaborate with community service providers and agencies to meet the needs of residents of Mount Prospect.

- Evaluate current Partner Agency structure and make recommendations for change in order to expand and better address services needs of residents.
- Work collaboratively with Rainbow Hospice to receive training and develop a grief support group for Spanish speaking residents to address lack of service availability in the Mount Prospect area.

Cultural Climate Goal – Community Life

Continue work on development of Diverse Community Outreach Strategy.

- Review resident survey for feedback relevant to diversity outreach in the community.
- Co-facilitate meeting of community stakeholders who responded to Stakeholder survey and expressed an interest in collaborating to meet the needs of our diverse community.

Cultural Climate goal – Engagement

Provide support groups and psycho-educational groups as a means of providing cost effective services to meet the needs of the community.

- Implement Parenting Education classes for both DCFS mandated clients and residents interested in learning new parenting skills.
- Begin a grief support group at the Community Connections Center.

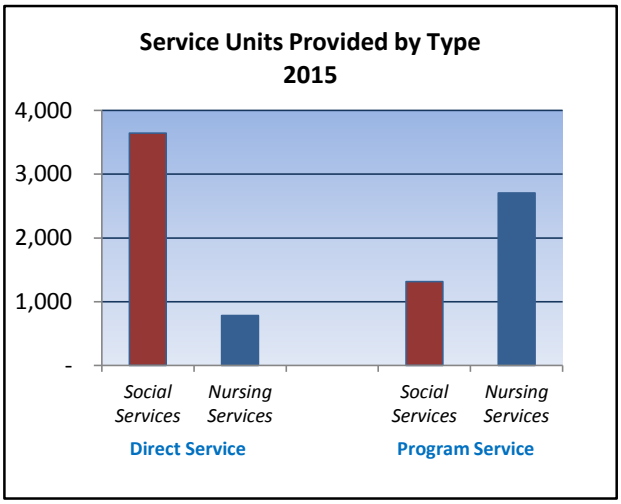
Development goal – Housing

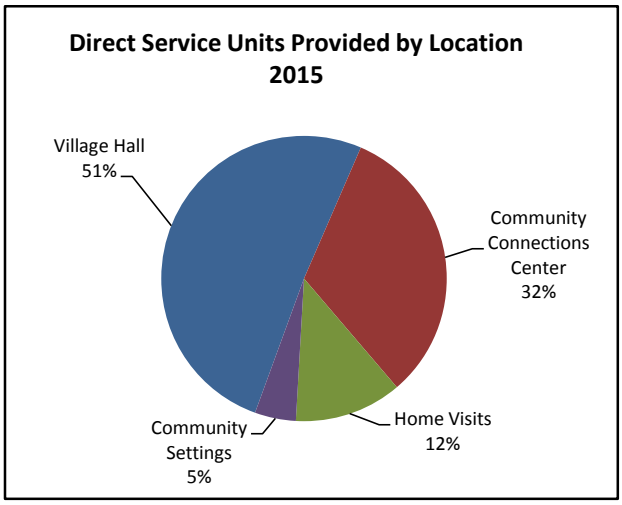
Participate in the Northwest Housing Collaborative initiative, Aging in Community.

- Attend meetings and participate in workshops/focus groups as applicable.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT

WORKLOAD MEASURES	Actual 2015	Estimated 2016	Projected 2017
Social Services - Units of Service Provided			
Direct Service Units			
Assessment, counseling, crisis intervention, court advocacy	564	523	550
Case management, entitlement benefits	2,171	2,349	2,350
Financial assessment and assistance	523	505	510
Police/Fire Department Referral Follow-up	388	457	460
Program Service Units			
Social Service Programs	804	781	800
Food Pantry (households)	512	572	575
Nursing/Health Services - Units of Service Provided			
Direct Service Units			
Assessment, homebound and nursing services	522	511	515
Case management	263	353	350
Program Service Units			
Nursing/Health Service Programs	271	332	330
Screening clinics	1,062	1,021	1,025
Lending Closet	1,374	1,360	1,360
Direct Service Units by Location			
Village Hall	2,258	2,546	2,573
Community Connections Center	1,428	1,414	1,420
Home Visits	539	522	526
Community Settings	206	216	216





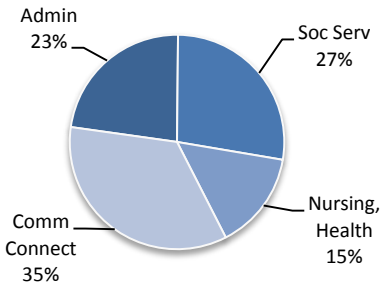
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
HUMAN SERVICES DEPARTMENT

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	236,491	262,491	258,737	**259,522**	260,155
Social Services	306,768	315,109	315,109	**311,381**	317,764
Nursing/Health Services	155,320	161,345	161,052	**167,781**	171,437
Community Connections Center	349,886	368,558	365,522	**393,112**	401,293
Total Programs	1,048,465	1,107,503	1,100,420	**1,131,796**	1,150,649
Expenditure Classification					
Personal Services-Salaries & Wages	648,809	665,086	665,086	**685,952**	698,751
Personal Services-Employee Benefits	288,913	296,158	297,846	**297,254**	305,661
Other Employee Costs	4,217	6,041	5,838	**7,329**	7,219
Contractual Services	92,770	113,061	108,619	**121,749**	119,299
Utilities	7,210	11,924	8,038	**8,220**	8,399
Commodities & Supplies	5,422	14,729	14,489	**10,778**	10,796
Office Equipment	1,124	504	504	**514**	524
Total Expenditure Classification	1,048,465	1,107,503	1,100,420	**1,131,796**	1,150,649
Source of Funds					
001 General Fund	1,048,465	1,107,503	1,100,420	**1,131,796**	1,150,649
Total Source of Funds	1,048,465	1,107,503	1,100,420	**1,131,796**	1,150,649

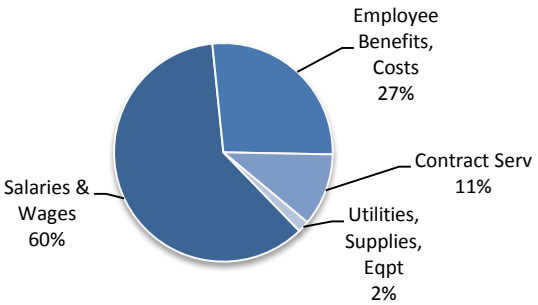
BUDGET DISCUSSION AND ANALYSIS

The Human Services Department budget provides for the Administration, Social Services, Nursing and Health Services, Senior Citizen Leisure Activities and Community Connections Center programs. The budget for 2017 is $1,131,796. This is an increase of $24,293, or 2.19% from 2016. Wages and benefits account for 86.87% of the total Human Services budget. Wages, Benefits and Other Employee Costs account for the majority of the increase. Included in the budget is $5,000 for a HIPAA/HITECH risk assessment. These funds will be utilized if it is determined that the Human Services Department is a covered entity under HIPAA law.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.50.01.00.0.000.500.001	Full-Time Earnings	134,245	137,321	137,321	**140,606**	143,418
001.50.01.00.0.000.506.001	Longevity Pay	640	900	900	**1,260**	1,260
Total Personal Services-Salaries & Wages		134,885	138,221	138,221	**141,866**	144,678
Personal Services-Employee Benefits						
001.50.01.00.0.000.510.001	Medical Insurance	34,302	34,763	34,763	**31,998**	33,278
001.50.01.00.0.000.510.003	Workers' Comp Ins	20,520	26,880	26,880	**21,012**	21,194
001.50.01.00.0.000.511.001	Social Security	8,183	8,722	8,722	**8,948**	9,127
001.50.01.00.0.000.511.002	Medicare	1,914	2,042	2,042	**2,069**	2,110
001.50.01.00.0.000.512.001	IMRF Pension Expense	15,623	16,710	16,710	**16,161**	16,484
001.50.01.00.0.000.513.001	Sick Leave Incentive	385	100	100	**100**	100
001.50.01.00.0.000.513.002	Vac/Pers Leave Incent.	464	1,796	1,796	**1,799**	1,799
001.50.01.00.0.000.513.004	Employee Allowances	530	511	511	**511**	511
Total Personal Services-Employee Benefits		81,921	91,524	91,524	**82,598**	84,603
Other Employee Costs						
001.50.01.00.0.000.522.001	Travel & Meetings	388	424	424	**625**	638
001.50.01.00.0.000.525.004	Training	600	1,000	1,000	**1,020**	1,040
Total Other Employee Costs		988	1,424	1,424	**1,645**	1,678
Contractual Services						
001.50.01.00.0.000.530.006	Other Prof. Serv.	300	1,060	1,060	**7,700**	2,754
001.50.01.00.0.000.532.002	Equipment Maint.	-	530	530	**541**	552
001.50.01.00.0.000.544.002	Postage Expense	856	1,514	1,200	**1,544**	1,575
001.50.01.00.0.000.551.001	Copier Lease Payment	4,880	4,794	4,794	**4,890**	4,988
001.50.01.00.0.000.553.001	Vehicle Lease Payment	200	100	100	**400**	400
001.50.01.00.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	**3,045**	3,329
001.50.01.00.0.000.561.004	Cloud-Based Service	-	3,940	2,000	**5,040**	5,141
001.50.01.00.0.000.561.009	Human Services	-	-	-	**300**	306
001.50.01.00.0.000.562.002	Printing Expense	140	316	316	**322**	328
001.50.01.00.0.000.573.006	Volunteer Recruitment	-	300	300	**306**	312
Total Contractual Services		9,613	15,620	13,366	**24,088**	19,685
Utilities						
001.50.01.00.0.000.589.001	Telephone - Land Lines	2,218	2,971	2,971	**3,030**	3,091
001.50.01.00.0.000.590.001	Telephone - Cellular	2,676	4,000	2,500	**2,500**	2,550
Total Utilities		4,894	6,971	5,471	**5,530**	5,641
Commodities & Supplies						
001.50.01.00.0.000.605.001	Other Equipment	253	530	530	**541**	552
001.50.01.00.0.000.606.001	Office Supplies	543	849	849	**866**	883
001.50.01.00.0.000.608.001	Other Supplies	1,139	1,592	1,592	**1,624**	1,656
001.50.01.00.0.000.608.002	NACCHO Grant	1,079	5,100	5,100	**-**	-
001.50.01.00.0.000.620.001	Refreshment Supplies	52	156	156	**250**	255
Total Commodities & Supplies		3,066	8,227	8,227	**3,281**	3,346

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Office Equipment						
001.50.01.00.0.000.655.002	Computer Eqpt - New	1,022	-	-	**-**	-
001.50.01.00.0.000.656.001	Office Eqpt	102	504	504	**514**	524
Total Office Equipment		1,124	504	504	**514**	524
Total Administration		**236,491**	**262,491**	**258,737**	**259,522**	**260,155**

Social Services						
Personal Services-Salaries & Wages						
001.50.51.00.0.000.500.001	Full-Time Earnings	195,797	202,653	202,653	**208,571**	212,742
001.50.51.00.0.000.502.001	Seasonal Earnings	20,035	20,451	20,451	**14,602**	14,602
001.50.51.00.0.000.506.001	Longevity Pay	890	1,030	1,030	**1,380**	1,380
Total Personal Services-Salaries & Wages		216,722	224,134	224,134	**224,553**	228,724
Personal Services-Employee Benefits						
001.50.51.00.0.000.510.001	Medical Insurance	46,625	42,956	42,956	**39,412**	40,988
001.50.51.00.0.000.511.001	Social Security	13,148	14,092	14,092	**14,100**	14,382
001.50.51.00.0.000.511.002	Medicare	3,075	3,299	3,299	**3,286**	3,352
001.50.51.00.0.000.512.001	IMRF Pension Expense	22,778	24,532	24,532	**23,808**	24,284
001.50.51.00.0.000.513.001	Sick Leave Incentive	289	300	300	**300**	300
001.50.51.00.0.000.513.002	Vac/Pers Leave Incent.	253	1,199	1,199	**1,002**	1,002
001.50.51.00.0.000.513.004	Employee Allowances	1,640	1,593	1,593	**1,503**	1,503
Total Personal Services-Employee Benefits		87,808	87,971	87,971	**83,411**	85,811
Other Employee Costs						
001.50.51.00.0.000.518.001	Dues & Memberships	623	525	525	**765**	525
001.50.51.00.0.000.522.001	Travel & Meetings	235	306	306	**312**	318
001.50.51.00.0.000.525.004	Training	1,165	1,663	1,663	**1,820**	1,856
Total Other Employee Costs		2,023	2,494	2,494	**2,897**	2,699
Commodities & Supplies						
001.50.51.00.0.000.609.001	Program Supplies	215	510	510	**520**	530
Total Commodities & Supplies		215	510	510	**520**	530
Total Social Services		**306,768**	**315,109**	**315,109**	**311,381**	**317,764**

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT

Nursing/Health Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.50.52.00.0.000.500.001	Full-Time Earnings	103,857	105,812	105,812	**108,333**	110,500
001.50.52.00.0.000.501.001	Part-Time Earnings	-	-	-	**5,625**	5,738
001.50.52.00.0.000.506.001	Longevity Pay	270	270	270	**360**	360
Total Personal Services-Salaries & Wages		104,127	106,082	106,082	**114,318**	116,598
Personal Services-Employee Benefits						
001.50.52.00.0.000.510.001	Medical Insurance	27,958	28,335	28,335	**26,082**	27,125
001.50.52.00.0.000.511.001	Social Security	6,269	6,636	6,636	**6,797**	6,933
001.50.52.00.0.000.511.002	Medicare	1,466	1,552	1,552	**1,588**	1,620
001.50.52.00.0.000.512.001	IMRF Pension Expense	12,057	12,711	12,711	**12,277**	12,523
001.50.52.00.0.000.513.001	Sick Leave Incentive	289	100	100	**100**	100
001.50.52.00.0.000.513.002	Vac/Pers Leave Incent.	127	197	197	**200**	200
001.50.52.00.0.000.513.004	Employee Allowances	623	601	601	**601**	601
Total Personal Services-Employee Benefits		48,789	50,132	50,132	**47,645**	49,102
Other Employee Costs						
001.50.52.00.0.000.518.001	Dues & Memberships	470	250	250	**255**	260
001.50.52.00.0.000.522.001	Travel & Meetings	71	153	100	**156**	159
001.50.52.00.0.000.525.004	Training	79	400	400	**408**	416
Total Other Employee Costs		620	803	750	**819**	835
Contractual Services						
001.50.52.00.0.000.532.002	Equipment Maint.	-	153	153	**156**	159
001.50.52.00.0.000.573.004	Health Fair Screenings	-	250	250	**255**	260
Total Contractual Services		-	403	403	**411**	419
Commodities & Supplies						
001.50.52.00.0.000.608.001	Other Supplies	199	510	510	**1,200**	1,044
001.50.52.00.0.000.620.002	Medical Supplies	100	590	350	**400**	408
001.50.52.00.0.000.620.004	Cholesterol Screening	1,485	650	650	**663**	676
001.50.52.00.0.000.620.005	INR Testing Supplies	-	1,350	1,350	**1,500**	1,530
001.50.52.00.0.000.620.006	Lending Closet	-	825	825	**825**	825
Total Commodities & Supplies		1,784	3,925	3,685	**4,588**	4,483
Total Nursing/Health Services		**155,320**	**161,345**	**161,052**	**167,781**	**171,437**

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT

Community Connections Center		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.50.54.00.0.000.500.001	Full-Time Earnings	169,572	173,358	173,358	**176,598**	180,130
001.50.54.00.0.000.501.001	Part-Time Earnings	2,968	-	-	**-**	-
001.50.54.00.0.000.502.001	Seasonal Earnings	20,035	20,450	20,450	**27,117**	27,117
001.50.54.00.0.000.503.001	Overtime	-	221	221	**200**	204
001.50.54.00.0.000.505.001	Holiday Pay	-	1,720	1,720	**-**	-
001.50.54.00.0.000.506.001	Longevity Pay	500	900	900	**1,300**	1,300
Total Personal Services-Salaries & Wages		193,075	196,649	196,649	**205,215**	208,751
Personal Services-Employee Benefits						
001.50.54.00.0.000.510.001	Medical Insurance	34,969	28,242	28,242	**45,625**	47,450
001.50.54.00.0.000.511.001	Social Security	11,734	12,316	12,316	**12,851**	13,108
001.50.54.00.0.000.511.002	Medicare	2,744	2,883	2,883	**3,000**	3,060
001.50.54.00.0.000.512.001	IMRF Pension Expense	20,048	21,132	21,132	**20,131**	20,534
001.50.54.00.0.000.513.001	Sick Leave Incentive	-	512	2,200	**501**	501
001.50.54.00.0.000.513.002	Vac/Pers Leave Incent.	-	544	544	**501**	501
001.50.54.00.0.000.513.004	Employee Allowances	900	902	902	**991**	991
Total Personal Services-Employee Benefits		70,395	66,531	68,219	**83,600**	86,145
Other Employee Costs						
001.50.54.00.0.000.518.001	Dues & Memberships	168	216	120	**180**	184
001.50.54.00.0.000.522.001	Travel & Meetings	100	204	150	**208**	212
001.50.54.00.0.000.525.004	Training	318	900	900	**1,580**	1,611
Total Other Employee Costs		586	1,320	1,170	**1,968**	2,007
Contractual Services						
001.50.54.00.0.000.530.006	Other Prof. Serv.	71,481	75,000	75,000	**77,000**	78,540
001.50.54.00.0.000.532.002	Equipment Maint.	864	1,210	1,210	**1,234**	1,259
001.50.54.00.0.000.533.002	Cleaning Service	4,899	9,000	7,500	**7,500**	7,650
001.50.54.00.0.000.544.002	Postage Expense	234	306	306	**312**	318
001.50.54.00.0.000.551.001	Copier Lease Payment	3,338	3,621	3,621	**3,693**	3,767
001.50.54.00.0.000.560.004	IT System Security	294	1,000	800	**1,020**	1,040
001.50.54.00.0.000.560.007	Computer Maint.	-	2,138	2,138	**2,181**	2,225
001.50.54.00.0.000.560.011	Internet Service	2,047	4,488	4,000	**4,000**	4,080
001.50.54.00.0.000.561.009	Human Services	-	275	275	**310**	316
Total Contractual Services		83,157	97,038	94,850	**97,250**	99,195
Utilities						
001.50.54.00.0.000.585.001	Natural Gas	1,621	4,080	1,750	**1,800**	1,850
001.50.54.00.0.000.589.001	Telephone - Land Lines	637	717	717	**731**	746
001.50.54.00.0.000.590.001	Telephone - Cellular	58	156	100	**159**	162
Total Utilities		2,316	4,953	2,567	**2,690**	2,758

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT

Community Connections Center		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
001.50.54.00.0.000.604.001	Office Equipment	21	530	530	**541**	552
001.50.54.00.0.000.606.001	Office Supplies	238	537	537	**828**	845
001.50.54.00.0.000.609.001	Program Supplies	98	1,000	1,000	**1,020**	1,040
Total Commodities & Supplies		357	2,067	2,067	**2,389**	2,437
Total Community Connections Center		**349,886**	**368,558**	**365,522**	**393,112**	**401,293**
TOTAL HUMAN SERVICES DEPARTMENT		**1,048,465**	**1,107,503**	**1,100,420**	**1,131,796**	**1,150,649**

VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Human Services Director	1.00		1.00		1.00		97,498	99,935	**101,934**
Deputy Human Services Director	1.00		1.00		1.00		92,684	94,537	**96,427**
Public Health Nurse	1.00		1.00		1.00		80,063	81,664	**83,297**
Police Counselor	1.00		1.00		1.00		51,001	58,787	**61,425**
Community Connection Coordinator	1.00		1.00		1.00		78,206	79,770	**81,365**
Office Manager	1.00		1.00		1.00		56,709	60,735	**61,950**
Receptionist	1.00		1.00		1.00		44,210	50,128	**52,477**
Community Connection Liaison	1.00		1.00		1.00		54,994	56,095	**56,998**
Receptionist - CCC	-		1.00		1.00		-	37,493	**38,235**
Total Full Time	8.00		9.00		9.00		555,365	619,144	**634,108**
Part Time									
Receptionist - CCC	1.00	(2)	-		-		39,739	-	**-**
Nurse	-		-		0.05	(1)	-	-	**5,625**
Total Part Time	1.00	(2)	-		0.05	(1)	39,739	-	**5,625**
Seasonal									
Social Worker- Bi-Lingual	0.50	(1)	0.50	(1)	0.50	(1)	39,309	40,901	**41,719**
Total Seasonal	0.50	(1)	0.50	(1)	0.50	(1)	39,309	40,901	**41,719**
Other Compensation									
Overtime							250	221	**200**
Holiday							1,686	1,720	**-**
Longevity Pay							2,300	3,100	**4,300**
Total Other Compensation							4,236	5,041	**4,500**

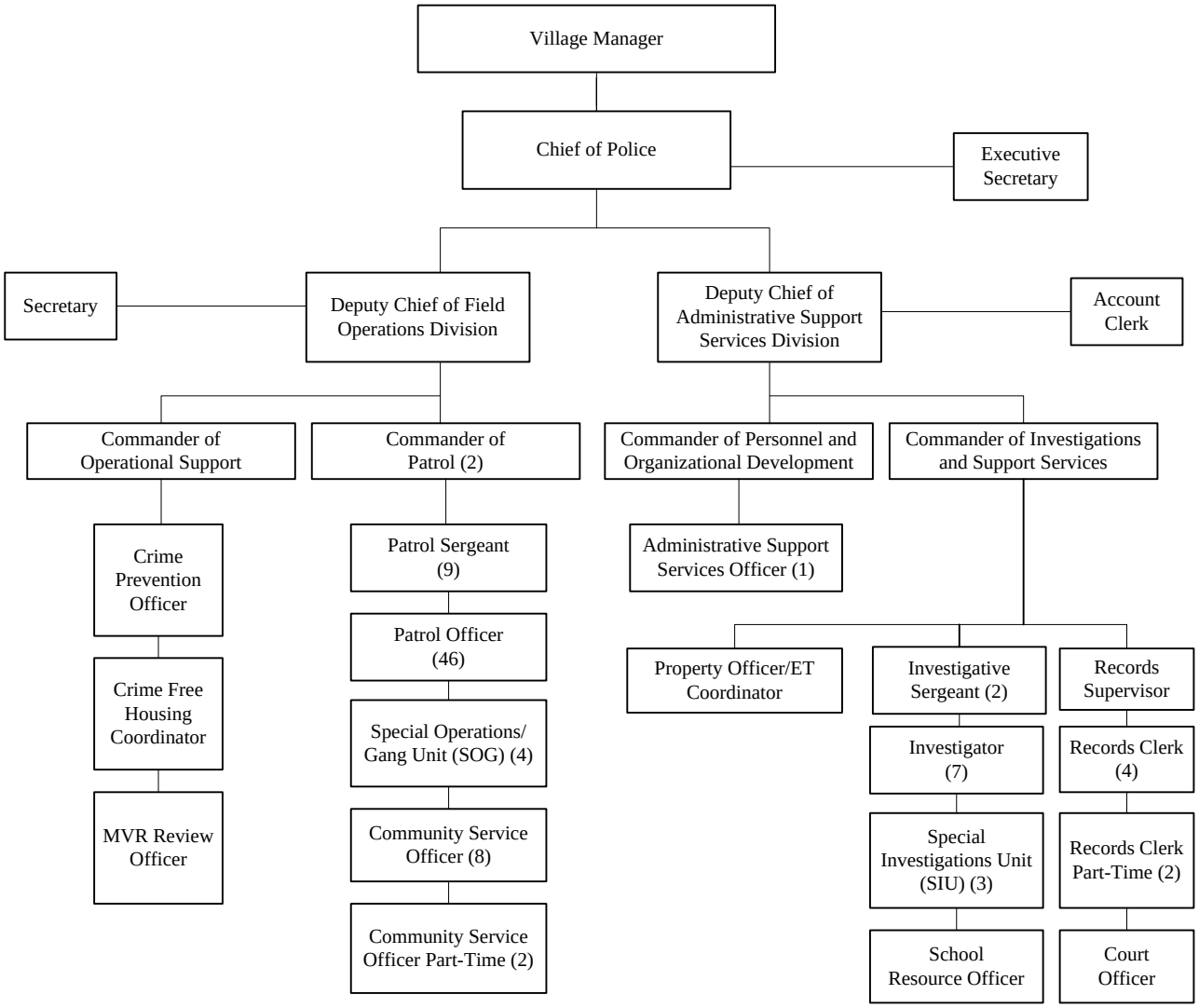
VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Employee Benefits						
Medical Insurance				126,950	134,296	**143,117**
Workers' Comp Insurance				20,520	26,880	**21,012**
Social Security				40,155	41,766	**42,696**
Medicare				9,401	9,776	**9,943**
IMRF Pension				69,624	75,085	**72,377**
Sick Leave Incentive				1,000	1,012	**1,001**
Vacation/Personal Leave Incentive				4,100	3,736	**3,502**
Employee Allowances				3,606	3,607	**3,606**
Total Employee Benefits				275,356	296,158	**297,254**
TOTAL	**9.50**	**9.50**	**9.55**	**914,005**	**961,244**	**983,206**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	8.00	9.00	9.00
Part-Time	2.00	-	1.00
Seasonal	1.00	1.00	1.00

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT



The Police Department consists of two divisions: Field Operations and Administrative Support Services. Field Operations includes the Patrol Section, Crime Prevention and Crime Free Housing. Administrative Support Services includes Investigative, Records Property and Evidence and Personnel and Organizational Development Sections. The Police Department consists of 102 full time employees and 4 part time employees. One Community Service Officer is assigned to the Parking Funds 50% of the time. The Community Outreach Liaison is assigned to the Community Connections Center 100% of the time.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
POLICE DEPARTMENT

STATEMENT OF ACTIVITIES

The Police Department serves to safeguard freedom by preserving life and property, protecting the constitutional rights of all individuals, maintaining order and encouraging respect for the rule of law by the proper enforcement thereof. The department strives to earn the respect of individuals, including minority and disadvantaged persons, by maintaining a knowledgeable, responsive, well-trained and accountable workforce that discharges their duties and responsibilities with evidence of fairness, tolerance and equality. By implementing effective crime prevention strategies, fully investigating crimes when they occur and expeditiously apprehending criminal offenders, the department reduces the opportunity for the commission of crime. The department identifies, addresses, and resolves the root causes of community problems and concerns in concert with citizen groups and representatives through the use of community oriented policing strategies.

This department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Governance goal – Leadership: Ensure policies are responsive to changing local and regional dynamics.

Governance goal – Relationships: Place a high priority on developing and maintaining productive local and regional relationships.

Cultural Climate goal – Engagement: Invite and engage citizens to enhance community ownership and to enrich all aspects of community life.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service and Cultural Climate goal – Engagement
Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduced Part I crimes (i.e., homicide, robbery, burglary, rape, aggravated assault, theft, motor vehicle theft, and arson) by 5% over 2014 reported Part I crimes (*Actual 14.3% decrease).*
- Increased the identification and arrest of intoxicated motorists by 5% over the number of persons arrested for driving while intoxicated in 2014 *(*Actual 13% increase*).*

Governance goal – Relationships
Expanded the department's social media reach on Twitter and Facebook through education and awareness.

- The department reached a minimum of 500 Twitter followers and 800 Facebook likes in 2015 *(Actual 1,227 Twitter followers and 2,025 Facebook likes*).

Governance goal – Quality Service
Conducted one recruit testing process:

- Conducted a Police Officer recruiting and hiring process and posted a new hire eligibility list in 2015.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service and Cultural Climate goal – Engagement

Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduced Part II crimes (i.e., simple assaults, fraud, forgery, prostitution, narcotics, etc.) by 2% compared to 2015 reported Part II crimes. (*Projected*)

Governance goal – Quality Service

Conduct policy and process improvements within the police department to enhance services.

- Implemented an electronic reporting system to improve records processes.
- Deployed a SharePoint program to improve organizational communication and ensure community needs are addressed.
- Conducted a policy review to ensure the Department's policies and standards were aligned to meet the accreditation requirements of the Illinois Law Enforcement Accreditation Program (ILEAP).

Governance goal – Relationships

Expand the department's social media reach on Twitter and Facebook through education and awareness.

- The department will reach a minimum of 1,500 Twitter followers and 2,000 Facebook likes in 2016. *(Actual 1,569 Twitter followers and 2,708 Facebook likes as of 07-01-2016)*.

Governance goal – Leadership

Continue transitioning to an organizational redesign in 2016

- Middle managers were realigned to leading and managing interrelated processes instead of singular functions within the police department.

Hire additional Community services to improve services and complement staffing levels.

- Recruited and hired two (2) new full-time Community Service Officers and two (2) new part-time Community Service Officers as authorized by the Village Board.

2017 GOALS

Governance goal – Quality Service and Cultural Climate goal – Engagement

Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduce Part I crimes (i.e., homicide, robbery, burglary, rape, aggravated assault, theft, motor vehicle theft, and arson) by 5% compared to 2016 reported Part I crimes.
- Reduce Part II crimes (i.e., simple assaults, fraud, forgery, prostitution, narcotics, etc.) by 5% compared to 2016 reported Part II crimes.
- Direct enforcement activity during peak periods for traffic crashes and enforce hazardous moving violations associated with the cause of collisions in order to reduce the number of personal injury crashes by 5% and property damage crashes by 5% over 2016 reported personal injury and property damage only crashes.
- Increase the identification and arrest of intoxicated motorists by 5% over the number of persons arrested for driving while intoxicated in 2016.

Cultural Climate goal – Engagement

Enhance community engagement with permanently assigned beat officers.

- Host twelve (12) beat engagement initiatives (two in each of the Village's six police beats) where beat officers can create and enhance relationships with the stakeholders in their respective beats.

Governance goal – Leadership
Transition to an outcome-based performance model.

- Organizational performance activities are to be redirected towards an outcome-based performance model where officers are responsible for crime, traffic, and community issues relevant to their assigned beats and use emergent technologies and community policing initiatives to remedy those issues.

Governance goal – Relationships
Expand the department's social media reach on Twitter and Facebook through education and awareness.

- The department will reach a minimum of 1,800 Twitter followers and 3,500 Facebook likes in 2017.

Governance goal – Quality Service
Conduct one recruit testing process and one sergeant's promotional testing process.

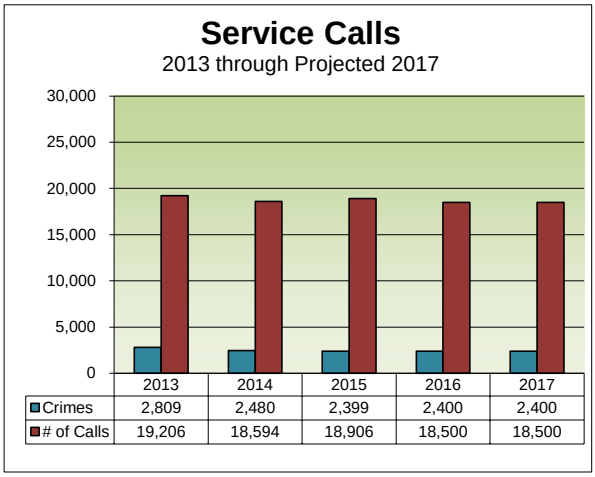
- Through the implementation of a comprehensive and robust recruiting program, attract 200 applicants to apply for the police testing process and establish an eligibility list.
- Attract existing personnel to participate in a sergeant's promotional process and establish an eligibility list.

Enhance technologies within the Police Department.

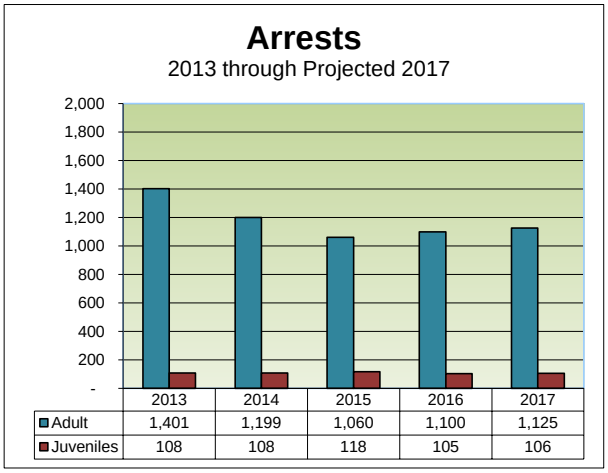
- Deploy a citizen's online reporting program where citizens can file reports for minor incidents online themselves to enhance our customer service offerings.
- Implement an electronic citation and crash program where citations and crashes can be produced in an efficient and professional manner electronically and improve workflow processes within the Police Department.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
POLICE DEPARTMENT

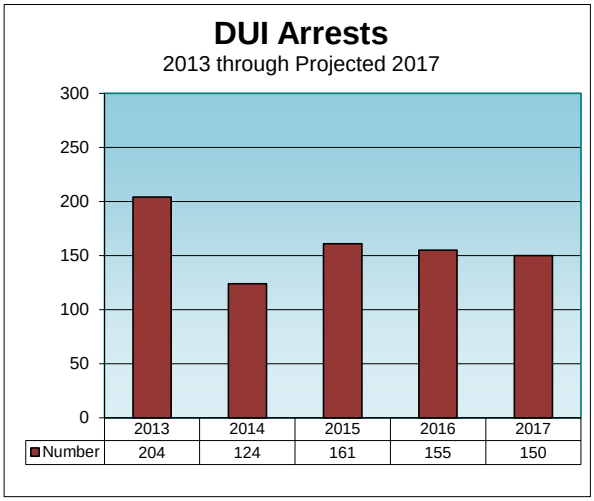
WORKLOAD MEASURES



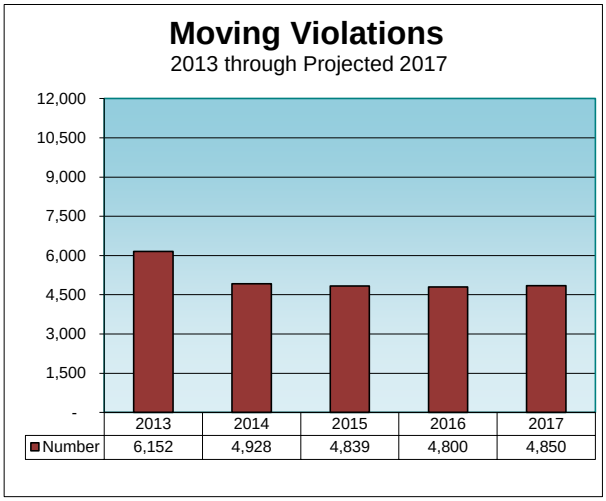
	2013	2014	2015	2016	2017
Crimes	2,809	2,480	2,399	2,400	2,400
# of Calls	19,206	18,594	18,906	18,500	18,500



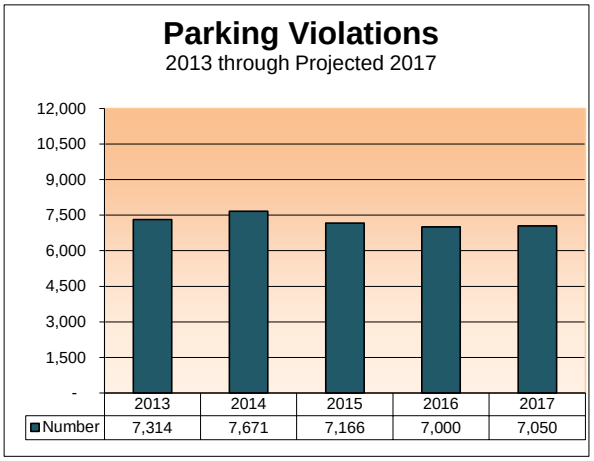
	2013	2014	2015	2016	2017
Adult	1,401	1,199	1,060	1,100	1,125
Juveniles	108	108	118	105	106



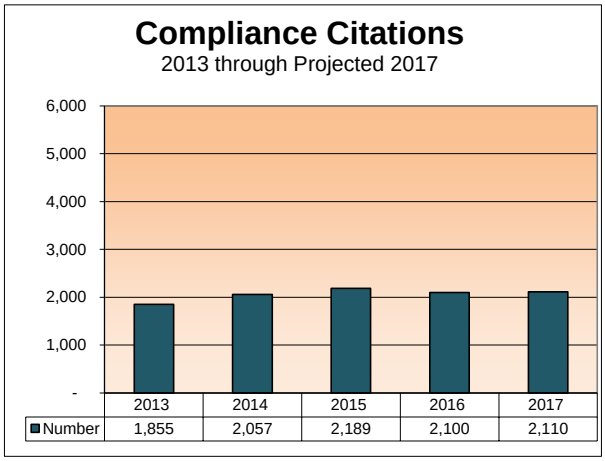
	2013	2014	2015	2016	2017
Number	204	124	161	155	150



	2013	2014	2015	2016	2017
Number	6,152	4,928	4,839	4,800	4,850



	2013	2014	2015	2016	2017
Number	7,314	7,671	7,166	7,000	7,050



	2013	2014	2015	2016	2017
Number	1,855	2,057	2,189	2,100	2,110

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
POLICE DEPARTMENT

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	3,966,130	4,843,193	4,831,217	**5,371,408**	5,587,875
Equipment Maintenance - Police	786,285	868,294	850,541	**766,282**	827,741
Records	389,809	471,357	446,451	**466,860**	477,212
Technical Services	233,095	-	-	**-**	-
Auxiliary Service	292,941	-	-	**-**	-
Crime Prev. & Public Services	174,508	182,349	186,633	**183,722**	187,744
Patrol & Traffic	8,880,380	9,281,517	9,191,048	**9,654,017**	9,965,659
Investigative	1,570,684	1,897,034	1,690,374	**1,763,882**	1,800,465
Total Programs	16,293,832	17,543,744	17,196,264	**18,206,171**	18,846,696
Expenditure Classification					
Personal Services-Salaries & Wages	9,425,567	9,923,193	9,716,957	**10,304,683**	10,503,813
Personal Services-Employee Benefits	5,132,227	5,613,884	5,540,773	**5,961,318**	6,247,237
Other Employee Costs	144,625	181,697	176,000	**184,000**	187,400
Contractual Services	1,414,980	1,579,187	1,536,454	**1,519,674**	1,666,416
Utilities	33,515	42,664	39,450	**47,623**	48,578
Commodities & Supplies	106,715	140,924	134,380	**149,643**	153,417
Office Equipment	9,046	42,695	17,150	**10,730**	10,960
Other Equipment	27,157	19,500	35,100	**28,500**	28,875
Total Expenditure Classification	16,293,832	17,543,744	17,196,264	**18,206,171**	18,846,696
Source of Funds					
001 General Fund	16,272,315	17,532,744	17,157,264	**18,177,171**	18,817,696
043 Asset Seizure Fund	9,044	7,000	7,000	**7,000**	7,000
044 Federal Equitable Share Funds	-	2,000	2,000	**2,000**	2,000
045 DUI Fine Fund	12,473	2,000	30,000	**20,000**	20,000
Total Source of Funds	16,293,832	17,543,744	17,196,264	**18,206,171**	18,846,696

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
POLICE DEPARTMENT

BUDGET DISCUSSION AND ANALYSIS

The Public Safety Police Department budget includes the Administration, Equipment Maintenance, Records, Crime Prevention & Public Services, Patrol & Traffic Enforcement and the Investigative Programs. The 2017 budget of $18,206,171 increased $662,427 or 3.78% from the 2016 budget.

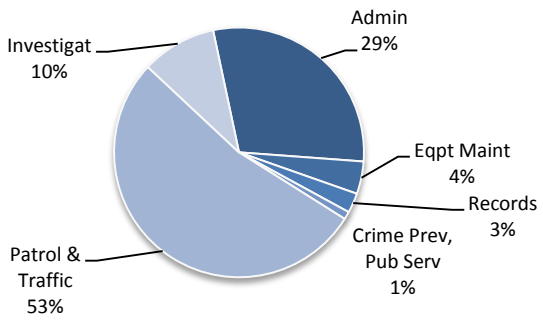
Wages and benefits account for 89.34% of the total Police budget. Included in this amount is the annual required Police Pension contribution. The total pension contribution from the General Fund in 2017 is $3,817,580, a $598,580 or 18.60% increase from the prior year. Excluding the wages and benefits categories, the Police Department budget decreased in all other expenditure categories by $66,497 or 3.31%.

The Police Department budget increase is primarily due to rising personnel costs associated with wages, benefits, and pensions. There were no additional personnel added to the 2017 Budget. The Records Section Program budget has been adjusted for 2017 to display expenses that had been previously absorbed in other programs to more accurately reflect the non-personnel costs associated with that program.

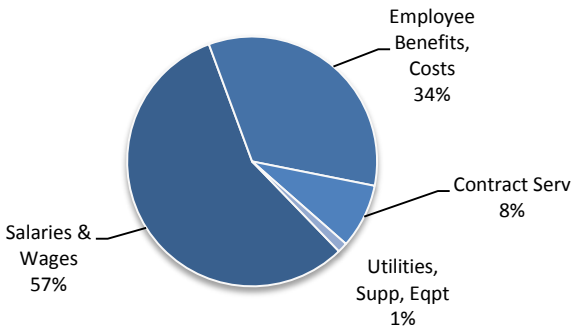
Small adjustments occurred throughout the vast majority of the Police budget; however, employment testing increased $25,000 or 100% due to the planned costs associated with facilitating both a police recruit and sergeant testing processes in 2017. Police clothing supplies increased $6,000 or 42% to cover the costs of required equipment for anticipated new officers and "Centennial" badges to celebrate the Village's 100th anniversary in 2017. Incremental increases in Police Training were also made as the Department remains committed to provide high quality training to its officers in an effort to provide the utmost professional law enforcement services to the Mount Prospect community.

Steps have been taken to maximize workforce efficiency while maintaining the department's commitment to the community. The department will transition toward an outcome-based performance model that will focus on reducing crime, traffic, and community issues, while increasing community engagement throughout the Village's six (6) police beats in 2017. Continued process improvements will be made in 2017 to the department's operations including the deployment of electronic crash and citations programs, and the implementation of a citizen's online reporting system. The department will also engage in a robust recruiting campaign to attract highly talented new police officers and supervisors to prepare for an entry level police officer exam and a sergeants promotional exam in 2017. The department's members remain committed to its mission and will continue to meet the challenges it faces in 2017.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.01.00.0.000.500.001	Full-Time Earnings	410,950	720,656	720,656	**733,651**	748,324
001.60.01.00.0.000.503.001	Overtime	6,980	8,000	8,000	**8,158**	8,321
001.60.01.00.0.000.504.001	Specialty Pay	6,800	18,305	18,305	**18,305**	18,305
001.60.01.00.0.000.505.001	Holiday Pay	9,834	18,111	18,111	**20,851**	21,268
001.60.01.00.0.000.506.001	Longevity Pay	2,500	4,500	4,500	**5,900**	5,900
Total Personal Services-Salaries & Wages		437,064	769,572	769,572	**786,865**	802,118
Personal Services-Employee Benefits						
001.60.01.00.0.000.510.001	Medical Insurance	58,691	117,936	117,936	**105,685**	109,912
001.60.01.00.0.000.510.003	Workers' Comp Ins	225,720	281,534	281,534	**224,494**	226,437
001.60.01.00.0.000.511.001	Social Security	8,035	7,898	7,898	**10,754**	10,969
001.60.01.00.0.000.511.002	Medicare	6,429	11,800	11,800	**12,095**	12,337
001.60.01.00.0.000.512.001	IMRF Pension Expense	15,843	15,135	15,135	**19,424**	19,812
001.60.01.00.0.000.512.002	Police Pension Expense	2,918,395	3,219,000	3,219,000	**3,817,580**	4,041,000
001.60.01.00.0.000.513.001	Sick Leave Incentive	3,518	7,798	7,798	**7,803**	7,803
001.60.01.00.0.000.513.002	Vac/Pers Leave Incent.	13,660	32,789	32,789	**35,802**	35,802
001.60.01.00.0.000.513.003	Retiree Sick Incentive	19,957	-	50,000	**-**	-
001.60.01.00.0.000.513.004	Employee Allowances	1,300	3,250	3,250	**3,250**	3,250
Total Personal Services-Employee Benefits		3,271,548	3,697,140	3,747,140	**4,236,887**	4,467,322
Other Employee Costs						
001.60.01.00.0.000.520.001	Medical Examinations	17,391	39,547	25,000	**30,100**	30,700
001.60.01.00.0.000.522.001	Travel & Meetings	5,245	7,650	7,500	**7,800**	7,950
001.60.01.00.0.000.525.004	Training	119,349	130,000	125,000	**132,600**	135,250
Total Other Employee Costs		141,985	177,197	157,500	**170,500**	173,900
Contractual Services						
001.60.01.00.0.000.530.006	Other Prof. Serv.	2,518	14,280	13,000	**14,300**	4,460
001.60.01.00.0.000.544.002	Postage Expense	3,526	4,245	3,600	**4,330**	4,415
001.60.01.00.0.000.546.003	Employment Testing	17,450	25,500	25,000	**50,000**	25,000
001.60.01.00.0.000.549.001	Org Memberships	5,929	6,000	6,000	**9,000**	9,180
001.60.01.00.0.000.551.001	Copier Lease Payment	10,455	12,381	12,000	**7,000**	7,140
001.60.01.00.0.000.560.012	Computer Software	444	23,500	15,000	**12,750**	13,005
001.60.01.00.0.000.562.001	Document Imaging	6,413	9,180	7,000	**-**	-
001.60.01.00.0.000.562.002	Printing Expense	9,235	9,690	9,690	**10,500**	10,710
001.60.01.00.0.000.566.001	Animal Impounding	1,625	3,180	2,500	**3,180**	3,245
001.60.01.00.0.000.566.002	Accreditation	50	125	1,500	**2,000**	2,000
Total Contractual Services		57,645	108,081	95,290	**113,060**	79,155
Utilities						
001.60.01.00.0.000.589.001	Telephone - Land Lines	13,183	16,714	13,500	**17,048**	17,388
001.60.01.00.0.000.590.001	Telephone - Cellular	20,332	12,565	12,565	**16,925**	17,265
Total Utilities		33,515	29,279	26,065	**33,973**	34,653

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
001.60.01.00.0.000.604.001	Office Equipment	-	840	750	**855**	870
001.60.01.00.0.000.606.001	Office Supplies	4,701	5,100	5,000	**4,200**	4,285
001.60.01.00.0.000.608.001	Other Supplies	4,357	5,200	5,000	**4,300**	4,385
001.60.01.00.0.000.612.001	Publications	1,981	3,250	3,000	**3,300**	3,370
001.60.01.00.0.000.616.001	Vehicle Reg/License	1,729	1,934	1,800	**1,968**	2,007
001.60.01.00.0.000.621.003	Training Supplies	4,058	5,100	5,100	**7,500**	7,650
Total Commodities & Supplies		16,826	21,424	20,650	**22,123**	22,567
Office Equipment						
001.60.01.00.0.000.655.004	Computer Eqpt - Depts	634	37,500	12,000	**5,000**	5,100
001.60.01.00.0.000.656.006	Office Eqpt - Police	6,913	3,000	3,000	**3,000**	3,060
Total Office Equipment		7,547	40,500	15,000	**8,000**	8,160
Total Administration		**3,966,130**	**4,843,193**	**4,831,217**	**5,371,408**	**5,587,875**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Equipment Maintenance - Police		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
001.60.01.00.0.252.532.001	Digital Imaging Equip.	7,259	7,500	7,500	**7,650**	7,800
001.60.01.00.0.252.532.002	Equipment Maint.	21,231	35,000	25,000	**30,000**	30,600
001.60.01.00.0.252.532.003	Pistol Range Maint.	-	6,500	3,500	**6,500**	6,500
001.60.01.00.0.252.532.004	Radio Maintenance	2,914	7,800	7,000	**7,800**	7,950
001.60.01.00.0.252.553.001	Vehicle Lease Payment	162,200	239,100	239,100	**143,700**	143,700
001.60.01.00.0.252.554.001	Vehicle Maint Payment	549,614	520,619	520,619	**517,032**	565,341
001.60.01.00.0.252.560.006	VRM Maintenance	16,243	15,975	15,975	**17,500**	17,850
001.60.01.00.0.252.560.010	PIMS Maintenance	10,047	11,000	10,047	**11,100**	11,320
Total Contractual Services		769,508	843,494	828,741	**741,282**	791,061
Commodities & Supplies						
001.60.01.00.0.252.608.001	Other Supplies	4,272	5,100	4,500	**5,200**	5,305
001.60.01.00.0.252.621.012	Squad Emergency Eqpt	6,734	11,000	7,000	**11,100**	22,500
Total Commodities & Supplies		11,006	16,100	11,500	**16,300**	27,805
Other Equipment						
001.60.01.00.0.252.665.035	Radar Replacement	1,660	1,700	1,700	**1,700**	1,735
001.60.01.00.0.252.665.049	Visa Bar Unitrols	2,490	2,500	2,500	**2,500**	2,550
001.60.01.00.0.252.668.003	Radio Equip -Police	1,621	4,500	6,100	**4,500**	4,590
Total Other Equipment		5,771	8,700	10,300	**8,700**	8,875
Total Equipment Maintenance - Police		**786,285**	**868,294**	**850,541**	**766,282**	**827,741**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Records		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.01.61.0.000.500.001	Full-Time Earnings	238,769	293,004	280,865	**281,968**	287,607
001.60.01.61.0.000.501.001	Part-Time Earnings	30,400	34,803	27,608	**37,589**	38,341
001.60.01.61.0.000.503.001	Overtime	403	3,000	3,000	**4,499**	4,589
001.60.01.61.0.000.506.001	Longevity Pay	1,900	2,700	2,700	**1,500**	1,500
Total 001.60.01.61.0.000.500.001		271,472	333,507	314,173	**325,556**	332,037
Personal Services-Employee Benefits						
001.60.01.61.0.000.510.001	Medical Insurance	63,240	70,824	58,000	**56,250**	58,500
001.60.01.61.0.000.511.001	Social Security	16,341	20,495	19,234	**20,058**	20,459
001.60.01.61.0.000.511.002	Medicare	3,822	4,876	4,498	**4,761**	4,856
001.60.01.61.0.000.512.001	IMRF Pension Expense	31,576	39,268	38,746	**36,231**	36,956
001.60.01.61.0.000.513.001	Sick Leave Incentive	839	196	1,800	**201**	201
001.60.01.61.0.000.513.002	Vac/Pers Leave Incent.	2,519	2,191	10,000	**2,203**	2,203
Total Personal Services-Employee Benefits		118,337	137,850	132,278	**119,704**	123,175
Contractual Services						
001.60.01.61.0.000.551.001	Copier Lease Payment	-	-	-	7,000	7,140
001.60.01.61.0.000.562.001	Document Imaging	-	-	-	9,350	9,530
Total Contractual Services		-	-	-	**16,350**	16,670
Commodities & Supplies						
001.60.01.61.0.000.604.001	Office Equipment	-	-	-	750	750
001.60.01.61.0.000.606.001	Office Supplies	-	-	-	2,000	2,040
001.60.01.61.0.000.608.001	Other Supplies	-	-	-	2,000	2,040
Total Commodities & Supplies		-	-	-	**4,750**	4,830
Office Equipment						
001.60.01.61.0.000.656.006	Office Eqpt - Police	-	-	-	500	500
Total Office Equipment		-	-	-	**500**	500
Total Records		**389,809**	**471,357**	**446,451**	**466,860**	**477,212**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Technical Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.01.62.0.000.500.001	Full-Time Earnings	154,644	-	-	-	-
001.60.01.62.0.000.503.001	Overtime	2,495	-	-	-	-
001.60.01.62.0.000.504.001	Specialty Pay	4,450	-	-	-	-
001.60.01.62.0.000.505.001	Holiday Pay	3,525	-	-	-	-
001.60.01.62.0.000.506.001	Longevity Pay	900	-	-	-	-
Total Personal Services-Salaries & Wages		166,014	-	-	-	-
Personal Services-Employee Benefits						
001.60.01.62.0.000.510.001	Medical Insurance	43,849	-	-	-	-
001.60.01.62.0.000.511.001	Social Security	4,157	-	-	-	-
001.60.01.62.0.000.511.002	Medicare	2,381	-	-	-	-
001.60.01.62.0.000.512.001	IMRF Pension Expense	8,119	-	-	-	-
001.60.01.62.0.000.513.002	Vac/Pers Leave Incent.	7,925	-	-	-	-
001.60.01.62.0.000.513.004	Employee Allowances	650	-	-	-	-
Total Personal Services-Employee Benefits		67,081	-	-	-	-
Total Technical Services		**233,095**	**-**	**-**	**-**	**-**

Auxiliary Service						
Personal Services-Salaries & Wages						
001.60.01.63.0.000.500.001	Full-Time Earnings	203,733	-	-	-	-
001.60.01.63.0.000.504.001	Specialty Pay	3,650	-	-	-	-
001.60.01.63.0.000.505.001	Holiday Pay	2,773	-	-	-	-
001.60.01.63.0.000.506.001	Longevity Pay	1,900	-	-	-	-
Total Personal Services-Salaries & Wages		212,056	-	-	-	-
Personal Services-Employee Benefits						
001.60.01.63.0.000.510.001	Medical Insurance	47,856	-	-	-	-
001.60.01.63.0.000.511.001	Social Security	7,207	-	-	-	-
001.60.01.63.0.000.511.002	Medicare	3,063	-	-	-	-
001.60.01.63.0.000.512.001	IMRF Pension Expense	13,864	-	-	-	-
001.60.01.63.0.000.513.001	Sick Leave Incentive	3,776	-	-	-	-
001.60.01.63.0.000.513.002	Vac/Pers Leave Incent.	4,469	-	-	-	-
001.60.01.63.0.000.513.004	Employee Allowances	650	-	-	-	-
Total Personal Services-Employee Benefits		80,885	-	-	-	-
Total Auxiliary Service		**292,941**	**-**	**-**	**-**	**-**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Crime Prev. & Public Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.61.64.0.000.500.001	Full-Time Earnings	110,757	113,229	113,229	**115,605**	117,917
001.60.61.64.0.000.503.001	Overtime	7,809	7,000	7,000	**7,515**	7,665
001.60.61.64.0.000.504.001	Specialty Pay	3,450	3,451	3,451	**3,451**	3,451
001.60.61.64.0.000.505.001	Holiday Pay	3,116	2,770	2,770	**3,210**	3,274
001.60.61.64.0.000.506.001	Longevity Pay	740	780	780	**1,060**	1,060
Total Personal Services-Salaries & Wages		125,872	127,230	127,230	**130,841**	133,367
Personal Services-Employee Benefits						
001.60.61.64.0.000.510.001	Medical Insurance	30,960	31,404	31,404	**28,793**	29,945
001.60.61.64.0.000.511.001	Social Security	1,277	1,398	1,398	**1,476**	1,506
001.60.61.64.0.000.511.002	Medicare	1,783	1,867	1,867	**1,920**	1,958
001.60.61.64.0.000.512.001	IMRF Pension Expense	2,606	2,679	2,679	**2,666**	2,719
001.60.61.64.0.000.513.001	Sick Leave Incentive	827	196	2,100	**201**	201
001.60.61.64.0.000.513.002	Vac/Pers Leave Incent.	502	592	592	**603**	603
001.60.61.64.0.000.513.004	Employee Allowances	650	650	650	**650**	650
Total Personal Services-Employee Benefits		38,605	38,786	40,690	**36,309**	37,582
Other Employee Costs						
001.60.61.64.0.000.525.001	Community Policing Trn	2,000	2,500	2,500	**2,500**	2,500
Total Other Employee Costs		2,000	2,500	2,500	**2,500**	2,500
Contractual Services						
001.60.61.64.0.000.551.001	Copier Lease Payment	-	3,433	3,433	**3,502**	3,575
001.60.61.64.0.000.562.002	Printing Expense	70	750	500	**750**	750
Total Contractual Services		70	4,183	3,933	**4,252**	4,325
Commodities & Supplies						
001.60.61.64.0.000.606.001	Office Supplies	302	410	350	**420**	430
001.60.61.64.0.000.608.001	Other Supplies	-	2,040	2,040	**2,080**	2,120
001.60.61.64.0.000.611.001	Photo Supplies	100	100	100	**100**	100
001.60.61.64.0.000.621.009	Pub Relations Supplies	1,994	2,040	2,040	**2,100**	2,140
001.60.61.64.0.000.621.010	Com Policing Supplies	2,966	3,060	3,000	**3,120**	3,180
001.60.61.64.0.000.621.011	Ctzn Academy Supplies	490	1,000	750	**1,000**	1,000
001.60.61.64.0.000.621.014	Donated Supplies	2,109	1,000	4,000	**1,000**	1,000
Total Commodities & Supplies		7,961	9,650	12,280	**9,820**	9,970
Total Crime Prev. & Public Services		**174,508**	**182,349**	**186,633**	**183,722**	**187,744**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Patrol & Traffic		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.61.65.0.000.500.001	Full-Time Earnings	6,111,740	6,294,146	6,274,146	**6,675,695**	6,809,209
001.60.61.65.0.000.501.001	Part-Time Earnings	699	52,410	20,000	**54,882**	55,980
001.60.61.65.0.000.503.001	Overtime	349,325	398,000	398,000	**385,020**	392,720
001.60.61.65.0.000.504.001	Specialty Pay	205,065	203,950	203,950	**214,309**	214,309
001.60.61.65.0.000.505.001	Holiday Pay	236,381	176,170	176,170	**209,285**	213,471
001.60.61.65.0.000.506.001	Longevity Pay	31,210	32,170	32,170	**45,990**	45,990
Total Personal Services-Salaries & Wages		6,934,420	7,156,846	7,104,436	**7,585,181**	7,731,679
Personal Services-Employee Benefits						
001.60.61.65.0.000.510.001	Medical Insurance	1,033,665	1,100,196	1,041,000	**974,289**	1,013,261
001.60.61.65.0.000.511.001	Social Security	16,051	34,280	34,280	**44,294**	45,180
001.60.61.65.0.000.511.002	Medicare	98,958	105,837	105,837	**112,030**	114,271
001.60.61.65.0.000.512.001	IMRF Pension Expense	32,749	65,645	65,645	**79,975**	81,575
001.60.61.65.0.000.513.001	Sick Leave Incentive	26,696	36,014	36,014	**35,999**	35,999
001.60.61.65.0.000.513.002	Vac/Pers Leave Incent.	59,174	65,936	65,936	**62,899**	62,899
001.60.61.65.0.000.513.004	Employee Allowances	38,729	37,700	42,000	**39,650**	39,650
Total Personal Services-Employee Benefits		1,306,022	1,445,608	1,390,712	**1,349,136**	1,392,835
Other Employee Costs						
045.60.61.65.0.000.525.004	Training-DUI	640	1,000	15,000	**10,000**	10,000
Total Other Employee Costs		640	1,000	15,000	**10,000**	10,000
Contractual Services						
001.60.61.65.0.000.530.006	Other Prof. Serv.	8,546	10,000	9,000	**10,000**	10,200
001.60.61.65.0.000.551.001	Copier Lease Payment	713	3,433	1,500	**7,000**	7,140
001.60.61.65.0.000.558.001	NWCD - Police	527,619	541,000	541,000	**554,000**	588,000
001.60.61.65.0.000.560.007	Computer Maint.	-	-	-	**-**	96,500
001.60.61.65.0.000.566.003	NIPAS	4,788	6,850	6,000	**10,050**	8,550
001.60.61.65.0.000.566.008	Traffic Stop Data Anal.	13,250	18,000	13,250	**18,000**	18,360
Total Contractual Services		554,916	579,283	570,750	**599,050**	728,750
Commodities & Supplies						
001.60.61.65.0.000.603.001	Clothing Supplies	7,948	14,000	14,000	**20,000**	15,000
001.60.61.65.0.000.606.001	Office Supplies	2,112	2,550	2,300	**2,550**	2,600
001.60.61.65.0.000.608.001	Other Supplies	2,127	2,850	2,850	**2,900**	2,960
001.60.61.65.0.000.611.001	Photo Supplies	1,894	2,040	1,900	**2,000**	2,080
001.60.61.65.0.000.621.001	Protective Clothing	17,838	24,600	24,600	**20,400**	14,875
001.60.61.65.0.000.621.002	Honor Guard Supplies	35	2,750	2,750	**2,805**	2,860
001.60.61.65.0.000.621.005	Ammunition & Targets	29,985	31,500	31,500	**33,075**	34,730
001.60.61.65.0.000.621.007	Evidence Tech Supplies	4,136	4,795	4,300	**4,890**	4,990
001.60.61.65.0.000.621.008	Food for Prisoners	2,466	3,500	2,600	**3,600**	3,650
001.60.61.65.0.000.621.013	Cell Phone Equipment	-	1,000	200	**200**	200
Total Commodities & Supplies		68,541	89,585	87,000	**92,420**	83,945

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Patrol & Traffic		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Office Equipment						
001.60.61.65.0.000.655.002	Computer Eqpt - New	-	265	250	**270**	300
001.60.61.65.0.000.657.003	Evidence Equipment	1,499	1,530	1,500	**1,560**	1,600
Total Office Equipment		1,499	1,795	1,750	**1,830**	1,900
Other Equipment						
001.60.61.65.0.000.665.002	Bicycle Patrol Program	-	2,000	2,000	**2,000**	2,050
001.60.61.65.0.000.665.031	Other Equipment	100	900	900	**900**	900
044.60.61.65.0.000.665.031	Other Equipment-DEA	-	1,000	1,000	**1,000**	1,000
045.60.61.65.0.000.665.031	Other Equipment-DUI	11,833	1,000	15,000	**10,000**	10,000
001.60.61.65.0.000.665.052	Weapons	2,409	2,500	2,500	**2,500**	2,600
Total Other Equipment		14,342	7,400	21,400	**16,400**	16,550
Total Patrol & Traffic		**8,880,380**	**9,281,517**	**9,191,048**	**9,654,017**	**9,965,659**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Investigative		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.60.61.66.0.000.500.001	Full-Time Earnings	1,135,860	1,348,232	1,213,740	**1,285,126**	1,310,829
001.60.61.66.0.000.503.001	Overtime	54,382	87,000	87,000	**89,186**	90,970
001.60.61.66.0.000.504.001	Specialty Pay	44,469	51,814	51,814	**48,075**	48,075
001.60.61.66.0.000.505.001	Holiday Pay	38,058	40,992	40,992	**44,253**	45,138
001.60.61.66.0.000.506.001	Longevity Pay	5,900	8,000	8,000	**9,600**	9,600
Total Personal Services-Salaries & Wages		1,278,669	1,536,038	1,401,546	**1,476,240**	1,504,612
Personal Services-Employee Benefits						
001.60.61.66.0.000.510.001	Medical Insurance	202,381	240,249	173,000	**163,211**	169,739
001.60.61.66.0.000.511.001	Social Security	-	-	-	**1,346**	1,373
001.60.61.66.0.000.511.002	Medicare	18,373	22,738	22,738	**21,851**	22,288
001.60.61.66.0.000.512.001	IMRF Pension Expense	-	-	-	**2,431**	2,480
001.60.61.66.0.000.513.001	Sick Leave Incentive	11,563	7,298	10,000	**7,298**	7,298
001.60.61.66.0.000.513.002	Vac/Pers Leave Incent.	9,062	14,395	14,395	**14,395**	14,395
001.60.61.66.0.000.513.004	Employee Allowances	8,370	9,820	9,820	**8,750**	8,750
Total Personal Services-Employee Benefits		249,749	294,500	229,953	**219,282**	226,323
Other Employee Costs						
043.60.61.66.0.000.525.004	Training-Seiz	-	1,000	1,000	**1,000**	1,000
Total Other Employee Costs		-	1,000	1,000	**1,000**	1,000
Contractual Services						
001.60.61.66.0.000.530.006	Other Prof. Serv.	12,040	14,650	12,500	**14,940**	15,240
043.60.61.66.0.000.530.006	Other Prof. Serv.-Seiz	-	1,000	1,000	**1,000**	1,000
044.60.61.66.0.000.530.006	Other Prof. Serv.-DEA	-	1,000	1,000	**1,000**	1,000
001.60.61.66.0.000.534.001	Surveillance Expense	55	2,000	1,000	**2,000**	2,000
001.60.61.66.0.000.551.001	Copier Lease Payment	5,758	6,686	6,300	**7,000**	7,140
001.60.61.66.0.000.566.004	MCAT	3,327	6,120	3,500	**6,240**	6,365
001.60.61.66.0.000.566.005	TAC Unit Lease	9,661	9,690	9,690	**10,500**	10,710
001.60.61.66.0.000.566.007	Tobacco Enforcement	-	1,000	750	**1,000**	1,000
043.60.61.66.0.000.566.012	Investigative Purchases	2,000	2,000	2,000	**2,000**	2,000
Total Contractual Services		32,841	44,146	37,740	**45,680**	46,455
Utilities						
001.60.61.66.0.000.590.001	Telephone - Cellular	-	13,385	13,385	**13,650**	13,925
Total Utilities		-	13,385	13,385	**13,650**	13,925
Commodities & Supplies						
001.60.61.66.0.000.606.001	Office Supplies	763	815	800	**830**	850
001.60.61.66.0.000.608.001	Other Supplies	1,386	2,600	1,600	**2,650**	2,700
001.60.61.66.0.000.611.001	Photo Supplies	232	500	300	**500**	500
001.60.61.66.0.000.621.004	Peer Jury Supplies	-	250	250	**250**	250
Total Commodities & Supplies		2,381	4,165	2,950	**4,230**	4,300

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT

Investigative		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Office Equipment						
001.60.61.66.0.000.656.001	Office Eqpt	-	400	400	**400**	400
Total Office Equipment		-	400	400	**400**	400
Other Equipment						
001.60.61.66.0.000.665.031	Other Equipment	-	400	400	**400**	450
043.60.61.66.0.000.665.031	Other Equipment-Seiz	7,044	3,000	3,000	**3,000**	3,000
Total Other Equipment		7,044	3,400	3,400	**3,400**	3,450
Total Investigative		**1,570,684**	**1,897,034**	**1,690,374**	**1,763,882**	**1,800,465**
TOTAL POLICE DEPARTMENT		**16,293,832**	**17,543,744**	**17,196,264**	**18,206,171**	**18,846,696**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Chief of Police	1.00	1.00	1.00	144,482	152,413	**154,869**
Deputy Chief of Police	2.00	2.00	2.00	262,694	268,086	**272,546**
Commanders	5.00	5.00	5.00	616,214	630,945	**642,170**
Sergeants	11.00	11.00	11.00	1,193,566	1,220,714	**1,348,132**
Sworn Officers	51.00	52.00	52.00	4,354,930	4,467,159	**4,577,084**
Investigators	10.00	10.00	10.00	882,159	909,132	**922,146**
Crime Prevention Officers (Sworn)	1.00	1.00	1.00	88,930	90,963	**92,981**
School Counselor (Sworn)	1.00	1.00	1.00	88,930	90,963	**92,981**
Crime Free Housing Coordinator	1.00	1.00	1.00	64,840	66,135	**67,200**
Executive Secretary	1.00	1.00	1.00	65,714	67,028	**68,107**
Records Supervisor	1.00	1.00	1.00	64,028	65,311	**66,360**
Account Clerk	1.00	1.00	1.00	57,898	59,057	**60,006**
Secretary	1.00	1.00	1.00	54,572	55,665	**56,559**
Court Officer -Auxiliary Service	1.00	1.00	1.00	49,624	50,616	**46,910**
Mobile Video Review Officer	1.00	1.00	1.00	64,840	66,135	**67,200**
Community Service Officers	4.50	6.50	6.50	249,853	331,868	**388,096**
Records Clerks	4.00	4.00	4.00	172,271	177,077	**168,698**
Total Full Time	97.50	100.50	100.50	8,475,545	8,769,267	**9,092,045**
Part Time						
Community Service Officers	-	1.00 (2)	1.00 (2)	-	52,410	**54,882**
Records Clerks	1.00 (2)	1.00 (2)	1.00 (2)	35,701	34,803	**37,589**
Total Part Time	1.00 (2)	1.00 (4)	1.00 (4)	35,701	87,213	**92,471**
Other Compensation						
Overtime Earnings				477,947	503,000	**494,378**
Specialty Pay				282,945	277,520	**284,140**
Holiday Pay				300,819	238,043	**277,599**
Longevity Pay				47,000	48,150	**64,050**
Total Other Compensation				1,108,711	1,066,713	**1,120,167**

VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Employee Benefits						
Medical Insurance				1,461,379	1,560,609	**1,328,228**
Workers' Comp Insurance				225,720	281,534	**224,494**
Social Security				54,949	64,071	**77,928**
Medicare				140,227	147,118	**152,657**
IMRF Pension				101,561	122,727	**140,727**
Police Pension				2,910,175	3,219,000	**3,817,580**
Sick Leave Incentive				52,500	51,502	**51,502**
Vacation/Personal Leave Incentive				123,500	115,903	**115,902**
Employee Allowances				51,420	51,420	**52,300**
Total Employee Benefits				5,121,431	5,613,884	**5,961,318**
TOTAL	**98.50**	**101.50**	**101.50**	**14,741,388**	**15,537,077**	**16,266,001**

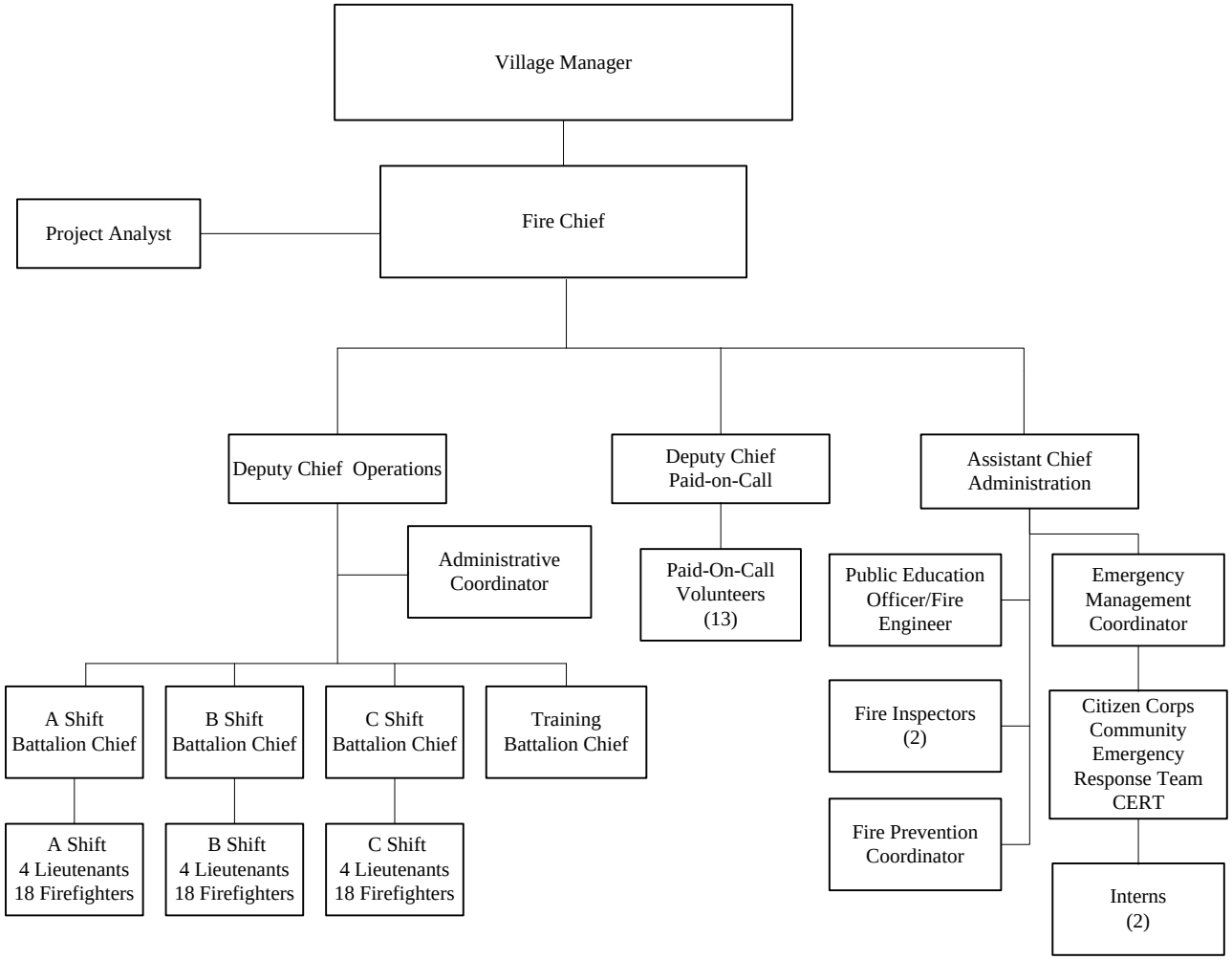
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	97.50	100.50	100.50
Part-Time	2.00	4.00	4.00

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT



The Fire Department consists of two divisions: Operations and Fire Prevention Bureau. The Operations Division consists of administrative and shift personnel to staff the three Village fire stations. The Fire Bureau develops fire safety programs and maintains compliance with fire safety codes. The Fire Department consists of 80 full-time and 16 seasonal employees.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FIRE DEPARTMENT

STATEMENT OF ACTIVITIES

The Mount Prospect Fire Department's mission is to protect people, property and the environment by reducing and controlling fire loss, providing emergency medical service, maintaining adequate emergency preparedness, and engaging in fire prevention and public education activities.

This department is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services:

Cultural Climate goal – Engagement: Invite and engage citizens to enhance community ownership and to enrich all aspects of community life:

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- All firefighters with 3 or more years of fire service have been trained to the level of Firefighter III and/or Advanced Technician Firefighter.

Examine current training requirements in order to strive to identify opportunities for improvement.

- Reevaluated the Village's National Incident Management System (NIMS) training requirements for all Village personnel.

Continue to provide paramedics and special teams and with training and a wide knowledge base.

- Provided necessary training to all members of the Department's special teams, including Hazardous Materials, Technical Rescue and Dive, to ensure they met current training standards.

Provide the best service to Mount Prospect residents during emergencies.

- Implemented new incident command software in the field for improved efficiency and accountability on the scene of emergency incidents.
- Applied for, and received a grant to hire back six firefighters which brought our staffing back up to the necessary level of 72.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- Funded and trained Company Officers to old Fire Officer II state certification or the new Advanced Company Officer state certification.
- Trained and certified 45 department paramedics to the Advanced Cardiac Life Support certification.

Develop programs that assist the department in providing high-value, relevant municipal services to the community.

- Purchased equipment for the RTF/Active Shooter program.

Ensure policies and procedures are current in order to assist the department in maintaining high-value, relevant municipal services to the community.

- Fire Inspectors reviewed the village Fire Protocol Codes and identified areas of improvement.
- Reviewed and updated all existing standard operating guidelines and procedures, and determined ways to improve the effectiveness and efficiency of the fire department.

Cultural Climate goal – Engagement
Develop and conduct fire and life safety educational program to encourage citizens to be engaged in safety education.

- Developed multi-lingual public education programs to reach a larger community base for our Children's Fire and Safety Festival.

2017 GOALS

Governance goal – Quality Service
Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- Continue to fund and train all Company Officers to old Fire Officer II state certification or the new Advanced Company Officer state certification.
- Continue to train and certify all fire department paramedics to the Advanced Cardiac Life Support certification.
- Train all personnel to the Crude Oil Awareness level.
- Implement a Cancer Awareness Campaign that includes education, policies and procedures

Develop programs that assist the department in providing high-value, relevant municipal services to the community.

- Implement the RTF/Active Shooter program in the first quarter of 2017.

Ensure policies and procedures are current in order to assist the department in maintaining high-value, relevant municipal services to the community.

- Move the department into step 3 of 5 in the accreditation application process.
- Complete a community risk assessment and develop a Standards of Cover document to identify areas of improvement.
- Create the Fire Department Strategic Plan for 2018-2023.
- Develop long and short term goals for increasing support in the southern part of the village

Cultural Climate goal – Engagement
Develop and conduct a fire and life safety educational program to encourage citizens to be engaged in safety education.

- Continue to develop multi-lingual public education programs focused on reaching a larger community base.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FIRE DEPARTMENT

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Emergency Calls				
EMS Calls				
Advanced Life Support	1,981	2,108	2,234	2,250
Basic Life Support	932	838	893	900
Other Services/No Transport	1,072	1,115	1,008	1,030
Total EMS Calls	**3,985**	**4,061**	**4,135**	**4,180**
Fire Calls	1,926	1,883	1,865	1,870
Total Emergency Calls	**5,911**	**5,944**	**6,000**	**6,050**
Mutual Aid Calls				
Given	245	262	294	294
Received	342	377	375	375
Total Mutual Aid Calls	**587**	**639**	**669**	**669**
Automatic Aid Calls				
Given	236	218	232	280
Received	224	158	145	450
Total Automatic Aid Calls	**460**	**376**	**377**	**730**
Response Time (minutes)*	**4:34**	**4:32**	**4:26**	**4:25**
Fire Prevention				
Inspections	3,047	2,700	3,500	3,500
Programs Presented	362	466	400	400
Plan Reviews	311	378	400	400
Total Fire Prevention	**3,720**	**3,544**	**4,300**	**4,300**
Fire Investigations	**18**	**15**	**15**	**15**
Training Hours				
Fire - All	19,433	18,254	23,770	23,770
Medical - All	4,600	3,200	3,200	3,200
Total Training Hours	**24,033**	**21,454**	**26,970**	**26,970**

* Unit dispatched time to unit arrival time

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FIRE DEPARTMENT

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	3,684,751	3,852,587	3,940,407	**4,519,522**	4,566,369
Equipment Maintenance - Fire	829,462	877,564	877,564	**864,637**	894,624
Operations	8,058,574	8,955,982	8,814,459	**8,864,396**	9,071,355
Fire Communication	51,492	47,320	71,030	**83,770**	78,188
Foreign Fire Insurance	67,788	50,500	62,500	**65,500**	65,500
Paid on Call Program	22,083	37,772	37,772	**40,584**	41,031
Fire Prevention	505,413	577,612	580,292	**414,543**	423,656
Emergency Preparedness	7,269	11,650	11,650	**191,878**	195,921
Total Programs	13,226,832	14,410,987	14,395,674	**15,044,830**	15,336,644

Expenditure Classification					
Personal Services-Salaries & Wages	7,561,938	8,167,001	8,172,001	**8,319,862**	8,484,676
Personal Services-Employee Benefits	4,210,884	4,536,617	4,632,974	**5,103,346**	5,171,049
Other Employee Costs	131,476	189,960	201,960	**218,735**	223,670
Contractual Services	1,082,173	1,110,539	1,136,494	**1,131,635**	1,182,763
Utilities	38,930	33,690	57,400	**62,860**	64,000
Insurance	-	500	500	**500**	500
Commodities & Supplies	34,441	44,195	46,165	**51,415**	52,234
Other Expenditures	-	178,000	-	**-**	-
Building Improvements	10,259	10,400	10,400	**10,612**	10,824
Office Equipment	-	250	250	**250**	250
Other Equipment	156,731	139,835	137,530	**145,615**	146,678
Total Expenditure Classification	13,226,832	14,410,987	14,395,674	**15,044,830**	15,336,644

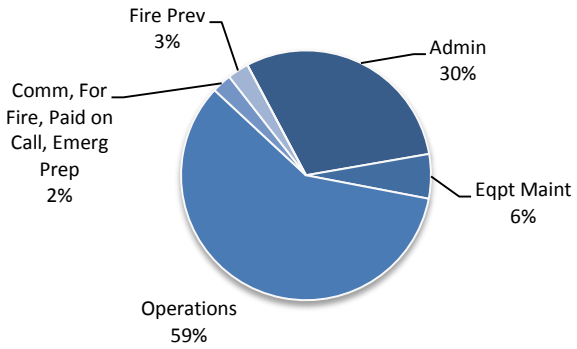
Source of Funds					
001 General Fund	13,159,044	14,360,487	14,333,174	**14,979,330**	15,271,144
046 Foreign Fire Tax Board Fund	67,788	50,500	62,500	**65,500**	65,500
Total Source of Funds	13,226,832	14,410,987	14,395,674	**15,044,830**	15,336,644

BUDGET DISCUSSION AND ANALYSIS (continued)

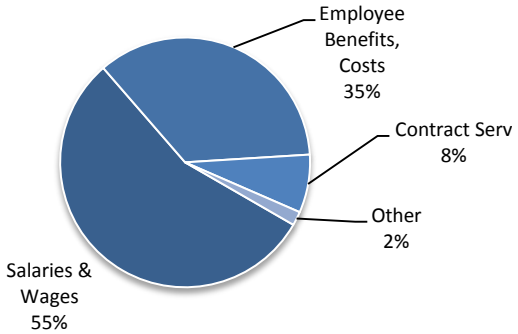
Wages and benefits account for 89.22% of the total Fire budget. Included in this amount is the annual required Fire Pension contribution. The total contribution from the General Fund in 2017 is $3,387,750, a 23.76% increase over the prior year.

The staffing related challenges of recent years have been alleviated since Engine 13 was put back in service earlier this year. The addition of the six firefighters increased salary, benefit and training expenses. The SAFER Grant provides funding for the salary and benefits expense for 2016 and 2017. SAFER Grant funding Included in the 2017 budget is $717,500.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.70.01.00.0.000.500.001	Full-Time Earnings	570,388	602,044	602,044	**623,220**	635,684
001.70.01.00.0.000.502.001	Seasonal Earnings	-	-	5,000	**-**	-
001.70.01.00.0.000.503.001	Overtime	777	3,000	3,000	**3,000**	3,060
001.70.01.00.0.000.504.001	Specialty Pay	1,160	-	-	**-**	-
001.70.01.00.0.000.505.001	Holiday Pay	22,777	12,331	12,331	**13,828**	14,105
001.70.01.00.0.000.506.001	Longevity Pay	2,400	2,500	2,500	**3,440**	3,509
Total Personal Services-Salaries & Wages		597,502	619,875	624,875	**643,488**	656,358
Personal Services-Employee Benefits						
001.70.01.00.0.000.510.001	Medical Insurance	72,376	70,254	70,254	**81,941**	85,219
001.70.01.00.0.000.510.003	Workers' Comp Ins	164,160	212,211	212,211	**179,153**	180,703
001.70.01.00.0.000.511.001	Social Security	11,590	12,331	12,331	**14,950**	15,249
001.70.01.00.0.000.511.002	Medicare	7,593	9,277	9,277	**9,628**	9,821
001.70.01.00.0.000.512.001	IMRF Pension Expense	21,989	23,626	23,626	**27,099**	27,641
001.70.01.00.0.000.512.003	Fire Pension Expense	2,532,316	2,737,340	2,779,000	**3,387,750**	3,401,800
001.70.01.00.0.000.513.001	Sick Leave Incentive	3,802	10,397	10,397	**10,397**	10,397
001.70.01.00.0.000.513.002	Vac/Pers Leave Incent.	9,438	9,201	9,201	**9,201**	9,201
001.70.01.00.0.000.513.003	Retiree Sick Incentive	109,101	-	32,000	**-**	-
001.70.01.00.0.000.513.004	Employee Allowances	-	-	-	**600**	-
001.70.01.00.0.000.513.010	Other Benefits	-	-	1,500	**-**	-
Total Personal Services-Employee Benefits		2,932,365	3,084,637	3,159,797	**3,720,719**	3,740,031
Other Employee Costs						
001.70.01.00.0.000.518.001	Dues & Memberships	4,021	5,950	5,830	**6,860**	6,860
001.70.01.00.0.000.520.001	Medical Examinations	28,011	29,500	29,500	**29,500**	30,090
001.70.01.00.0.000.522.001	Travel & Meetings	1,972	2,500	2,500	**2,500**	2,550
001.70.01.00.0.000.524.001	Uniform Expense	43,030	43,650	43,650	**54,500**	56,590
Total Other Employee Costs		77,034	81,600	81,480	**93,360**	96,090
Contractual Services						
001.70.01.00.0.000.530.006	Other Prof. Serv.	359	2,080	2,080	**2,100**	2,140
001.70.01.00.0.000.532.002	Equipment Maint.	872	1,000	1,000	**1,000**	1,020
001.70.01.00.0.000.538.001	Memorial Gifts	247	510	510	**520**	530
001.70.01.00.0.000.544.002	Postage Expense	1,659	2,080	2,080	**2,100**	2,142
001.70.01.00.0.000.546.003	Employment Testing	42,711	27,000	27,000	**12,800**	18,000
001.70.01.00.0.000.551.001	Copier Lease Payment	13,703	10,400	10,400	**10,600**	10,800
001.70.01.00.0.000.552.001	Computer Lease	-	-	-	**-**	2,431
001.70.01.00.0.000.559.001	Safety Program	1,653	1,130	1,130	**2,500**	2,550
001.70.01.00.0.000.560.012	Computer Software	3,989	7,870	16,000	**14,570**	18,225
001.70.01.00.0.000.562.002	Printing Expense	2,703	3,330	3,330	**3,400**	3,468
Total Contractual Services		67,896	55,400	63,530	**49,590**	61,306

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
001.70.01.00.0.000.606.001	Office Supplies	5,555	5,725	5,725	**5,840**	5,956
001.70.01.00.0.000.608.001	Other Supplies	455	950	1,250	**1,275**	1,300
001.70.01.00.0.000.612.001	Publications	595	900	900	**900**	918
001.70.01.00.0.000.619.013	Special Events Supplies	2,304	2,150	1,500	**3,000**	3,060
Total Commodities & Supplies		8,909	9,725	9,375	**11,015**	11,234
Office Equipment						
001.70.01.00.0.000.656.004	Office Eqpt - Fire	-	250	250	**250**	250
Total Office Equipment		-	250	250	**250**	250
Other Equipment						
001.70.01.00.0.000.665.034	Phys Cond Equip - Fire	1,045	1,100	1,100	**1,100**	1,100
Total Other Equipment		1,045	1,100	1,100	**1,100**	1,100
Total Administration		**3,684,751**	**3,852,587**	**3,940,407**	**4,519,522**	**4,566,369**

Equipment Maintenance - Fire						
Contractual Services						
001.70.01.00.0.309.553.001	Vehicle Lease Payment	488,300	554,400	554,400	**543,700**	543,700
001.70.01.00.0.309.554.001	Vehicle Maint Payment	341,162	323,164	323,164	**320,937**	350,924
Total Contractual Services		829,462	877,564	877,564	**864,637**	894,624
Total Equipment Maintenance - Fire		**829,462**	**877,564**	**877,564**	**864,637**	**894,624**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Operations		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.70.71.00.0.000.500.001	Full-Time Earnings	5,761,312	6,399,960	6,399,960	**6,447,336**	6,576,283
001.70.71.00.0.000.503.001	Overtime	520,070	385,556	385,556	**385,556**	393,267
001.70.71.00.0.000.504.001	Specialty Pay	3,650	2,901	2,901	**2,901**	2,901
001.70.71.00.0.000.505.001	Holiday Pay	292,881	325,722	325,722	**378,235**	385,800
001.70.71.00.0.000.506.001	Longevity Pay	27,900	29,600	29,600	**36,900**	36,900
Total Personal Services-Salaries & Wages		6,605,813	7,143,739	7,143,739	**7,250,928**	7,395,151
Personal Services-Employee Benefits						
001.70.71.00.0.000.510.001	Medical Insurance	1,001,637	1,135,572	1,114,769	**1,031,103**	1,072,347
001.70.71.00.0.000.511.001	Social Security	-	-	-	**1,830**	1,867
001.70.71.00.0.000.511.002	Medicare	92,284	104,144	104,144	**106,228**	108,353
001.70.71.00.0.000.512.001	IMRF Pension Expense	-	-	-	**3,305**	3,371
001.70.71.00.0.000.513.001	Sick Leave Incentive	35,488	29,507	29,507	**29,502**	29,502
001.70.71.00.0.000.513.004	Employee Allowances	-	-	40,800	**40,800**	40,800
001.70.71.00.0.000.513.005	Ins. Opt-Out Incent.	6,750	7,000	7,000	**3,000**	3,000
Total Personal Services-Employee Benefits		1,136,159	1,276,223	1,296,220	**1,215,768**	1,259,240
Other Employee Costs						
001.70.71.00.0.000.525.002	Special Rescue Trng.	3,254	6,000	6,000	**6,000**	6,120
001.70.71.00.0.000.525.004	Training	30,962	54,820	54,820	**54,000**	55,080
001.70.71.00.0.000.525.005	CPR Trng.	1,987	2,000	2,000	**5,375**	5,480
001.70.71.00.0.000.525.006	EMS Trng.	12,508	27,380	27,500	**25,000**	25,500
Total Other Employee Costs		48,711	90,200	90,320	**90,375**	92,180
Contractual Services						
001.70.71.00.0.000.530.006	Other Prof. Serv.	-	250	250	**250**	255
001.70.71.00.0.000.532.002	Equipment Maint.	145	3,925	5,750	**7,150**	7,150
001.70.71.00.0.000.558.002	NWCD - Fire	145,990	136,000	152,000	**156,000**	165,000
001.70.71.00.0.000.567.001	Glenview Training	-	-	-	**16,488**	16,488
001.70.71.00.0.000.567.003	Ladder Testing	261	750	750	**750**	765
001.70.71.00.0.000.567.015	Breathing Air Comp.	2,777	3,500	3,500	**3,600**	3,672
Total Contractual Services		149,173	144,425	162,250	**184,238**	193,330
Commodities & Supplies						
001.70.71.00.0.000.608.001	Other Supplies	584	1,560	1,560	**1,590**	1,622
001.70.71.00.0.000.614.001	Training Supplies	1,609	4,460	5,300	**5,300**	5,400
001.70.71.00.0.000.619.006	Chemical Supplies	790	1,580	1,580	**1,580**	1,612
001.70.71.00.0.000.619.008	Oxygen Tank Supplies	5,000	5,100	5,100	**5,100**	5,200
001.70.71.00.0.000.619.011	Firefighting Supplies	1,346	1,700	1,700	**1,700**	1,734
Total Commodities & Supplies		9,329	14,400	15,240	**15,270**	15,568
Other Expenditures						
001.70.71.00.0.000.636.032	SAFER Funding	-	178,000	-	**-**	-
Total Other Expenditures		-	178,000	-	**-**	-

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Operations		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Building Improvements						
001.70.71.00.0.000.646.001	Fire Station Improv.	10,259	10,400	10,400	**10,612**	10,824
Total Building Improvements		10,259	10,400	10,400	**10,612**	10,824
Other Equipment						
001.70.71.00.0.000.665.004	Breathing Apparatus	3,261	5,150	5,150	**5,200**	12,200
001.70.71.00.0.000.665.017	Fire Hose & Appliances	4,539	5,250	5,250	**5,792**	5,908
001.70.71.00.0.000.665.018	Firefighting Equipment	10,632	8,000	8,000	**10,100**	10,608
001.70.71.00.0.000.665.021	Furniture & Equipment	5,260	6,155	6,165	**4,213**	4,297
001.70.71.00.0.000.665.023	Haz-Mat Equipment	4,676	5,800	5,800	**7,600**	5,800
001.70.71.00.0.000.665.031	Other Equipment	800	-	-	**-**	-
001.70.71.00.0.000.665.032	Paramedic Equipment	24,250	24,950	23,475	**24,850**	26,010
001.70.71.00.0.000.665.040	Special Rescue Equip	1,266	3,660	2,550	**3,350**	3,417
001.70.71.00.0.000.665.045	Turn Out Clothing	27,118	32,800	32,800	**27,400**	27,948
001.70.71.00.0.000.665.051	Water Recovery Equip	17,328	6,830	7,100	**8,700**	8,874
Total Other Equipment		99,130	98,595	96,290	**97,205**	105,062
Total Operations		**8,058,574**	**8,955,982**	**8,814,459**	**8,864,396**	**9,071,355**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Fire Communication		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
001.70.71.00.0.300.532.004	Radio Maintenance	9,964	2,650	2,650	**2,650**	2,703
001.70.71.00.0.300.560.006	VRM Maintenance	-	1,000	1,000	**1,020**	1,040
Total Contractual Services		9,964	3,650	3,650	**3,670**	3,743
Utilities						
001.70.71.00.0.300.589.001	Telephone - Land Lines	19,204	22,550	46,000	**46,000**	46,000
001.70.71.00.0.300.590.001	Telephone - Cellular	19,726	11,140	11,400	**16,860**	18,000
Total Utilities		38,930	33,690	57,400	**62,860**	64,000
Commodities & Supplies						
001.70.71.00.0.300.608.001	Other Supplies	-	1,500	1,500	**1,590**	1,622
Total Commodities & Supplies		-	1,500	1,500	**1,590**	1,622
Other Equipment						
001.70.71.00.0.300.668.001	Radio Equip -Fire	2,598	8,480	8,480	**15,650**	8,823
Total Other Equipment		2,598	8,480	8,480	**15,650**	8,823
Total Fire Communication		**51,492**	**47,320**	**71,030**	**83,770**	**78,188**

Foreign Fire Insurance						
Other Employee Costs						
046.70.71.00.0.301.525.004	Training	-	-	12,000	**15,000**	15,000
Total Other Employee Costs		-	-	12,000	**15,000**	15,000
Contractual Services						
046.70.71.00.0.301.530.006	Other Prof. Serv.	14,948	15,000	15,000	**15,000**	15,000
Total Contractual Services		14,948	15,000	15,000	**15,000**	15,000
Insurance						
046.70.71.00.0.301.594.001	Insurance Exp-Pension	-	500	500	**500**	500
Total Insurance		-	500	500	**500**	500
Commodities & Supplies						
046.70.71.00.0.301.608.001	Other Supplies	444	5,000	5,000	**5,000**	5,000
Total Commodities & Supplies		444	5,000	5,000	**5,000**	5,000
Other Equipment						
046.70.71.00.0.301.665.021	Furniture & Equipment	52,396	30,000	30,000	30,000	30,000
Total Other Equipment		52,396	30,000	30,000	**30,000**	30,000
Total Foreign Fire Insurance		**67,788**	**50,500**	**62,500**	**65,500**	**65,500**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Paid on Call Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.70.71.00.0.302.502.001	Seasonal Earnings	8,441	15,678	15,678	**18,252**	18,252
001.70.71.00.0.302.503.001	Overtime	8,760	8,000	8,000	**8,000**	8,160
Total Personal Services-Salaries & Wages		17,201	23,678	23,678	**26,252**	26,412
Personal Services-Employee Benefits						
001.70.71.00.0.302.511.001	Social Security	1,048	976	976	**1,136**	1,159
001.70.71.00.0.302.511.002	Medicare	245	348	348	**386**	394
001.70.71.00.0.302.512.001	IMRF Pension Expense	53	-	-	**-**	-
Total Personal Services-Employee Benefits		1,346	1,324	1,324	**1,522**	1,553
Other Employee Costs						
001.70.71.00.0.302.520.001	Medical Examinations	-	5,100	5,100	**5,100**	5,202
001.70.71.00.0.302.524.001	Uniform Expense	1,454	2,650	2,650	**2,650**	2,703
001.70.71.00.0.302.525.004	Training	520	3,360	3,360	**3,400**	3,468
Total Other Employee Costs		1,974	11,110	11,110	**11,150**	11,373
Other Equipment						
001.70.71.00.0.302.665.045	Turn Out Clothing	1,562	1,660	1,660	**1,660**	1,693
Total Other Equipment		1,562	1,660	1,660	**1,660**	1,693
Total Paid on Call Program		**22,083**	**37,772**	**37,772**	**40,584**	**41,031**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Fire Prevention		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.70.72.00.0.000.500.001	Full-Time Earnings	311,938	344,756	344,756	**247,806**	252,762
001.70.72.00.0.000.502.001	Seasonal Earnings	12,000	12,001	12,001	**-**	-
001.70.72.00.0.000.503.001	Overtime	11,678	17,500	17,500	**17,500**	17,850
001.70.72.00.0.000.504.001	Specialty Pay	4,106	3,752	3,752	**4,352**	4,352
001.70.72.00.0.000.506.001	Longevity Pay	1,700	1,700	1,700	**1,050**	1,050
Total Personal Services-Salaries & Wages		341,422	379,709	379,709	**270,708**	276,014
Personal Services-Employee Benefits						
001.70.72.00.0.000.510.001	Medical Insurance	68,034	97,656	97,656	**59,161**	61,527
001.70.72.00.0.000.511.001	Social Security	20,564	22,460	22,460	**16,013**	16,333
001.70.72.00.0.000.511.002	Medicare	4,809	5,612	5,612	**4,031**	4,112
001.70.72.00.0.000.512.001	IMRF Pension Expense	39,135	41,607	41,607	**29,158**	29,741
001.70.72.00.0.000.513.001	Sick Leave Incentive	2,815	2,498	2,498	**2,502**	2,502
001.70.72.00.0.000.513.002	Vac/Pers Leave Incent.	5,657	4,600	5,800	**4,600**	4,600
Total Personal Services-Employee Benefits		141,014	174,433	175,633	**115,465**	118,815
Other Employee Costs						
001.70.72.00.0.000.518.001	Dues & Memberships	525	750	750	**750**	765
001.70.72.00.0.000.524.001	Uniform Expense	432	2,000	2,000	**2,000**	2,040
001.70.72.00.0.000.525.004	Training	2,760	3,000	3,000	**3,100**	3,162
Total Other Employee Costs		3,717	5,750	5,750	**5,850**	5,967
Contractual Services						
001.70.72.00.0.000.530.006	Other Prof. Serv.	5,000	9,000	9,000	**9,000**	9,180
001.70.72.00.0.000.562.002	Printing Expense	2,272	1,500	1,500	**1,500**	1,500
Total Contractual Services		7,272	10,500	10,500	**10,500**	10,680
Commodities & Supplies						
001.70.72.00.0.000.605.001	Other Equ/Safety	2,793	1,300	1,300	**1,300**	1,300
001.70.72.00.0.000.608.001	Other Supplies	416	1,000	1,000	**1,020**	1,020
001.70.72.00.0.000.611.001	Photo Supplies	2,915	700	700	**1,000**	1,020
001.70.72.00.0.000.612.001	Publications	385	200	200	**200**	200
001.70.72.00.0.000.613.001	Reference Materials	1,496	20	1,500	**1,500**	1,500
001.70.72.00.0.000.619.004	Fire Safety Education	3,983	4,000	4,000	**7,000**	7,140
Total Commodities & Supplies		11,988	7,220	8,700	**12,020**	12,180
Total Fire Prevention		**505,413**	**577,612**	**580,292**	**414,543**	**423,656**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT

Emergency Preparedness		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.70.73.00.0.000.500.001	Full-Time Earnings	-	-	-	**112,735**	114,990
001.70.73.00.0.000.502.001	Seasonal Earnings	-	-	-	**12,090**	12,090
001.70.73.00.0.000.504.001	Specialty Pay	-	-	-	**2,551**	2,551
001.70.73.00.0.000.506.001	Longevity Pay	-	-	-	**1,110**	1,110
Total Personal Services-Salaries & Wages		-	-	-	**128,486**	130,741
Personal Services-Employee Benefits						
001.70.73.00.0.000.510.001	Medical Insurance	-	-	-	**27,082**	28,165
001.70.73.00.0.000.511.001	Social Security	-	-	-	**7,889**	8,046
001.70.73.00.0.000.511.002	Medicare	-	-	-	**1,864**	1,901
001.70.73.00.0.000.512.001	IMRF Pension Expense	-	-	-	**13,037**	13,298
Total Personal Services-Employee Benefits		-	-	-	**49,872**	51,410
Other Employee Costs						
001.70.73.00.0.000.525.004	Training	40	1,300	1,300	**3,000**	3,060
Total Other Employee Costs		40	1,300	1,300	**3,000**	3,060
Contractual Services						
001.70.73.00.0.000.530.006	Other Prof. Serv.	600	-	-	**-**	-
001.70.73.00.0.000.567.002	Siren Maintenance	2,858	4,000	4,000	**4,000**	4,080
Total Contractual Services		3,458	4,000	4,000	**4,000**	4,080
Commodities & Supplies						
001.70.73.00.0.000.603.001	Clothing Supplies	1,017	1,000	1,000	**1,000**	1,020
001.70.73.00.0.000.605.001	Other Equipment	477	500	500	**500**	510
001.70.73.00.0.000.608.001	Other Supplies	630	-	-	**-**	-
001.70.73.00.0.000.608.003	Employee Go Kit	836	1,000	1,000	**1,000**	1,020
001.70.73.00.0.000.619.001	Educational Materials	791	850	850	**1,000**	1,020
001.70.73.00.0.000.619.003	Radio Equipment	-	2,000	2,000	**2,000**	2,040
001.70.73.00.0.000.619.012	EOC Supplies	20	1,000	1,000	**1,020**	1,020
Total Commodities & Supplies		3,771	6,350	6,350	**6,520**	6,630
Total Emergency Preparedness		**7,269**	**11,650**	**11,650**	**191,878**	**195,921**
TOTAL FIRE DEPARTMENT		**13,226,832**	**14,410,987**	**14,395,674**	**15,044,830**	**15,336,644**

VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Fire Chief	1.00		1.00		1.00		150,352	153,231	**150,805**
Deputy Fire Chief	1.00		1.00		1.00		131,249	134,752	**133,365**
Battalion Chief - Training	1.00		1.00		1.00		115,723	115,703	**117,566**
Battalion Chiefs	3.00		3.00		3.00		343,314	350,597	**357,183**
Fire Marshal	1.00		1.00		-		86,928	89,211	**-**
Assistant Chief Administration	-		-		1.00		-	-	**122,004**
Lieutenants	9.00		12.00		12.00		974,786	1,322,573	**1,357,830**
Firefighters/Paramedics	50.00		50.00		52.00		4,453,863	4,491,737	**4,596,415**
Firefighters	1.00		4.00		2.00		66,979	235,053	**135,908**
Administrative EMS Officer	1.00		1.00		-		78,547	80,117	**-**
Emergency Management Coordinator	-		-		1.00		-	-	**81,601**
Public Education Officer	1.00		1.00		1.00		73,459	74,928	**76,134**
Fire Inspectors	2.00		2.00		2.00		132,366	129,040	**134,416**
Administrative Coordinator	1.00		1.00		1.00		52,180	54,831	**50,999**
Project Analyst	1.00		1.00		1.00		66,208	63,410	**64,483**
Fire Prevention Coordinator	1.00		1.00		1.00		51,197	51,577	**52,388**
Total Full Time	74.00		80.00		80.00		6,777,151	7,346,760	**7,431,097**
Seasonal									
Season/Intern	0.50	(2)	0.50	(2)	0.50	(2)	12,001	12,001	**12,090**
Paid-On-Call Volunteer Firefighters	0.50	(13)	0.50	(12)	0.50	(14)	16,965	15,678	**18,252**
Total Seasonal	1.00	(15)	1.00	(14)	1.00	(16)	28,966	27,679	**30,342**
Other Compensation									
Overtime Earnings							529,550	414,056	**414,056**
Specialty Pay							11,205	6,653	**9,804**
Holiday Pay							308,421	338,053	**392,063**
Longevity Pay							37,000	33,800	**42,500**
Total Other Compensation							886,176	792,562	**858,423**

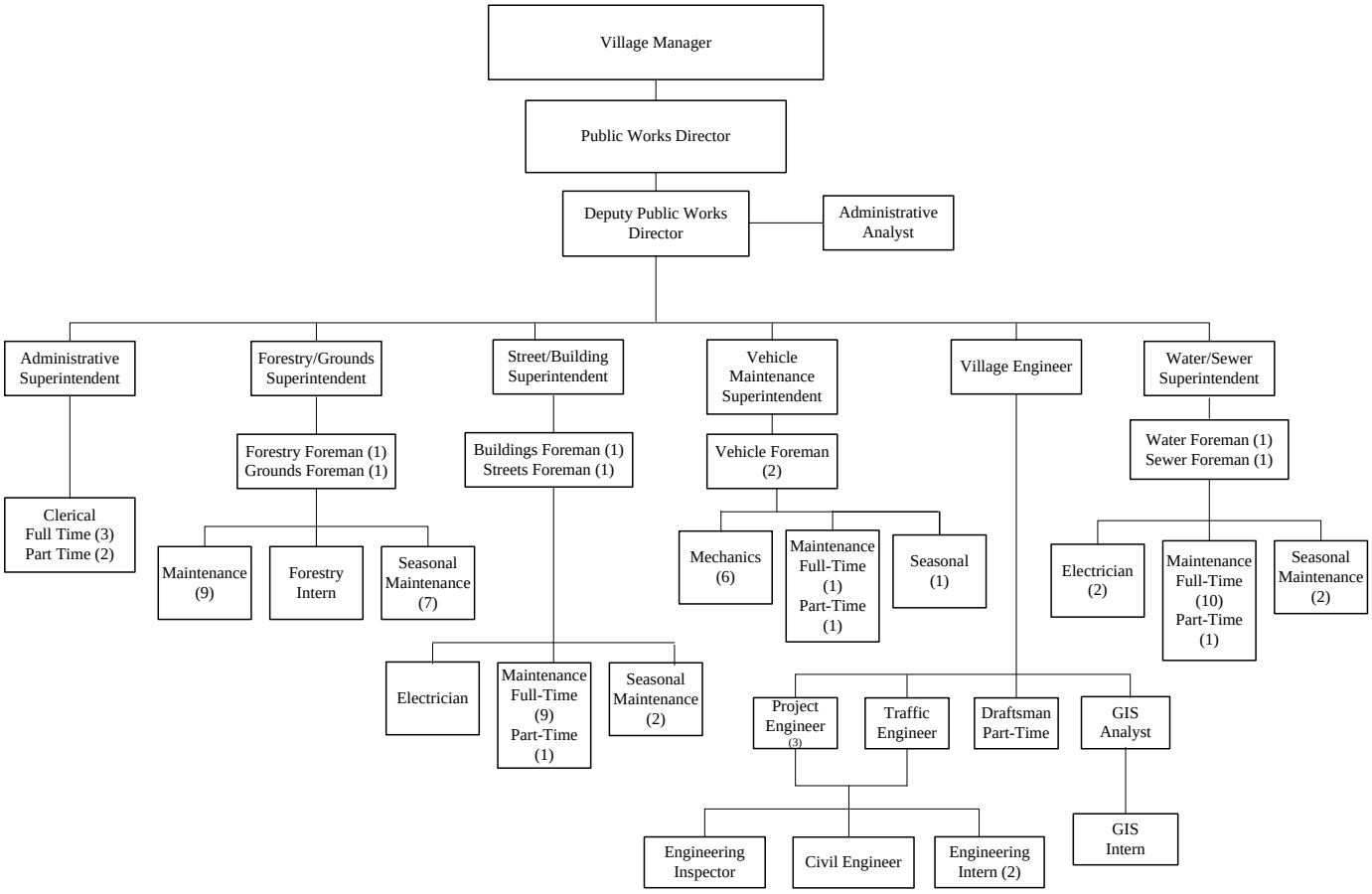
VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Employee Benefits						
Medical Insurance				1,099,360	1,303,482	**1,199,287**
Workers' Comp Insurance				164,160	212,211	**179,153**
Social Security				35,860	35,767	**42,204**
Medicare				108,464	119,381	**121,751**
IMRF Pension				62,952	65,233	**72,599**
Fire Pension				2,526,125	2,737,340	**3,387,750**
Sick Leave Incentive				42,400	42,402	**42,401**
Vacation/Personal Leave Incentive				14,200	13,801	**13,801**
Retiree Sick Incentive				110,000	-	**-**
Employee Allowances				-	-	**41,400**
Insurance Opt-Out Incentive				6,000	7,000	**3,000**
Total Employee Benefits				4,169,521	4,536,617	**5,103,346**
TOTAL	**75.00**	**81.00**	**81.00**	**11,861,814**	**12,703,618**	**13,423,208**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	74.00	80.00	80.00
Seasonal	15.00	14.00	16.00

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS DEPARTMENT



The Public Works Department consists of six divisions. The full-time, part-time and seasonal personnel assigned to maintenance functions are interchanged between the Streets, Forestry and Water & Sewer Divisions as the need dictates. The Public Works Department consists of 65 full-time, 7 part-time, and 31 seasonal employees. Not reflected in this organization chart is one Community Service Officer who is assigned to the Parking Funds 50% of the time.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS (A)

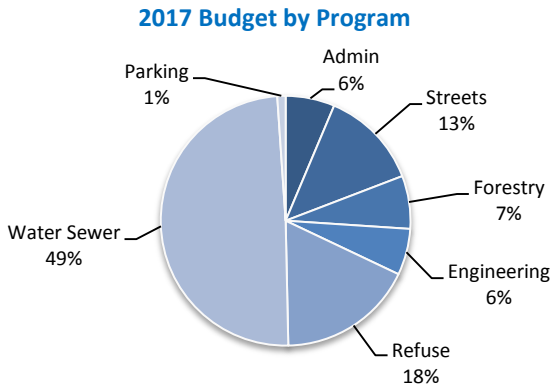
	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Streets/Buildings	2,837,060	3,281,224	3,286,739	**3,282,372**	3,349,774
Forestry & Grounds	1,459,118	1,706,132	1,702,129	**1,755,131**	1,791,708
Engineering	1,439,622	1,483,280	1,483,251	**1,534,147**	1,527,413
Refuse Disposal	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
Water & Sewer Division	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
Parking	243,104	362,460	367,330	**274,525**	279,237
Total Programs	23,817,270	25,877,600	25,335,285	**25,575,414**	26,286,068
Expenditure Classification					
Personal Services-Salaries & Wages	5,265,793	5,318,919	5,318,919	**5,524,070**	5,631,088
Personal Services-Employee Benefits	1,871,891	2,230,771	2,261,273	**2,174,074**	2,233,373
Other Employee Costs	70,575	79,159	82,075	**86,263**	87,964
Contractual Services	14,691,630	16,121,106	15,547,268	**15,782,894**	16,290,171
Utilities	377,904	492,540	495,841	**497,798**	507,114
Insurance	137,034	129,824	129,824	**132,548**	134,634
Commodities & Supplies	841,592	1,144,990	1,139,794	**1,178,651**	1,200,237
Other Expenditures	460,728	4,080	4,080	**4,162**	4,245
Building Improvements	3,500	82,215	82,215	**7,359**	7,506
Office Equipment	1,789	2,871	2,871	**2,928**	2,986
Other Equipment	78,434	107,125	107,125	**98,467**	99,836
Distribution Systems	16,400	60,500	60,500	**86,200**	86,914
Infrastructure	-	103,500	103,500	**-**	-
Total Expenditure Classification	23,817,270	25,877,600	25,335,285	**25,575,414**	26,286,068
Source of Funds					
001 General Fund	6,497,114	7,131,914	7,168,311	**7,206,239**	7,354,342
040 Refuse Disposal Fund	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
041 Motor Fuel Tax Fund	779,101	911,834	911,834	**980,071**	998,673
050 Water and Sewer Fund	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
051 Village Parking System Fund	99,837	211,296	211,296	**110,766**	113,153
052 Parking System Revenue Fund	143,267	226,164	231,034	**163,759**	166,084
063 Risk Management Fund	7,189	10,000	6,000	**10,000**	10,000
Total Source of Funds	23,817,270	25,877,600	25,335,285	25,575,414	26,286,068

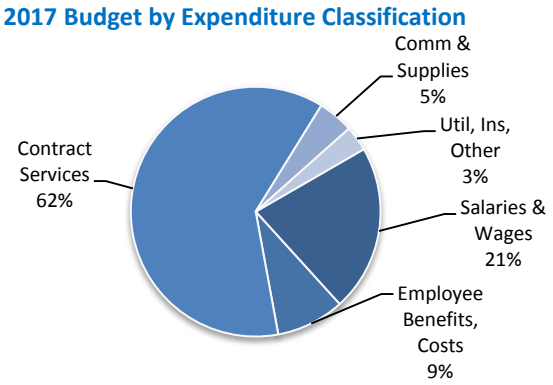
(A) Excludes Vehicle Maintenance Fund, an Internal Service Fund

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS (A)

BUDGET DISCUSSION AND ANALYSIS

The Public Works budget includes the program areas of Streets/Buildings, Forestry/Grounds, Engineering, Refuse Disposal, Water and Sewer, and Parking. The 2017 Public Works budget decreased 1.17% ($302,186) from 2016 and totals $25,575,414. Three program areas, Streets/Buildings, Forestry/Grounds and Engineering saw increases to their budgets while the remaining program areas had decreases from the prior year. The largest single decrease from the 2016 budget is for Parking Lot Improvements. The budget for this item was $103,500 in 2016 where none is budgeted in 2017. No other significant changes occurred in any other area of the Public Works budget.





(A) Excludes Vehicle Maintenance Fund, an Internal Service Fund

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS ADMIN

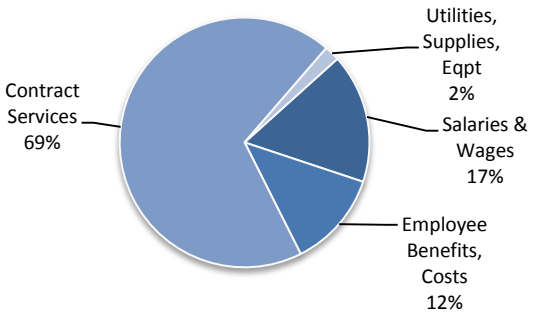
	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Total Programs	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Expenditure Classification					
Personal Services-Salaries & Wages	239,465	310,043	310,043	**272,531**	277,899
Personal Services-Employee Benefits	202,160	220,070	248,070	**171,700**	174,856
Other Employee Costs	25,993	29,763	32,677	**30,879**	31,475
Contractual Services	1,051,261	1,066,934	1,066,934	**1,117,520**	1,177,223
Utilities	11,816	14,353	14,353	**14,744**	15,038
Commodities & Supplies	15,502	15,406	15,406	**15,713**	16,025
Office Equipment	1,248	1,273	1,273	**1,298**	1,323
Other Equipment	159	270	270	**275**	281
Total Expenditure Classification	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Source of Funds					
001 General Fund	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120
Total Source of Funds	1,547,604	1,658,112	1,689,026	**1,624,660**	1,694,120

BUDGET DISCUSSION AND ANALYSIS

The total Administration budget for Public Works for 2017 is $1,624,660. This is a decrease of $33,452 or 2.02% from the prior year. The decrease is primarily related to a change in the allocation of expenses for the Administrative Analyst position. In 2016 the Administrative Analyst position was reallocated from the Forestry Tech position within the Forestry Division. During the budget process the position was budgeted in the administration program. The position is allocated 50% to the administration program and the remaining 50% for this position is recorded in the Public Works Water and Sewer Division. This change accurately reflects the costs for the position. There is additional savings for Workers' Compensation which is offset by the increase in the Vehicle Lease payments.

The Public Works Administration budget includes 50% of the salaries for the Director of Public Works, the Deputy Director, and clerical personnel with the remaining 50% for these positions recorded in the Public Works Water and Sewer Division.

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.01.00.0.000.500.001	Full-Time Earnings	219,205	290,844	290,844	**254,911**	260,009
001.80.01.00.0.000.501.001	Part-Time Earnings	17,905	14,553	14,553	**14,912**	13,034
001.80.01.00.0.000.502.001	Seasonal Earnings	-	-	-	**-**	2,134
001.80.01.00.0.000.503.001	Overtime	1,055	3,146	3,146	**708**	722
001.80.01.00.0.000.506.001	Longevity Pay	1,300	1,500	1,500	**2,000**	2,000
Total Personal Services-Salaries & Wages		239,465	310,043	310,043	**272,531**	277,899
Personal Services-Employee Benefits						
001.80.01.00.0.000.510.001	Medical Insurance	32,352	55,073	55,073	**37,275**	38,766
001.80.01.00.0.000.510.003	Workers' Comp Ins	75,240	94,505	94,505	**73,984**	74,624
001.80.01.00.0.000.511.001	Social Security	13,535	18,728	18,728	**16,070**	16,391
001.80.01.00.0.000.511.002	Medicare	3,653	4,635	4,635	**4,090**	4,172
001.80.01.00.0.000.512.001	IMRF Pension Expense	29,755	37,930	37,930	**31,082**	31,704
001.80.01.00.0.000.513.001	Sick Leave Incentive	5,561	2,500	2,500	**2,500**	2,500
001.80.01.00.0.000.513.002	Vac/Pers Leave Incent.	11,130	6,699	6,699	**6,699**	6,699
001.80.01.00.0.000.513.003	Retiree Sick Incentive	30,934	-	28,000	**-**	-
Total Personal Services-Employee Benefits		202,160	220,070	248,070	**171,700**	174,856
Other Employee Costs						
001.80.01.00.0.000.517.001	CDL Reimbursement	630	1,000	1,000	**1,000**	1,000
001.80.01.00.0.000.521.001	Other Employee Exp.	2,841	2,898	2,898	**2,956**	3,015
001.80.01.00.0.000.522.001	Travel & Meetings	5,415	5,467	5,467	**5,576**	5,687
001.80.01.00.0.000.524.001	Uniform Expense	10,600	10,812	10,812	**11,028**	11,248
001.80.01.00.0.000.525.004	Training	6,507	9,586	12,500	**10,319**	10,525
Total Other Employee Costs		25,993	29,763	32,677	**30,879**	31,475
Contractual Services						
001.80.01.00.0.000.532.002	Equipment Maint.	-	1,418	1,418	**1,446**	1,474
001.80.01.00.0.000.544.002	Postage Expense	7,970	9,180	9,180	**9,364**	9,551
001.80.01.00.0.000.551.001	Copier Lease Payment	6,373	7,650	7,650	**7,803**	7,959
001.80.01.00.0.000.553.001	Vehicle Lease Payment	357,800	397,400	397,400	**451,700**	451,700
001.80.01.00.0.000.554.001	Vehicle Maint Payment	668,298	636,108	636,108	**631,725**	690,749
001.80.01.00.0.000.562.002	Printing Expense	1,803	1,848	1,848	**1,885**	1,922
001.80.01.00.0.000.574.005	Uniform Rent/Cleaning	9,017	13,330	13,330	**13,597**	13,868
Total Contractual Services		1,051,261	1,066,934	1,066,934	**1,117,520**	1,177,223
Utilities						
001.80.01.00.0.000.589.001	Telephone - Land Lines	7,886	10,533	10,533	**10,744**	10,958
001.80.01.00.0.000.590.001	Telephone - Cellular	3,930	3,820	3,820	**4,000**	4,080
Total Utilities		11,816	14,353	14,353	**14,744**	15,038

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN

Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
001.80.01.00.0.000.603.001	Clothing Supplies	100	-	-	**-**	-
001.80.01.00.0.000.606.001	Office Supplies	7,574	8,717	8,717	**8,891**	9,068
001.80.01.00.0.000.608.001	Other Supplies	643	656	656	**669**	682
001.80.01.00.0.000.614.001	Training Supplies	1,297	1,421	1,421	**1,449**	1,477
001.80.01.00.0.000.616.001	Vehicle Reg/License	404	240	240	**245**	250
001.80.01.00.0.000.622.001	Open House Supplies	5,484	4,372	4,372	**4,459**	4,548
Total Commodities & Supplies		15,502	15,406	15,406	**15,713**	16,025
Office Equipment						
001.80.01.00.0.000.656.005	Office Eqpt - PW	1,248	1,273	1,273	**1,298**	1,323
Total Office Equipment		1,248	1,273	1,273	**1,298**	1,323
Other Equipment						
001.80.01.00.0.000.668.002	Radio Equip -PW	159	270	270	**275**	281
Total Other Equipment		159	270	270	**275**	281
Total Administration		**1,547,604**	**1,658,112**	**1,689,026**	**1,624,660**	**1,694,120**
TOTAL PUBLIC WORKS ADMIN		**1,547,604**	**1,658,112**	**1,689,026**	**1,624,660**	**1,694,120**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMINISTRATION
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Public Works Director	0.50	0.50	0.50	73,864	76,070	**77,591**
Deputy Public Works Director	0.50	0.50	0.50	59,406	60,595	**62,716**
Administrative Analyst	-	1.00	0.50	-	67,285	**25,972**
Administrative Coordinator	1.50	1.50	1.50	85,190	86,894	**88,632**
Total Full Time	2.50	3.50	3.00	218,460	290,844	**254,911**
Part Time						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,214	14,553	**14,912**
Total Part Time	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,214	14,553	**14,912**
Other Compensation						
Overtime Earnings				6,510	3,146	**708**
Longevity Pay				1,300	1,500	**2,000**
Total Other Compensation				7,810	4,646	**2,708**
Employee Benefits						
Medical Insurance				32,182	55,073	**37,275**
Workers' Comp Insurance				75,240	94,505	**73,984**
Social Security				14,536	18,728	**16,070**
Medicare				3,611	4,635	**4,090**
IMRF Pension				28,493	37,930	**31,082**
Sick Leave Incentive				1,800	2,500	**2,500**
Vacation/Personal Leave Incentive				6,300	6,699	**6,699**
Retiree Sick Incentive				31,000	-	**-**
Total Employee Benefits				193,162	220,070	**171,700**
TOTAL	**2.85**	**3.85**	**3.35**	**433,646**	**530,113**	**444,231**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	2.50	3.50	3.00
Part-Time	0.70	0.70	0.70

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS

STATEMENT OF ACTIVITIES

It is the responsibility of the Streets/Buildings Division to manage, maintain, repair, operate, and improve the Village's public streets, street lights, signage, storm sewer system, and municipal buildings in a manner consistent with Village Board policy and regulatory agency requirements.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value/relevant municipal services.

Infrastructure goal – Transportation: Design and implement upgrades, improvements and maintenance for optimum mobility and system sustainability.

Infrastructure goal – Flood Control, Water and Sewer: Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Completed the replacement of four (4) roof top heating units and the main HVAC unit for the Public Works facility and the replacement of 11,000 square foot roof over the Public Works administration area.

Infrastructure goal – Transportation

Improve and maintain the Village's transportation system.

- Maintain a safe and effective transportation network by replacing 600 street signs, filling cracks on 3.67 miles of street and striping 32 miles of pavement.

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems

- Maintained the storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting approximately 14,000 cubic yards of leaves, cleaning 536 storm sewer inlets/catch basins, and televising and assessing the condition of approximately 65,000 lineal feet of storm sewer.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Replaced 28 year old flat roof over main parking garage and vehicle maintenance areas of Public Works facility.
- Completed first year of a five year program to paint the interior surfaces of the Village Hall parking deck.

Infrastructure goal – Transportation

Improve and maintain the Village's transportation system.

- Maintain a safe and effective transportation network by performing scheduled replacement of 970 street signs, filling cracks on approximately 4.5 miles of street, and striping 49 miles of pavement.
- Complete construction of 5,500 ton salt dome at Public Works facility allowing for storage of approximately 1.5 years use of salt.
- Installed eight (8) new automated payment machines for commuter parking lots.

Infrastructure goal – Flood Control, Water and Sewer
Improve and maintain infrastructure facilities and systems

- Maintain storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting 13,900 cubic yards of leaves during leaf program, cleaning approximately 381 storm sewer inlets/catch basins, and televise and assess the condition of 70,000 lineal feet of storm sewer mains.

2017 GOALS

Governance goal – Quality Service
Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Completed second year of a five year program to paint the interior surfaces of the Village Hall parking deck.

Infrastructure goal – Transportation
Improve and maintain the Village's transportation system.

- Maintain a safe and effective transportation network by performing scheduled replacement of 800 street signs, filling cracks on approximately 6.8 miles of street, and striping 35 miles of pavement.
- Complete removal and replacement of approximately 400 sidewalk panels that have deteriorated.

Infrastructure goal – Flood Control, Water and Sewer
Improve and maintain infrastructure facilities and systems

- Maintain storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting approximately 14,000 cubic yards of leaves during leaf program, cleaning approximately 500 storm sewer inlets/catch basins, and televise and assess the condition of 70,000 lineal feet of storm sewer mains.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Street Maintenance				
Streets Cleaned (miles)	4,309	3,980	4,000	4,000
Leaves Removed (cubic yards)	14,652	14,000	13,900	14,000
Signs Replaced	774	722	970	800
Pavement Markings (lineal feet)	258,720	166,050	170,000	170,000
Asphalt Patching (tons)	185	950	1,500	1,500
Crack Filling (lbs.)	59,568	51,412	54,300	50,000
Storm Sewer Repairs (number of locations)	13	11	12	10
Storm Sewer Inlet/Catch Basin Cleaning	411	486	381	500
Storm Sewer Inlet/Catch Basin Repair	23	16	28	25
Service Requests	952	788	500	500

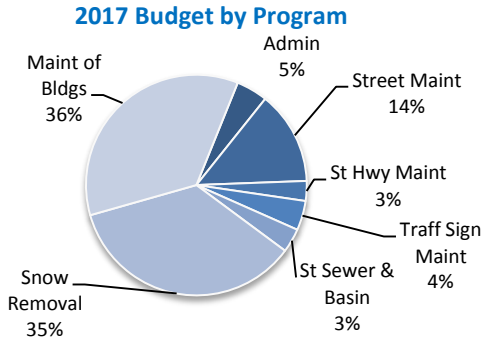
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - STREETS/BUILDINGS

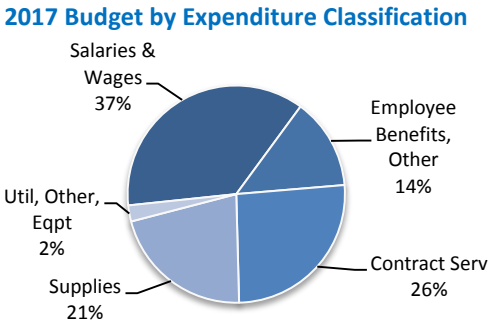
	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Streets & Buildings Administration	157,240	159,333	159,333	**151,513**	154,772
Street Maintenance	361,744	395,479	395,479	**448,964**	457,197
State Highway Maintenance	62,757	93,321	93,331	**95,651**	97,678
Traffic Sign Maintenance	145,558	135,101	135,101	**141,823**	144,653
Storm Sewer & Basin Maintenance	103,060	112,073	112,073	**115,320**	117,766
Snow Removal Program	968,311	1,136,850	1,139,750	**1,163,288**	1,187,187
Maintenance of Buildings	1,038,390	1,174,067	1,176,672	**1,165,813**	1,190,521
Total Programs	2,837,060	3,206,224	3,211,739	**3,282,372**	3,349,774
Expenditure Classification					
Personal Services-Salaries & Wages	1,220,991	1,179,734	1,179,734	**1,205,954**	1,229,289
Personal Services-Employee Benefits	473,594	480,746	483,351	**446,162**	458,632
Contractual Services	585,097	782,168	785,068	**850,769**	866,783
Utilities	35,077	56,555	56,555	**58,331**	59,498
Commodities & Supplies	520,423	687,335	687,345	**701,076**	715,091
Other Expenditures	-	4,080	4,080	**4,162**	4,245
Other Equipment	1,878	15,606	15,606	**15,918**	16,236
Total Expenditure Classification	2,837,060	3,206,224	3,211,739	**3,282,372**	3,349,774
Source of Funds					
001 General Fund	2,332,535	2,545,758	2,551,273	**2,558,697**	2,612,626
041 Motor Fuel Tax Fund	504,525	660,466	660,466	**723,675**	737,148
Total Source of Funds	2,837,060	3,206,224	3,211,739	**3,282,372**	3,349,774

BUDGET DISCUSSION AND ANALYSIS

The Streets/Buildings Division includes costs related to the Streets & Buildings Administration, Street Maintenance, State Highway Maintenance, Traffic Sign Maintenance, Storm Sewer & Basin Maintenance, Snow Removal, and Maintenance of Public Buildings programs. This division is funded by the General and Motor Fuel Tax Funds. The 2017 budget of $3,282,372 increased $76,148 or 2.38% from the 2016 budget. The majority of the increase is related to an additional $50,000 in funding for sidewalk maintenance.

The State Highway Maintenance program is fully funded and completely offset by revenue from the Illinois Department of Transportation. IDOT is presently current on payments for this program.





VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Streets & Buildings Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.00.0.000.500.001	Full-Time Earnings	99,329	102,097	102,097	**97,870**	99,827
001.80.81.00.0.000.503.001	Overtime	2,877	3,591	3,591	**3,370**	3,437
001.80.81.00.0.000.504.001	Specialty Pay	524	541	541	**541**	541
001.80.81.00.0.000.506.001	Longevity Pay	540	630	630	**-**	-
Total Personal Services-Salaries & Wages		103,270	106,859	106,859	**101,781**	103,805
Personal Services-Employee Benefits						
001.80.81.00.0.000.510.001	Medical Insurance	20,083	20,369	20,369	**18,749**	19,499
001.80.81.00.0.000.511.001	Social Security	6,543	7,041	7,041	**6,623**	6,755
001.80.81.00.0.000.511.002	Medicare	1,552	1,648	1,648	**1,573**	1,604
001.80.81.00.0.000.512.001	IMRF Pension Expense	12,926	13,457	13,457	**12,118**	12,360
001.80.81.00.0.000.513.001	Sick Leave Incentive	1,579	1,300	1,300	**1,300**	1,300
001.80.81.00.0.000.513.002	Vac/Pers Leave Incent.	7,464	5,099	5,099	**5,099**	5,099
Total Personal Services-Employee Benefits		50,147	48,914	48,914	**45,462**	46,617
Utilities						
001.80.81.00.0.000.590.001	Telephone - Cellular	3,591	3,290	3,290	**4,000**	4,080
Total Utilities		3,591	3,290	3,290	**4,000**	4,080
Commodities & Supplies						
001.80.81.00.0.000.603.001	Clothing Supplies	232	270	270	**270**	270
Total Commodities & Supplies		232	270	270	**270**	270
Total Streets & Buildings Administration		**157,240**	**159,333**	**159,333**	**151,513**	**154,772**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Street Maintenance		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.81.0.350.500.001	Full-Time Earnings	110,410	89,338	89,338	**91,116**	92,938
001.80.81.81.0.350.502.001	Seasonal Earnings	9,433	9,787	9,787	**9,787**	9,787
001.80.81.81.0.350.503.001	Overtime	30,123	27,728	27,728	**30,846**	31,463
001.80.81.81.0.350.504.001	Specialty Pay	241	151	151	**151**	151
001.80.81.81.0.350.506.001	Longevity Pay	640	720	720	**950**	950
Total Personal Services-Salaries & Wages		150,847	127,724	127,724	**132,850**	135,289
Personal Services-Employee Benefits						
001.80.81.81.0.350.510.001	Medical Insurance	26,372	30,092	30,092	**24,991**	25,991
001.80.81.81.0.350.511.001	Social Security	9,131	8,003	8,003	**7,374**	7,521
001.80.81.81.0.350.511.002	Medicare	2,186	1,874	1,874	**1,948**	1,987
001.80.81.81.0.350.512.001	IMRF Pension Expense	16,383	14,167	14,167	**13,932**	14,211
001.80.81.81.0.350.513.001	Sick Leave Incentive	117	200	200	**200**	200
001.80.81.81.0.350.513.002	Vac/Pers Leave Incent.	797	1,097	1,097	**1,102**	1,102
Total Personal Services-Employee Benefits		54,986	55,433	55,433	**49,547**	51,012
Contractual Services						
001.80.81.81.0.350.547.001	Other Eqpt Rental	478	595	595	**607**	619
001.80.81.81.0.350.569.008	Refuse Disposal	2,290	5,968	5,968	**6,087**	6,208
001.80.81.81.0.350.574.008	Contract Hauling	-	7,429	7,429	**7,578**	7,729
001.80.81.81.0.350.575.001	Brick Sidewalk Mainten	10,399	10,612	10,612	**10,824**	11,040
041.80.81.81.0.350.575.002	Crack Filling	54,561	55,658	55,658	**56,771**	57,906
041.80.81.81.0.350.575.004	Pavement Markings	62,944	64,505	64,505	**65,795**	67,111
001.80.81.81.0.350.575.014	Streetscape Furnishing	-	40,000	40,000	**40,800**	41,616
041.80.81.81.0.350.575.016	Sidewalk Maintenance	-	-	-	**50,000**	50,000
Total Contractual Services		130,672	184,767	184,767	**238,462**	242,229
Commodities & Supplies						
001.80.81.81.0.350.622.002	Small Tools	-	595	595	**607**	619
001.80.81.81.0.350.624.003	Refuse Containers	-	520	520	**530**	541
001.80.81.81.0.350.624.006	Guard Rail Supplies	-	624	624	**636**	649
001.80.81.81.0.350.624.008	Patching Materials	19,395	19,815	19,815	**20,211**	20,615
001.80.81.81.0.350.624.011	St Sweeper Supplies	5,844	6,001	6,001	**6,121**	6,243
Total Commodities & Supplies		25,239	27,555	27,555	**28,105**	28,667
Total Street Maintenance		**361,744**	**395,479**	**395,479**	**448,964**	**457,197**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

State Highway Maintenance		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.81.0.351.500.001	Full-Time Earnings	23,876	24,249	24,249	**24,733**	25,228
001.80.81.81.0.351.503.001	Overtime	7,841	6,164	6,164	**7,064**	7,205
001.80.81.81.0.351.504.001	Specialty Pay	60	61	61	**61**	61
001.80.81.81.0.351.506.001	Longevity Pay	210	210	210	**270**	270
Total Personal Services-Salaries & Wages		31,987	30,684	30,684	**32,128**	32,764
Personal Services-Employee Benefits						
001.80.81.81.0.351.510.001	Medical Insurance	6,181	6,535	6,535	**6,590**	6,854
001.80.81.81.0.351.511.001	Social Security	1,877	1,949	1,949	**1,823**	1,859
001.80.81.81.0.351.511.002	Medicare	464	458	458	**480**	490
001.80.81.81.0.351.512.001	IMRF Pension Expense	3,721	3,730	3,730	**3,680**	3,754
001.80.81.81.0.351.513.001	Sick Leave Incentive	55	100	100	**100**	100
001.80.81.81.0.351.513.002	Vac/Pers Leave Incent.	399	598	598	**598**	598
Total Personal Services-Employee Benefits		12,697	13,370	13,370	**13,271**	13,655
Contractual Services						
001.80.81.81.0.351.547.001	Other Eqpt Rental	-	1,230	1,230	**1,255**	1,280
001.80.81.81.0.351.569.008	Refuse Disposal	-	1,601	1,601	**1,633**	1,666
001.80.81.81.0.351.571.005	Catch Basin Cleaning	6,268	6,608	6,608	**6,740**	6,875
001.80.81.81.0.351.574.008	Contract Hauling	5	3,022	3,022	**3,082**	3,144
001.80.81.81.0.351.575.002	Crack Filling	6,238	6,367	6,367	**6,494**	6,624
Total Contractual Services		12,511	18,828	18,828	**19,204**	19,589
Commodities & Supplies						
001.80.81.81.0.351.622.002	Small Tools	561	613	613	**625**	638
001.80.81.81.0.351.622.007	Snow Plow Blades	220	1,414	1,414	**1,442**	1,471
001.80.81.81.0.351.624.007	Basin Supplies	-	826	836	**843**	860
001.80.81.81.0.351.624.008	Patching Materials	2,105	5,683	5,683	**5,797**	5,913
001.80.81.81.0.351.624.009	Salt/Calcium Chloride	-	19,034	19,034	**19,415**	19,803
001.80.81.81.0.351.624.010	Salt Spreader Parts	1,273	1,302	1,302	**1,328**	1,355
001.80.81.81.0.351.624.011	St Sweeper Supplies	1,403	1,567	1,567	**1,598**	1,630
Total Commodities & Supplies		5,562	30,439	30,449	**31,048**	31,670
Total State Highway Maintenance		**62,757**	**93,321**	**93,331**	**95,651**	**97,678**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Traffic Sign Maintenance		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.81.0.352.500.001	Full-Time Earnings	54,914	55,692	55,692	**56,800**	57,936
001.80.81.81.0.352.503.001	Overtime	35,114	24,921	24,921	**29,298**	29,884
001.80.81.81.0.352.506.001	Longevity Pay	525	525	525	**675**	675
Total Personal Services-Salaries & Wages		90,553	81,138	81,138	**86,773**	88,495
Personal Services-Employee Benefits						
001.80.81.81.0.352.510.001	Medical Insurance	5,400	5,833	5,833	**6,862**	7,136
001.80.81.81.0.352.511.001	Social Security	5,510	5,436	5,436	**4,886**	4,984
001.80.81.81.0.352.511.002	Medicare	1,426	1,273	1,273	**1,354**	1,381
001.80.81.81.0.352.512.001	IMRF Pension Expense	11,275	10,413	10,413	**10,448**	10,657
001.80.81.81.0.352.513.001	Sick Leave Incentive	2,495	1,899	1,899	**1,901**	1,901
001.80.81.81.0.352.513.002	Vac/Pers Leave Incent.	5,302	4,600	4,600	**4,600**	4,600
Total Personal Services-Employee Benefits		31,408	29,454	29,454	**30,051**	30,659
Commodities & Supplies						
001.80.81.81.0.352.622.002	Small Tools	285	530	530	**541**	552
001.80.81.81.0.352.622.006	Emergency Barricades	1,806	1,910	1,910	**1,948**	1,987
001.80.81.81.0.352.622.008	Sign Making Materials	18,397	18,896	18,896	**19,274**	19,659
001.80.81.81.0.352.624.001	School Crossing Signs	1,948	1,989	1,989	**2,029**	2,069
001.80.81.81.0.352.624.004	Folding Stop Signs	560	571	571	**582**	594
001.80.81.81.0.352.624.012	Traffic Marking Paint	601	613	613	**625**	638
Total Commodities & Supplies		23,597	24,509	24,509	**24,999**	25,499
Total Traffic Sign Maintenance		**145,558**	**135,101**	**135,101**	**141,823**	**144,653**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Storm Sewer & Basin Maintenance		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.81.0.353.500.001	Full-Time Earnings	53,323	54,180	54,180	**55,261**	56,366
001.80.81.81.0.353.503.001	Overtime	16,741	12,943	12,943	**15,029**	15,330
001.80.81.81.0.353.504.001	Specialty Pay	390	391	391	**391**	391
001.80.81.81.0.353.506.001	Longevity Pay	350	385	385	**515**	515
Total Personal Services-Salaries & Wages		70,804	67,899	67,899	**71,196**	72,602
Personal Services-Employee Benefits						
001.80.81.81.0.353.510.001	Medical Insurance	9,004	9,293	9,293	**9,155**	9,521
001.80.81.81.0.353.511.001	Social Security	4,067	4,292	4,292	**4,035**	4,116
001.80.81.81.0.353.511.002	Medicare	1,027	1,005	1,005	**1,052**	1,073
001.80.81.81.0.353.512.001	IMRF Pension Expense	8,258	8,223	8,223	**8,120**	8,282
001.80.81.81.0.353.513.002	Vac/Pers Leave Incent.	1,196	1,300	1,300	**1,300**	1,300
Total Personal Services-Employee Benefits		23,552	24,113	24,113	**23,662**	24,292
Contractual Services						
001.80.81.81.0.353.530.006	Other Prof. Serv.	2,677	2,734	2,734	**2,789**	2,845
001.80.81.81.0.353.571.004	Storm Sewer Repairs	1,858	1,902	1,902	**1,940**	1,979
001.80.81.81.0.353.574.008	Contract Hauling	-	2,978	2,978	**3,038**	3,099
001.80.81.81.0.353.574.013	Opus Ponds - Maint	2,544	4,772	4,772	**4,867**	4,964
Total Contractual Services		7,079	12,386	12,386	**12,634**	12,887
Commodities & Supplies						
001.80.81.81.0.353.624.005	Det/Ret Supplies	44	1,302	1,302	**1,328**	1,355
001.80.81.81.0.353.624.007	Basin Supplies	1,581	6,373	6,373	**6,500**	6,630
Total Commodities & Supplies		1,625	7,675	7,675	**7,828**	7,985
Total Storm Sewer & Basin Maintenance		**103,060**	**112,073**	**112,073**	**115,320**	**117,766**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Snow Removal Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.81.0.354.500.001	Full-Time Earnings	250,472	241,345	241,345	**245,079**	249,981
001.80.81.81.0.354.502.001	Seasonal Earnings	9,259	20,000	20,000	**20,000**	20,000
001.80.81.81.0.354.503.001	Overtime	66,806	56,373	56,373	**64,562**	65,853
001.80.81.81.0.354.504.001	Specialty Pay	610	591	591	**609**	609
001.80.81.81.0.354.506.001	Longevity Pay	1,820	1,960	1,960	**2,445**	2,445
Total Personal Services-Salaries & Wages		328,967	320,269	320,269	**332,695**	338,888
Personal Services-Employee Benefits						
001.80.81.81.0.354.510.001	Medical Insurance	57,121	61,048	61,048	**60,030**	62,431
001.80.81.81.0.354.511.001	Social Security	20,208	20,193	20,193	**18,981**	19,361
001.80.81.81.0.354.511.002	Medicare	4,829	4,734	4,734	**4,913**	5,011
001.80.81.81.0.354.512.001	IMRF Pension Expense	37,401	36,299	36,299	**35,617**	36,329
001.80.81.81.0.354.513.001	Sick Leave Incentive	4,010	1,599	1,599	**1,599**	1,599
001.80.81.81.0.354.513.002	Vac/Pers Leave Incent.	3,052	3,596	3,596	**3,602**	3,602
Total Personal Services-Employee Benefits		126,621	127,469	127,469	**124,742**	128,333
Contractual Services						
001.80.81.81.0.354.530.006	Other Prof. Serv.	2,407	6,012	6,012	**6,132**	6,255
001.80.81.81.0.354.547.001	Other Eqpt Rental	3,429	598	3,498	**3,568**	3,639
001.80.81.81.0.354.574.006	Weather Forecasting	7,783	8,366	8,366	**8,533**	8,704
001.80.81.81.0.354.574.008	Contract Hauling	4,913	5,011	5,011	**5,111**	5,213
001.80.81.81.0.354.575.011	Snow Removal	82,871	85,313	85,313	**87,019**	88,759
041.80.81.81.0.354.575.011	Snow Removal	33,956	78,030	78,030	**79,591**	81,183
001.80.81.81.0.354.576.016	Plow Damage Seeding	13,192	14,220	14,220	**14,504**	14,794
Total Contractual Services		148,551	197,550	200,450	**204,458**	208,547
Commodities & Supplies						
001.80.81.81.0.354.603.001	Clothing Supplies	39	40	40	**40**	40
001.80.81.81.0.354.622.005	Restoration Materials	2,873	4,033	4,033	**4,114**	4,196
001.80.81.81.0.354.622.007	Snow Plow Blades	1,914	4,807	4,807	**4,903**	5,001
041.80.81.81.0.354.624.009	Salt/Calcium Chloride	353,064	462,273	462,273	**471,518**	480,948
001.80.81.81.0.354.624.010	Salt Spreader Parts	3,406	3,476	3,476	**3,546**	3,617
001.80.81.81.0.354.624.013	Snow Blowers	998	1,327	1,327	**1,354**	1,381
Total Commodities & Supplies		362,294	475,956	475,956	**485,475**	495,183
Other Equipment						
001.80.81.81.0.354.665.039	Snowplows	1,878	15,606	15,606	**15,918**	16,236
Total Other Equipment		1,878	15,606	15,606	**15,918**	16,236
Total Snow Removal Program		**968,311**	**1,136,850**	**1,139,750**	**1,163,288**	**1,187,187**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Maintenance of Buildings		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.81.82.0.000.500.001	Full-Time Earnings	337,096	341,463	341,463	**334,981**	341,681
001.80.81.82.0.000.501.001	Part-Time Earnings	19,070	25,798	25,798	**26,211**	26,735
001.80.81.82.0.000.503.001	Overtime	85,982	75,145	75,145	**84,544**	86,235
001.80.81.82.0.000.504.001	Specialty Pay	180	180	180	**180**	180
001.80.81.82.0.000.506.001	Longevity Pay	2,235	2,575	2,575	**2,615**	2,615
Total Personal Services-Salaries & Wages		444,563	445,161	445,161	**448,531**	457,446
Personal Services-Employee Benefits						
001.80.81.82.0.000.510.001	Medical Insurance	86,711	92,298	92,298	**74,724**	77,713
001.80.81.82.0.000.511.001	Social Security	27,381	27,746	27,746	**25,362**	25,869
001.80.81.82.0.000.511.002	Medicare	6,422	6,494	6,494	**6,542**	6,673
001.80.81.82.0.000.512.001	IMRF Pension Expense	51,270	53,161	53,161	**50,496**	51,506
001.80.81.82.0.000.513.001	Sick Leave Incentive	1,262	699	699	**702**	702
001.80.81.82.0.000.513.002	Vac/Pers Leave Incent.	1,137	1,595	4,200	**1,601**	1,601
Total Personal Services-Employee Benefits		174,183	181,993	184,598	**159,427**	164,064
Contractual Services						
001.80.81.82.0.000.530.006	Other Prof. Serv.	7,965	8,743	8,743	**8,918**	9,096
001.80.81.82.0.000.532.002	Equipment Maint.	81,430	98,692	98,692	**100,666**	102,679
001.80.81.82.0.000.533.002	Cleaning Service	87,841	124,848	124,848	**127,345**	129,892
001.80.81.82.0.000.533.003	Roof Repairs	-	1,792	1,792	**1,828**	1,865
001.80.81.82.0.000.533.007	HVAC Repairs	62,203	79,591	79,591	**81,183**	82,807
001.80.81.82.0.000.533.008	Overhead Door Repair	16,052	19,102	19,102	**19,484**	19,874
001.80.81.82.0.000.533.009	General Store Maint.	3,296	4,033	4,033	**4,114**	4,196
001.80.81.82.0.000.533.010	Historical Building Main	7,629	8,489	8,489	**8,659**	8,832
001.80.81.82.0.000.574.002	Reseal Floors	19,868	23,347	23,347	**23,814**	24,290
Total Contractual Services		286,284	368,637	368,637	**376,011**	383,531
Utilities						
001.80.81.82.0.000.585.001	Natural Gas	24,386	49,877	49,877	**50,875**	51,893
001.80.81.82.0.000.591.001	Water & Sewer	7,100	3,388	3,388	**3,456**	3,525
Total Utilities		31,486	53,265	53,265	**54,331**	55,418
Commodities & Supplies						
001.80.81.82.0.000.622.002	Small Tools	456	480	480	**490**	500
001.80.81.82.0.000.624.002	Custodial Supplies	50,325	53,060	53,060	**54,121**	55,203
001.80.81.82.0.000.627.002	Generators	-	3,183	3,183	**3,247**	3,312
001.80.81.82.0.000.628.001	M&R Supplies - VH	19,457	22,517	22,517	**22,967**	23,426
001.80.81.82.0.000.628.002	M&R Supplies-Pol&Fire	9,910	11,357	11,357	**11,584**	11,816
001.80.81.82.0.000.628.003	M&R Supplies - PW	16,037	16,979	16,979	**17,319**	17,665
001.80.81.82.0.000.628.004	M&R Supplies - Sta 12	2,686	3,591	3,591	**3,663**	3,736
001.80.81.82.0.000.628.005	M&R Supplies - Sta 14	2,480	7,429	7,429	**7,578**	7,730
001.80.81.82.0.000.628.006	M&R Supplies -CC Ctr	523	2,335	2,335	**2,382**	2,429
Total Commodities & Supplies		101,874	120,931	120,931	**123,351**	125,817

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS

Maintenance of Buildings		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Expenditures						
001.80.81.82.0.000.636.003	General Store Property	-	4,080	4,080	**4,162**	4,245
Total Other Expenditures		-	4,080	4,080	**4,162**	4,245
Total Maintenance of Buildings		**1,038,390**	**1,174,067**	**1,176,672**	**1,165,813**	**1,190,521**
TOTAL PUBLIC WORKS - STREETS/BUILDINGS		**2,837,060**	**3,206,224**	**3,211,739**	**3,282,372**	**3,349,774**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Street/Bldg/Park Superintendent	0.95	0.95	0.95	105,657	107,770	**103,308**
Forestry/Grounds Superintendent	0.05	0.05	0.05	4,925	5,244	**5,380**
Foreman	2.05	2.05	2.05	186,838	190,576	**194,386**
Maintenance Personnel	5.70	5.70	5.70	430,252	425,923	**434,644**
Electricians	2.25	2.25	2.25	174,455	178,851	**168,122**
Forestry Technician	0.05	-	-	3,299	-	**-**
Total Full Time	11.05	11.00	11.00	905,426	908,364	**905,840**
Part Time						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	25,194	25,798	**26,211**
Total Part Time	0.50 (1)	0.50 (1)	0.50 (1)	25,194	25,798	**26,211**
Seasonal						
Seasonal/Intern	0.85 (19)	0.85 (19)	0.85 (19)	29,787	29,787	**29,787**
Total Seasonal	0.85 (19)	0.85 (19)	0.85 (19)	29,787	29,787	**29,787**
Other Compensation						
Overtime Earnings				213,360	206,865	**234,713**
Specialty Pay				2,279	1,915	**1,933**
Longevity Pay				6,610	7,005	**7,470**
Total Other Compensation				222,249	215,785	**244,116**
Employee Benefits						
Medical Insurance				215,329	225,468	**201,101**
Social Security				74,880	74,660	**69,084**
Medicare				17,538	17,486	**17,862**
IMRF Pension				134,925	139,450	**134,411**
Sick Leave Incentive				4,800	5,797	**5,802**
Vacation/Personal Leave Incentive				19,500	17,885	**17,902**
Total Employee Benefits				466,972	480,746	**446,162**
TOTAL	**12.40**	**12.35**	**12.35**	**1,649,628**	**1,660,480**	**1,652,116**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	11.05	11.00	11.00
Part-Time	1.00	1.00	1.00
Seasonal	19.00	19.00	19.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – FORESTRY AND GROUNDS

STATEMENT OF ACTIVITIES

It is the responsibility of the Forestry and Grounds Division to manage, maintain, repair and improve the Village's parkways, parkway trees, and public grounds in a manner consistent with the Village Board policy and regulatory agency requirements.

This division is responsible for performing activities which align to the following goal and strategy set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Infrastructure goal – Environmental Sensibility: Honor the natural environment's importance to community quality of life through strategic public investment.

2015 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village's parkways, parkway trees, and public grounds.

- Received Tree City USA Award for 30th year and Growth Award for 13th time.
- Completed scheduled tree trimming of approximately 4,600 trees maintaining the Village's five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Planted approximately 1040 trees of varying species to maintain a diversified urban forest.
- Removed approximately 950 trees, approximately
- Maintained Society of Municipal Arborist Accreditation.

2016 ACCOMPLISHMENTSf

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village's parkways, parkway trees and public grounds.

- Received Tree City USA Award for 31st year.
- Completed scheduled tree trimming of approximately 4,331 trees maintaining the Village's five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Removed 650 unhealthy trees in a timely manner.
- Planted 1,100 trees of varying species to maintain a diversified urban forest. Achieved one tree planting for every tree removal.

Create vibrant public spaces.

- Planted approximately 11,800 flowers, managing a landscape maintenance contract, and turf mowing contract.

2017 GOALS

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village's parkways, parkway trees and public grounds.

- Complete requirements for Tree City USA Award and Growth Award.
- Complete scheduled tree trimming of approximately 4,700 trees to ensure the Village's five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Remove 500 unhealthy trees in a timely manner.
- Plant approximately 750 trees of varying species to maintain a diversified urban forest. Achieve one tree planting for every tree removal.

Create vibrant public spaces.

- Plant approximately 14,000 flowers (large increase due to the Centennial), manage a landscape maintenance contract, and turf mowing contract.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Forestry and Grounds Maintenance				
Service Requests	1,901	1,595	1,600	1,600
Acres of Turf Maintained*	53	53	53	53
Trees Trimmed (custom)	4,416	4,280	4,331	4,700
Plantings				
Trees	946	1,040	1,100	750
Flowers, Annual	8,642	8,642	11,800	14,000
Flowers, Bulbs	-	-	1,000	1,000
Shrubs	168	30	175	150
Perennials/Ground Cover	2,028	1,017	2,500	2,500
Total Plantings	11,784	10,729	16,575	18,400
Removals				
Trees	1,344	1,344	650	500
Stumps	1,344	1,344	650	850
Shrubs	128	142	150	150
Total Removals	2,816	2,830	1,450	1,500

* Does not include sites which only receive mowing.

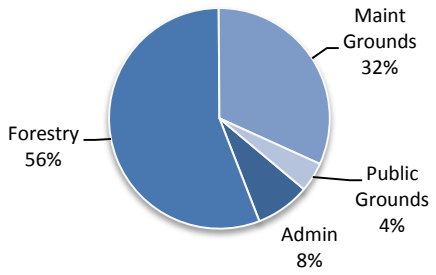
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - FORESTRY AND GROUNDS

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Forestry & Grounds Administration	129,414	138,434	138,431	**140,358**	143,393
Forestry Program	764,069	955,948	951,948	**979,139**	999,681
Maintenance of Grounds	497,532	537,280	537,280	**559,662**	571,069
Public Grounds Beautification	68,103	74,470	74,470	**75,972**	77,565
Total Programs	1,459,118	1,706,132	1,702,129	**1,755,131**	1,791,708
Expenditure Classification					
Personal Services-Salaries & Wages	719,284	719,594	719,594	**745,877**	759,738
Personal Services-Employee Benefits	268,893	280,624	280,621	**284,353**	292,782
Other Employee Costs	3,269	6,212	6,212	**6,336**	6,463
Contractual Services	381,354	594,037	590,037	**610,795**	622,809
Utilities	3,375	3,290	3,290	**3,356**	3,423
Commodities & Supplies	48,373	55,152	55,152	**56,246**	57,362
Other Equipment	34,570	47,223	47,223	**48,168**	49,131
Total Expenditure Classification	1,459,118	1,706,132	1,702,129	**1,755,131**	1,791,708
Source of Funds					
001 General Fund	1,451,929	1,696,132	1,696,129	**1,745,131**	1,781,708
063 Risk Management Fund	7,189	10,000	6,000	**10,000**	10,000
Total Source of Funds	1,459,118	1,706,132	1,702,129	**1,755,131**	1,791,708

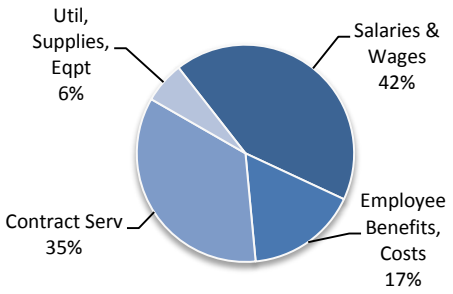
BUDGET DISCUSSION AND ANALYSIS

The Forestry and Grounds Division budget includes the costs associated with Forestry & Grounds Administration, Forestry, Maintenance of Grounds, and Public Grounds Beautification programs. Expenditures for all public properties, except the grounds of the Water and Sewer Fund properties, are included in this division. The 2017 budget of $1,755,131 increased 2.87% from 2016. The increase is primarily related wage and benefits. There were no significant increases in any of the expense categories from the 2016 budget.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS

Forestry & Grounds Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.82.00.0.000.500.001	Full-Time Earnings	93,391	94,386	94,386	**96,829**	98,766
001.80.82.00.0.000.503.001	Overtime	934	6,027	6,027	**6,011**	6,131
001.80.82.00.0.000.504.001	Specialty Pay	540	541	541	**541**	541
001.80.82.00.0.000.506.001	Longevity Pay	360	450	450	**630**	630
Total Personal Services-Salaries & Wages		95,225	101,404	101,404	**104,011**	106,068
Personal Services-Employee Benefits						
001.80.82.00.0.000.510.001	Medical Insurance	15,824	14,967	14,967	**14,495**	15,075
001.80.82.00.0.000.511.001	Social Security	5,655	6,398	6,398	**6,546**	6,677
001.80.82.00.0.000.511.002	Medicare	1,323	1,497	1,497	**1,535**	1,566
001.80.82.00.0.000.512.001	IMRF Pension Expense	10,920	12,225	12,225	**11,819**	12,055
001.80.82.00.0.000.513.001	Sick Leave Incentive	-	1,098	1,095	**1,101**	1,101
001.80.82.00.0.000.513.002	Vac/Pers Leave Incent.	-	395	395	**401**	401
Total Personal Services-Employee Benefits		33,722	36,580	36,577	**35,897**	36,875
Commodities & Supplies						
001.80.82.00.0.000.603.001	Clothing Supplies	467	450	450	**450**	450
Total Commodities & Supplies		467	450	450	**450**	450
Total Forestry & Grounds Administration		**129,414**	**138,434**	**138,431**	**140,358**	**143,393**

Forestry Program						
Personal Services-Salaries & Wages						
001.80.82.83.0.000.500.001	Full-Time Earnings	264,555	268,381	268,381	**274,334**	279,821
001.80.82.83.0.000.502.001	Seasonal Earnings	11,042	11,627	11,627	**11,627**	11,627
001.80.82.83.0.000.503.001	Overtime	58,875	52,080	52,080	**58,222**	59,386
001.80.82.83.0.000.504.001	Specialty Pay	1,591	1,594	1,594	**1,594**	1,594
001.80.82.83.0.000.506.001	Longevity Pay	1,925	2,540	2,540	**2,760**	2,760
Total Personal Services-Salaries & Wages		337,988	336,222	336,222	**348,537**	355,188
Personal Services-Employee Benefits						
001.80.82.83.0.000.510.001	Medical Insurance	70,479	74,981	74,981	**76,542**	79,604
001.80.82.83.0.000.511.001	Social Security	20,953	21,010	21,010	**21,641**	22,074
001.80.82.83.0.000.511.002	Medicare	4,900	4,917	4,917	**5,097**	5,199
001.80.82.83.0.000.512.001	IMRF Pension Expense	37,762	38,873	38,873	**38,029**	38,790
001.80.82.83.0.000.513.001	Sick Leave Incentive	1,756	1,699	1,699	**1,699**	1,699
001.80.82.83.0.000.513.002	Vac/Pers Leave Incent.	527	899	899	**899**	899
Total Personal Services-Employee Benefits		136,377	142,379	142,379	**143,907**	148,265

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS

Forestry Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Employee Costs						
001.80.82.83.0.000.522.001	Travel & Meetings	3,269	6,212	6,212	**6,336**	6,463
Total Other Employee Costs		3,269	6,212	6,212	**6,336**	6,463
Contractual Services						
001.80.82.83.0.000.530.006	Other Prof. Serv.	4,335	4,485	4,485	**4,575**	4,666
001.80.82.83.0.000.569.008	Refuse Disposal	2,659	4,772	4,772	**4,867**	4,965
001.80.82.83.0.000.574.008	Contract Hauling	5,013	6,430	6,430	**6,559**	6,690
001.80.82.83.0.000.576.005	Private Tree Removal	1,754	5,493	5,493	**5,603**	5,715
001.80.82.83.0.000.576.006	Tree Removal	83,956	146,234	146,234	**149,159**	152,142
001.80.82.83.0.000.576.007	Stump Removal	38,553	54,759	54,759	**55,854**	56,971
001.80.82.83.0.000.576.008	Perennial Flower	-	3,183	3,183	**3,247**	3,312
001.80.82.83.0.000.576.011	Tree Trimming	103,265	180,000	180,000	**183,600**	187,272
063.80.82.83.4.000.576.012	Tree Hazard Study	7,189	10,000	6,000	**10,000**	10,000
001.80.82.83.0.000.576.013	Tree	26,593	41,133	41,133	**41,956**	42,795
Total Contractual Services		273,317	456,489	452,489	**465,420**	474,528
Utilities						
001.80.82.83.0.000.590.001	Telephone - Cellular	3,375	3,290	3,290	**3,356**	3,423
Total Utilities		3,375	3,290	3,290	**3,356**	3,423
Commodities & Supplies						
001.80.82.83.0.000.605.001	Other Equipment	8,010	8,400	8,400	**8,568**	8,739
001.80.82.83.0.000.622.005	Restoration Materials	1,733	1,787	1,787	**1,823**	1,859
001.80.82.83.0.000.623.001	Fertilizer	-	1,169	1,169	**1,192**	1,216
Total Commodities & Supplies		9,743	11,356	11,356	**11,583**	11,814
Total Forestry Program		**764,069**	**955,948**	**951,948**	**979,139**	**999,681**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS

Maintenance of Grounds		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.82.84.0.355.500.001	Full-Time Earnings	191,420	193,265	193,265	**201,604**	205,636
001.80.82.84.0.355.502.001	Seasonal Earnings	25,421	32,900	32,900	**32,900**	32,900
001.80.82.84.0.355.503.001	Overtime	38,660	25,944	25,944	**27,355**	27,902
001.80.82.84.0.355.504.001	Specialty Pay	586	587	587	**903**	903
001.80.82.84.0.355.506.001	Longevity Pay	1,160	1,160	1,160	**1,530**	1,530
Total Personal Services-Salaries & Wages		257,247	253,856	253,856	**264,292**	268,871
Personal Services-Employee Benefits						
001.80.82.84.0.355.510.001	Medical Insurance	41,992	44,788	44,788	**47,429**	49,326
001.80.82.84.0.355.511.001	Social Security	15,812	15,823	15,823	**16,406**	16,734
001.80.82.84.0.355.511.002	Medicare	3,698	3,705	3,705	**3,855**	3,932
001.80.82.84.0.355.512.001	IMRF Pension Expense	26,676	26,406	26,406	**26,064**	26,585
001.80.82.84.0.355.513.001	Sick Leave Incentive	277	898	898	**901**	901
001.80.82.84.0.355.513.002	Vac/Pers Leave Incent.	499	395	395	**401**	401
Total Personal Services-Employee Benefits		88,954	92,015	92,015	**95,056**	97,879
Contractual Services						
001.80.82.84.0.355.530.006	Other Prof. Serv.	5,924	7,061	7,061	**7,202**	7,346
001.80.82.84.0.355.574.011	St-scape Corr Maint	23,306	26,493	26,493	**28,500**	29,070
001.80.82.84.0.355.574.014	Grounds Maintenance	61,552	70,149	70,149	**75,150**	76,653
001.80.82.84.0.355.575.010	Railroad Station	1,112	7,429	7,429	**7,578**	7,729
001.80.82.84.0.355.576.014	Contract Spraying	8,540	12,039	12,039	**12,280**	12,525
001.80.82.84.0.355.576.015	Contract Sprinkler	7,603	11,830	11,830	**12,067**	12,308
Total Contractual Services		108,037	135,001	135,001	**142,777**	145,631
Commodities & Supplies						
001.80.82.84.0.355.622.002	Small Tools	454	486	486	**496**	506
001.80.82.84.0.355.622.003	Grounds Maintenance	7,484	7,651	7,651	**7,804**	7,960
001.80.82.84.0.355.622.004	Lawn Care Equipment	585	836	836	**853**	870
001.80.82.84.0.355.623.001	Fertilizer	201	212	212	**216**	221
Total Commodities & Supplies		8,724	9,185	9,185	**9,369**	9,557
Other Equipment						
001.80.82.84.0.355.665.014	Sprinkler System	657	7,428	7,428	**7,577**	7,728
001.80.82.84.0.355.665.041	Repl St Furniture	33,913	39,795	39,795	**40,591**	41,403
Total Other Equipment		34,570	47,223	47,223	**48,168**	49,131
Total Maintenance of Grounds		**497,532**	**537,280**	**537,280**	**559,662**	**571,069**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS

Public Grounds Beautification		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.82.84.0.356.500.001	Full-Time Earnings	22,697	23,063	23,063	**23,524**	23,994
001.80.82.84.0.356.503.001	Overtime	5,877	4,798	4,798	**5,212**	5,316
001.80.82.84.0.356.504.001	Specialty Pay	150	151	151	**151**	151
001.80.82.84.0.356.506.001	Longevity Pay	100	100	100	**150**	150
Total Personal Services-Salaries & Wages		28,824	28,112	28,112	**29,037**	29,611
Personal Services-Employee Benefits						
001.80.82.84.0.356.510.001	Medical Insurance	4,396	4,158	4,158	**4,027**	4,188
001.80.82.84.0.356.511.001	Social Security	1,733	1,744	1,744	**1,790**	1,826
001.80.82.84.0.356.511.002	Medicare	405	408	408	**422**	430
001.80.82.84.0.356.512.001	IMRF Pension Expense	3,306	3,340	3,340	**3,254**	3,319
Total Personal Services-Employee Benefits		9,840	9,650	9,650	**9,493**	9,763
Contractual Services						
001.80.82.84.0.356.574.010	Beautify RR ROW	-	2,547	2,547	**2,598**	2,650
Total Contractual Services		-	2,547	2,547	**2,598**	2,650
Commodities & Supplies						
001.80.82.84.0.356.622.002	Small Tools	199	203	203	**207**	211
001.80.82.84.0.356.623.002	Tree/Bush/Flower Repl	29,240	33,958	33,958	**34,637**	35,330
Total Commodities & Supplies		29,439	34,161	34,161	**34,844**	35,541
Total Public Grounds Beautification		**68,103**	**74,470**	**74,470**	**75,972**	**77,565**
TOTAL PUBLIC WORKS - FORESTRY AND GROUNDS		**1,459,118**	**1,706,132**	**1,702,129**	**1,755,131**	**1,791,708**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY & GROUNDS
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Forestry/Grounds Superintendent	0.90	0.90	0.90	88,637	94,386	**96,829**
Foreman	1.45	1.45	1.45	131,141	133,764	**136,439**
Maintenance Personnel	5.00	5.00	5.00	347,390	350,945	**363,023**
Forestry Technician	0.90	-	-	59,369	-	**-**
Total Full Time	8.25	7.35	7.35	626,537	579,095	**596,291**
Seasonal						
Seasonal/Intern	1.00 (3)	1.00 (3)	1.00 (3)	43,877	44,527	**44,527**
Total Seasonal	1.00 (3)	1.00 (3)	1.00 (3)	43,877	44,527	**44,527**
Other Compensation						
Overtime Earnings				90,500	88,849	**96,800**
Specialty Pay				3,414	2,873	**3,189**
Longevity Pay				3,545	4,250	**5,070**
Total Other Compensation				97,459	95,972	**105,059**
Employee Benefits						
Medical Insurance				155,977	138,894	**142,493**
Social Security				47,998	44,975	**46,383**
Medicare				11,235	10,527	**10,909**
IMRF Pension				83,617	80,844	**79,166**
Sick Leave Incentive				3,900	3,695	**3,701**
Vacation/Personal Leave Incentive				1,700	1,689	**1,701**
Retiree Sick Incentive				-	-	**-**
Total Employee Benefits				304,427	280,624	**284,353**
TOTAL	**9.25**	**8.35**	**8.35**	**1,072,300**	**1,000,218**	**1,030,230**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	8.25	7.35	7.35
Seasonal	3.00	3.00	3.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING

STATEMENT OF ACTIVITIES

It is the responsibility of the Engineering Division to design and improve the Village's public streets, sidewalks, detention ponds and Levee 37 in a manner consistent with Village Board policy and regulatory agency requirements.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Infrastructure goal – Transportation: Design and implement upgrades, improvements and maintenance for optimum mobility and system sustainability.

Infrastructure goal – Flood Control, Water and Sewer – Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property**.**

2015 ACCOMPLISHMENTS

Infrastructure Goal – Transportation

Improve the Village's transportation system.

- Completed resurfacing of 9.9 miles of streets as part of the Village Street Resurfacing Program.
- Completed construction Phase I and II of Kensington Business Center Jogging Path and Lighting Improvements.
- Completed construction of the Northwest Highway Streetscape Improvements.
- Completed construction of the Central / Weller Pedestrian Crossing Improvement Project.

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Completed Hydraulic Analysis of tributary areas to Levee 37 Pump Stations 1 and 2.
- Complete construction of Phase II of the Storm Sewer Improvements, Isabella Basin relief sewer project, as recommended in the 2011 Comprehensive Flood Study.

2016 ACCOMPLISHMENTS

Infrastructure Goal – Transportation

Improve the Village's transportation system.

- Completed resurfacing of 6.5 miles of streets as part of the Village Street Resurfacing Program.
- Completed construction of the Share Cost Sidewalk Program, CDBG Sidewalk Program.
- Completed construction of new sidewalk along Camp McDonald Rd between Burning Bush Ln and River Rd.
- Completed construction of the Phase I Bike Route Sign Project.
- Completed construction of Phase I of the Emergency Vehicle Preemption System Replacement Project.
- Coordinate construction inspection of the Kensington Business Center Jogging Path and Lighting Improvements, Phase III.

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Complete construction of Phase III of the Storm Sewer Improvements as recommended in the 2011 Comprehensive Flood Study. Improvements include Lavergne / Catalpa and Palm / Cherrywood.
- Complete construction of the Private Property Drainage Improvements program.

2017 GOALS

Infrastructure Goal – Transportation

Improve the Village's transportation system.

- Complete resurfacing of 6.8 miles of streets as part of the Village Street Resurfacing Program.
- Conduct feasibility study and design engineering for improvements to the Rand / Central / Mount Prospect Road Intersection.
- Conduct feasibility study and design engineering for improvements to the Downtown Intersections.
- Complete construction of the Share Cost Sidewalk Program, CDBG Sidewalk Program and New Sidewalk Program.
- Complete construction of Phase II of the Emergency Vehicle Preemption System Replacement Project.

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Complete construction of Phase IV of the Storm Sewer Improvements as recommended in the 2011 Comprehensive Flood Study. Improvements include Park Drive.
- Complete construction of the Private Property Drainage Improvements Program.
- Complete construction of the Kensington Business Center Pond 6 Dredging Project.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Engineering Division				
Construction Project Inspections	60	100	105	110
Plan Reviews	155	231	235	240
Street Resurfacing (miles)	18.8	9.8	6.5	6.8
Shared Cost Sidewalk (square feet)	8,525	9,300	7,325	8,000
Residential Flood Plain Studies	38	26	35	45

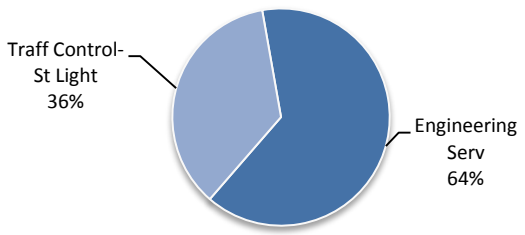
VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - ENGINEERING

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Engineering Services	922,125	938,624	938,624	**984,157**	966,008
Traffic Control-Street Lighting	517,497	544,656	544,627	**549,990**	561,405
Total Programs	1,439,622	1,483,280	1,483,251	**1,534,147**	1,527,413
Expenditure Classification					
Personal Services-Salaries & Wages	755,885	763,771	763,771	**773,944**	788,945
Personal Services-Employee Benefits	266,644	272,855	272,855	**266,946**	273,950
Other Employee Costs	2,765	3,770	3,770	**5,346**	5,453
Contractual Services	176,004	165,640	165,640	**213,252**	178,938
Utilities	215,167	242,808	242,779	**239,565**	244,357
Commodities & Supplies	21,436	32,121	32,121	**32,733**	33,362
Office Equipment	334	578	578	**590**	602
Other Equipment	1,387	1,737	1,737	**1,771**	1,806
Total Commodities & Supplies	1,439,622	1,483,280	1,483,251	**1,534,147**	1,527,413
Source of Funds					
001 General Fund	1,165,046	1,231,912	1,231,883	**1,277,751**	1,265,888
041 Motor Fuel Tax Fund	274,576	251,368	251,368	**256,396**	261,525
Total Source of Funds	1,439,622	1,483,280	1,483,251	**1,534,147**	1,527,413

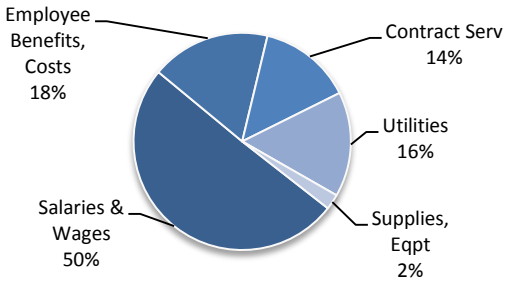
BUDGET DISCUSSION AND ANALYSIS

The Engineering Division budget includes the Engineering Services and the Traffic Control-Street Lighting programs. Included in these programs are the costs associated with the municipal engineering, infrastructure improvements, public and private site improvement plan reviews and inspections, utility permitting, drainage, traffic control, and street lighting. The 2017 budget of $1,534,147 increased $50,867 or 3.43% from the 2016 budget. Wages and Benefits were increased and the budget includes $40,000 for professional services. The funds will be used in 2017 to create official bench marks for surveying throughout the Village. The creation of official Village bench marks would assist private developers, engineers, and architects in designing private improvements.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING

Engineering Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
001.80.83.00.0.000.500.001	Full-Time Earnings	565,976	577,746	577,746	**585,914**	597,632
001.80.83.00.0.000.501.001	Part-Time Earnings	29,260	20,828	20,828	**21,164**	21,587
001.80.83.00.0.000.502.001	Seasonal Earnings	15,993	18,286	18,286	**18,285**	18,285
001.80.83.00.0.000.503.001	Overtime	14,777	17,300	17,300	**14,978**	15,278
001.80.83.00.0.000.504.001	Specialty Pay	600	601	601	**601**	601
001.80.83.00.0.000.506.001	Longevity Pay	2,900	2,600	2,600	**4,100**	4,100
Total Personal Services-Salaries & Wages		629,506	637,361	637,361	**645,042**	657,483
Personal Services-Employee Benefits						
001.80.83.00.0.000.510.001	Medical Insurance	78,383	79,104	79,104	**78,457**	81,595
001.80.83.00.0.000.511.001	Social Security	38,768	40,638	40,638	**40,853**	41,670
001.80.83.00.0.000.511.002	Medicare	9,173	9,507	9,507	**9,620**	9,812
001.80.83.00.0.000.512.001	IMRF Pension Expense	71,969	75,534	75,534	**72,072**	73,513
001.80.83.00.0.000.513.001	Sick Leave Incentive	4,993	5,598	5,598	**5,604**	5,604
001.80.83.00.0.000.513.002	Vac/Pers Leave Incent.	12,840	11,096	11,096	**11,107**	11,107
Total Personal Services-Employee Benefits		216,126	221,477	221,477	**217,713**	223,301
Other Employee Costs						
001.80.83.00.0.000.518.001	Dues & Memberships	847	1,388	1,388	**1,416**	1,445
001.80.83.00.0.000.525.004	Training	1,918	2,382	2,382	**3,930**	4,008
Total Other Employee Costs		2,765	3,770	3,770	**5,346**	5,453
Contractual Services						
001.80.83.00.0.000.530.006	Other Prof. Serv.	7,501	7,651	7,651	**47,804**	7,960
001.80.83.00.0.000.532.002	Equipment Maint.	1,388	1,426	1,426	**1,455**	1,485
001.80.83.00.0.000.547.003	Vehicle Rental	-	-	-	**2,000**	2,040
001.80.83.00.0.000.553.001	Vehicle Lease Payment	10,400	8,900	8,900	**10,600**	10,600
001.80.83.00.0.000.554.001	Vehicle Maint Payment	35,174	33,318	33,318	**33,088**	36,180
001.80.83.00.0.000.562.004	Maps & Plats	3,685	5,093	5,093	**1,115**	1,138
001.80.83.00.0.000.577.004	ROW Restoration	3,242	6,559	6,559	**6,690**	6,824
Total Contractual Services		61,390	62,947	62,947	**102,752**	66,227
Utilities						
001.80.83.00.0.000.590.001	Telephone - Cellular	5,788	5,098	5,098	**5,200**	5,304
Total Utilities		5,788	5,098	5,098	**5,200**	5,304
Commodities & Supplies						
001.80.83.00.0.000.603.001	Clothing Supplies	1,180	1,300	1,300	**1,300**	1,300
001.80.83.00.0.000.608.001	Other Supplies	499	1,082	1,082	**1,104**	1,126
001.80.83.00.0.000.626.002	Engineering Supplies	3,150	3,274	3,274	**3,339**	3,406
Total Commodities & Supplies		4,829	5,656	5,656	**5,743**	5,832
Office Equipment						
001.80.83.00.0.000.656.002	Office Eqpt - Eng	334	578	578	**590**	602
Total Office Equipment		334	578	578	**590**	602

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING

Engineering Services		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Equipment						
001.80.83.00.0.000.665.012	Engineering Equipment	1,387	1,737	1,737	**1,771**	1,806
Total Other Equipment		1,387	1,737	1,737	**1,771**	1,806
Total Engineering Services		**922,125**	**938,624**	**938,624**	**984,157**	**966,008**

Traffic Control-Street Lighting						
Personal Services-Salaries & Wages						
001.80.83.86.0.357.500.001	Full-Time Earnings	114,331	115,221	115,221	**116,727**	119,062
001.80.83.86.0.357.503.001	Overtime	11,338	10,478	10,478	**11,244**	11,469
001.80.83.86.0.357.504.001	Specialty Pay	60	61	61	**61**	61
001.80.83.86.0.357.506.001	Longevity Pay	650	650	650	**870**	870
Total Personal Services-Salaries & Wages		126,379	126,410	126,410	**128,902**	131,462
Personal Services-Employee Benefits						
001.80.83.86.0.357.510.001	Medical Insurance	23,973	24,803	24,803	**23,096**	24,020
001.80.83.86.0.357.511.001	Social Security	7,648	7,945	7,945	**8,074**	8,235
001.80.83.86.0.357.511.002	Medicare	1,789	1,859	1,859	**1,896**	1,934
001.80.83.86.0.357.512.001	IMRF Pension Expense	14,762	15,273	15,273	**14,669**	14,962
001.80.83.86.0.357.513.001	Sick Leave Incentive	2,306	1,300	1,300	**1,300**	1,300
001.80.83.86.0.357.513.002	Vac/Pers Leave Incent.	40	198	198	**198**	198
Total Personal Services-Employee Benefits		50,518	51,378	51,378	**49,233**	50,649
Contractual Services						
001.80.83.86.0.357.577.001	Streetlight Maint	3,100	3,183	3,183	**9,000**	9,180
041.80.83.86.0.357.577.002	Traffic Light Maint	104,335	92,187	92,187	**94,031**	95,912
001.80.83.86.0.357.577.003	Traffic Signal Device	7,179	7,323	7,323	**7,469**	7,619
Total Contractual Services		114,614	102,693	102,693	**110,500**	112,711
Utilities						
001.80.83.86.0.357.587.001	Electricity - Street	39,138	78,529	78,500	**72,000**	73,440
041.80.83.86.0.357.588.001	Electricity - NW	170,241	159,181	159,181	**162,365**	165,613
Total Utilities		209,379	237,710	237,681	**234,365**	239,053
Commodities & Supplies						
001.80.83.86.0.357.603.001	Clothing Supplies	200	200	200	**200**	200
001.80.83.86.0.357.622.010	Street Light Supplies	16,407	26,265	26,265	**26,790**	27,330
Total Commodities & Supplies		16,607	26,465	26,465	**26,990**	27,530
Total Traffic Control-Street Lighting		**517,497**	**544,656**	**544,627**	**549,990**	**561,405**
TOTAL PUBLIC WORKS - ENGINEERING		**1,439,622**	**1,483,280**	**1,483,251**	**1,534,147**	**1,527,413**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Village Engineer	1.00	1.00	1.00	116,274	118,600	**120,972**
Project Engineers	3.00	3.00	3.00	299,754	305,750	**311,864**
Traffic Engineer	1.00	1.00	1.00	104,520	106,611	**108,743**
Civil Engineer	1.00	1.00	1.00	62,001	69,723	**67,731**
Electrician	0.10	0.10	0.10	8,399	8,610	**7,984**
Engineering Assistant	1.00	1.00	-	82,032	83,673	**-**
Engineering Inspector	-	-	1.00	-	-	**85,347**
Total Full Time	7.10	7.10	7.10	672,980	692,967	**702,641**
Part Time						
Draftsman	0.40 (1)	0.40 (1)	0.40 (1)	20,347	20,828	**21,164**
Total Part Time	0.40 (1)	0.40 (1)	0.40 (1)	20,347	20,828	**21,164**
Seasonal						
Seasonal/Intern	0.50 (2)	0.50 (2)	0.50 (2)	18,286	18,286	**18,285**
Total Seasonal	0.50 (2)	0.50 (2)	0.50 (2)	18,286	18,286	**18,285**
Other Compensation						
Overtime Earnings				24,420	27,778	**26,222**
Specialty Pay				662	662	**662**
Longevity Pay				3,550	3,250	**4,970**
Total Other Compensation				28,632	31,690	**31,854**
Employee Benefits						
Medical Insurance				102,715	103,907	**101,553**
Social Security				47,261	48,583	**48,927**
Medicare				11,062	11,366	**11,516**
IMRF Pension				85,081	90,807	**86,741**
Sick Leave Incentive				6,700	6,898	**6,904**
Vacation/Personal Leave Incentive				13,600	11,294	**11,305**
Total Employee Benefits				266,419	272,855	**266,946**
TOTAL	**8.00**	**8.00**	**8.00**	**1,006,664**	**1,036,626**	**1,040,890**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	7.10	7.10	7.10
Part-Time	1.00	1.00	1.00
Seasonal	2.00	2.00	2.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL

STATEMENT OF ACTIVITIES

The mission of the Refuse Disposal Program is to coordinate a comprehensive municipal solid waste system that provides both environmental and economic benefits to the community. The Public Works Department is responsible for the administration of the residential and commercial contracts as well as public education on environmental issues, waste minimization, resource recovery, and medical and household hazardous waste.

This division is responsible for performing activities which align to the following goal and strategy set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provided a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Promoted and coordinated recycling services at all of the community events including the Public Works Open House and the Earth Day Event at the Friendship Park Conservatory.
- Operated permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Continued to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provided a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Operated permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Increased residential recycling utilizing the Village's multiple public communication systems.
- Participated in community outreach programs that educate residents on Village recycling efforts with the anticipated goal of increasing recycling and reducing waste volumes.
- Promoted and coordinated recycling services for all community events.
- Continued to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.
- Hosted a one day document destruction event for Village and SWANCC Community residents.

2017 GOALS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provide a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.
- Negotiate and implement a new solid waste contract.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Operate permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Increase residential recycling utilizing the Village's multiple public communication systems.
- Participate in community outreach programs that educate residents on Village recycling efforts with the anticipated goal of increasing recycling and reducing waste volumes.
- Promote and coordinate recycling services for all community events.
- Continue to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.
- Host a one day document destruction event for Village and SWANCC Community residents.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Solid Waste Collected (in tons) (1)				
Landfilled	20,182	22,980	20,324	20,324
Recycled	5,499	5,369	5,476	5,586
Yardwaste	4,639	2,256	2,301	2,347
Total Waste Collected (tons)	**30,320**	**30,605**	**28,101**	**28,257**
Solid Waste Diverted (in tons)				
Recycling Program (2)				
Aluminum, glass, plastics, tin/steel	1,375	1,342	1,369	1,396
Mixed Paper	1,155	1,128	1,151	1,174
Newspaper	2,968	2,899	2,957	3,016
Total Recycling Program (tons)	5,498	5,369	5,477	5,586
Yardwaste Program (3)	4,639	4,732	4,548	4,548
Total Diverted (tons)	**10,137**	**10,101**	**10,025**	**10,134**
Percentage Diverted	**33%**	**33%**	**36%**	**36%**

(1) Single Family and Multi-Family residential
(2) Single Family, Multi-Family, Schools and Municipal
(3) Single Family

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - REFUSE DISPOSAL

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Refuse Disposal Program	4,192,748	4,532,949	4,238,383	**4,253,727**	4,406,681
Leaf Removal Program Disposal	244,326	236,195	236,195	**250,538**	256,143
Total Programs	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
Expenditure Classification					
Personal Services-Salaries & Wages	250,239	241,809	241,809	**256,271**	261,348
Personal Services-Employee Benefits	115,691	116,065	116,065	**113,666**	116,953
Other Employee Costs	-	1,273	1,273	**1,298**	1,324
Contractual Services	4,002,598	4,334,224	4,046,858	**4,063,062**	4,211,964
Utilities	246	456	456	**465**	474
Insurance	31,809	28,914	28,914	**29,528**	29,999
Commodities & Supplies	36,491	46,403	39,203	**39,975**	40,762
Total Expenditure Classification	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
Source of Funds					
040 Refuse Disposal Fund	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824
Total Source of Funds	4,437,074	4,769,144	4,474,578	**4,504,265**	4,662,824

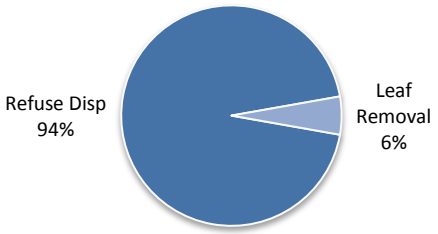
BUDGET DISCUSSION AND ANALYSIS

The Refuse Disposal Program includes the costs associated with the pickup of household refuse and yard waste, pickup of household materials to be recycled and tipping fees. The refuse pickup program includes approximately 13,600 single-family residents and 8,400 multi-family units. Recycling pickup includes all the single-family properties and approximately 7,200 multi-family units. Republic Services holds the residential refuse collection contract with the Village through 2017. This is the last year of a twelve year refuse collection contract with the Village. Annual increases in this contract are limited to the rate of the Consumer Price Index (CPI) or a maximum of 4% and a minimum of 2%. The Village also holds an exclusive commercial refuse collection contract with Republic Services through 2017. This will be the last year of a 9-year contract. Both the residential and commercial contracts will expire December 31, 2017. All businesses are directly billed by Republic.

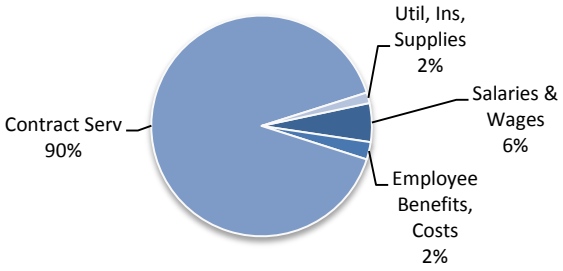
The Leaf Removal Program includes the personnel, equipment operation and maintenance, and fuel costs associated with the curbside collection of leaves by Public Works personnel between the first full week of October and the week before Thanksgiving. The collection encompasses all the single family homes and 347 miles of street.

The total Refuse budget for 2017 totals $4,504,265. This is a decrease of $264,879 or 5.55% from 2016. The decrease is a result of the tipping fees budget reduced. SWANCC negotiated a new contract with Groot resulting in reduced fees and savings for the Village.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL

Refuse Disposal Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
040.80.85.00.0.000.500.001	Full-Time Earnings	81,468	82,335	82,335	**84,422**	86,110
040.80.85.00.0.000.501.001	Part-Time Earnings	12,706	12,165	12,165	**12,730**	12,985
040.80.85.00.0.000.503.001	Overtime	3,630	3,772	3,772	**4,190**	4,274
040.80.85.00.0.000.506.001	Longevity Pay	470	570	570	**790**	790
Total Personal Services-Salaries & Wages		98,274	98,842	98,842	**102,132**	104,159
Personal Services-Employee Benefits						
040.80.85.00.0.000.510.001	Medical Insurance	24,324	24,803	24,803	**23,096**	24,020
040.80.85.00.0.000.510.003	Workers' Comp Ins	6,840	8,205	8,205	**6,414**	6,470
040.80.85.00.0.000.511.001	Social Security	5,924	6,162	6,162	**6,367**	6,494
040.80.85.00.0.000.511.002	Medicare	1,385	1,443	1,443	**1,491**	1,521
040.80.85.00.0.000.512.001	IMRF Pension Expense	11,306	11,769	11,769	**10,039**	10,240
040.80.85.00.0.000.513.001	Sick Leave Incentive	139	100	100	**100**	100
040.80.85.00.0.000.513.002	Vac/Pers Leave Incent.	66	99	99	**99**	99
Total Personal Services-Employee Benefits		49,984	52,581	52,581	**47,606**	48,944
Other Employee Costs						
040.80.85.00.0.000.522.001	Travel & Meetings	-	1,273	1,273	**1,298**	1,324
Total Other Employee Costs		-	1,273	1,273	**1,298**	1,324
Contractual Services						
040.80.85.00.0.000.530.006	Other Prof. Serv.	1,502	1,469	1,469	**1,498**	1,528
040.80.85.00.0.000.544.002	Postage Expense	5,998	4,162	11,000	**7,500**	7,500
040.80.85.00.0.000.552.001	Computer Lease	802	746	746	**713**	695
040.80.85.00.0.000.568.001	S/F Refuse Collection	1,306,965	1,396,478	1,368,745	**1,424,212**	1,481,311
040.80.85.00.0.000.568.002	M/F Refuse Collection	507,231	535,875	521,000	**541,640**	563,108
040.80.85.00.0.000.568.004	Refuse Coll Stickers	191,410	237,000	175,000	**242,000**	252,000
040.80.85.00.0.000.568.005	Tipping Fees - SWANCC	1,158,394	1,323,087	1,141,000	**987,707**	1,013,797
040.80.85.00.0.000.568.006	Fixed Costs - SWANCC	17,420	-	2,800	**-**	-
040.80.85.00.0.000.568.007	Sticker Commission	3,575	4,162	4,162	**4,245**	4,330
040.80.85.00.0.000.568.008	S/F Recycling	687,467	697,565	690,082	**717,816**	747,181
040.80.85.00.0.000.568.009	M/F Recycling	102,985	112,100	109,544	**113,720**	118,064
040.80.85.00.0.000.568.012	Tipping Fees	10,689	10,968	10,698	**11,187**	11,410
Total Contractual Services		3,994,438	4,323,612	4,036,246	**4,052,238**	4,200,924
Utilities						
040.80.85.00.0.000.589.001	Telephone - Land Lines	246	456	456	**465**	474
Total Utilities		246	456	456	**465**	474
Insurance						
040.80.85.00.0.000.596.001	Liability Insurance	31,809	28,914	28,914	**29,528**	29,999
Total Insurance		31,809	28,914	28,914	**29,528**	29,999

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL

Refuse Disposal Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
040.80.85.00.0.000.603.001	Clothing Supplies	300	600	600	**600**	600
040.80.85.00.0.000.623.006	Recycling Supplies	17,697	26,671	19,471	**19,860**	20,257
Total Commodities & Supplies		17,997	27,271	20,071	**20,460**	20,857
Total Refuse Disposal Program		**4,192,748**	**4,532,949**	**4,238,383**	**4,253,727**	**4,406,681**

Leaf Removal Program						
Personal Services-Salaries & Wages						
040.80.85.00.0.365.500.001	Full-Time Earnings	106,831	108,156	108,156	**112,735**	114,990
040.80.85.00.0.365.503.001	Overtime	43,714	33,389	33,389	**39,762**	40,557
040.80.85.00.0.365.504.001	Specialty Pay	650	652	652	**652**	652
040.80.85.00.0.365.506.001	Longevity Pay	770	770	770	**990**	990
Total Personal Services-Salaries & Wages		151,965	142,967	142,967	**154,139**	157,189
Personal Services-Employee Benefits						
040.80.85.00.0.365.510.001	Medical Insurance	30,301	32,511	32,511	**33,966**	35,325
040.80.85.00.0.365.511.001	Social Security	9,533	9,027	9,027	**9,720**	9,914
040.80.85.00.0.365.511.002	Medicare	2,255	2,114	2,114	**2,276**	2,322
040.80.85.00.0.365.512.001	IMRF Pension Expense	18,064	17,234	17,234	**17,500**	17,850
040.80.85.00.0.365.513.001	Sick Leave Incentive	1,486	1,200	1,200	**1,200**	1,200
040.80.85.00.0.365.513.002	Vac/Pers Leave Incent.	4,068	1,398	1,398	**1,398**	1,398
Total Personal Services-Employee Benefits		65,707	63,484	63,484	**66,060**	68,009
Contractual Services						
040.80.85.00.0.365.568.011	Street Sweeper Rental	8,160	10,612	10,612	**10,824**	11,040
Total Contractual Services		8,160	10,612	10,612	**10,824**	11,040
Commodities & Supplies						
040.80.85.00.0.365.622.009	Repair/Maint Supplies	2,984	3,061	3,061	**3,122**	3,184
040.80.85.00.0.365.623.003	St Sweeper Brooms	5,037	5,138	5,138	**5,241**	5,346
040.80.85.00.0.365.623.004	Leaf Machine Parts	9,355	9,553	9,553	**9,744**	9,939
040.80.85.00.0.365.623.005	Leaf Truck Boxes	1,118	1,380	1,380	**1,408**	1,436
Total Commodities & Supplies		18,494	19,132	19,132	**19,515**	19,905
Total Leaf Removal Program		**244,326**	**236,195**	**236,195**	**250,538**	**256,143**
TOTAL PUBLIC WORKS - REFUSE DISPOSAL		**4,437,074**	**4,769,144**	**4,474,578**	**4,504,265**	**4,662,824**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL
PERSONAL SERVICES

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Administrative Superintendent	1.00		1.00		1.00		73,864	74,909	**76,848**
Foreman	0.10		0.10		0.10		9,213	9,397	**9,585**
Maintenance Personnel	1.50		1.50		1.50		103,584	106,185	**110,724**
Total Full Time	2.60		2.60		2.60		186,661	190,491	**197,157**
Part Time									
Secretary	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	11,881	12,165	**12,730**
Total Part Time	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	11,881	12,165	**12,730**
Other Compensation									
Overtime Earnings							35,960	37,161	**43,952**
Specialty Pay							902	652	**652**
Longevity Pay							1,240	1,340	**1,780**
Total Other Compensation							38,102	39,153	**46,384**
Employee Benefits									
Medical Insurance							55,116	57,314	**57,062**
Workers' Comp Insurance							6,840	8,205	**6,414**
Social Security							14,863	15,189	**16,087**
Medicare							3,483	3,557	**3,767**
IMRF Pension							27,434	29,003	**27,539**
Sick Leave Incentive							1,200	1,300	**1,300**
Vacation/Personal Leave Incentive							1,500	1,497	**1,497**
Total Employee Benefits							110,436	116,065	**113,666**
TOTAL	**2.90**		**2.90**		**2.90**		**347,080**	**357,874**	**369,937**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	2.60	2.60	2.60
Part-Time	0.60	0.60	0.60

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION

STATEMENT OF ACTIVITIES

The mission of the Water and Sewer Division is to manage, maintain, repair, operate and improve the Village's water distribution system and sanitary sewer system in a manner consistent with Village Board policy and regulatory agency requirements.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

> **Infrastructure goal – Flood Control, Water and Sewer** – Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property**.**

2015 ACCOMPLISHMENTS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Completed the installation of the new Automated Meter Reading system by completing the conversion of all 11,000 Village water accounts.
- Completed replacement of approximately 2,000 lineal feet of water main. Project included the upsizing of water main along Evergreen, east of the elevated tank, and Maple Street between Evergreen and Busse Av.
- Completed Combined Sewer System Evaluation study making a recommendation to the Village Board that included an estimated $15 million in sewer improvements over the next 10 – 15 years.
- Completed the installation of emergency standby power for Water Booster Station 11.
- Completed the first year Illinois Environmental Protection Agency testing for Unregulated Contaminant Monitoring Rule (UCMR3).

2016 ACCOMPLISHMENTS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Completed cleaning, repair and painting of Water Booster Station 17.
- Completed installation of first of six remote pressure monitoring sites at designated locations in the water system. Remote pressure monitoring stations were a recommendation of the 2010 hydraulic water model. Improvements will enhance performance of the water system and address IEPA monitoring rules.
- Completed the replacement of 30+ year old William Street relief station.
- Completed first year of cured-in-place lining of Category 5 combined sewers identified in the 2015 Combined Sewer Assessment. Completed lining of approximately 8,000 lineal feet of Category 5 combined sewers.
- Replaced aging leak correlation and underground pipe locating equipment.
- Completed replacement of roof at Water Booster Pumping Station #4.
- Completed replacement of approximately 600 lineal feet of water main along Whitegate Drive. In addition to the water main all associated service taps, valves and hydrants were replaced.
- The Village began to implement the changes required under the new Inflow and Infiltration Control Program required by the Metropolitan Water Reclamation District for Greater Chicago. There will be a greater emphasis on standardizing inspections and results across all of the greater Chicago area.

2017 GOALS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Complete the replacement of 30+ year old Louis Street relief station.
- Complete the replacement of roof at Water Booster Pumping Station 16.
- Complete construction of 2017 water main replacement project.
- Complete cleaning, repair and painting of the north water reservoir at Booster Pumping Station 5.
- The Village will continue to meet the requirements of the 2014 Inflow and Infiltration Control Program required by the Metropolitan Water Reclamation District for Greater Chicago. The ongoing efforts include clearwater inspections, sewer televising and smoke testing of the separate sanitary sewer basins.
- Complete second year of cured-in-place lining of Category 5 and 4 combined sewers identified in the 2015 Combined Sewer Assessment. Complete lining of approximately 12,000 linear feet of sewer.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Water Mains				
Installed (feet)	-	1,990	600	600
Valves Replaced	-	9	8	1
Valves Repaired	-	5	4	5
Main Leaks Repaired	64	70	88	75
Service Leaks Repaired	16	3	6	10
Water Meters Installed	1,954	9,726	150	250
Fire Hydrants				
Replaced	4	6	25	30
Repaired	3	9	30	30
Painted	-	150	400	400
JULIE Markings				
Calls	8,425	11,006	11,500	12,000
Flagged	4,625	6,053	6,325	6,600
Water Samples				
Water Quality	964	650	700	700
Lead/Copper	30	-	-	50
Water Purchased (million gallons)	1,301	1,204	1,185	1,250
Unaccounted Water	-2.0%	-2.0%	2.0%	2.0%
Water/Sewer Service Requests	1,306	757	900	900
Sanitary Sewers				
Cleaned (ft)	90,000	120,000	75,000	60,000
Televised (ft)	90,000	120,000	75,000	60,000
Relined (ft)	-	-	8,450	12,000
Private Building Inspections	652	1,470	1,250	800

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - WATER & SEWER DIVISION

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Water & Sewer Administration	1,402,666	1,333,166	1,343,257	**1,075,721**	1,098,517
Equipment Maintenance	820,288	868,050	868,050	**965,576**	1,011,001
Maintenance of Buildings	303,684	261,787	261,787	**276,001**	281,998
Maintenance of Grounds	121,074	127,239	127,232	**133,390**	135,873
Lake Michigan Water Supply	6,443,522	6,946,000	6,649,000	**6,788,000**	7,026,000
Water Supply Maint. & Repair	755,254	885,229	885,229	**963,863**	981,921
Water Distribution Maint. & Rep.	608,249	745,045	745,045	**802,100**	817,009
Water Meter Maintenance & Repair	401,986	378,997	378,897	**407,106**	414,994
Water Valve/Hydrant Maint & Rep	484,967	529,261	531,261	**525,632**	536,919
Sanitary Sewer Maint. & Repair	511,998	542,474	542,474	**662,925**	676,760
Total Programs	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
Expenditure Classification					
Personal Services-Salaries & Wages	2,018,007	2,042,161	2,042,161	**2,203,997**	2,247,077
Personal Services-Employee Benefits	516,492	829,683	829,583	**860,435**	884,452
Other Employee Costs	38,548	38,141	38,143	**42,404**	43,249
Contractual Services	8,361,726	9,043,983	8,753,741	**8,781,699**	9,084,813
Utilities	106,773	164,131	167,461	**170,172**	172,937
Insurance	101,312	97,471	97,471	**100,042**	101,609
Commodities & Supplies	193,055	297,869	299,863	**321,990**	326,498
Other Expenditures	460,728	-	-	**-**	-
Office Equipment	207	1,020	1,020	**1,040**	1,061
Other Equipment	40,440	42,289	42,289	**32,335**	32,382
Distribution Systems	16,400	60,500	60,500	**86,200**	86,914
Total Expenditure Classification	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
Source of Funds					
050 Water and Sewer Fund	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992
Total Source of Funds	11,853,688	12,617,248	12,332,232	**12,600,314**	12,980,992

BUDGET DISCUSSION AND ANALYSIS

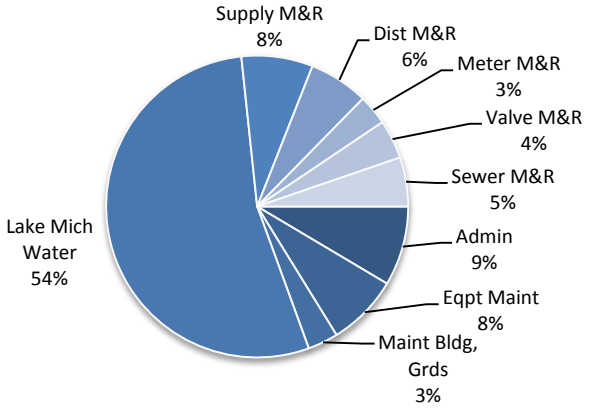
The Public Works Water & Sewer Division budget includes the costs associated with supplying water and sewer service to our residents. It includes the cost of Lake Michigan Water Supply, the distribution costs, the maintenance and repair to grounds, water meters, sanitary sewers, equipment, valves, hydrants, and water mains as well as the costs for improvements to the water and sewer systems.

BUDGET DISCUSSION AND ANALYSIS (continued)

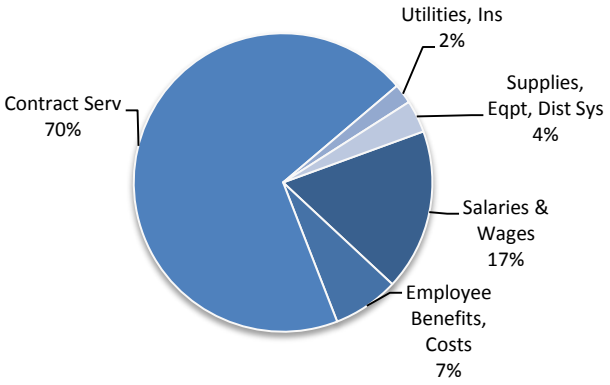
The total Water & Sewer Division budget of $12,600,314 reflects a decrease of $16,346 or 0.13% from the 2016 budget. Changes in the program budgets were made that offset the increased cost for wages and benefits, other employee costs and vehicle expenses. Funding for professional services dropped $43,980 or 45.81%. This was a result of the near completion of a Water Rate Study budgeted in 2016. The $250,000 service charge has been eliminated in the 2017 Budget. The Water & Sewer Fund is now being direct charged for salaries and benefits in the Finance Department for water billing operations. Funding in the other equipment water meter replacement budget was reduced as a result of the AMR project completed last year. Many residential meters were replaced as part of the AMR project. A revised schedule for the replacement of water meters was established as a result of the project..

While the rate increase for Lake Michigan Water is 4% for 2017, the total cost of water purchases decreased $158,000 due to fewer gallons billed are projected for year. Capital projects funded by the Water and Sewer Fund are located under the Capital Improvements section of this document.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water & Sewer Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.00.0.000.500.001	Full-Time Earnings	387,321	394,384	394,384	**425,140**	433,643
050.80.84.00.0.000.501.001	Part-Time Earnings	17,905	14,553	14,553	**14,912**	15,168
050.80.84.00.0.000.503.001	Overtime	5,438	5,954	5,954	**4,959**	5,058
050.80.84.00.0.000.504.001	Specialty Pay	600	601	601	**601**	601
050.80.84.00.0.000.506.001	Longevity Pay	2,000	2,200	2,200	**2,400**	2,400
Total Personal Services-Salaries & Wages		413,264	417,692	417,692	**448,012**	456,870
Personal Services-Employee Benefits						
050.80.84.00.0.000.510.001	Medical Insurance	76,405	77,127	77,127	**78,149**	81,275
050.80.84.00.0.000.510.003	Workers' Comp Ins	54,720	70,030	70,030	**54,741**	55,215
050.80.84.00.0.000.511.001	Social Security	23,661	25,542	25,542	**27,095**	27,637
050.80.84.00.0.000.511.002	Medicare	6,021	6,230	6,230	**6,668**	6,801
050.80.84.00.0.000.512.001	IMRF Pension Expense	49,911	50,933	50,933	**50,938**	51,957
050.80.84.00.0.000.513.001	Sick Leave Incentive	9,320	2,899	2,899	**2,902**	2,902
050.80.84.00.0.000.513.002	Vac/Pers Leave Incent.	(11,618)	8,097	8,097	**8,103**	8,103
050.80.84.00.0.000.513.009	OPEB Expense	8,766	-	-	**-**	-
050.80.84.00.0.000.513.011	Net Pension Expense	(294,012)	-	-	**-**	-
Total Personal Services-Employee Benefits		(76,826)	240,858	240,858	**228,596**	233,890
Other Employee Costs						
050.80.84.00.0.000.518.001	Dues & Memberships	4,703	3,373	3,373	**3,440**	3,508
050.80.84.00.0.000.521.001	Other Employee Exp.	3,151	3,225	3,225	**3,290**	3,355
050.80.84.00.0.000.522.001	Travel & Meetings	4,223	4,504	4,504	**4,594**	4,685
050.80.84.00.0.000.524.001	Uniform Expense	18,188	18,595	18,597	**18,967**	19,346
050.80.84.00.0.000.525.004	Training	8,283	8,444	8,444	**12,113**	12,355
Total Other Employee Costs		38,548	38,141	38,143	**42,404**	43,249
Contractual Services						
050.80.84.00.0.000.530.002	Auditing Services	11,500	10,214	17,000	**18,000**	18,000
050.80.84.00.0.000.530.006	Other Prof. Serv.	43,663	96,000	96,000	**52,020**	53,060
050.80.84.00.0.000.532.002	Equipment Maint.	-	1,225	1,250	**1,250**	1,250
050.80.84.00.0.000.544.002	Postage Expense	62,395	51,000	51,000	**52,020**	53,060
050.80.84.00.0.000.551.001	Copier Lease Payment	6,373	7,803	7,803	**7,959**	8,118
050.80.84.00.0.000.552.001	Computer Lease	18,672	17,730	17,730	**15,058**	17,083
050.80.84.00.0.000.557.001	Service Charge - Water	250,000	250,000	250,000	**-**	-
050.80.84.00.0.000.560.002	Comp Programming	1,243	1,268	1,250	**1,293**	1,300
050.80.84.00.0.000.560.007	Computer Maint.	2,680	2,734	2,700	**2,789**	2,800
050.80.84.00.0.000.560.009	GIS Maintenance	10,378	21,861	21,861	**22,298**	22,743
050.80.84.00.0.000.562.002	Printing Expense	882	5,958	5,958	**6,077**	6,198
050.80.84.00.0.000.563.002	Bank & Fiscal Fees	-	2,186	2,186	**2,230**	2,274
050.80.84.00.0.000.574.005	Uniform Rent/Cleaning	10,070	10,434	10,434	**10,643**	10,855
Total Contractual Services		417,856	478,413	485,172	**191,637**	196,741

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water & Sewer Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Utilities						
050.80.84.00.0.000.589.001	Telephone - Land Lines	29,600	40,856	40,856	**41,673**	42,506
050.80.84.00.0.000.590.001	Telephone - Cellular	6,001	4,670	8,000	**8,000**	8,000
Total Utilities		35,601	45,526	48,856	**49,673**	50,506
Insurance						
050.80.84.00.0.000.596.001	Liability Insurance	99,312	95,471	95,471	**98,042**	99,609
050.80.84.00.0.000.596.008	Other Insurance	2,000	2,000	2,000	**2,000**	2,000
Total Insurance		101,312	97,471	97,471	**100,042**	101,609
Commodities & Supplies						
050.80.84.00.0.000.603.001	Clothing Supplies	579	500	500	**500**	500
050.80.84.00.0.000.606.001	Office Supplies	3,964	4,044	4,044	**4,125**	4,207
050.80.84.00.0.000.608.001	Other Supplies	1,024	2,082	2,082	**2,124**	2,166
050.80.84.00.0.000.614.001	Training Supplies	675	689	689	**703**	717
050.80.84.00.0.000.616.001	Vehicle Reg/License	220	449	449	**458**	467
050.80.84.00.0.000.622.001	Open House Supplies	2,841	2,898	2,898	**2,956**	3,015
050.80.84.00.0.000.626.002	Engineering Supplies	-	1,191	1,191	**1,215**	1,239
050.80.84.00.0.000.626.004	Water Conservation	904	923	923	**941**	959
Total Commodities & Supplies		10,207	12,776	12,776	**13,022**	13,270
Other Expenditures						
050.80.84.00.0.000.638.001	Depreciation	460,728	-	-	**-**	-
Total Other Expenditures		460,728	-	-	**-**	-
Other Equipment						
050.80.84.00.0.000.668.005	Radio Equip -Water	1,976	2,289	2,289	**2,335**	2,382
Total Other Equipment		1,976	2,289	2,289	**2,335**	2,382
Total Water & Sewer Administration		**1,402,666**	**1,333,166**	**1,343,257**	**1,075,721**	**1,098,517**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Equipment Maintenance		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
050.80.84.01.0.000.553.001	Vehicle Lease Payment	313,400	378,500	378,500	**479,400**	479,400
050.80.84.01.0.000.554.001	Vehicle Maint Payment	506,888	489,550	489,550	**486,176**	531,601
Total Contractual Services		820,288	868,050	868,050	**965,576**	1,011,001
Total Equipment Maintenance		**820,288**	**868,050**	**868,050**	**965,576**	**1,011,001**

Maintenance of Buildings						
Personal Services-Salaries & Wages						
050.80.84.87.0.375.500.001	Full-Time Earnings	134,449	135,512	135,512	**144,655**	147,548
050.80.84.87.0.375.503.001	Overtime	25,297	23,899	23,899	**25,098**	25,600
050.80.84.87.0.375.504.001	Specialty Pay	950	952	952	**952**	952
050.80.84.87.0.375.506.001	Longevity Pay	500	500	500	**700**	700
Total Personal Services-Salaries & Wages		161,196	160,863	160,863	**171,405**	174,800
Personal Services-Employee Benefits						
050.80.84.87.0.375.510.001	Medical Insurance	40,200	43,340	43,340	**45,628**	47,453
050.80.84.87.0.375.511.001	Social Security	10,099	10,037	10,037	**10,691**	10,905
050.80.84.87.0.375.511.002	Medicare	2,362	2,349	2,349	**2,501**	2,551
050.80.84.87.0.375.512.001	IMRF Pension Expense	18,689	19,231	19,231	**19,310**	19,696
050.80.84.87.0.375.513.002	Vac/Pers Leave Incent.	1,741	998	998	**998**	998
Total Personal Services-Employee Benefits		73,091	75,955	75,955	**79,128**	81,603
Contractual Services						
050.80.84.87.0.375.533.003	Roof Repairs	55,365	8,323	8,323	**8,489**	8,500
050.80.84.87.0.375.533.005	Building Repairs	6,879	8,843	8,843	**9,020**	9,000
Total Contractual Services		62,244	17,166	17,166	**17,509**	17,500
Utilities						
050.80.84.87.0.375.585.001	Natural Gas	5,686	6,242	6,242	**6,367**	6,495
Total Utilities		5,686	6,242	6,242	**6,367**	6,495
Commodities & Supplies						
050.80.84.87.0.375.628.003	M&R Supplies - PW	1,467	1,561	1,561	**1,592**	1,600
Total Commodities & Supplies		1,467	1,561	1,561	**1,592**	1,600
Total Maintenance of Buildings		**303,684**	**261,787**	**261,787**	**276,001**	**281,998**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Maintenance of Grounds		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.87.0.376.500.001	Full-Time Earnings	40,123	40,728	40,728	**41,540**	42,371
050.80.84.87.0.376.502.001	Seasonal Earnings	14,710	14,927	14,927	**14,927**	14,927
050.80.84.87.0.376.503.001	Overtime	11,263	10,296	10,296	**12,003**	12,243
050.80.84.87.0.376.504.001	Specialty Pay	300	301	301	**301**	301
050.80.84.87.0.376.506.001	Longevity Pay	200	200	200	**300**	300
Total Personal Services-Salaries & Wages		66,596	66,452	66,452	**69,071**	70,142
Personal Services-Employee Benefits						
050.80.84.87.0.376.510.001	Medical Insurance	9,546	9,839	9,839	**10,083**	10,486
050.80.84.87.0.376.511.001	Social Security	4,063	4,122	4,122	**4,285**	4,371
050.80.84.87.0.376.511.002	Medicare	950	966	966	**1,004**	1,024
050.80.84.87.0.376.512.001	IMRF Pension Expense	5,951	6,123	6,123	**6,066**	6,187
Total Personal Services-Employee Benefits		20,510	21,050	21,050	**21,438**	22,068
Contractual Services						
050.80.84.87.0.376.574.012	Landscape & Fence	515	1,061	1,060	**1,082**	1,100
050.80.84.87.0.376.574.014	Grounds Maintenance	28,082	32,523	32,523	**35,523**	36,233
Total Contractual Services		28,597	33,584	33,583	**36,605**	37,333
Commodities & Supplies						
050.80.84.87.0.376.622.002	Small Tools	80	203	200	**207**	200
050.80.84.87.0.376.622.003	Grounds Maintenance	2,127	2,453	2,450	**2,502**	2,500
050.80.84.87.0.376.622.004	Lawn Care Equipment	264	465	465	**474**	475
050.80.84.87.0.376.622.007	Snow Plow Blades	2,900	3,032	3,032	**3,093**	3,155
Total Commodities & Supplies		5,371	6,153	6,147	**6,276**	6,330
Total Maintenance of Grounds		**121,074**	**127,239**	**127,232**	**133,390**	**135,873**

Lake Michigan Water Supply						
Contractual Services						
050.80.84.87.0.378.570.001	JAWA - Water Purchase	4,727,298	5,165,000	4,848,000	**4,956,000**	5,148,000
050.80.84.87.0.378.570.002	JAWA - Power Cost	117,520	114,000	119,000	**126,000**	129,000
050.80.84.87.0.378.570.003	JAWA - O&M Cost	385,507	454,000	409,000	**410,000**	429,000
050.80.84.87.0.378.570.004	JAWA - Fixed Cost	1,213,197	1,213,000	1,273,000	**1,296,000**	1,320,000
Total Contractual Services		6,443,522	6,946,000	6,649,000	**6,788,000**	7,026,000
Total Lake Michigan Water Supply		**6,443,522**	**6,946,000**	**6,649,000**	**6,788,000**	**7,026,000**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water Supply Maint. & Repair		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.87.0.379.500.001	Full-Time Earnings	331,537	336,493	336,493	**366,600**	373,932
050.80.84.87.0.379.503.001	Overtime	72,349	66,543	66,543	**73,918**	75,396
050.80.84.87.0.379.504.001	Specialty Pay	1,551	1,554	1,554	**1,554**	1,554
050.80.84.87.0.379.506.001	Longevity Pay	2,390	2,690	2,690	**3,530**	3,530
Total Personal Services-Salaries & Wages		407,827	407,280	407,280	**445,602**	454,412
Personal Services-Employee Benefits						
050.80.84.87.0.379.510.001	Medical Insurance	66,063	70,902	70,902	**84,121**	87,486
050.80.84.87.0.379.511.001	Social Security	25,622	25,571	25,571	**25,473**	25,982
050.80.84.87.0.379.511.002	Medicare	5,992	5,984	5,984	**5,962**	6,081
050.80.84.87.0.379.512.001	IMRF Pension Expense	47,531	48,994	48,994	**46,012**	46,932
050.80.84.87.0.379.513.001	Sick Leave Incentive	4,386	2,799	2,799	**2,799**	2,799
050.80.84.87.0.379.513.002	Vac/Pers Leave Incent.	2,209	2,297	2,297	**2,303**	2,303
Total Personal Services-Employee Benefits		151,803	156,547	156,547	**166,670**	171,583
Contractual Services						
050.80.84.87.0.379.532.002	Equipment Maint.	53,234	62,424	62,424	**63,672**	64,945
050.80.84.87.0.379.533.004	Emergency Repairs	2,660	3,121	3,121	**3,183**	3,200
050.80.84.87.0.379.533.006	Electrical Repairs	4,961	7,283	7,283	**7,429**	7,500
050.80.84.87.0.379.569.003	Water Sample Testing	26,283	46,818	46,818	**47,754**	48,710
050.80.84.87.0.379.569.004	Water Tank Repairs	4,824	5,100	5,100	**5,202**	5,000
Total Contractual Services		91,962	124,746	124,746	**127,240**	129,355
Utilities						
050.80.84.87.0.379.586.001	Electricity	49,836	88,434	88,434	**90,203**	92,007
Total Utilities		49,836	88,434	88,434	**90,203**	92,007
Commodities & Supplies						
050.80.84.87.0.379.622.009	Repair/Maint Supplies	12,453	20,808	20,808	**21,224**	21,650
050.80.84.87.0.379.626.005	Water Treatment Chem	14,962	25,500	25,500	**26,010**	26,000
050.80.84.87.0.379.627.002	Generators	10,011	36,414	36,414	**36,414**	36,414
Total Commodities & Supplies		37,426	82,722	82,722	**83,648**	84,064
Distribution Systems						
050.80.84.87.0.379.671.002	Tank Repair/Inspection	16,400	25,500	25,500	**25,500**	25,500
050.80.84.87.0.379.671.004	Tank Dsgn Engineering	-	-	-	**25,000**	25,000
Total Distribution Systems		16,400	25,500	25,500	**50,500**	50,500
Total Water Supply Maint. & Repair		**755,254**	**885,229**	**885,229**	**963,863**	**981,921**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water Distribution Maint. & Rep.		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.87.0.380.500.001	Full-Time Earnings	199,062	200,394	200,394	**210,752**	214,967
050.80.84.87.0.380.501.001	Part-Time Earnings	34,996	51,275	51,275	**50,951**	51,970
050.80.84.87.0.380.503.001	Overtime	51,855	38,945	38,945	**45,379**	46,287
050.80.84.87.0.380.504.001	Specialty Pay	1,140	1,142	1,142	**1,142**	1,142
050.80.84.87.0.380.506.001	Longevity Pay	720	360	360	**1,020**	1,020
Total Personal Services-Salaries & Wages		287,773	292,116	292,116	**309,244**	315,386
Personal Services-Employee Benefits						
050.80.84.87.0.380.510.001	Medical Insurance	32,288	33,917	33,917	**40,210**	41,818
050.80.84.87.0.380.511.001	Social Security	17,611	18,122	18,122	**19,183**	19,567
050.80.84.87.0.380.511.002	Medicare	4,119	4,242	4,242	**4,489**	4,579
050.80.84.87.0.380.512.001	IMRF Pension Expense	33,170	34,719	34,719	**34,650**	35,343
050.80.84.87.0.380.513.002	Vac/Pers Leave Incent.	203	99	99	**99**	99
Total Personal Services-Employee Benefits		87,391	91,099	91,099	**98,631**	101,406
Contractual Services						
050.80.84.87.0.380.530.005	Control System Prog	41,988	51,000	51,000	**52,020**	53,050
050.80.84.87.0.380.530.006	Other Prof. Serv.	-	-	-	**26,000**	26,000
050.80.84.87.0.380.532.002	Equipment Maint.	3,962	5,530	5,530	**5,641**	5,750
050.80.84.87.0.380.569.006	Parkway Restoration	57,665	61,921	61,921	**63,159**	64,422
050.80.84.87.0.380.569.007	Pavement Restoration	24,537	40,000	40,000	**40,800**	41,616
050.80.84.87.0.380.569.008	Refuse Disposal	5,403	6,373	6,373	**6,500**	6,630
050.80.84.87.0.380.571.006	Backflow Prevention	4,145	40,800	40,800	**40,000**	40,000
050.80.84.87.0.380.574.007	Julie Service Charges	11,641	12,240	12,240	**13,260**	13,525
050.80.84.87.0.380.574.008	Contract Hauling	29,739	30,600	30,600	**31,212**	31,836
Total Contractual Services		179,080	248,464	248,464	**278,592**	282,829
Commodities & Supplies						
050.80.84.87.0.380.622.002	Small Tools	273	408	408	**416**	425
050.80.84.87.0.380.622.005	Restoration Materials	25,396	28,050	28,050	**28,611**	28,650
050.80.84.87.0.380.622.006	Emergency Barricades	1,782	1,968	1,968	**2,007**	2,045
050.80.84.87.0.380.622.009	Repair/Maint Supplies	25,347	44,880	44,880	**45,778**	46,693
050.80.84.87.0.380.627.003	Water - Gas Pumps	1,000	2,040	2,040	**2,081**	2,100
Total Commodities & Supplies		53,798	77,346	77,346	**78,893**	79,913
Office Equipment						
050.80.84.87.0.380.656.007	Office Eqpt - Water	207	1,020	1,020	**1,040**	1,061
Total Office Equipment		207	1,020	1,020	**1,040**	1,061
Distribution Systems						
050.80.84.87.0.380.671.006	Wireless Telemetry	-	35,000	35,000	**35,700**	36,414
Total Distribution Systems		-	35,000	35,000	**35,700**	36,414
Total Water Distribution Maint. & Rep.		**608,249**	**745,045**	**745,045**	**802,100**	**817,009**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water Meter Maintenance & Repair		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.87.0.381.500.001	Full-Time Earnings	127,709	132,705	132,705	**144,594**	147,486
050.80.84.87.0.381.502.001	Seasonal Earnings	13,124	12,996	12,996	**14,927**	14,927
050.80.84.87.0.381.503.001	Overtime	32,872	27,526	27,526	**30,816**	31,432
050.80.84.87.0.381.504.001	Specialty Pay	577	601	601	**601**	601
050.80.84.87.0.381.506.001	Longevity Pay	70	470	470	**690**	690
Total Personal Services-Salaries & Wages		174,352	174,298	174,298	**191,628**	195,136
Personal Services-Employee Benefits						
050.80.84.87.0.381.510.001	Medical Insurance	20,110	17,703	17,703	**34,239**	35,609
050.80.84.87.0.381.511.001	Social Security	10,811	10,815	10,815	**11,891**	12,129
050.80.84.87.0.381.511.002	Medicare	2,528	2,532	2,532	**2,783**	2,839
050.80.84.87.0.381.512.001	IMRF Pension Expense	18,481	19,176	19,176	**19,804**	20,200
050.80.84.87.0.381.513.001	Sick Leave Incentive	55	100	-	**100**	100
Total Personal Services-Employee Benefits		51,985	50,326	50,226	**68,817**	70,877
Contractual Services						
050.80.84.87.0.381.547.003	Vehicle Rental	1,672	3,060	3,060	**3,121**	3,183
050.80.84.87.0.381.560.002	Comp Programming	891	15,000	15,000	**15,300**	15,600
050.80.84.87.0.381.569.001	Meter Installation	95,398	66,300	66,300	**67,626**	68,975
050.80.84.87.0.381.569.002	Meter Testing & Repair	37,800	26,775	26,775	**27,311**	27,855
Total Contractual Services		135,761	111,135	111,135	**113,358**	115,613
Commodities & Supplies						
050.80.84.87.0.381.622.002	Small Tools	132	178	178	**182**	185
050.80.84.87.0.381.626.008	Water Meter Repair	1,292	3,060	3,060	**3,121**	3,183
Total Commodities & Supplies		1,424	3,238	3,238	**3,303**	3,368
Other Equipment						
050.80.84.87.0.381.665.050	Water Meters	38,464	40,000	40,000	**30,000**	30,000
Total Other Equipment		38,464	40,000	40,000	**30,000**	30,000
Total Water Meter Maintenance & Repair		**401,986**	**378,997**	**378,897**	**407,106**	**414,994**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Water Valve/Hydrant Maint & Rep		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.87.0.382.500.001	Full-Time Earnings	219,519	233,566	233,566	**217,979**	222,339
050.80.84.87.0.382.503.001	Overtime	54,158	52,572	52,572	**57,867**	59,024
050.80.84.87.0.382.504.001	Specialty Pay	360	361	361	**361**	361
050.80.84.87.0.382.506.001	Longevity Pay	1,080	1,540	1,540	**1,480**	1,480
Total Personal Services-Salaries & Wages		275,117	288,039	288,039	**277,687**	283,204
Personal Services-Employee Benefits						
050.80.84.87.0.382.510.001	Medical Insurance	45,490	52,022	52,022	**41,100**	42,744
050.80.84.87.0.382.511.001	Social Security	16,824	17,874	17,874	**17,233**	17,578
050.80.84.87.0.382.511.002	Medicare	3,935	4,182	4,182	**4,032**	4,113
050.80.84.87.0.382.512.001	IMRF Pension Expense	59,713	34,244	34,244	**31,125**	31,748
050.80.84.87.0.382.513.001	Sick Leave Incentive	-	200	200	**200**	200
Total Personal Services-Employee Benefits		125,962	108,522	108,522	**93,690**	96,383
Contractual Services						
050.80.84.87.0.382.574.001	Painting Services	2,752	28,000	28,000	**28,560**	29,130
050.80.84.87.0.382.574.008	Contract Hauling	16,319	18,513	18,513	**18,883**	19,260
Total Contractual Services		19,071	46,513	46,513	**47,443**	48,390
Commodities & Supplies						
050.80.84.87.0.382.622.005	Restoration Materials	9,000	9,180	9,180	**9,364**	9,550
050.80.84.87.0.382.622.009	Repair/Maint Supplies	19,461	20,477	20,477	**20,887**	21,300
050.80.84.87.0.382.626.001	Painting Supplies	1,013	1,530	1,530	**1,561**	1,592
050.80.84.87.0.382.626.006	Water Hydrants	16,926	30,000	32,000	**45,000**	45,900
050.80.84.87.0.382.626.007	Water Valves	18,417	25,000	25,000	**30,000**	30,600
Total Commodities & Supplies		64,817	86,187	88,187	**106,812**	108,942
Total Water Valve/Hydrant Maint & Rep		**484,967**	**529,261**	**531,261**	**525,632**	**536,919**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION

Sanitary Sewer Maint. & Repair		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
050.80.84.88.0.383.500.001	Full-Time Earnings	189,961	193,130	193,130	**247,352**	252,299
050.80.84.88.0.383.503.001	Overtime	40,541	40,279	40,279	**41,624**	42,456
050.80.84.88.0.383.504.001	Specialty Pay	1,260	1,262	1,262	**1,262**	1,262
050.80.84.88.0.383.506.001	Longevity Pay	120	750	750	**1,110**	1,110
Total Personal Services-Salaries & Wages		231,882	235,421	235,421	**291,348**	297,127
Personal Services-Employee Benefits						
050.80.84.88.0.383.510.001	Medical Insurance	37,845	39,009	39,009	**55,731**	57,960
050.80.84.88.0.383.511.001	Social Security	14,332	14,618	14,618	**15,610**	15,922
050.80.84.88.0.383.511.002	Medicare	3,352	3,422	3,422	**3,653**	3,726
050.80.84.88.0.383.512.001	IMRF Pension Expense	26,642	27,979	27,979	**28,173**	28,736
050.80.84.88.0.383.513.001	Sick Leave Incentive	-	100	100	**100**	100
050.80.84.88.0.383.513.002	Vac/Pers Leave Incent.	405	198	198	**198**	198
Total Personal Services-Employee Benefits		82,576	85,326	85,326	**103,465**	106,642
Contractual Services						
050.80.84.88.0.383.532.002	Equipment Maint.	4,513	10,200	10,200	**10,404**	10,612
050.80.84.88.0.383.569.008	Refuse Disposal	4,708	5,306	5,306	**5,412**	5,520
050.80.84.88.0.383.571.001	Sewer Repair/Repl	39,215	40,442	40,442	**41,251**	42,075
050.80.84.88.0.383.571.002	Building Sewer Insp	35,898	27,030	27,030	**70,000**	71,400
050.80.84.88.0.383.571.003	Sewer Cleaning	34,989	50,000	50,000	**51,000**	52,020
050.80.84.88.0.383.571.007	Flow Monitoring Analy	38,880	31,212	31,212	**31,836**	32,472
050.80.84.88.0.383.574.008	Contract Hauling	5,142	5,722	5,722	**5,836**	5,952
Total Contractual Services		163,345	169,912	169,912	**215,739**	220,051
Utilities						
050.80.84.88.0.383.586.001	Electricity	15,650	23,929	23,929	**23,929**	23,929
Total Utilities		15,650	23,929	23,929	**23,929**	23,929
Commodities & Supplies						
050.80.84.88.0.383.622.005	Restoration Materials	4,125	4,208	4,208	**4,292**	4,377
050.80.84.88.0.383.622.009	Repair/Maint Supplies	14,420	16,395	16,395	**16,723**	17,057
050.80.84.88.0.383.626.003	Manhole Frame Supp	-	7,283	7,283	**7,429**	7,577
Total Commodities & Supplies		18,545	27,886	27,886	**28,444**	29,011
Total Sanitary Sewer Maint. & Repair		**511,998**	**542,474**	**542,474**	**662,925**	**676,760**
TOTAL PUBLIC WORKS - WATER & SEWER DIVISION		**11,853,688**	**12,617,248**	**12,332,232**	**12,600,314**	**12,980,992**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
PERSONAL SERVICES

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Public Works Director	0.50		0.50		0.50		73,864	76,070	**77,591**
Deputy Public Works Director	0.50		0.50		0.50		59,406	60,595	**62,716**
Water/Sewer Superintendent	1.00		1.00		1.00		108,098	110,260	**112,465**
Foreman	2.20		2.20		2.20		193,396	200,299	**204,305**
Electricians	0.50		0.50		0.50		41,991	43,049	**119,748**
Maintenance Personnel	14.70		14.70		14.70		991,985	1,029,180	**1,049,419**
GIS Analyst	1.00		1.00		1.00		72,239	73,683	**75,157**
Administrative Analyst	-		-		0.50		-	-	**25,972**
Administrative Coordinator	1.50		1.50		1.50		72,329	73,776	**71,239**
Total Full Time	21.90		21.90		22.40		1,613,308	1,666,912	**1,798,612**
Part Time									
Secretary	0.35	(0.7)	0.35	(0.7)	0.35	(0.7)	14,214	14,553	**14,912**
Maintenance Personnel	1.00	(2.0)	1.00	(2.0)	1.00	(2.0)	50,070	51,275	**50,951**
Total Part Time	1.35	(2.7)	1.35	(2.7)	1.35	(2.7)	64,284	65,828	**65,863**
Seasonal									
Seasonal/Intern	1.50	(6)	1.50	(6)	1.50	(6)	27,808	27,923	**29,854**
Total Seasonal	1.50	(6)	1.50	(6)	1.50	(6)	27,808	27,923	**29,854**
Other Compensation									
Overtime Earnings							286,330	266,014	**291,664**
Specialty Pay							6,173	6,774	**6,774**
Longevity Pay							8,155	8,710	**11,230**
Total Other Compensation							300,658	281,498	**309,668**
Employee Benefits									
Medical Insurance							320,185	343,859	**389,261**
Workers' Comp Insurance							54,720	70,030	**54,741**
Social Security							124,482	126,701	**131,461**
Medicare							29,343	29,907	**31,092**
IMRF Pension							228,447	241,399	**236,078**
Sick Leave Incentive							4,500	6,098	**6,101**
Vacation/Personal Leave Incentive							10,500	11,689	**11,701**
Total Employee Benefits							772,177	829,683	**860,435**
TOTAL	**24.75**		**24.75**		**25.25**		**2,778,235**	**2,871,844**	**3,064,432**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	21.90	21.90	22.40
Part-Time	2.70	2.70	2.70
Seasonal	6.00	6.00	6.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS - PARKING

The Parking Division includes the costs associated with the parking program. The Village manages the costs of the program in two separate enterprise funds: the Parking System Revenue Fund and the Village Parking System Fund.

Parking System Revenue Fund is used to account for the provision of public parking services with fees shared with the commuter railroad. All activities are accounted for including administration, operations, maintenance and collection.

Village Parking System Fund is used to account for the provision of Village-owned public parking services including the Village Hall parking deck and leased commuter spaces. All activities are accounted for including administration, operations, maintenance, and billing and collection.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - PARKING

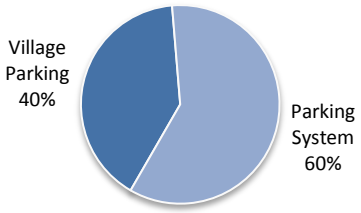
	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Parking System	99,837	211,296	211,296	**110,766**	113,153
Parking System	143,267	226,164	231,034	**163,759**	166,084
Total Programs	243,104	437,460	442,330	**274,525**	279,237
Expenditure Classification					
Personal Services-Salaries & Wages	61,922	61,807	61,807	**65,496**	66,792
Personal Services-Employee Benefits	28,417	30,728	30,728	**30,812**	31,748
Contractual Services	133,590	134,120	138,990	**145,797**	147,641
Utilities	5,450	10,947	10,947	**11,165**	11,387
Insurance	3,913	3,439	3,439	**2,978**	3,026
Commodities & Supplies	6,312	10,704	10,704	**10,918**	11,137
Building Improvements	3,500	82,215	82,215	**7,359**	7,506
Infrastructure	-	103,500	103,500	**-**	-
Total Commodities & Supplies	243,104	437,460	442,330	**274,525**	279,237
Source of Funds					
051 Village Parking System Fund	99,837	211,296	211,296	**110,766**	113,153
052 Parking System Revenue Fund	143,267	226,164	231,034	**163,759**	166,084
Total Source of Funds	243,104	437,460	442,330	**274,525**	279,237

BUDGET DISCUSSION AND ANALYSIS

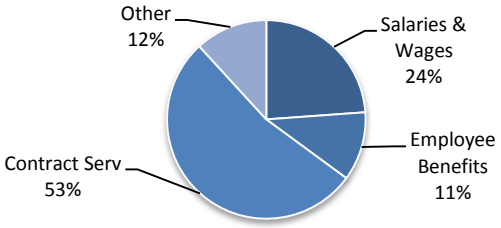
This Parking Program is funded by two enterprise funds, the Village Parking Enterprise Fund and the Parking System Revenue Fund. The total Parking program budget of $274,525 reflects a significant decrease of $162,935 or 37.25% from the 2016 budget. The enterprise funds were supported by the revenue generated from Parking Fees, Rental Fees, and Home Rule Sales Tax in previous budget years. Over the years the revenue has not been able to keep pace with the expenses and the funds were in deficit net positions. The Village has worked to manage spending and has improved net position in both funds. In 2015 an operating transfer in of $200,000 was made to bring the Parking System Revenue Fund into a positive net position.

Program budgets within the Parking Program were adjusted in 2016; the most significant adjustments were the removal of the Vehicle Lease, Vehicle Maintenance and the Service Charge from the General Fund. This was completed in an effort to bring down expenses more in-line with revenue projections. The Home Rule Sales Tax funding was moved to the Capital Improvement Fund. Exploring options for future funding for the Parking Funds is a priority in the coming years as the revenue is still not able to support the Parking programs. Capital projects funded by the Parking Funds are located under the Capital Improvements section of this document

2017 Budget by Program



2017 Budget by Expenditure Category



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING

Village Parking System		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
051.80.81.81.0.000.500.001	Full-Time Earnings	31,882	32,161	32,161	**33,532**	34,203
051.80.81.81.0.000.503.001	Overtime	3,494	3,132	3,132	**3,862**	3,939
051.80.81.81.0.000.504.001	Specialty Pay	144	146	146	**146**	146
051.80.81.81.0.000.506.001	Longevity Pay	186	186	186	**265**	265
Total Personal Services-Salaries & Wages		35,706	35,625	35,625	**37,805**	38,553
Personal Services-Employee Benefits						
051.80.81.81.0.000.510.001	Medical Insurance	9,922	9,942	9,942	**9,817**	10,210
051.80.81.81.0.000.511.001	Social Security	2,121	2,249	2,249	**2,384**	2,432
051.80.81.81.0.000.511.002	Medicare	496	527	527	**558**	569
051.80.81.81.0.000.512.001	IMRF Pension Expense	4,160	4,352	4,352	**4,348**	4,435
051.80.81.81.0.000.513.001	Sick Leave Incentive	95	200	200	**200**	200
051.80.81.81.0.000.513.002	Vac/Pers Leave Incent.	336	395	395	**401**	401
051.80.81.81.0.000.513.009	OPEB Expense	(1,689)	-	-	**-**	-
Total Personal Services-Employee Benefits		15,441	17,665	17,665	**17,708**	18,247
Contractual Services						
051.80.81.81.0.000.530.006	Other Prof. Serv.	-	530	530	**541**	552
051.80.81.81.0.000.532.002	Equipment Maint.	3,476	3,706	3,706	**3,780**	3,856
051.80.81.81.0.000.533.002	Cleaning Service	3,639	25,682	25,682	**26,196**	26,720
051.80.81.81.0.000.553.001	Vehicle Lease Payment	16,440	-	-	**-**	-
051.80.81.81.0.000.554.001	Vehicle Maint Payment	4,963	-	-	**-**	-
051.80.81.81.0.000.575.007	Parking Lot Sealcoating	10,925	11,258	11,258	**11,483**	11,713
051.80.81.81.0.000.575.008	Striping Parking Lots	3,591	3,683	3,683	**3,757**	3,832
Total Contractual Services		43,034	44,859	44,859	**45,757**	46,673
Insurance						
051.80.81.81.0.000.596.001	Liability Insurance	2,156	1,902	1,902	**1,596**	1,622
Total Insurance		2,156	1,902	1,902	**1,596**	1,622
Commodities & Supplies						
051.80.81.81.0.000.608.001	Other Supplies	-	530	530	**541**	552
Total Commodities & Supplies		-	530	530	**541**	552
Building Improvements						
051.80.81.81.0.000.647.006	Parking Deck	3,500	7,215	7,215	**7,359**	7,506
Total Building Improvements		3,500	7,215	7,215	**7,359**	7,506
Infrastructure						
051.80.81.81.0.000.679.003	Parking Lot Imp	-	103,500	103,500	**-**	-
Total Infrastructure		-	103,500	103,500	**-**	-
Total Village Parking System		**99,837**	**211,296**	**211,296**	**110,766**	**113,153**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING

Parking System		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
052.80.81.81.0.000.500.001	Full-Time Earnings	23,646	23,851	23,851	**24,812**	25,308
052.80.81.81.0.000.503.001	Overtime	2,329	2,088	2,088	**2,575**	2,627
052.80.81.81.0.000.504.001	Specialty Pay	96	98	98	**98**	98
052.80.81.81.0.000.506.001	Longevity Pay	145	145	145	**206**	206
Total Personal Services-Salaries & Wages		26,216	26,182	26,182	**27,691**	28,239
Personal Services-Employee Benefits						
052.80.81.81.0.000.510.001	Medical Insurance	7,387	7,321	7,321	**7,255**	7,545
052.80.81.81.0.000.511.001	Social Security	1,551	1,657	1,657	**1,750**	1,785
052.80.81.81.0.000.511.002	Medicare	363	390	390	**412**	420
052.80.81.81.0.000.512.001	IMRF Pension Expense	3,066	3,200	3,200	**3,186**	3,250
052.80.81.81.0.000.513.001	Sick Leave Incentive	64	100	100	**100**	100
052.80.81.81.0.000.513.002	Vac/Pers Leave Incent.	285	395	395	**401**	401
052.80.81.81.0.000.513.009	OPEB Expense	260	-	-	**-**	-
Total Personal Services-Employee Benefits		12,976	13,063	13,063	**13,104**	13,501
Contractual Services						
052.80.81.81.0.000.530.006	Other Prof. Serv.	5,843	6,559	6,559	**6,690**	6,824
052.80.81.81.0.000.533.002	Cleaning Service	2,809	3,706	3,706	**3,780**	3,856
052.80.81.81.0.000.550.001	Metra Land Lease	40,343	43,800	48,670	**53,670**	53,670
052.80.81.81.0.000.553.001	Vehicle Lease Payment	10,960	-	-	**-**	-
052.80.81.81.0.000.554.001	Vehicle Maint Payment	4,963	-	-	**-**	-
052.80.81.81.0.000.574.010	Beautify RR ROW	11,559	16,723	16,723	**17,057**	17,398
052.80.81.81.0.000.575.007	Parking Lot Sealcoating	10,432	12,735	12,735	**12,990**	13,250
052.80.81.81.0.000.575.008	Striping Parking Lots	2,399	2,459	2,459	**2,508**	2,558
052.80.81.81.0.000.575.011	Snow Removal	1,248	3,279	3,279	**3,345**	3,412
Total Contractual Services		90,556	89,261	94,131	**100,040**	100,968
Utilities						
052.80.81.81.0.000.585.001	Natural Gas	1,288	2,670	2,670	**2,723**	2,777
052.80.81.81.0.000.586.001	Electricity	3,786	7,959	7,959	**8,118**	8,280
052.80.81.81.0.000.591.001	Water & Sewer	376	318	318	**324**	330
Total Utilities		5,450	10,947	10,947	**11,165**	11,387
Insurance						
052.80.81.81.0.000.596.001	Liability Insurance	1,757	1,537	1,537	**1,382**	1,404
Total Insurance		1,757	1,537	1,537	**1,382**	1,404

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING

Parking System		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Commodities & Supplies						
052.80.81.81.0.000.608.001	Other Supplies	4,392	6,559	6,559	**6,690**	6,824
052.80.81.81.0.000.624.014	Bicycle Racks	1,281	1,307	1,307	**1,333**	1,360
052.80.81.81.0.000.624.015	Parking Bumpers	-	636	636	**649**	662
052.80.81.81.0.000.628.007	M&R Supplies -RR Sta	639	1,672	1,672	**1,705**	1,739
Total Commodities & Supplies		6,312	10,174	10,174	**10,377**	10,585
Building Improvements						
052.80.81.82.1.000.651.004	Train Station	-	75,000	75,000	**-**	-
Total Building Improvements		-	75,000	75,000	**-**	-
Total Parking System		**143,267**	**226,164**	**231,034**	**163,759**	**166,084**
TOTAL PUBLIC WORKS - PARKING		**243,104**	**437,460**	**442,330**	**274,525**	**279,237**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	**2016**	**2017**	**2015**	**2016**	**2017**
Full Time						
Maintenance Personnel	0.40	0.40	0.40	26,440	27,104	**28,858**
Community Service Officer	0.50	0.50	0.50	28,341	28,908	**29,486**
Total Full Time	0.90	0.90	0.90	54,781	56,012	**58,344**
Other Compensation						
Overtime Earnings				5,700	**5,220**	**6,437**
Specialty Pay				244	**244**	**244**
Longevity Pay				280	**331**	**471**
Total Other Compensation				6,224	**5,795**	**7,152**
Employee Benefits						
Medical Insurance				17,274	**17,263**	**17,072**
Social Security				3,864	**3,906**	**4,134**
Medicare				907	**917**	**970**
IMRF Pension				7,132	**7,552**	**7,534**
Sick Leave Incentive				400	**300**	**300**
Vacation/Personal Leave Incentive				800	**790**	**802**
Total Employee Benefits				30,377	**30,728**	**30,812**
TOTAL	**0.90**	**0.90**	**0.90**	**91,382**	**92,535**	**96,308**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	0.90	0.90	0.90

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE

STATEMENT OF ACTIVITIES

The mission of the Vehicle Maintenance Division is to cost effectively manage, maintain, repair and improve the Village's fleet of vehicles and equipment, which will provide each department safe and efficient vehicles/equipment with reliable service lives.

This division is responsible for performing activities which align to the following goals and strategies set forth in the Strategic Plan for 2020 detailed in the Introduction section of this budget document:

Governance goal – Quality Service: Provide high-value, relevant municipal services.

Infrastructure goal – Environmental Sensibility: Honor the natural environment's importance to community quality of life through strategic public investment.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Completed the construction of two (2) dump trucks and placed into service.
- Completed scheduled vehicle replacements that included six (6) Public Works vehicles, nine (9) Police squad cars and one (1) Fire vehicle.
- Completed the replacement of an in-ground car lift.

Infrastructure goal – Environmental Sensibility

Reduce fuel expense and environmental impact.

- Completed an alternative fuel study that provided a detailed assessment of the Village's fleet operations with the goal of reduced fuel expenditures. The study analyzed the advantages and feasibility of converting the fleet to alternative fuel sources. Results were presented to the Village Board. In short, each fuel technology provided some environmental benefit; however, none of the available technologies seem operationally viable or cost effective at this time.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Completed scheduled vehicle replacements that included fourteen (14) Public Works vehicles, eleven (11) Police squad cars and three (3) Fire vehicles.
- Completed upgrade of Public Works' base radio to digital capable repeater to improve radio communication throughout the Village.
- Completed a study to determine the optimum fleet replacement schedule with the goal of operating the most cost effective fleet.
- Completed a rate study to determine proper charge back rates to all operating departments.

Minimize unscheduled repairs and downtime.

- Completed 400 preventative maintenance services.

2017 GOALS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Install dump bodies and auxiliary equipment and place into service three (3) new dump trucks with snow and ice control equipment.
- Complete scheduled vehicle/equipment replacement for thirteen (13) Public Works vehicles, ten (10) Police vehicles, one (1) Pool vehicle and five (5) Fire vehicles.
- Continue to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Minimize unscheduled repairs and downtime.

- Complete approximately 400 preventive maintenance services.

WORLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Fleet Maintenance				
Number of Vehicles Maintained	215	215	215	215
Preventive Maintenance - Completed	390	396	400	400
Preventive Maintenance - % of Jobs	34	32	32	32
Work Orders - Completed	1,157	1,256	1,250	1,250
Unleaded Fuel Used	85,064	83,901	84,000	83,000
Diesel Fuel Used	58,357	53,509	55,000	54,000
Repairs				
Small Engine Repairs	88	85	85	85
Body Repairs	33	20	25	25
Total Repairs	121	105	110	110
Equipment Rebuilding				
Vehicles	2	2	2	2
Snow Plows	1	1	1	1
Salt Spreaders	1	1	-	1
Total Equipment Rebuilds	4	4	3	4

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - VEHICLE MAINTENANCE

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Vehicle Maint Administration	226,745	245,885	245,885	**202,521**	206,361
Vehicle Maintenance Program	1,792,765	1,928,508	1,817,036	**1,971,902**	2,013,869
Total Programs	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230
Expenditure Classification					
Personal Services-Salaries & Wages	964,646	971,751	971,751	**985,679**	1,005,090
Personal Services-Employee Benefits	391,465	391,757	393,785	**401,504**	412,288
Other Employee Costs	1,810	2,456	2,456	**4,005**	4,085
Contractual Services	115,298	144,940	144,940	**106,483**	108,484
Utilities	3,754	3,195	3,195	**3,259**	3,325
Commodities & Supplies	519,504	656,002	542,502	**669,115**	682,492
Other Expenditures	3,187	-	-	**-**	-
Office Equipment	55	578	578	**590**	602
Other Equipment	19,791	3,714	3,714	**3,788**	3,864
Total Expenditure Classification	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230
Source of Funds					
060 Vehicle Maintenance Fund	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230
Total Source of Funds	2,019,510	2,174,393	2,062,921	**2,174,423**	2,220,230

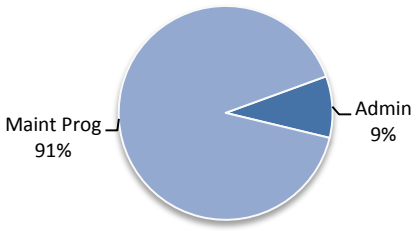
BUDGET DISCUSSION AND ANALYSIS

The Vehicle Maintenance Division includes the charges related to the maintenance and repair of all Village vehicles. The division consists of ten full-time employees, one part-time and one seasonal employee; and is responsible for pool vehicles, police vehicles, fire vehicles, and public works vehicles. In addition, the division maintains other equipment such as pumps, compressors and leaf machines.

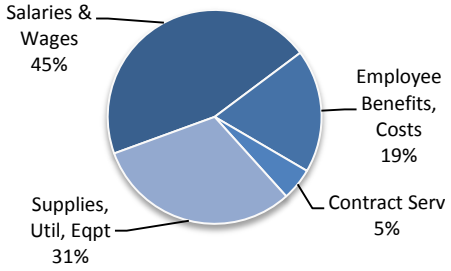
The Vehicle Maintenance Fund, an internal service fund, includes the operating expenses for this division. Financing is provided by charges to each Village department or division. Charges are based on the number of vehicles assigned to each department.

The 2017 budget for vehicle maintenance remains flat and totals $2,174,423. In 2016 a vehicle replacement life cycle study and vehicle rate chargeback study were included in the budget. These studies have been completed and thus removed from the 2017 budget. This reduction offsets the programed increases for salaries and benefits, and other employee costs.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE

Vehicle Maintenance Administration		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
060.80.86.00.0.000.500.001	Full-Time Earnings	108,223	109,967	109,967	**112,167**	114,410
060.80.86.00.0.000.503.001	Overtime	1,237	1,910	1,910	**2,429**	2,478
060.80.86.00.0.000.504.001	Specialty Pay	600	601	601	**601**	601
060.80.86.00.0.000.506.001	Longevity Pay	400	400	400	**600**	600
Total Personal Services-Salaries & Wages		110,460	112,878	112,878	**115,797**	118,089
Personal Services-Employee Benefits						
060.80.86.00.0.000.510.001	Medical Insurance	16,964	16,012	16,012	**15,288**	15,900
060.80.86.00.0.000.510.003	Workers' Comp Ins	27,360	30,417	30,417	**23,777**	23,982
060.80.86.00.0.000.511.001	Social Security	6,668	7,297	7,297	**7,479**	7,629
060.80.86.00.0.000.511.002	Medicare	1,560	1,708	1,708	**1,751**	1,786
060.80.86.00.0.000.512.001	IMRF Pension Expense	12,815	13,945	13,945	**13,475**	13,745
060.80.86.00.0.000.513.002	Vac/Pers Leave Incent.	10,691	4,495	4,495	**4,501**	4,501
060.80.86.00.0.000.513.009	OPEB Expense	13,773	-	-	**-**	-
Total Personal Services-Employee Benefits		89,831	73,874	73,874	**66,271**	67,543
Other Employee Costs						
060.80.86.00.0.000.525.004	Training	1,810	2,456	2,456	**4,005**	4,085
Total Other Employee Costs		1,810	2,456	2,456	**4,005**	4,085
Contractual Services						
060.80.86.00.0.000.530.006	Other Prof. Serv.	15,798	47,949	47,949	**7,745**	7,900
060.80.86.00.0.000.552.001	Computer Lease	3,207	2,986	2,986	**2,852**	2,781
Total Contractual Services		19,005	50,935	50,935	**10,597**	10,681
Utilities						
060.80.86.00.0.000.589.001	Telephone - Land Lines	616	860	860	**877**	895
060.80.86.00.0.000.590.001	Telephone - Cellular	3,138	2,335	2,335	**2,382**	2,430
Total Utilities		3,754	3,195	3,195	**3,259**	3,325
Commodities & Supplies						
060.80.86.00.0.000.603.001	Clothing Supplies	300	300	300	**300**	300
060.80.86.00.0.000.606.001	Office Supplies	500	618	618	**630**	643
060.80.86.00.0.000.608.001	Other Supplies	1,030	1,051	1,051	**1,072**	1,093
Total Commodities & Supplies		1,830	1,969	1,969	**2,002**	2,036
Office Equipment						
060.80.86.00.0.000.656.001	Office Eqpt	55	578	578	**590**	602
Total Office Equipment		55	578	578	**590**	602
Total Vehicle Maintenance Administration		**226,745**	**245,885**	**245,885**	**202,521**	**206,361**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE

Vehicle Maintenance Program		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Personal Services-Salaries & Wages						
060.80.86.89.0.000.500.001	Full-Time Earnings	707,136	725,748	725,748	**728,110**	742,672
060.80.86.89.0.000.501.001	Part-Time Earnings	18,441	24,441	24,441	**25,564**	26,075
060.80.86.89.0.000.502.001	Seasonal Earnings	3,149	4,485	4,485	**4,485**	4,485
060.80.86.89.0.000.503.001	Overtime	117,259	95,991	95,991	**102,315**	104,361
060.80.86.89.0.000.504.001	Specialty Pay	4,801	4,808	4,808	**4,808**	4,808
060.80.86.89.0.000.506.001	Longevity Pay	3,400	3,400	3,400	**4,600**	4,600
Total Personal Services-Salaries & Wages		854,186	858,873	858,873	**869,882**	887,001
Personal Services-Employee Benefits						
060.80.86.89.0.000.510.001	Medical Insurance	127,754	134,345	134,345	**155,568**	161,791
060.80.86.89.0.000.511.001	Social Security	52,358	53,499	53,499	**54,173**	55,256
060.80.86.89.0.000.511.002	Medicare	12,245	12,517	12,517	**12,675**	12,929
060.80.86.89.0.000.512.001	IMRF Pension Expense	97,759	102,229	102,229	**97,613**	99,565
060.80.86.89.0.000.513.001	Sick Leave Incentive	1,063	1,921	1,921	**1,901**	1,901
060.80.86.89.0.000.513.002	Vac/Pers Leave Incent.	219	1,972	4,000	**1,903**	1,903
060.80.86.89.0.000.513.004	Employee Allowances	10,236	11,400	11,400	**11,400**	11,400
Total Personal Services-Employee Benefits		301,634	317,883	319,911	**335,233**	344,745
Contractual Services						
060.80.86.89.0.000.532.002	Equipment Maint.	94,260	91,347	91,347	**93,174**	95,037
060.80.86.89.0.000.532.004	Radio Maintenance	-	578	578	**590**	602
060.80.86.89.0.000.574.009	Fuel System	2,033	2,080	2,080	**2,122**	2,164
Total Contractual Services		96,293	94,005	94,005	**95,886**	97,803
Commodities & Supplies						
060.80.86.89.0.000.622.002	Small Tools	1,747	3,906	3,906	**3,984**	4,064
060.80.86.89.0.000.625.001	Fuel System Repair	1,118	1,157	1,157	**1,180**	1,204
060.80.86.89.0.000.625.002	Steam Cleaner	1,245	1,270	1,270	**1,295**	1,321
060.80.86.89.0.000.625.003	Vehicle Maint Supplies	202,938	214,200	214,200	**233,484**	222,854
060.80.86.89.0.000.627.001	Gas Vehicles	310,626	433,500	320,000	**427,170**	451,013
Total Commodities & Supplies		517,674	654,033	540,533	**667,113**	680,456
Other Expenditures						
060.80.86.89.0.000.638.001	Depreciation	3,187	-	-	**-**	-
Total Other Expenditures		3,187	-	-	**-**	-
Other Equipment						
060.80.86.89.0.000.665.030	Oil Pump Replacement	742	817	817	**833**	850
060.80.86.89.0.000.665.083	Car Lift (In-Ground)	16,524	-	-	**-**	-
060.80.86.89.0.000.668.004	Radio Equip -Vcle Mnt	2,525	2,897	2,897	**2,955**	3,014
Total Other Equipment		19,791	3,714	3,714	**3,788**	3,864
Total Vehicle Maintenance Program		**1,792,765**	**1,928,508**	**1,817,036**	**1,971,902**	**2,013,869**
TOTAL PUBLIC WORKS - VEHICLE MAINTENANCE		**2,019,510**	**2,174,393**	**2,062,921**	**2,174,423**	**2,220,230**

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
PERSONAL SERVICES

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Vehicles Superintendent	1.00	1.00	1.00	107,811	109,967	**112,167**
Foreman	2.00	2.00	2.00	195,761	199,676	**191,690**
Body Repair Mechanic	1.00	1.00	1.00	85,890	88,055	**79,831**
Mechanics	5.00	5.00	5.00	361,418	371,311	**381,873**
Maintenance Personnel	1.00	1.00	1.00	62,442	66,706	**74,716**
Total Full Time	10.00	10.00	10.00	813,322	835,715	**840,277**
Part Time						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	25,194	24,441	**25,564**
Total Part Time	0.50 (1)	0.50 (1)	0.50 (1)	25,194	24,441	**25,564**
Seasonal						
Seasonal/Intern	0.25 (1)	0.25 (1)	0.25 (1)	4,371	4,485	**4,485**
Total Seasonal	0.25 (1)	0.25 (1)	0.25 (1)	4,371	4,485	**4,485**
Other Compensation						
Overtime Earnings				99,130	97,901	**104,744**
Specialty Pay				5,409	5,409	**5,409**
Longevity Pay				3,800	3,800	**5,200**
Total Other Compensation				108,339	107,110	**115,353**
Employee Benefits						
Medical Insurance				147,464	150,357	**170,856**
Workers' Comp Insurance				27,360	30,417	**23,777**
Social Security				59,604	60,796	**61,652**
Medicare				13,946	14,225	**14,426**
IMRF Pension				109,890	116,174	**111,088**
Sick Leave Incentive				2,100	1,921	**1,901**
Vacation/Personal Leave Incentive				7,600	6,467	**6,404**
Employee Allowances				11,400	11,400	**11,400**
Total Employee Benefits				379,364	391,757	**401,504**
TOTAL	**10.75**	**10.75**	**10.75**	**1,330,590**	**1,363,508**	**1,387,183**

(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets.
A summary of the number of positions follows:

Full-Time	10.00	10.00	10.00
Part-Time	1.00	1.00	1.00
Seasonal	1.00	1.00	1.00

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
CAPITAL IMPROVEMENTS

The Capital Improvements section for the Village has been categorized by 1) those projects included in the 5-year Community Investment Program (CIP), and 2) other capital fund expenditures.

Community Investment Program (CIP)
The CIP is the Village's five-year plan for capital expenditures. It addresses the Village's needs for replacement, upgrade, and expansion of infrastructure and other long-lived, high-cost assets. Generally included in the CIP are planned capital expenditures of $25,000 or more, proposed additions to the Village's motor vehicle fleet, and all IT purchases for the coordination of the computer program. The replacement of vehicles existing in the fleet are not included in the CIP but are programmed for replacement through the Vehicle Replacement Fund. Scheduled computer replacements are funded through the Computer Replacement Fund. Prior to the commencement of work on the 2017 Budget, the 2017-2021 CIP was prepared.

The CIP development process begins in March with the electronic distribution of CIP project request forms to the operating departments and concludes with Village Board acceptance of the plan at a July Village Board Meeting. The final CIP is published as a stand-alone document. Following the Community Investment line item pages is a schedule identifying the impact of 2017 budgeted capital expenditures on the operating budget.

Other Capital Fund Expenditures
The Other Capital Fund Expenditures section includes capital improvements that do not meet the definition for inclusion in the Community Investment Program. Two of the programs included in this section are the Vehicle Replacement and Computer Replacement programs, both internal service funds.

Vehicle Replacement Fund – this Fund is used to account for the acquisition and depreciation of Village vehicles. Financing is being provided by direct charges to the General, Water & Sewer, Village Parking System Fund and Parking System Revenue Funds.

Computer Replacement Fund – this Fund is used to account for the acquisition and depreciation of Village computer hardware. Financing is being provided by direct charges to the General, Refuse Disposal, Vehicle Maintenance, and Water & Sewer Funds.

Detailed schedules of all vehicles and computers budgeted in these two funds are included at the end of the Other Capital Fund Expenditures section.

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY INVESTMENT PROGRAM

Capital Improvements for the Village have been categorized by 1) those projects included in the 5-year Community Investment Program (CIP), and 2) other capital fund expenditures. This section details the programs and expenditures included in the CIP. The CIP is the Village's plan for capital expenditures over the upcoming five years. Capital expenditures are being defined as the purchase or construction of long-lived, high-cost, tangible assets. "Long-lived" implies a useful life in excess of one year. "High-cost" means that the project amounts to at least $25,000. "Tangible" assets exclude contractual services except those that are necessary for putting a tangible asset into service. Programs of the CIP are summarized below:

Water System – This program includes capital improvements and certain equipment items related to managing the Village's water system. Included in the 2017 allocation of $1,278,250 is $675,000 for water main replacement and $315,000 for tank repairs. Funding for water system projects comes from the Water and Sewer Fund.

Sanitary System – This program includes capital improvements and certain equipment items related to managing the Village's sanitary sewer system. The $900,000 included in the 2017 budget is for sewer main replacement totaling $550,000 and lift station repairs totaling $350,000. Funding for water system projects comes from the Water and Sewer Fund.

Flood Control Projects – Projects totaling $200,000 have been planned for flood control in 2017. There is $100,000 budgeted for private property drainage improvements and $100,000 for work on Levee 37.

Storm Sewer – This program is for the maintenance and repair of the combined and storm sewer system. Four projects are included in the 2017 budget. Combined sewer improvements totaling $800,000 consist of cured in place lining treatment of sewer mains. Funds totaling $360,000 have also been budgeted for general storm sewer system improvements. There is also $280,000 allocated for detention pond improvements and $100,000 for storm sewer system inspections.

Street Construction and Reconstruction – Projects totaling $1,185,000 have been planned for street construction and reconstruction. Projects budgeted in the program include downtown pedestrian improvements and intersection studies totaling $400,000 each, corridor improvements totaling $200,000, signal preemption totaling $135,000 and traffic signal replacement totaling $50,000.

Resurfacing/Curbs & Gutters/Sidewalks – Projects totaling $5,114,200 have been planned for the Resurfacing/Street Maintenance program in 2017. Included in this program is the Village's major street resurfacing program. The 2017 budget provides $4.4 million for street resurfacing, $392,000 for streetlight improvements and $160,000 for sidewalk improvements. Funding for these projects comes from several Funds including the General Fund, Capital Improvement Fund, Street Improvement Construction Fund and Motor Fuel Tax Fund.

Improvements to Public Buildings – This program support the maintenance and repair of various Village-owned buildings. Projects totaling $263,000 are budgeted for 2017. Other projects include parking deck maintenance and HVAC repairs.

Computer Hardware/Software - This program includes hardware and software used to support the Village's computer network or related devices. Total budget for this program in 2017 is $316,091. Of this amount, $110,000 will be used to purchase new police ticketing software.

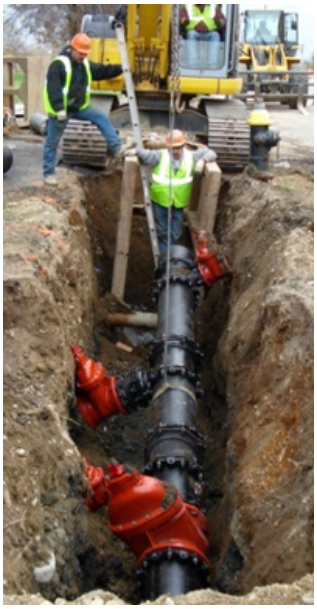
Vehicles and Automotive Equipment – This program includes additions made to the Village motor vehicle fleet. Replacement vehicle purchases already included in the vehicle replacement program appear under the Vehicle Replacement program. There are no additions planned to the Village motor vehicle fleet for 2017.

Non-Automotive Equipment - This program includes various capital equipment items used to support departmental operations. Total budgeted non-automotive equipment for 2017 is $714,892. Paramedic equipment totaling $514,495 consisting of cardiac monitors, powered EMS stretchers and chairs and SCBA gear is included in this total. Payments as part of a 7-year financing program for police and fire radio equipment totaling $127,247 are also included in this category.

Miscellaneous - This program includes various expenditures not accounted for in any other program. A total of $375,500 has been budgeted in 2017 for items such as tree replacement, tree removal and restoration, retaining wall work and traffic improvements.

The total budget for projects included in the CIP for 2017 is $11,886,933. This is a decrease of $4,463,075 or 27.3% from the prior year. The significant decrease is due to various flood control and water and sewer related projects completed during 2016.

Highlighted below are major capital projects included in the CIP budget. These projects have budgeted expenditures for 2017 exceeding $500,000.



Water Main Replacement

Description – Annual water main replacement

Justification – Replace deteriorated water mains prone to leakage to minimize service disruptions and preserve water quality. Pending improvements are for Connie Drive, Deneen Lane, Small Lane, and Prospect Avenue. Work may change depending on hydraulic water modeling. Project aligns with the Village's strategic infrastructure goal regarding Flood Control, Water and Sewer - to improve and maintain infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of construction/maintenance of $650,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Sewer Main Rehabilitation

Description – Sewer main relining, spot repairs and manhole repairs

Justification – Maintain structural integrity of sewer pipes. Remove excess infiltration and inflow to minimize basement back-ups and sewer surcharges. Projects will be selected based on need. Project aligns with the Village's strategic infrastructure goal regarding Flood Control, Water and Sewer - to improve and maintain infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of construction/maintenance of $550,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Combined Sewer Improvements

Description – Evaluate and repair main line sewers and associated structures in combined sewer service areas.

Justification – In 2015 the Village conducted a combined sewer system analysis. The analysis included the televising of approximately 200,000 lineal feet of combined sewer that had not been rehabilitated. The condition assessment rated sewers on a 1 to 5 scale with 1 being the best and 5 being the worst. In 2017 repairs will be initiated to address category 5 mains. Project aligns with the Village's strategic infrastructure goal regarding Flood Control, Water and Sewer. Goal of improving and maintaining infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of design and construction of $800,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Street Improvement Program

Description – Resurfacing of Village streets to maintain 20-year life.

Justification – Repair of Village streets to provide safe and smooth pavement for motorists and to prevent necessity of complete street reconstruction. Materials testing will be conducted as part of this project to verify compliance with project designs and Village codes. Project aligns with the Village's strategic goal of designing and implementing upgrades, improvements and maintenance to the Village's transportation system, creating optimum mobility and system sustainability.

2017 Expenditures – consist of planning/design of $4,433,500 and construction/maintenance of $38,500.

2017 Funding Source – Street Improvement Construction Fund and Motor Fuel Tax Fund

Useful Life – 20 years

Paramedic Equipment

Description – This project consists of the purchase of cardiac monitors, powered EMS stretchers and stair chairs, SCBA air packs and face pieces, and surface supplied air systems.

Justification – Cardiac monitors/defibrillators are one of the core pieces of equipment used by paramedics on a daily basis. Five monitors purchased through a grant in 2008 need to be replaced. Powered EMS stretchers and stair chairs eliminate the need to lift patients in and out of ambulances and up and down stairs which will help reduce the frequency and severity of back injuries. One set will be purchased for each of the three ambulances as well as one extra set. The replacement of 10-year old SCBA air packs will bring the department into compliance with current standards. The face pieces that are used in conjunction with the air packs are 17 years old and are in constant need of repair. The surface supplied air systems provide two divers with unlimited air supply during water rescues as well as protection from water contaminants and the ability to communicate with other divers and on-shore personnel. Project aligns with the Village's strategic governance goal of providing quality high-value, relevant municipal services.

2017 Expenditures – $514,495

2017 Funding Source – Capital Improvement Fund

Useful Life – 5 - 15 years

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
COMMUNITY INVESTMENT PROGRAM

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Water System	1,812,450	2,885,212	2,643,300	**1,278,250**	1,086,662
Sanitary System	1,290	875,000	875,000	**900,000**	1,200,000
Flood Control Projects	9,189,093	1,112,625	1,132,625	**200,000**	360,000
Storm Sewer	630,404	1,380,000	1,380,000	**1,540,000**	1,192,000
Street Construction & Reconst	25,409	660,343	635,343	**1,185,000**	1,335,000
Resurfacing/Curbs & Gutters/Side	6,558,800	4,802,471	4,727,471	**5,114,200**	5,194,000
Improvements to Public Buildings	959,192	2,294,126	1,668,926	**263,000**	1,618,000
Computer Hardware/Software	138,768	386,547	406,447	**316,091**	52,680
Vehicles and Automotive Equip	-	-	-	**-**	140,000
Non-Automotive Equipment	279,330	292,172	267,172	**714,892**	507,647
Miscellaneous	932,354	1,661,512	1,661,505	**375,500**	308,500
Total Programs	20,527,090	16,350,008	15,397,789	**11,886,933**	12,994,489

Expenditure Classification					
Contractual Services	200,260	259,517	237,317	**223,821**	94,180
Other Expenditures	190,426	687,000	687,000	**400,000**	200,000
Land Improvements	309,426	788,823	788,823	**200,000**	350,000
Building Improvements	1,025,861	2,227,126	1,599,126	**285,000**	1,075,000
Office Equipment	5,359	11,030	7,930	**82,770**	1,000
Other Equipment	2,000,183	1,090,084	946,172	**1,093,142**	1,234,309
Distribution Systems	616,500	4,113,300	4,013,300	**2,765,000**	2,827,000
Infrastructure	16,179,075	7,173,128	7,118,121	**6,837,200**	7,213,000
Total Expenditure Classification	20,527,090	16,350,008	15,397,789	**11,886,933**	12,994,489

Source of Funds					
001 General Fund	519,293	876,206	872,099	**1,252,291**	1,282,180
020 Capital Improvement Fund	1,818,177	3,472,920	3,421,720	**2,082,392**	2,895,647
022 Downtown Redevel Const Fund	412,327	683,858	683,858	**-**	-
023 Street Improvemnt Const Fund	6,238,850	3,644,000	3,569,000	**3,972,000**	4,077,000
024 Flood Control Const Fund	9,189,093	1,662,625	1,682,625	**660,000**	462,000
040 Refuse Disposal Fund	3,352	-	-	**15,000**	-
041 Motor Fuel Tax Fund	29,564	1,297,257	697,257	**917,000**	600,000
050 Water and Sewer Fund	2,289,919	4,563,142	4,321,230	**2,988,250**	3,087,662
051 Village Parking System Fund	26,515	150,000	150,000	**-**	590,000
Total Source of Funds	20,527,090	16,350,008	15,397,789	**11,886,933**	12,994,489

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Water System		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Building Improvements						
Water and Sewer Fund						
050.80.90.00.1.700.651.011	Water Facility Roof	93,184	65,000	65,000	**70,000**	70,000
Total Building Improvements		93,184	65,000	65,000	**70,000**	70,000
Other Equipment						
Water and Sewer Fund						
050.80.90.00.1.700.665.001	AMR System	1,602,355	281,912	140,000	**-**	-
050.80.90.00.1.700.665.025	Leak Detection Equip	-	80,000	80,000	**-**	-
050.80.90.00.1.700.665.054	Booster Pump/Panel	52,119	55,000	55,000	**55,000**	60,000
050.80.90.00.1.700.665.079	SCADA Wireless Tele	8,686	65,000	65,000	**108,250**	141,662
050.80.90.00.1.700.665.088	Televising Camera	-	-	-	**80,000**	90,000
050.80.90.00.1.700.666.002	Emerg Gen/Wells	9,544	-	-	**-**	-
Total Other Equipment		1,672,704	481,912	340,000	**243,250**	291,662
Distribution Systems						
Water and Sewer Fund						
050.80.90.00.1.700.671.001	Tank Repair/Ren	1,630	1,562,200	1,562,200	**315,000**	75,000
050.80.90.00.1.700.671.003	Water Main Repl	20,932	700,000	600,000	**650,000**	650,000
050.80.90.00.1.700.671.004	Tank Dsgn Engineering	24,000	76,100	76,100	**-**	-
Total Distribution Systems		46,562	2,338,300	2,238,300	**965,000**	725,000
Total Water System		**1,812,450**	**2,885,212**	**2,643,300**	**1,278,250**	**1,086,662**

Sanitary System						
Distribution Systems						
Water and Sewer Fund						
050.80.90.00.1.701.672.002	Lift Station Rehab	-	350,000	350,000	**350,000**	650,000
050.80.90.00.1.701.672.005	Sewer Main Repair/Rep	1,290	525,000	525,000	**550,000**	550,000
Total Distribution Systems		1,290	875,000	875,000	**900,000**	1,200,000
Total Sanitary System		**1,290**	**875,000**	**875,000**	**900,000**	**1,200,000**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Flood Control Projects		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Equipment						
Flood Control Construction Fund						
024.80.90.00.1.702.665.089	Emergency Pumping	-	85,000	85,000	-	-
024.80.90.00.1.702.666.003	Emergency Generator	-	-	-	-	230,000
Total Other Equipment		-	85,000	85,000	-	230,000
Infrastructure						
Flood Control Construction Fund						
024.80.90.00.0.702.677.001	Creek Bank Stabiliz	6,138	-	-	-	-
024.80.90.00.0.702.677.002	Creek Tree Trimming	23,475	-	-	-	-
024.80.90.00.0.702.677.004	Priv Prop Drainage	8,640	191,360	191,360	**100,000**	100,000
024.80.90.00.0.702.677.006	Prosp Mdws Flood Imp	124,021	220,000	240,000	-	-
024.80.90.00.0.702.677.007	Weller Creek Imp	-	-	-	-	30,000
024.80.90.00.0.702.677.017	Isabella Comb Sewer	8,909,468	568,265	568,265	-	-
024.80.90.00.0.702.677.018	Hydraulic Analysis	117,000	48,000	48,000	-	-
024.80.90.00.1.702.677.003	Levee 37	351	-	-	**100,000**	-
Total Infrastructure		9,189,093	1,027,625	1,047,625	**200,000**	130,000
Total Flood Control Projects		**9,189,093**	**1,112,625**	**1,132,625**	**200,000**	**360,000**

Storm Sewer						
Distribution Systems						
General Fund						
001.80.90.00.0.703.672.006	Storm Sewer Inspection	99,153	-	-	-	-
Flood Control Construction Fund						
024.80.90.00.0.703.672.006	Storm Sewer Inspection	-	100,000	100,000	**100,000**	102,000
Water and Sewer Fund						
050.80.90.00.1.703.672.003	Combined Sewer Impr	469,495	800,000	800,000	**800,000**	800,000
Total Distribution Systems		568,648	900,000	900,000	**900,000**	902,000
Infrastructure						
Capital Improvement Fund						
020.80.90.00.1.703.677.005	Detention Pond Impr	61,756	30,000	30,000	**280,000**	290,000
Flood Control Construction Fund						
024.80.90.00.1.703.677.019	Storm Sewer Impr	-	450,000	450,000	**360,000**	-
Total Infrastructure		61,756	480,000	480,000	**640,000**	290,000
Total Storm Sewer		**630,404**	**1,380,000**	**1,380,000**	**1,540,000**	**1,192,000**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Street Construction & Reconstruction		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
Capital Improvement Fund						
020.40.90.00.0.704.565.002	Traffic Study/Imp	-	25,000	-	**-**	-
Total Contractual Services		-	25,000	-	**-**	-
Other Equipment						
General Fund						
001.80.90.00.0.704.665.087	EVP System	-	-	-	**135,000**	135,000
Capital Improvement Fund						
020.80.90.00.0.704.665.087	EVP System	-	135,000	135,000	**-**	-
Total Other Equipment		-	135,000	135,000	**135,000**	135,000
Other Expenditures						
Capital Improvement Fund						
020.40.90.00.0.704.636.029	Downtown Pedestrian	-	-	-	**400,000**	200,000
Downtown Redevelopment Construct						
022.40.90.00.0.704.636.029	Downtown Pedestrian	9,667	265,000	265,000	**-**	-
Total Other Expenditures		9,667	265,000	265,000	**400,000**	200,000
Land Improvements						
Capital Improvement Fund						
020.40.90.00.0.704.641.001	Corridor Improv	-	-	-	**200,000**	350,000
Total Land Improvements		-	-	-	**200,000**	350,000
Infrastructure						
General Fund						
001.80.90.00.0.704.674.001	Intersection Studies	-	-	-	**400,000**	600,000
Capital Improvement Fund						
020.80.90.00.1.704.678.019	Kensington Road Imp	-	88,086	88,086	**-**	-
Motor Fuel Tax Fund						
041.80.90.00.0.704.676.003	Traffic Signal Repl	15,742	147,257	147,257	**50,000**	50,000
Total Infrastructure		15,742	235,343	235,343	**450,000**	650,000
Total Street Construction & Reconstruction		**25,409**	**660,343**	**635,343**	**1,185,000**	**1,335,000**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Resurfacing/Curbs & Gutters/Sidewalks		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
Street Improvement Construc Fund						
023.80.90.00.0.705.575.015	Brick Sidewalk Sealing	75,000	-	-	**-**	-
Total Contractual Services		75,000	-	-	**-**	-
Infrastructure						
General Fund						
001.80.90.00.0.705.675.003	Sidewalk Share-Cost	68,423	88,400	88,400	**90,200**	92,000
001.80.90.00.1.705.675.009	Sidewalk Improv Prog	-	260,000	260,000	**160,000**	190,000
Capital Improvement Fund						
020.80.90.00.0.705.679.001	D/T Streetscape Prog	106,787	88,213	88,213	**-**	-
020.80.90.00.0.705.679.003	Parking Lot Improv	-	58,000	58,000	**-**	35,000
020.80.90.00.1.705.674.003	Rand-Central-MP Road	-	-	-	**-**	-
020.80.90.00.1.705.676.001	Streetlight Improv	37,735	60,000	60,000	**75,000**	125,000
020.80.90.00.1.705.678.008	Bridge Rehab	54,272	-	-	**-**	175,000
Downtown Redevelopment Construct						
022.80.90.00.0.705.679.001	D/T Streetscape Prog	181,901	153,858	153,858	**-**	-
Street Improvement Construc Fund						
023.80.90.00.0.705.678.003	Resurfacing-SC Fund	6,020,860	3,469,000	3,469,000	**3,922,000**	3,952,000
023.80.90.00.0.705.679.026	NWHWY-MP Rd Bike	-	75,000	-	**-**	75,000
Motor Fuel Tax Fund						
041.80.90.00.0.705.678.002	Resurfacing - MFT Fund	13,822	550,000	550,000	**550,000**	550,000
041.80.90.00.1.705.676.001	Streetlight Improv	-	-	-	**317,000**	-
Total Infrastructure		6,483,800	4,802,471	4,727,471	**5,114,200**	5,194,000
Total Resurfacing/Curbs & Gutters/Sidewalks		**6,558,800**	**4,802,471**	**4,727,471**	**5,114,200**	**5,194,000**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Improvements to Public Buildings		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
Capital Improvement Fund						
020.60.90.00.0.706.565.001	Space Needs Study	-	21,000	23,800	**-**	-
Total Contractual Services		-	21,000	23,800	**-**	-
Building Improvements						
Capital Improvement Fund						
020.60.90.00.1.706.647.013	Range Firing Control	41,874	78,126	78,126	**-**	-
020.60.90.00.1.706.647.014	Admin Section Renova	-	-	-	**-**	500,000
020.70.90.00.1.706.647.011	Kitchen Renovation	48,186	-	-	**-**	-
020.80.90.00.1.706.649.003	PW Roof Repair	234,241	1,140,000	512,000	**-**	-
020.80.90.00.1.706.651.001	Other Public Building	153,124	155,000	155,000	**138,000**	160,000
020.80.90.00.1.706.651.002	Salt Storage Building	14,870	100,000	700,000	**-**	-
020.80.90.00.1.706.651.010	Repl HVAC-Pub Bldgs	440,382	50,000	50,000	**25,000**	275,000
Motor Fuel Tax Fund						
041.80.90.00.0.706.651.002	Salt Storage Building	-	600,000	-	**-**	-
Total Building Improvements		932,677	2,123,126	1,495,126	**163,000**	935,000
Infrastructure						
Capital Improvement Fund						
020.80.90.00.0.706.679.021	Parking Deck Mainten	-	-	-	**100,000**	-
020.80.90.00.0.706.679.022	Public Safety Garage	-	-	-	**-**	93,000
Village Parking System Fund						
051.80.90.00.0.706.679.021	Parking Deck Maint	26,515	150,000	150,000	**-**	590,000
Total Infrastructure		26,515	150,000	150,000	**100,000**	683,000
Total Improvements to Public Buildings		**959,192**	**2,294,126**	**1,668,926**	**263,000**	**1,618,000**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Computer Hardware/Software		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
General Fund						
001.20.90.00.0.707.530.019	Network Security	17,021	90,000	90,000	**-**	-
001.20.90.00.0.707.561.004	Cloud-Based Service	29,428	16,572	16,572	**15,881**	6,680
001.20.90.00.0.707.561.006	Network Managment	-	8,400	8,400	**-**	-
001.20.90.00.0.707.561.007	Microsoft Licensing	17,195	13,545	13,545	**14,100**	-
001.70.90.00.0.707.561.003	Fire Department Soft	-	-	-	**11,340**	-
001.80.90.00.0.707.561.002	Software Development	11,580	-	-	**5,000**	-
Capital Improvement Fund						
020.20.90.00.0.707.561.013	Microsoft O Software	-	85,000	85,000	**-**	-
020.60.90.00.0.707.561.010	Police Depa Software	-	-	-	**110,000**	45,000
Refuse Disposal Fund						
040.80.90.00.0.707.561.002	Software Development	3,352	-	-	**15,000**	-
Water and Sewer Fund						
050.80.90.00.0.707.561.002	Software Development	6,684	-	-	**10,000**	-
Total Contractual Services		85,260	213,517	213,517	**181,321**	51,680
Building Improvements						
Capital Improvement Fund						
020.20.90.00.0.707.651.006	Wireless Connectivity	-	39,000	39,000	**52,000**	-
Total Building Improvements		-	39,000	39,000	**52,000**	-
Office Equipment						
General Fund						
001.10.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	**1,800**	-
001.20.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	**74,800**	-
001.50.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	**3,240**	-
001.60.90.00.0.707.655.002	Computer Eqpt - New	5,359	8,100	5,000	**-**	-
001.80.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	**2,930**	-
Water and Sewer Fund						
050.80.90.00.0.707.655.002	Computer Eqpt - New	-	2,930	2,930	**-**	1,000
Total Office Equipment		5,359	11,030	7,930	**82,770**	1,000
Other Equipment						
General Fund						
001.70.90.00.0.707.665.046	Video Conferenci	-	1,000	-	**-**	-
Capital Improvement Fund						
020.20.90.00.0.707.665.047	Security Cameras	-	-	20,000	**-**	-
020.20.90.00.1.707.665.082	Desktop Virtualization	-	95,000	95,000	**-**	-
020.20.90.00.1.707.665.086	Door Access Control	48,149	-	4,000	**-**	-
Total Other Equipment		48,149	96,000	119,000	**-**	-

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Computer Hardware/Software		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Expenditures						
Capital Improvement Fund						
020.20.90.00.0.707.665.042	Telephone System - VH	-	27,000	27,000	-	-
Total Other Expenditures		-	27,000	27,000	-	-
Total Computer Hardware/Software		**138,768**	**386,547**	**406,447**	**316,091**	**52,680**

Vehicles and Automotive Equip						
Other Equipment						
Capital Improvement Fund						
020.80.90.00.1.708.665.083	Car Lift (In-Ground)	-	-	-	-	140,000
Total Other Equipment		-	-	-	-	140,000
Total Vehicles and Automotive Equip		**-**	**-**	**-**	**-**	**140,000**

Non-Automotive Equipment						
Building Improvements						
Capital Improvement Fund						
020.60.90.00.1.709.647.015	Roll Call & Kitchen	-	-	-	-	70,000
Total Building Improvements		-	-	-	-	70,000
Other Equipment						
General Fund						
001.70.90.00.0.709.665.034	Phys Cond Equip - Fire	11,955	12,500	12,500	**12,500**	-
Capital Improvement Fund						
020.20.90.00.1.709.665.008	Cable TV Equip -Repl	-	-	-	**60,650**	-
020.20.90.00.1.709.665.075	Board Room Cameras	34,733	44,700	44,700	-	-
020.60.90.00.1.709.668.003	Radio Equip -Police	62,860	62,860	62,860	**62,860**	62,860
020.70.90.00.1.709.665.004	Breathing Apparatus	69,540	-	-	-	-
020.70.90.00.1.709.665.006	Bunker Gear Lockers	1,600	-	-	-	-
020.70.90.00.1.709.665.017	Fire Hose & Appliances	-	25,000	-	-	-
020.70.90.00.1.709.665.032	Paramedic Equipment	-	20,000	20,000	**514,495**	310,400
020.70.90.00.1.709.665.043	Thermal Imaging Camer	31,980	-	-	-	-
020.70.90.00.1.709.668.001	Radio Equip -Fire	64,387	64,387	64,387	**64,387**	64,387
020.80.90.00.1.709.668.002	Radio Equip -PW	2,275	62,725	62,725	-	-
Total Other Equipment		279,330	292,172	267,172	**714,892**	437,647
Total Vehicles and Automotive Equip		**279,330**	**292,172**	**267,172**	**714,892**	**507,647**

VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM

Miscellaneous		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
General Fund						
001.80.90.00.0.710.574.017	Retaining Wall- Pros	-	-	-	**42,500**	42,500
Downtown Redevelopment Construct						
022.80.90.00.0.710.575.014	Streetscape Furnishing	40,000	-	-	**-**	-
Total Contractual Services		40,000	-	-	**42,500**	42,500
Other Expenditures						
Capital Improvement Fund						
020.80.90.00.0.710.636.031	Bike Route Sign Project	-	130,000	130,000	**-**	-
Downtown Redevelopment Construct						
022.40.90.00.0.710.636.007	Facade Program	142,893	100,000	100,000	**-**	-
022.40.90.00.0.710.636.028	Downtown Wayfinding	37,866	165,000	165,000	**-**	-
Total Other Expenditures		180,759	395,000	395,000	**-**	-
Land Improvements						
Capital Improvement Fund						
020.80.90.00.1.710.641.002	KBC Jogging Path	309,426	788,823	788,823	**-**	-
Total Land Improvements		309,426	788,823	788,823	**-**	-
Infrastructure						
General Fund						
001.80.90.00.0.710.679.005	Reforestation	35,480	42,900	42,900	**47,190**	51,909
001.80.90.00.0.710.679.006	Tree Repl - Village	38,376	57,454	57,454	**63,574**	70,307
001.80.90.00.0.710.679.007	Tree Repl - Cost	29,963	67,913	67,906	**74,322**	81,778
001.80.90.00.0.710.679.008	Tree Repl - Pub Prop	-	9,922	9,922	**10,914**	12,006
001.80.90.00.0.710.679.009	EAB Reforestation	77,565	85,000	85,000	**40,000**	-
001.80.90.00.0.710.679.010	EAB Ash Reduction	77,795	114,500	114,500	**47,000**	-
Street Improvement Construc Fund						
023.80.90.00.0.710.679.020	Traffic Improvement	142,990	100,000	100,000	**50,000**	50,000
Total Infrastructure		402,169	477,689	477,682	**333,000**	266,000
Total Miscellaneous		**932,354**	**1,661,512**	**1,661,505**	**375,500**	**308,500**
TOTAL COMMUNITY INVESTMENT PROGRAM		**20,527,090**	**16,350,008**	**15,397,789**	**11,886,933**	**12,994,489**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET

Account Number	Description	Budget 2017	Impact
Water System			
Building Improvements			
Water and Sewer Fund			
050.80.90.00.1.700.651.011	Water Facility Roof	**70,000**	
Other Equipment			
Water and Sewer Fund			
050.80.90.00.1.700.665.054	Booster Pump/Panel	**55,000**	
050.80.90.00.1.700.665.079	SCADA Wireless Telemetry	**108,250**	$2,000 annual maint./inspection
050.80.90.00.1.700.665.088	Televising Camera	**80,000**	$2,000 annual maintenance
Distribution Systems			
Water and Sewer Fund			
050.80.90.00.1.700.671.001	Tank Repair/Renovation	**315,000**	
050.80.90.00.1.700.671.003	Water Main Repl	**650,000**	
Sanitary System			
Distribution Systems			
Water and Sewer Fund			
050.80.90.00.1.701.672.002	Lift Station Rehab	**350,000**	
050.80.90.00.1.701.672.005	Sewer Main Repair/Replace	**550,000**	
Flood Control Projects			
Infrastructure			
Flood Control Construction Fund			
024.80.90.00.0.702.677.004	Priv Prop Drainage	100,000	
024.80.90.00.1.702.677.003	Levee 37	100,000	$5,000 annual maintenance and fuel
Storm Sewer			
Distribution Systems			
Flood Control Construction Fund			
024.80.90.00.0.703.672.006	Storm Sewer Inspection	100,000	
Water and Sewer Fund			
050.80.90.00.1.703.672.003	Combined Sewer Impr	800,000	
Infrastructure			
Capital Improvement Fund			
020.80.90.00.1.703.677.005	Detention Pond Impr	280,000	
Flood Control Construction Fund			
024.80.90.00.1.703.677.019	Storm Sewer Impr	360,000	
Street Construction & Reconstruction			
Other Equipment			
General Fund			
001.80.90.00.0.704.665.087	EVP System	135,000	
Other Expenditures			
Capital Improvement Fund			
020.40.90.00.0.704.636.029	Downtown Pedestrian	400,000	
Land Improvements			
Capital Improvement Fund			
020.40.90.00.0.704.641.001	Corridor Improv	200,000	

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET

Account Number	Description	Budget 2017	Impact
Street Construction & Reconstruction (continued)			
Infrastructure			
General Fund			
001.80.90.00.0.704.674.001	Intersection Studies	400,000	
Motor Fuel Tax Fund			
041.80.90.00.0.704.676.003	Traffic Signal Repl	50,000	
Resurfacing/Curbs & Gutters/Sidewalks			
Infrastructure			
General Fund			
001.80.90.00.0.705.675.003	Sidewalk Share-Cost	90,200	
001.80.90.00.1.705.675.009	Sidewalk Improv Prog	160,000	$2,000 annual maintenance
Capital Improvement Fund			
020.80.90.00.1.705.676.001	Streetlight Improv	75,000	
Street Improvement Construc Fund			
023.80.90.00.0.705.678.003	Resurfacing-SC Fund	3,922,000	$52,000 annual crack sealing
Motor Fuel Tax Fund			
041.80.90.00.0.705.678.002	Resurfacing - MFT Fund	550,000	
041.80.90.00.1.705.676.001	Streetlight Improv	317,000	
Improvements to Public Buildings			
Building Improvements			
Capital Improvement Fund			
020.80.90.00.1.706.651.001	Other Public Buildings	138,000	
020.80.90.00.1.706.651.010	Repl HVAC-Pub Bldgs	25,000	potential utility savings
Infrastructure			
Capital Improvement Fund			
020.80.90.00.0.706.679.021	Parking Deck Mainten	100,000	
Computer Hardware/Software			
Contractual Services			
General Fund			
001.20.90.00.0.707.561.004	Cloud-Based Service	15,881	$48 annual subscription per person
001.20.90.00.0.707.561.007	Microsoft Licensing	14,100	
001.70.90.00.0.707.561.003	Fire Department Soft	11,340	$3,200 annual contract fee
001.80.90.00.0.707.561.002	Software Development	5,000	
Capital Improvement Fund			
020.60.90.00.0.707.561.010	Police Depa Software	110,000	$11,500 annual maint. agreement
Refuse Disposal Fund			
040.80.90.00.0.707.561.002	Software Development	15,000	
Water and Sewer Fund			
050.80.90.00.0.707.561.002	Software Development	10,000	
Building Improvements			
Capital Improvement Fund			
020.20.90.00.0.707.651.006	Wireless Connectivity	52,000	$6,000 annual support contract

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET

Account Number	Description	Budget 2017	Impact
Computer Hardware/Software (continued)			
Office Equipment			
General Fund			
001.10.90.00.0.707.655.002	Computer Eqpt - New	1,800	
001.20.90.00.0.707.655.002	Computer Eqpt - New	74,800	
001.50.90.00.0.707.655.002	Computer Eqpt - New	3,240	
001.80.90.00.0.707.655.002	Computer Eqpt - New	2,930	
Vehicles and Automotive Equip			
Other Equipment			
General Fund			
001.70.90.00.0.709.665.034	Phys Cond Equip - Fire	12,500	$1,000 annual maintenance
Capital Improvement Fund			
020.20.90.00.1.709.665.008	Cable TV Equip -Repl	60,650	
020.60.90.00.1.709.668.003	Radio Equip -Police	62,860	
020.70.90.00.1.709.665.032	Paramedic Equipment	514,495	
020.70.90.00.1.709.668.001	Radio Equip -Fire	64,387	
Miscellaneous			
Contractual Services			
General Fund			
001.80.90.00.0.710.574.017	Retaining Wall- Prospect	42,500	
Infrastructure			
General Fund			
001.80.90.00.0.710.679.005	Reforestation	47,190	
001.80.90.00.0.710.679.006	Tree Repl - Village	63,574	
001.80.90.00.0.710.679.007	Tree Repl - Cost	74,322	
001.80.90.00.0.710.679.008	Tree Repl - Pub Prop	10,914	
001.80.90.00.0.710.679.009	EAB Reforestation	40,000	
001.80.90.00.0.710.679.010	EAB Ash Reduction	47,000	
Street Improvement Construc Fund			
023.80.90.00.0.710.679.020	Traffic Improvement	50,000	$2,550 annual maint-traf areas
TOTAL		11,886,933	

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES

There are four programs in this category of capital improvements (Downtown Redevelopment, Vehicle Replacement, Computer Replacement and Miscellaneous Capital) that do not meet the definition for inclusion in the Capital Improvement Plan. These programs are summarized below:

Downtown Redevelopment – This program tracks spending in the Village's Downtown Redevelopment Tax Increment Financing (TIF) District. There is no budget for 2017 as it is anticipated the TIF District will be terminated at the end of the 2016 budget year.

Vehicle Replacement – This program includes the acquisition and replacement of motor vehicles through the Vehicle Replacement Fund, an internal service fund. The various operating departments make lease payments to the Vehicle Replacement Fund and then the equipment is purchased by the fund. A separate budget line item exists in the 2017 Budget and 2018 Forecast for each operating department scheduled to receive replacement vehicles. A detailed schedule of all vehicles to be purchased appears at the end of this section. A total of $2,124,000 is budgeted for new vehicles in 2017.

Computer Replacement – This program is for the purchase of replacement computer hardware for the Village through the Computer Replacement Fund, an internal service fund. A total of $314,310 has been budgeted in 2017 for computer hardware. A detailed listing of all computers budgeted for 2017 is included at the end of this section.

Miscellaneous Capital – This program tracks expenditures that do not fit into any of the other capital expense categories. There is $342,244 in planned expenditures in 2017 for this category.

The total Other Capital Fund budget for 2017 is $2,780,554.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
OTHER CAPITAL FUND EXPENDITURES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Downtown Redevelopment	3,270,583	2,855,371	3,095,371	**-**	-
Vehicle Replacement	670,973	2,554,668	2,419,668	**2,124,000**	1,887,000
Computer Replacement	176,380	264,800	264,800	**314,310**	196,750
Miscellaneous Capital	69,477	274,546	269,446	**342,244**	249,583
Total Programs	4,187,413	5,949,385	6,049,285	**2,780,554**	2,333,333
Expenditure Classification					
Contractual Services	172,069	231,178	471,178	**189,340**	191,727
Utilities	2,480	2,346	2,346	**2,500**	2,550
Other Expenditures	3,724,467	2,772,889	2,767,789	**5,202**	-
Building Improvements	52,773	-	-	**-**	-
Office Equipment	166,329	264,800	264,800	**314,310**	196,750
Motor Equipment	59,111	2,554,668	2,419,668	**2,124,000**	1,887,000
Commodities & Supplies	-	5,100	5,100	**5,202**	5,306
Other Equipment	-	-	-	**90,000**	-
Infrastructure	10,184	118,404	118,404	**50,000**	50,000
Total Expenditure Classification	4,187,413	5,949,385	6,049,285	**2,780,554**	2,333,333
Source of Funds					
020 Capital Improvement Fund	52,773	75,000	75,000	**166,500**	78,030
022 Downtown Redevel Const Fund	3,270,583	2,855,371	3,095,371	**-**	-
023 Street Improvemnt Const Fund	14,224	95,000	95,000	**40,000**	40,000
024 Flood Control Const Fund	2,480	104,546	99,446	**135,744**	131,553
061 Vehicle Replacement Fund	670,973	2,554,668	2,419,668	**2,124,000**	1,887,000
062 Computer Replacement Fund	176,380	264,800	264,800	**314,310**	196,750
Total Source of Funds	4,187,413	5,949,385	6,049,285	**2,780,554**	2,333,333

VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES

Downtown Redevelopment		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
Downtown Redevelopment Const Fund						
022.40.01.00.1.000.530.006	Other Prof. Serv.	100,801	10,000	250,000	-	-
022.80.81.81.1.000.574.011	St-scape Corr Maint	57,044	67,178	67,178	-	-
Total Contractual Services		157,845	77,178	317,178	-	-
Contractual Services						
Downtown Redevelopment Const Fund						
022.30.01.00.1.000.636.011	Property Tax Expense	7,731	8,000	8,000	-	-
022.30.01.00.1.000.636.013	NWE Sales Tax Rebate	104,494	-	-	-	-
022.30.01.00.1.000.637.001	Rtrn of Inc-Cook Co	2,693,829	2,759,789	2,759,789	-	-
022.40.01.00.1.000.636.006	Demolition Expense	296,500	-	-	-	-
Total Contractual Services		3,102,554	2,767,789	2,767,789	-	-
Infrastructure						
Downtown Redevelopment Const Fund						
022.80.81.81.1.000.675.007	Brick Sidewalks	10,184	10,404	10,404	-	-
Total Infrastructure		10,184	10,404	10,404	-	-
Total Downtown Redevelopment		**3,270,583**	**2,855,371**	**3,095,371**	**-**	**-**

VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES

Vehicle Replacement		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Other Expenditures						
Vehicle Replacement Fund						
061.30.01.00.1.000.638.001	Depreciation	611,862	-	-	**-**	-
Total Other Expenditures		611,862	-	-	**-**	-
Motor Equipment						
Vehicle Replacement Fund						
061.80.86.00.1.000.660.003	Police Dept Vehicles	-	461,668	461,668	**403,000**	12,000
061.80.86.00.1.000.660.004	Pool Vehicles	-	30,000	30,000	**25,000**	36,000
061.80.86.00.1.000.660.005	Fire Dept. Vehicles	20,098	855,000	855,000	**648,000**	1,065,000
061.80.86.00.1.000.660.006	Public Works Vehicles	39,013	1,208,000	1,073,000	**1,048,000**	774,000
Total Motor Equipment		59,111	2,554,668	2,419,668	**2,124,000**	1,887,000
TOTAL VEHICLE REPLACEMENT		**670,973**	**2,554,668**	**2,419,668**	**2,124,000**	**1,887,000**

Computer Replacement						
Other Expenditures						
Computer Replacement Fund						
062.20.00.00.0.000.638.665	Equipment	10,051	-	-	**-**	-
Total Other Expenditures		10,051	-	-	**-**	-
Office Equipment						
Computer Replacement Fund						
062.20.24.00.1.000.655.001	Computer Eqpt - IT	166,329	264,800	264,800	**314,310**	196,750
Total Office Equipment		166,329	264,800	264,800	**314,310**	196,750
TOTAL COMPUTER REPLACEMENT		**176,380**	**264,800**	**264,800**	**314,310**	**196,750**

VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES

Miscellaneous Capital		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
Capital Improvement Fund						
020.80.81.81.0.000.575.015	Brick Sidewalk Sealing	-	75,000	75,000	**76,500**	78,030
Street Improvement Construc Fund						
023.80.81.81.1.000.575.006	Resurface Testing	14,224	37,000	37,000	**40,000**	40,000
Flood Control Construction Fund						
024.80.00.00.0.000.583.001	Levee Repairs & Service	-	42,000	42,000	**42,840**	43,697
024.80.00.00.0.000.583.002	Culvert & Ditch Mainter	-	-	-	**30,000**	30,000
Total Contractual Services		14,224	154,000	154,000	**189,340**	191,727
Utilities						
Flood Control Construction Fund						
024.80.00.00.0.000.586.001	Electricity	2,480	2,346	2,346	**2,500**	2,550
Total Utilities		2,480	2,346	2,346	**2,500**	2,550
Commodities & Supplies						
Flood Control Construction Fund						
024.80.00.00.0.000.629.001	Levee Supplies	-	5,100	5,100	**5,202**	5,306
Total Commodities & Supplies		-	5,100	5,100	**5,202**	5,306
Other Expenditures						
Flood Control Construction Fund						
024.80.01.00.1.000.636.009	Res Reimbursement	-	5,100	-	**5,202**	-
Total Other Expenditures		-	5,100	-	**5,202**	-
Other Equipment						
Capital Improvement Fund						
020.80.81.82.1.000.665.090	Electrical Panel	-	-	-	**90,000**	-
Total Other Equipment		-	-	-	**90,000**	-
Building Improvements						
Capital Improvement Fund						
020.80.01.00.1.000.651.005	Civic Event Sign R	52,773	-	-	**-**	-
Total Building Improvements		52,773	-	-	**-**	-
Infrastructure						
Street Improvement Construc Fund						
023.80.01.00.1.000.679.003	Parking Lot Imp	-	58,000	58,000	**-**	-
Flood Control Construction Fund						
024.80.00.00.0.000.677.001	Creek Bank Stabiliz	-	25,000	25,000	**25,000**	25,000
024.80.00.00.0.000.677.002	Creek Tree Trimming	-	25,000	25,000	**25,000**	25,000
Total Infrastructure		-	108,000	108,000	**50,000**	50,000
TOTAL MISCELLANEOUS CAPITAL		**69,477**	**274,546**	**269,446**	**342,244**	**249,583**
TOTAL OTHER CAPITAL FUND EXPENDITURES		**4,187,413**	**5,949,385**	**6,049,285**	**2,780,554**	**2,333,333**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020

Motor Equipment	2017	2018	2019	2020
Pool Cars				
Mini-Van 311	-		28,000	-
Pickup 314				25,000
Escape Hybrid 318	-	36,000	-	-
4 Door Sedan 324	25,000	-	-	-
Total Pool Cars	25,000	36,000	28,000	25,000
Police Department				
8 Squad Cars	318,000	-	-	-
3 Squad Cars	-	-	129,000	-
9 Squad Cars				387,000
1 Staff	-	-	-	43,000
1 Staff	40,000	-	-	-
1 Supervisor Car	45,000	-	-	-
1 Trailer	-	12,000	-	-
Total Police Department	403,000	12,000	129,000	430,000
Fire Department				
Scuba Trailer	-	11,000	-	-
Car 500	38,000	-	-	-
Car 501				42,000
Car 502				42,000
Car 503	52,000	-	-	-
Car 504	38,000	-	-	-
Command 506	-	54,000	-	-
Ambulance 525	260,000	-	-	-
Ambulance 526	260,000	-	-	-
Ambulance 527				290,000
Engine 517	-	625,000	-	-
Engine 518				650,000
Squad 544		250,000	-	-
Foam Truck 546	-	125,000	-	-
Total Fire Department	648,000	1,065,000	-	1,024,000
Public Works Department				
SUV 2707	-	-	38,000	-
Backhoe 2717	-	-	170,000	-
1-Ton Dump 2718	-	65,000	-	-
Sign Truck 2719	170,000	-	-	-
Air Compressor 2720	-	22,000	-	-
1-Ton 2735	-	60,000	-	-
Pickup 2736	40,000	-	-	-
TV Van 2737				140,000
Backhoe 2739	-	165,000	-	-
Dump Truck 2740	160,000	-	-	-
Van 2743	33,000	-	-	-
Pickup 2744	40,000	-	-	-

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020

Motor Equipment	2017	2018	2019	2020
Public Works Department (continued)				
Air Compressor 2746		25,000	-	-
1-Ton Dump 2749	-	65,000	-	-
Flusher 2750				250,000
Pickup 2751	-	42,000	-	-
Tandem Dump 2753				190,000
Cargo Trailer 2762	-	-	11,000	-
Trailer/Generator 2764	-	-	90,000	-
Pickup 4503				43,000
Workman 4505	50,000	-	-	-
Dump Truck 4510	-	165,000	-	-
Dump Truck 4512	-	165,000	-	-
Dump Truck 4513	-	-	170,000	-
SUV 4514	38,000	-	-	-
Chipper 4515				90,000
Wheel Loader 4516	190,000	-	-	-
Wheel Loader 4519	-	-	210,000	-
Trailer 4525				12,000
Leaf Loader 4530		-	65,000	-
Leaf Loader 4532		-	65,000	-
3-Ton Roller 4535	-		40,000	-
Dump Truck 4537	160,000		-	-
Pickup 4542	40,000	-	-	-
Cargo Trailer 4544	-	-	11,000	-
Leaf Loader 4546		-	-	70,000
Leaf Loader 4547		-	-	70,000
Trailer 4551				15,000
Trailer 4552	12,000	-	-	-
2-Ton Asphalt Heater 4555	40,000		-	-
Leaf Loader 4560		-	-	70,000
Floor Scrubber 4561	75,000	-		-
Trailer 4562	-	-	10,000	-
6" Pump 4566	-	-	30,000	-
6" Pump 4567	-	-	30,000	-
Stump Grinder 4574	-	-	30,000	-
Total Public Works Department	1,048,000	774,000	970,000	950,000
TOTAL MOTOR EQUIPMENT	**2,124,000**	**1,887,000**	**1,127,000**	**2,429,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020

Computer Replacement		2017	2018	2019	2020
Information Technology					
36	PCs and Monitors	40,950	-	-	-
48	PCs and Monitors	-	50,400	-	-
32	PCs and Monitors	-	-	33,600	-
56	PCs and Monitors	-	-	-	58,800
11	Laptops	13,750	-	-	-
14	Laptops	-	17,500	-	-
6	Laptops	-	-	7,500	-
19	Laptops	-	-	-	23,750
8	Rugged Laptops	-	36,000	-	-
14	Semi-Rugged Laptops	56,700	-	-	-
13	Semi-Rugged Laptops	-	40,000	-	-
2	Semi-Rugged Laptops	-	-	4,800	-
1	Semi-Rugged Laptop	-	-	-	2,400
13	Printers	11,700	-	-	-
2	Printers	-	3,100	-	-
14	Printers	-	-	17,800	-
1	Printers	-	-	-	2,200
3	Servers	26,250	-	-	-
5	Servers	-	25,000	-	-
4	Servers	-	-	40,000	-
3	Servers	-	-	-	30,000
3	SANS	95,000	-	-	-
2	SANS	-	-	70,000	-
2	Scanners	12,000	-	-	-
1	Scanner	-	700	-	-
1	Scanner	-	-	6,000	-
11	Tablet PC's	-	-	-	49,500
2	Tablets	1,260	-	-	-
16	Tablets	-	-	10,980	-
		-	-	-	-
1	Plotter	-	-	-	9,000
2	WAPs	2,400	-	-	-
2	WAPs	-	2,500	-	-
4	WAPs	-	-	4,800	-
2	NASes	6,100	-	-	-
2	NASes	-	-	5,500	-
1	Router	2,200	-	-	-
1	Router	-	-	2,200	-
1	Router	-	-	-	2,500

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020

Computer Replacement		2017	2018	2019	2020
Information Technology (continued)					
10	Switches	46,000	-	-	-
2	Switches	-	16,500	-	-
3	Switches	-	-	15,500	-
4	Switches	-	-	-	15,500
7	iPads	-	5,050	-	-
1	Firewall	-	-	800	-
1	Firewall	-	-	-	800
Total Information Technology		314,310	196,750	219,480	194,450
			-		
Total Computer Replacement		**314,310**	**196,750**	**219,480**	**194,450**

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
DEBT SERVICE FUND

The Debt Service section of the budget contains the provision for current debt obligations of the Village. Current debt obligations are separated into two general categories: General Obligation Bonds and Installment Contracts/Notes. A description of each category follows:

General Obligation Bonds refer to debt obligations that are backed by the full faith and credit of the Village. There are six (6) general obligation (GO) bond issues of the Village supported by ad valorem property taxes. There is one (1) additional issue of the Mount Prospect Library whose annual principal and interest payment is supported by ad valorem property taxes. Each year Cook County levies an ad valorem tax according to the amortization schedule listed in the original bond ordinance. The series 2009C bonds were sold as Build America Bonds as part of the American Recovery and Reinvestment Act of 2009. The Series 2009C abatement totals $42,000 which represents the payment from the U.S. Treasury equal to 35% of the annual interest payment. The interest rebate will continue through the life of the bonds. The levy for the Series 2013 bond issue will be abated in its entirety using proceeds of the first one-quarter cent home rule sales tax.

Series 2009 B&I, Fire Station/Public Works - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund costs associated with construction of a replacement Fire Station #14, Emergency Operations Center and Public Works Expansion. Financing is expected to be provided by an annual property tax levy. The bonds were issued March 11, 2009 and will mature December 1, 2028.

Series 2009B B&I, Refunding Bonds - To refund the Village's outstanding General Obligation Bonds, Series 2001, and to pay for certain costs associated with the issuance of the 2009B bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued December 22, 2009 and will mature December 1, 2021.

Series 2009C B&I, Fire Station/Public Works - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund a portion of the costs associated with construction of a replacement Fire Station #14, Emergency Operations Center and Public Works Expansion. Financing is expected to be provided by an annual property tax levy. The bonds were issued December 22, 2009 and will mature December 1, 2029.

Series 2011B B&I, Refunding Bonds - To partially refund the Village's outstanding General Obligation Bonds, Series 2003, and to pay for certain costs associated with the issuance of the 2011B bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued July 29, 2011 and will mature December 1, 2020.
Series 2012 B&I, Refunding Bonds - To refund the balance of the Village's outstanding General Obligation Bonds, Series 2003, and to pay for certain costs associated with the issuance of the 2012 bonds. Financing is expected to be provided by an annual property tax levy. The bonds received Board approval on July 14, 2011 and were issued January 3, 2012. Maturity of the Series 2012 bonds will be December 1, 2022.

Series 2013 B&I, Flood Control - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund various flood control improvements throughout the Village. Financing is being provided by a portion of home rule sales tax. The bonds were issued September 10, 2013 and will mature December 1, 2033.

Series 2014 B&I, Streets - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund street improvements throughout the Village. Financing is expected to be provided by an annual property tax levy. The bonds were issued February 4, 2014 and mature December 1, 2023.

Series 2016, Library Refunding Bonds - To refund the Library's outstanding General Obligation Bonds, Series 2006, and to pay for certain costs associated with the issuance of the 2016 bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued September 8, 2016 and will mature December 1, 2022.

Installment Contracts are obligations the Village has entered into with the Illinois Environmental Protection Agency to provide low–interest loans for the construction of certain flood control projects. The contracts are for a twenty-year period with interest rates ranging from 2.625% to 2.89%. The semi-annual principal and interest payments will be paid from the proceeds of the first one-quarter cent home rule sales tax.

IEPA Flood Control Loans, B&I **-** To accumulate monies for payment of principal and interest on loans from the Illinois Environmental Protection Agency for sewer and flood control improvements. The Village received three separate loans during 1994, another loan in 1997 and a fifth loan in 1999. The debt service on each loan spans approximately 20 years. Only two of the five loans remain outstanding. The final installment payment on the loans will be June 3, 2019. Financing is being provided by a portion of home rule sales tax.

Installment Notes is an obligation of the Village to provide funding for the construction of certain flood control projects. The notes are to be repaid over a period of seven year period with an interest rate of 0.91%. Annual debt service will be paid from proceeds of the first one-quarter cent home rule sales tax.

2012 Installment Notes B&I, Flood Control - To accumulate monies for payment of principal and interest on installment notes issued to fund various flood control improvements throughout the Village. The notes were issued December 20, 2012 and final payment on the notes will be December 1, 2019. Financing is being provided by a portion of home rule sales tax.

Total Debt Service Fund expenditures of $4,922,013 are made up of $4,290,877 for General Obligation Debt and $631,136 for Installment Contracts/Notes.

A summary of annual debt service requirements and the annual principal requirements for all outstanding issues are included as supplemental information following the Debt Service Funds budget.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
DEBT SERVICE FUNDS

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Series 2009 B&I, FD/PW	418,066	418,262	418,262	**418,262**	418,262
Series 2009B B&I, FD/PW	384,153	386,725	386,725	**382,275**	382,675
Series 2009C B&I, FD/PW	175,076	188,933	188,933	**206,842**	223,655
Series 2011B Refunding B&I	789,698	787,610	787,610	**790,096**	792,078
Series 2012 Refunding B&I	54,095	54,096	54,096	**54,096**	54,096
Series 2013 B&I, Flood	370,384	370,456	370,456	**370,956**	370,956
Series 2014 B&I, Streets	469,678	471,150	471,150	**467,550**	558,400
Series 2006 B&I, Library	436,918	934,855	934,855	**-**	-
Series 2011A B&I, Library	1,131,884	737,688	737,688	**-**	-
Series 2016 B&I, Library	-	-	-	**1,600,800**	1,595,600
IEPA Flood Control Loans B&I	197,259	197,258	197,258	**197,258**	116,506
2012 Installment Loan, Flood	421,294	432,654	432,654	**433,878**	525,056
Total Programs	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
Expenditure Classification					
Bond Principal	3,048,913	3,243,840	3,243,840	**3,378,903**	3,582,771
Interest Expense	1,795,827	1,731,247	1,731,247	**1,537,110**	1,448,513
Bank & Fiscal Fees	3,765	4,600	4,600	**6,000**	6,000
Total Expenditure Classification	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
Source of Funds					
002 Debt Service Fund	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284
Total Source of Funds	4,848,505	4,979,687	4,979,687	**4,922,013**	5,037,284

VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS

Series 2009 B&I, FD/PW		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Interest Expense						
002.00.00.00.2.510.690.008	2009 GO Bond Interest	417,263	417,262	417,262	**417,262**	417,262
		417,263	417,262	417,262	**417,262**	417,262
Bank & Fiscal Fees						
002.00.00.00.2.510.695.008	2009 GO Bank Fee	803	1,000	1,000	**1,000**	1,000
		803	1,000	1,000	**1,000**	1,000
Total Series 2009 B&I, FD/PW		**418,066**	**418,262**	**418,262**	**418,262**	**418,262**

Series 2009B B&I, FD/PW						
Bond Principal						
002.00.00.00.2.511.685.009	2009B GO Bond	305,000	315,000	315,000	**320,000**	330,000
		305,000	315,000	315,000	**320,000**	330,000
Interest Expense						
002.00.00.00.2.511.690.009	2009B GO Bond	78,350	70,725	70,725	**61,275**	51,675
		78,350	70,725	70,725	**61,275**	51,675
Bank & Fiscal Fees						
002.00.00.00.2.511.695.009	2009B GO Bank Fee	803	1,000	1,000	**1,000**	1,000
		803	1,000	1,000	**1,000**	1,000
Total Series 2009B B&I, FD/PW		**384,153**	**386,725**	**386,725**	**382,275**	**382,675**

Series 2009C B&I, FD/PW						
Bond Principal						
002.00.00.00.2.512.685.010	2009C GO Bond	40,000	55,000	55,000	**75,000**	95,000
		40,000	55,000	55,000	**75,000**	95,000
Interest Expense						
002.00.00.00.2.512.690.010	2009C GO Bond	134,273	132,933	132,933	**130,842**	127,655
		134,273	132,933	132,933	**130,842**	127,655
Bank & Fiscal Fees						
002.00.00.00.2.512.695.010	2009C GO Bank Fee	803	1,000	1,000	**1,000**	1,000
		803	1,000	1,000	**1,000**	1,000
Total Series 2009C B&I, FD/PW		**175,076**	**188,933**	**188,933**	**206,842**	**223,655**

VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS

Series 2011B Refunding B&I		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Bond Principal						
002.00.00.00.2.514.685.027	2011B GO Bond	680,000	695,000	695,000	**715,000**	735,000
		680,000	695,000	695,000	**715,000**	735,000
Interest Expense						
002.00.00.00.2.514.690.027	2011B GO Bond	109,698	92,610	92,610	**75,096**	57,078
		109,698	92,610	92,610	**75,096**	57,078
Total Series 2011B Refunding B&I		**789,698**	**787,610**	**787,610**	**790,096**	**792,078**

Series 2012 Refunding B&I						
Interest Expense						
002.00.00.00.2.515.690.028	2012 GO Bond Interest	54,095	54,096	54,096	**54,096**	54,096
		54,095	54,096	54,096	**54,096**	54,096
Total Series 2012 Refunding B&I		**54,095**	**54,096**	**54,096**	**54,096**	**54,096**

Series 2013 B&I, Flood						
Interest Expense						
002.00.00.00.2.516.690.029	2013 GO Bond Interest	369,956	369,956	369,956	**369,956**	369,956
		369,956	369,956	369,956	**369,956**	369,956
Bank & Fiscal Fees						
002.00.00.00.2.516.695.029	2013 GO Bank Fee	428	500	500	**1,000**	1,000
		428	500	500	**1,000**	1,000
Total Series 2013 B&I, Flood		**370,384**	**370,456**	**370,456**	**370,956**	**370,956**

VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS

Series 2014 B&I, Streets		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Bond Principal						
002.00.00.00.2.517.685.030	2014 GO Bond	290,000	300,000	300,000	**305,000**	405,000
		290,000	300,000	300,000	**305,000**	405,000
Interest Expense						
002.00.00.00.2.517.690.030	2014 G.O. Bond	179,250	170,550	170,550	**161,550**	152,400
		179,250	170,550	170,550	**161,550**	152,400
Bank & Fiscal Fees						
002.00.00.00.2.517.695.030	2014 GO Bank Fee	428	600	600	**1,000**	1,000
		428	600	600	**1,000**	1,000
Total Series 2014 B&I, Streets		**469,678**	**471,150**	**471,150**	**467,550**	**558,400**

Series 2006 B&I, Library		2015	2016	2016	2017	2018
Bond Principal						
002.00.00.00.2.575.685.031	2006 GO Bond	55,000	555,000	555,000	-	-
		55,000	555,000	555,000	-	-
Interest Expense						
002.00.00.00.2.575.690.031	2006 GO Bond	381,418	379,355	379,355	-	-
		381,418	379,355	379,355	-	-
Bank & Fiscal Fees						
002.00.00.00.2.575.695.031	2006 GO Bank Fee,	500	500	500	-	-
		500	500	500	-	-
Total Series 2006 B&I, Library		**436,918**	**934,855**	**934,855**	**-**	**-**

Series 2011A B&I, Library						
Bond Principal						
002.00.00.00.2.576.685.032	2011A GO Bond	1,100,000	725,000	725,000	-	-
		1,100,000	725,000	725,000	-	-
Interest Expense						
002.00.00.00.2.576.690.032	2011A GO Bond	31,884	12,688	12,688	-	-
		31,884	12,688	12,688	-	-
Total Series 2011A B&I, Library		**1,131,884**	**737,688**	**737,688**	**-**	**-**

VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS

Series 2016 B&I, Library		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Bond Principal						
002.00.00.00.2.577.685.033	2016 GO Bond	-	-	-	**1,355,000**	1,390,000
		-	-	-	**1,355,000**	1,390,000
Interest Expense						
002.00.00.00.2.577.690.033	2016 GO Bond	-	-	-	**244,800**	204,600
		-	-	-	**244,800**	204,600
Bank & Fiscal Fees						
002.00.00.00.2.577.695.033	2016 GO Bank Fee,	-	-	-	**1,000**	1,000
		-	-	-	**1,000**	1,000
Total Series 2016 B&I, Library		**-**	**-**	**-**	**1,600,800**	**1,595,600**
IEPA Flood Control Loans B&I						
Bond Principal						
002.00.00.00.2.650.687.004	EPA Loan Principal #4	74,628	76,800	76,800	**79,035**	-
002.00.00.00.2.650.687.005	EPA Loan Principal #5	104,285	107,040	107,040	**109,868**	112,771
		178,913	183,840	183,840	**188,903**	112,771
Interest Expense						
002.00.00.00.2.650.692.004	EPA Loan #4 Interest	6,125	3,952	3,952	**1,717**	-
002.00.00.00.2.650.692.005	EPA Loan #5 Interest	12,221	9,466	9,466	**6,638**	3,735
		18,346	13,418	13,418	**8,355**	3,735
Total IEPA Flood Control Loans B&I		**197,259**	**197,258**	**197,258**	**197,258**	**116,506**
2012 Installment Loan, Flood						
Bond Principal						
002.00.00.00.2.659.686.001	Installment Note	400,000	415,000	415,000	**420,000**	515,000
		400,000	415,000	415,000	**420,000**	515,000
Interest Expense						
002.00.00.00.2.659.691.001	Installment Note	21,294	17,654	17,654	**13,878**	10,056
		21,294	17,654	17,654	**13,878**	10,056
Total 2012 Installment Loan, Flood		**421,294**	**432,654**	**432,654**	**433,878**	**525,056**
TOTAL DEBT SERVICE FUNDS		**4,848,505**	**4,979,687**	**4,979,687**	**4,922,013**	**5,037,284**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL PRINCIPAL REQUIREMENTS

Annual Principal Requirements	2017	2018	2019	2020	2021 - 2033	Totals
Debt to be Paid from Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B - Village Refunding	320,000	330,000	340,000	360,000	370,000	1,720,000
Series 2009C - Fire Station #14/EOC	75,000	95,000	120,000	140,000	2,100,000	2,530,000
Series 2011B - Village Refunding Bonds	715,000	735,000	755,000	775,000	-	2,980,000
Series 2012 - Village Refunding Bonds	-	-	-	-	1,745,000	1,745,000
Series 2013 - Flood Control Bonds*	-	-	-	555,000	9,245,000	9,800,000
Series 2014 - Street Bonds	305,000	405,000	560,000	760,000	3,355,000	5,385,000
Total Debt to be Paid from Property Taxes	1,415,000	1,565,000	1,775,000	2,590,000	26,615,000	33,960,000

* This issue's annual levy is to be abated in its entirety using a portion of the home rule sales tax dedicated for flood control.

Debt to be Paid from Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #4	79,035	-	-	-	-	79,035
IEPA Loan #5	109,868	112,771	57,499	-	-	280,138
Installment Notes						
2012 Installment Notes	420,000	515,000	590,000	-	-	1,525,000
Total Debt to be Paid from Home Rule Sales	608,903	627,771	647,499	-	-	1,884,173
TOTAL VILLAGE DEBT SERVICE	2,023,903	2,192,771	2,422,499	2,590,000	26,615,000	35,844,173
Debt to be Paid by Mount Prospect Public Library						
General Obligation Bonds						
Series 2016 - Library Refunding Bonds	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000
Total Debt to be Paid from Library	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000
TOTAL ANNUAL PRINCIPAL REQUIREMENTS	3,378,903	3,582,771	3,857,499	4,070,000	29,715,000	44,604,173

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL DEBT SERVICE REQUIREMENTS

	2017	2018	2019	2020	2021 - 2033	Totals
Debt to be Paid from Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	417,262	417,262	417,262	417,262	12,242,168	13,911,216
Series 2009B - Village Refunding	381,275	381,675	380,125	387,375	383,875	1,914,325
Series 2009C - Fire Station #14/EOC	205,842	222,655	243,380	258,100	2,740,020	3,669,997
Series 2011B - Village Refunding Bonds	790,096	792,078	793,556	794,530	-	3,170,260
Series 2012 - Village Refunding Bonds	54,096	54,096	54,096	54,096	1,826,532	2,042,916
Series 2013 - Flood Control Bonds	369,956	369,956	369,956	924,956	12,006,228	14,041,052
Series 2014 - Street Bonds	466,550	557,400	700,250	883,450	3,565,300	6,172,950
Total Debt to be Paid from Property Taxes	2,685,077	2,795,122	2,958,625	3,719,769	32,764,123	44,922,716
Debt to be Paid from Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #4	80,752	-	-	-	-	80,752
IEPA Loan #5	116,506	116,506	58,253	-	-	291,265
Installment Notes						
2012 Installment Notes	433,878	525,056	595,369	-	-	1,554,303
Total Debt to be Paid from Home Rule Sales Tax	631,136	641,562	653,622	-	-	1,926,320
TOTAL VILLAGE DEBT SERVICE	**3,316,213**	**3,436,684**	**3,612,247**	**3,719,769**	**32,764,123**	**46,849,036**
Debt to be Paid by Mount Prospect Public Library						
General Obligation Bonds						
Series 2016 - Library Refunding Bonds	1,599,800	1,594,600	1,598,350	1,600,750	3,198,450	9,591,950
Total Debt to be Paid from Library	1,599,800	1,594,600	1,598,350	1,600,750	3,198,450	9,591,950
TOTAL ANNUAL DEBT SERVICE REQUIREMENTS	**4,916,013**	**5,031,284**	**5,210,597**	**5,320,519**	**35,962,573**	**56,440,986**

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2009

Date of Issue:	March 11, 2009	Interest Rates:	0041-0247	4.00%
Date of Maturity:	December 1, 2028		0248-0559	4.00%
Authorized Issue:	$10,000,000		0560-0889	4.50%
Purpose:	Replacement Fire Station #14,		0890-1239	4.30%
	Emergency Operations Center and		1240-1609	4.38%
	Public Works Facility Expansion		1610-2000	4.50%
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	-	0	417,262	417,262	2017	208,631	2017	208,631
2017	-	0	417,262	417,262	2018	208,631	2018	208,631
2018	-	0	417,262	417,262	2019	208,631	2019	208,631
2019	-	0	417,262	417,262	2020	208,631	2020	208,631
2020	-	0	417,262	417,262	2021	208,631	2021	208,631
2021	-	0	417,262	417,262	2022	208,631	2022	208,631
2022	0041-0247	1,035,000	417,262	1,452,262	2023	208,631	2023	208,631
2023	0248-0559	1,560,000	375,864	1,935,864	2024	187,932	2024	187,932
2024	0560-0889	1,650,000	313,464	1,963,464	2025	156,732	2025	156,732
2025	0890-1239	1,750,000	244,164	1,994,164	2026	122,082	2026	122,082
2026	1240-1609	1,850,000	168,914	2,018,914	2027	84,457	2027	84,457
2027	1610-2000	1,955,000	87,976	2,042,976	2028	43,988	2028	43,988
		9,800,000	4,111,216	13,911,216		2,055,608		2,055,608

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2009B

Date of Issue:	December 22, 2009	Interest Rates:	0280-0342	3.00%
Date of Maturity:	December 1, 2021		0343-0406	3.00%
Authorized Issue:	$3,430,000		0407-0472	3.50%
Purpose:	Village Refunding (Series 2001)		0473-0540	3.75%
Interest Dates:	June 1 and December 1		0541-0612	3.75%
Principal Maturity Date:	December 1		0613-0686	3.75%
Payable At:	Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	0343-0406	320,000	61,275	381,275	2017	30,637	2017	30,638
2017	0407-0472	330,000	51,675	381,675	2018	25,837	2018	25,838
2018	0473-0540	340,000	40,125	380,125	2019	20,062	2019	20,063
2019	0541-0612	360,000	27,375	387,375	2020	13,687	2020	13,688
2020	0613-0686	370,000	13,875	383,875	2021	6,937	2021	6,938
		1,720,000	194,325	1,914,325		97,160		97,165

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2009C

Date of Issue:	December 22, 2009	Interest Rates:	0014-0024	3.80%
Date of Maturity:	December 1, 2029		0025-0039	4.25%
Authorized Issue:	$2,650,000		0040-0058	4.50%
Purpose:	Replacement Fire Station #14,		0059-0082	4.40%
	Emergency Operations Center and		0083-0110	4.70%
	Public Works Facility Expansion		0111-0142	4.70%
Interest Dates:	June 1 and December 1		0143-0242	4.90%
Principal Maturity Date:	December 1		0243-0330	5.00%
Payable At:	Bank of New York Mellon Trust Company		0331-0530	5.75%

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	0025-0039	75,000	130,842	205,842	2017	65,421	2017	65,421
2017	0040-0058	95,000	127,655	222,655	2018	63,828	2018	63,827
2018	0059-0082	120,000	123,380	243,380	2019	61,690	2019	61,690
2019	0083-0110	140,000	118,100	258,100	2020	59,050	2020	59,050
2020	0111-0142	160,000	111,520	271,520	2021	55,760	2021	55,760
2021	0143-0242	500,000	104,000	604,000	2022	52,000	2022	52,000
2022	0243-0330	440,000	79,500	519,500	2023	39,750	2023	39,750
2023	-	-	57,500	57,500	2024	28,750	2024	28,750
2024	-	-	57,500	57,500	2025	28,750	2025	28,750
2025	-	-	57,500	57,500	2026	28,750	2026	28,750
2026	-	-	57,500	57,500	2027	28,750	2027	28,750
2027	-	-	57,500	57,500	2028	28,750	2028	28,750
2028	0331-0530	1,000,000	57,500	1,057,500	2029	28,750	2029	28,750
		2,530,000	1,139,997	3,669,997		569,999		569,998

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2011B

Date of Issue:	July 29, 2011	Interest Rates:	0030-1032	2.52%
Date of Maturity:	December 1, 2020			
Authorized Issue:	$5,160,000			
Purpose:	Village Refunding (Series 2003)			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	JP Morgan Chase			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	0437-0579	715,000	75,096	790,096	2017	37,548	2017	37,548
2017	0580-0726	735,000	57,078	792,078	2018	28,539	2018	28,539
2018	0727-0877	755,000	38,556	793,556	2019	19,278	2019	19,278
2019	0878-1032	775,000	19,530	794,530	2020	9,765	2020	9,765
		2,980,000	190,260	3,170,260		95,130		95,130

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2012

Date of Issue:	January 3, 2012 (Bid awarded July 14, 2011)	Interest Rates:	0247-0595	3.10%
Date of Maturity:	December 1, 2022			
Authorized Issue:	$2,975,000			
Purpose:	Village Refunding (Series 2003)			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	JP Morgan Chase			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	-	0	54,096	54,096	2017	27,048	2017	27,048
2017	-	0	54,096	54,096	2018	27,048	2018	27,048
2018	-	0	54,096	54,096	2019	27,048	2019	27,048
2019	-	0	54,096	54,096	2020	27,048	2020	27,048
2020	0247-0418	860,000	54,096	914,096	2021	27,048	2021	27,048
2021	0419-0595	885,000	27,436	912,436	2022	13,718	2022	13,718
		1,745,000	297,916	2,042,916		148,958		148,958

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2013

Date of Issue:	September 10, 2013	Interest Rates:	0001-0463	3.00%
Date of Maturity:	December 1, 2033		0464-1783	4.00%
Authorized Issue:	$9,800,000		1784-1960	4.13%
Purpose:	Flood Control			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	The Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	-	-	369,956	369,956	2017	184,978	2017	184,978
2017	-	-	369,956	369,956	2018	184,978	2018	184,978
2018	-	-	369,956	369,956	2019	184,978	2019	184,978
2019	0001-0111	555,000	369,956	924,956	2020	184,978	2020	184,978
2020	0112-0225	570,000	353,306	923,306	2021	176,653	2021	176,653
2021	0226-0342	585,000	336,206	921,206	2022	168,103	2022	168,103
2022	0343-0463	605,000	318,656	923,656	2023	159,328	2023	159,328
2023	0464-0588	625,000	300,506	925,506	2024	150,253	2024	150,253
2024	0589-0718	650,000	275,506	925,506	2025	137,753	2025	137,753
2025	0719-0853	675,000	249,506	924,506	2026	124,753	2026	124,753
2026	0854-0993	700,000	222,506	922,506	2027	111,253	2027	111,253
2027	0994-1139	730,000	194,506	924,506	2028	97,253	2028	97,253
2028	1140-1291	760,000	165,306	925,306	2029	82,653	2029	82,653
2029	1292-1449	790,000	134,906	924,906	2030	67,453	2030	67,453
2030	1450-1613	820,000	103,306	923,306	2031	51,653	2031	51,653
2031	1614-1783	850,000	70,506	920,506	2032	35,253	2032	35,253
2032	1784-1960	885,000	36,506	921,506	2033	18,253	2033	18,253
		9,800,000	4,241,052	14,041,052		2,120,526		2,120,526

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION BONDS, SERIES 2014

Date of Issue:	February 4, 2014	Interest Rates:	064-1258	3.00%
Date of Maturity:	December 1, 2023			
Authorized Issue:	$6,290,000			
Purpose:	Street Improvements			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	The Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	0182-0242	305,000	161,550	466,550	2017	80,775	2017	80,775
2017	0243-0323	405,000	152,400	557,400	2018	76,200	2018	76,200
2018	0324-0435	560,000	140,250	700,250	2019	70,125	2019	70,125
2019	0436-0587	760,000	123,450	883,450	2020	61,725	2020	61,725
2020	0588-0780	965,000	100,650	1,065,650	2021	50,325	2021	50,325
2021	0781-1005	1,125,000	71,700	1,196,700	2022	35,850	2022	35,850
2022	1006-1258	1,265,000	37,950	1,302,950	2023	18,975	2023	18,975
		5,385,000	787,950	6,172,950		393,975		393,975

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

GENERAL OBLIGATION LIBRARY REFUNDING BONDS, SERIES 2016 (ESTIMATED)

Date of Issue:	September 8, 2016	Interest Rates:	0025-0295	2.00%
Date of Maturity:	December 1, 2022		0296-0573	2.00%
Authorized Issue:	$8,880,000		0574-0860	3.00%
Purpose:	Library Refunding		0861-1156	3.00%
Interest Dates:	June 1 and December 1		1157-1461	2.00%
Principal Maturity Date:	December 1		1462-1776	2.00%
Payable At:	Zions Bancorporation			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy Principal	Tax Levy Interest	Tax Levy Total	Coupons Due On June 1	Amount	Dec. 1	Amount
2016	0025-0295	1,355,000	244,800	1,599,800	2017	122,400	2017	122,400
2017	0296-0573	1,390,000	204,600	1,594,600	2018	102,300	2018	102,300
2018	0574-0860	1,435,000	163,350	1,598,350	2019	81,675	2019	81,675
2019	0861-1156	1,480,000	120,750	1,600,750	2020	60,375	2020	60,375
2020	1157-1461	1,525,000	71,800	1,596,800	2021	35,900	2021	35,900
2021	1462-1776	1,575,000	26,650	1,601,650	2022	13,325	2022	13,325
		8,760,000	831,950	9,591,950		415,975		415,975

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

INSTALLMENT NOTE PAYABLE OF 2012

Date of Issue:	December 31, 2012	Interest Rates:	1-14	0.91%
Date of Maturity:	December 1, 2019			
Authorized Issue:	$2,500,000			
Purpose:	Flood Control			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	Mount Prospect State Bank			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On June 1	Amount	Dec. 1	Amount
2017	9-10	420,000	13,878	433,878	2017	6,939	2017	426,939
2018	11-12	515,000	10,056	525,056	2018	5,028	2018	520,028
2019	13-14	590,000	5,369	595,369	2019	2,684	2019	592,685
		1,525,000	29,303	1,554,303		14,651		1,539,652

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

IEPA FLOOD LOAN #4 CONTRACT PAYABLE OF 1997

Date of Issue:	November 1, 1997	Interest Rates:	1-40	2.89%
Date of Maturity:	November 1, 2017			
Authorized Issue:	$1,203,550			
Purpose:	Flood Control - See Gwun/Milburn			
Contract Number:	L17-0855			
Interest Dates:	May 1 and November 1			
Principal Maturity Date:	May 1 and November 1			
Payable At:	Illinois EPA			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On May 1	Amount	Nov. 1	Amount
2017	39-40	79,035	1,717	80,752	2017	40,376	2017	40,376
		79,035	1,717	80,752		40,376		40,376

VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016

IEPA FLOOD LOAN #5 CONTRACT PAYABLE OF 1999

Date of Issue:	December 3, 1999	Interest Rates:	1-39	2.625%
Date of Maturity:	June 3, 2019			
Authorized Issue:	$1,760,421.91			
Purpose:	Flood Control - Maple/Berkshire			
Contract Number:	L17-1087			
Interest Dates:	June 3 and December 3			
Principal Maturity Date:	June 3 and December 3			
Payable At:	Illinois EPA			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On June 3	Amount	Dec 3	Amount
2017	35-36	109,868	6,638	116,506	2017	58,253	2017	58,253
2018	37-38	112,771	3,735	116,506	2018	58,253	2018	58,253
2019	39	57,499	754	58,253	2019	58,253	2019	-
		280,138	11,127	291,265		174,759		116,506

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PENSIONS

The Village provides pension benefits for all eligible employees through the Police Pension Fund, the Fire Pension Fund or the Illinois Municipal Retirement Fund.

The Police and Fire Pension Funds are established by state statute, but are administered locally in compliance with those statutes. IMRF is a state-wide retirement plan for non-sworn municipal employees, who work 1,000 hours or more. All employees other than sworn Police and Fire personnel are also covered by Social Security. In an effort to address the cost of providing public employee pensions, a second tier of pension benefits for employees covered by both the downstate Police and Fire Pensions and IMRF was created and approved by the state legislature to be effective January 1, 2011.

Tier I Pensions

Police and Fire – Sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 50, a police officer or firefighter can retire at 50% of his/her last salary. These percentages increase with additional years of service to a maximum of 75%. Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – General village employees covered under this program receive vesting at eight years with benefits payable at age 60. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 48 months of earnings during the employees last ten years of service. An employee with 20 years of service would receive a pension of 35% of average base salary at age 60. In the event of death, a spouse receives 50% of the retiree's pension.

Tier II Pensions

Police and Fire – Sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 55, a police officer or firefighter can retire at an unreduced benefit. These percentages increase with additional years of service to a maximum of 75%. Final average salary is calculated at the average monthly salary obtained during 96 consecutive months within the last 120 months in which the total salary was highest. Previously it had been the salary on the last day before retirement. Base at which salary is capped allows for annual increases of 3% or one-half of CPI, whichever is less. The current base salary cap is $111,572 (in 2016). Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – General village employees covered under this program receive vesting at ten years with benefits payable at age 67. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 96 months of earnings during the employees last ten years of service. Base at which salary is capped allows for annual increases of 3% or one-half of CPI, whichever is less. The current cap is $111,572 (in 2016). An employee with 20 years of service would receive a pension of 35% of average base salary at age 67. In the event of death, a spouse receives 50% of the retiree's pension.

The above plans are funded by contributions from both the members of the plans, from the Village and from investment income. Police officers contribute 9.91% of their salary, firefighters 9.455% and IMRF employees 4.5% plus 6.2% for Social Security.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PENSIONS

The December 31, 2015 actuarial valuation for the Police and Fire Pension Funds were completed showing a decrease from 57.9% to 54.6% in the funding level for Police Pension while the Fire Pension funding decreased from 63.0% to 58.0%. The drop in funding level was due to a change in assumptions used in the valuation and investment returns lower than assumed. Police and Fire investment returns were 0.93% and 3.23%, respectively. The Village's 2017 contribution from property tax levy proceeds and other sources to the Police Pension Fund is budgeted at $3,817,580 and the Fire Pension Fund at $3,387,750. The Village contributed 11.88% of the salaries of IMRF employees during 2016 and will contribute 11.2% in 2017 in addition to 6.2% for Social Security.

The Village's IMRF and FICA contributions along with the Village's contribution for Police and Fire personnel are included in the Employee Benefits classification in each operating department. The Pension Section of the Budget includes the actual pensions paid to retired and disabled Police and Fire personnel and to two former employees who are covered by special agreements. Total pension expenditures are expected to be $10,334,501 for 2017 and $10,624,700 for 2018.

Actuarial information schedules for the Police and Fire Pension Funds are shown on the last two pages of this section. Estimates were used for 2016 and 2017.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PENSION FUNDS

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Miscellaneous Pensions	46,455	46,616	46,616	**46,781**	46,950
Police Pensions	4,685,033	4,833,176	4,801,976	**4,938,310**	5,068,901
Fire Pensions	4,737,216	4,901,031	5,074,861	**5,349,410**	5,508,849
Total Programs	9,468,704	9,780,823	9,923,453	**10,334,501**	10,624,700
Expenditure Classification					
Pension Benefits	9,171,293	9,424,423	9,624,753	**9,993,301**	10,274,500
Contractual Services	253,702	302,200	254,000	**291,000**	300,000
Insurance	26,051	30,000	27,000	**30,000**	30,000
Commodities & Supplies	-	200	200	**200**	200
Other Expenditures	17,658	24,000	17,500	**20,000**	20,000
Total Expenditure Classification	9,468,704	9,780,823	9,923,453	**10,334,501**	10,624,700
Source of Funds					
001 General Fund	46,455	46,616	46,616	**46,781**	46,950
070 Police Pension Fund	4,685,033	4,833,176	4,801,976	**4,938,310**	5,068,901
071 Fire Pension Fund	4,737,216	4,901,031	5,074,861	**5,349,410**	5,508,849
Total Source of Funds	9,468,704	9,780,823	9,923,453	**10,334,501**	10,624,700

BUDGET DISCUSSION AND ANALYSIS

The Retiree Pensions section of the budget includes a provision for pension and disability payments that are made from three Village administered pension plans.

The 2017 budget for pensions increased $553,678 or 5.66% from the 2016 budget and totals $10,334,501. Included in this amount is the addition of six (6) new pensions, 3% annual COLA increase and any other incremental increases expected during the year. Pension expense for fire, including administration charges account for $5,349,410 of the total while police accounts for $4,938,310. Miscellaneous pensions consisting of payments to two (2) retired firefighters brought over from the Forest River Fire Protection District total $46,950. The total number of police and fire pensioners receiving benefits is 71 and 80, respectively.

VILLAGE OF MOUNT PROSPECT
PENSION FUNDS

Miscellaneous Pensions		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Pension Benefits						
001.00.00.00.3.000.528.001	Retirement Pensions	5,325	5,485	5,485	**5,650**	5,819
001.00.00.00.3.000.528.003	Surv. Spouse Pensions	41,130	41,131	41,131	**41,131**	41,131
Total Pension Benefits		46,455	46,616	46,616	**46,781**	46,950
Total Miscellaneous Pensions		**46,455**	**46,616**	**46,616**	**46,781**	**46,950**

Police Pension Fund						
Pension Benefits						
070.00.00.00.3.000.528.001	Retirement Pensions	3,618,200	3,753,870	3,698,217	**3,812,710**	3,935,551
070.00.00.00.3.000.528.002	Disability Pensions	389,716	428,056	428,053	**428,810**	429,560
070.00.00.00.3.000.528.003	Surv. Spouse Pensions	477,517	461,050	515,106	**515,190**	515,190
070.00.00.00.3.000.528.005	Refund of Contrib.	44,529	-	-	**-**	-
Total Pension Benefits		4,529,962	4,642,976	4,641,376	**4,756,710**	4,880,301
Contractual Services						
070.00.00.00.3.000.530.001	Actuarial Services	1,600	1,600	1,600	**2,000**	2,000
070.00.00.00.3.000.530.003	Investment Advisors	105,124	114,000	105,000	**110,000**	116,000
070.00.00.00.3.000.530.006	Other Prof. Serv.	16,330	16,000	16,000	**17,000**	18,000
070.00.00.00.3.000.530.008	Medical Expense	1,300	10,000	7,500	**10,000**	10,000
070.00.00.00.3.000.531.005	Legal-Pension	3,237	15,000	3,000	**10,000**	10,000
070.00.00.00.3.000.544.002	Postage Expense	32	500	100	**500**	500
070.00.00.00.3.000.549.001	Org Memberships	775	1,000	800	**1,000**	1,000
070.00.00.00.3.000.563.001	Banking Charges	4,457	5,000	5,000	**6,000**	6,000
Total Contractual Services		132,855	163,100	139,000	**156,500**	163,500
Insurance						
070.00.00.00.3.000.594.001	Insurance Exp-Pension	12,558	15,000	13,000	**15,000**	15,000
Total Insurance		12,558	15,000	13,000	**15,000**	15,000
Commodities & Supplies						
070.00.00.00.3.000.608.001	Other Supplies	-	100	100	**100**	100
Total Commodities & Supplies		-	100	100	**100**	100
Other Expenditures						
070.00.00.00.3.000.636.001	State of IL Fee - IDOI	8,000	8,000	8,000	**8,000**	8,000
070.00.00.00.3.000.636.002	Seminars/Associations	1,658	4,000	500	**2,000**	2,000
Total Other Expenditures		9,658	12,000	8,500	**10,000**	10,000
Total Police Pension Fund		**4,685,033**	**4,833,176**	**4,801,976**	**4,938,310**	**5,068,901**

VILLAGE OF MOUNT PROSPECT
PENSION FUNDS

Fire Pension Fund		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Pension Benefits						
071.00.00.00.3.000.528.001	Retirement Pensions	3,688,720	3,778,620	3,920,115	4,103,724	4,298,673
071.00.00.00.3.000.528.002	Disability Pensions	668,271	740,958	748,369	767,529	787,809
071.00.00.00.3.000.528.003	Surv. Spouse Pensions	219,573	202,432	253,729	305,352	247,947
071.00.00.00.3.000.528.004	Children's Pensions	12,820	12,821	14,548	13,205	12,820
071.00.00.00.3.000.528.005	Refund of Contrib.	5,492	-	-	-	-
Total Pension Benefits		4,594,876	4,734,831	4,936,761	**5,189,810**	5,347,249
Contractual Services						
071.00.00.00.3.000.530.001	Actuarial Services	1,600	1,600	1,600	2,000	2,000
071.00.00.00.3.000.530.003	Investment Advisors	80,203	87,000	79,000	83,000	85,000
071.00.00.00.3.000.530.006	Other Prof. Serv.	19,937	20,000	19,000	20,000	20,000
071.00.00.00.3.000.530.008	Medical Expense	4,920	10,000	3,000	10,000	10,000
071.00.00.00.3.000.531.005	Legal-Pension	8,907	15,000	4,000	10,000	10,000
071.00.00.00.3.000.544.002	Postage Expense	29	500	100	500	500
071.00.00.00.3.000.549.001	Org Memberships	775	1,000	800	1,000	1,000
071.00.00.00.3.000.563.001	Banking Charges	4,476	4,000	7,500	8,000	8,000
Total Contractual Services		120,847	139,100	115,000	**134,500**	136,500
Insurance						
071.00.00.00.3.000.594.001	Insurance Exp-Pension	13,493	15,000	14,000	15,000	15,000
Total Insurance		13,493	15,000	14,000	**15,000**	15,000
Commodities & Supplies						
071.00.00.00.3.000.608.001	Other Supplies	-	100	100	100	100
Total Commodities & Supplies		-	100	100	**100**	100
Other Expenditures						
071.00.00.00.3.000.636.001	State of IL Fee - IDOI	8,000	8,000	8,000	8,000	8,000
071.00.00.00.3.000.636.002	Seminars/Associations	-	4,000	1,000	2,000	2,000
Total Other Expenditures		8,000	12,000	9,000	**10,000**	10,000
Total Fire Pension Fund		**4,737,216**	**4,901,031**	**5,074,861**	**5,349,410**	**5,508,849**
TOTAL PENSION FUNDS		**9,468,704**	**9,780,823**	**9,923,453**	**10,334,501**	**10,624,700**

VILLAGE OF MOUNT PROSPECT
POLICE PENSION FUND
DECEMBER 31, 1995 - DECEMBER 31, 2017

Fiscal Year Ending	Contributing Members	Assets Available (1)	Pension Liability	Excess or (Deficiency)	Percent Funded
December 31, 1995	78	23,126,360	23,511,239	(384,879)	98.4%
December 31, 1996	78	24,393,815	25,709,181	(1,315,366)	94.9%
December 31, 1997	79	26,632,406	27,925,613	(1,293,207)	95.4%
December 31, 1998	79	28,560,329	31,000,360	(2,440,031)	86.4%
December 31, 1999	80	28,700,234	33,235,857	(4,535,623)	86.4%
December 31, 2000	80	31,121,191	35,835,766	(4,714,575)	86.8%
December 31, 2001	80	31,396,220	38,213,704	(6,817,484)	82.2%
December 31, 2002	80	30,916,536	41,058,866	(10,142,330)	75.3%
December 31, 2003	82	33,520,535	43,278,648	(9,758,113)	77.5%
December 31, 2004	81	35,616,429	47,837,706	(12,221,277)	74.5%
December 31, 2005	83	37,284,555	50,333,889	(13,049,334)	74.1%
December 31, 2006	88	40,084,648	53,166,244	(13,081,596)	75.4%
December 31, 2007	90	42,963,185	56,873,906	(13,910,721)	75.5%
December 31, 2008	89	36,262,944	61,578,623	(25,315,679)	59.9%
December 31, 2009	88	41,020,478	67,715,945	(26,695,467)	60.6%
December 31, 2010	81	44,540,310	75,131,534	(30,591,224)	59.3%
December 31, 2011	82	46,961,835	79,366,157	(32,404,322)	59.2%
December 31, 2012	84	49,499,688	85,202,766	(35,703,078)	58.1%
December 31, 2013	85	53,002,214	88,451,950	(35,449,736)	59.9%
December 31, 2014	82	56,981,575	98,409,322	(41,427,747)	57.9%
December 31, 2015	82	60,205,656	110,231,339	(50,025,683)	54.6%
December 31, 2016 (2)	82	62,789,480	*	*	*
December 31, 2017 (2)	82	66,376,295	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.
(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of October 11, 2016.

VILLAGE OF MOUNT PROSPECT
FIRE PENSION FUND
DECEMBER 31, 1995 - DECEMBER 31, 2017

Fiscal Year Ending	Contributing Members	Assets Available (1)	Pension Liability	Excess or (Deficiency)	Percent Funded
December 31, 1995	66	26,127,531	24,808,620	1,318,911	105.3%
December 31, 1996	66	27,260,390	26,163,614	1,096,776	104.2%
December 31, 1997	66	28,984,369	28,109,816	874,553	103.1%
December 31, 1998	66	30,780,183	32,607,061	(1,826,878)	94.4%
December 31, 1999	66	30,091,010	34,633,217	(4,542,207)	86.9%
December 31, 2000	66	32,486,605	37,613,473	(5,126,868)	86.4%
December 31, 2001	69	33,085,014	39,140,700	(6,055,686)	94.5%
December 31, 2002	68	33,182,657	41,445,957	(8,263,300)	80.1%
December 31, 2003	69	35,111,866	44,537,550	(9,425,684)	78.8%
December 31, 2004	68	36,729,420	46,613,979	(9,884,559)	78.8%
December 31, 2005	68	38,091,422	49,825,274	(11,733,852)	76.4%
December 31, 2006	71	40,166,884	52,357,613	(12,190,729)	76.7%
December 31, 2007	72	43,030,181	55,025,410	(11,995,229)	78.2%
December 31, 2008	70	36,681,856	57,366,525	(20,684,669)	63.9%
December 31, 2009	72	40,800,749	62,747,542	(21,946,793)	65.0%
December 31, 2010	66	43,860,979	69,228,826	(25,367,847)	63.4%
December 31, 2011	66	45,801,216	72,307,211	(26,505,995)	63.3%
December 31, 2012	65	47,824,650	75,639,594	(27,814,944)	63.2%
December 31, 2013	67	50,812,578	79,149,378	(28,336,800)	64.2%
December 31, 2014	67	54,150,520	85,904,197	(31,753,677)	63.0%
December 31, 2015	67	57,008,873	98,346,714	(41,337,841)	58.0%
December 31, 2016 (2)	66	58,672,112	*	*	*
December 31, 2017 (2)	72	61,325,282	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.
(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of October 11, 2016.

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
RISK MANAGEMENT

The Risk Management Fund (an Internal Service Fund) was established to account for the Village's Self-Insurance Program. The purpose of the fund is to receive, invest and disburse all monies associated with the Village's various insurance programs. The Village initiated a self-insurance plan for medical claims on July 1, 1982 and added property and liability losses as of January 1, 1984.

Under this program, the Village's self-insured retention is $25,000 for property claims, $600,000 for workers' compensation claims and $2,000,000 for liability claims. The Village carries $101,219,690 in Excess Property Insurance, the statutory limit for Workers' Compensation, and $13,000,000 for excess General Liability, Auto Liability, Police Liability and Public Officials Liability.

Cannon Cochran Management Services administers the Village's workers' compensation claims through the Municipal Claims and Safety (MCSA) intergovernmental pool while Gallagher Bassett administers auto and liability claims.

The Village is required by state statutes to offer medical insurance to all Village retirees. Additionally, Mount Prospect Library employees are part of the Village's medical insurance group. Retirees and Library employees pay the full premium for medical insurance coverage.

The Village is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC) for health insurance coverage. The IPBC is an intergovernmental risk pool providing health and life insurance to municipal government and other special district members. Each member of IPBC is responsible for the first $30,000 of each claim. Claims between $30,000 and $100,000 are shared between all members. All claims over $100,000 are reinsured at 100%.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
RISK MANAGEMENT

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Insurance Programs	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936
Total Programs	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936
Expenditure Classification					
Contractual Services	23,655	22,000	22,000	**12,000**	12,000
Insurance	7,071,885	8,029,714	7,849,300	**7,667,320**	7,934,936
Other Equipment	199	-	-	**-**	-
Total Expenditure Classification	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936
Source of Funds					
063 Risk Management Fund	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936
Total Source of Funds	7,095,739	8,051,714	7,871,300	**7,679,320**	7,946,936

BUDGET DISCUSSION AND ANALYSIS

The Risk Management Fund budget for 2017 is $7,679,320. This is a decrease of $372,394, or 4.63% from the 2016 budget. Employer provided medical premiums budget decreased $224,521, or 3.3% from the previous year. Positive claims experience and membership in the Intergovernmental Personnel Benefit Cooperative (IPBC) have helped in managing healthcare costs. Liability claims in 2017 are budgeted at $100,000, reflecting no change from the prior year's amount. Workers' Compensation claims in 2017 are budgeted at $500,000, which is a decrease of $200,000 from the previous year. Previous large claims have been closed resulting in the lower budget. No changes were made to coverage or benefit levels in the liability, workers' compensation or property insurance programs for the Village. Various plan offering changes were made for health coverage.

VILLAGE OF MOUNT PROSPECT
RISK MANAGEMENT

Insurance Programs		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services						
063.00.00.00.4.000.530.006	Other Prof. Serv.	23,655	22,000	22,000	**12,000**	12,000
Total Contractual Services		23,655	22,000	22,000	**12,000**	12,000
Insurance						
063.00.00.00.4.000.595.001	Claims Admin-Liability	7,170	11,000	11,000	**12,000**	12,000
063.00.00.00.4.000.595.002	Claims Admin-Medical	303,189	303,480	310,800	**321,525**	334,389
063.00.00.00.4.000.595.004	Workers' Comp	61,120	64,000	89,000	**82,000**	85,000
063.00.00.00.4.000.596.002	Property Insurance	110,245	114,000	114,000	**115,000**	115,000
063.00.00.00.4.000.596.003	HELP Excess Liability	98,492	120,000	122,500	**128,000**	135,000
063.00.00.00.4.000.596.004	Workers' Comp. Ins.	98,107	99,000	102,000	**105,000**	108,000
063.00.00.00.4.000.596.005	Faithful Performance	2,780	4,000	3,000	**4,000**	4,000
063.00.00.00.4.000.596.006	Surety Bonds	490	500	500	**500**	500
063.00.00.00.4.000.596.008	Other Insurance	2,435	4,000	3,000	**3,000**	3,000
063.00.00.00.4.000.597.001	Medical Claims	3,427,955	4,154,684	4,088,000	**4,099,339**	4,263,304
063.00.00.00.4.000.597.002	Medical HMO	1,576,769	1,613,507	1,430,000	**1,369,556**	1,424,343
063.00.00.00.4.000.597.003	Life Insurance	32,231	40,543	43,000	**44,400**	44,400
063.00.00.00.4.000.597.004	Medical Premiums	627,050	655,000	661,500	**712,000**	735,000
063.00.00.00.4.000.599.001	Property Claims	-	1,000	1,000	**1,000**	1,000
063.00.00.00.4.000.599.002	Liability Claims	(34,715)	100,000	100,000	**100,000**	100,000
063.00.00.00.4.000.599.003	Workers' Comp. Claims	750,086	700,000	700,000	**500,000**	500,000
063.00.00.00.4.000.599.004	Workers' Comp.-Med.	575	-	-	**-**	-
063.00.00.00.4.000.600.001	Vlg Property Damage	-	10,000	10,000	**10,000**	10,000
063.00.00.00.4.000.600.002	Auto Miscellaneous	7,391	15,000	40,000	**40,000**	40,000
063.00.00.00.4.000.600.004	Unemplymnt Comp.	-	10,000	10,000	**10,000**	10,000
063.00.00.00.4.000.600.005	Other Claims	515	10,000	10,000	**10,000**	10,000
Total Insurance		7,071,885	8,029,714	7,849,300	**7,667,320**	7,934,936
Other Equipment						
063.00.00.00.4.000.665.031	Other Equipment	199	-	-	**-**	-
Total Other Equipment		199	-	-	**-**	-
Total Insurance Programs		**7,095,739**	**8,051,714**	**7,871,300**	**7,679,320**	**7,946,936**
TOTAL RISK MANAGEMENT		**7,095,739**	**8,051,714**	**7,871,300**	**7,679,320**	**7,946,936**

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
BUSINESS DISTRICT

The Business District Fund (a Special Revenue Fund) was established to account for the revenues and expenditures associated with the Business Districts within the Village. The Village currently has one Business District, the Randhurst Village Business District Area which was established in 2011.

The Village of Mount Prospect is dedicated to the continued growth and economic development of the Village. The Village's ability to stimulate growth and development relies on the creation and implementation of government policies that will allow the Village to work with the private sector to eliminate blighting conditions, enhance the tax base, and ensure sound growth and development of property. Based upon the Village's establishment of this Business District Area, it is understood that the Village recognized the necessity of the relationship between continued community growth and public participation.

The Village's Business District Redevelopment Plan was developed to provide a description of the necessary actions to address existing blighting conditions and attract sound and stable commercial growth. The Business District Area generally bounded by Euclid Ave. to the north, Route 83 to the west, Kensington and Rand Roads to the south and the mall access road to the east encompasses approximately 100 acres of land in the Village. From an economic perspective, the implementation of the Plan and the establishment of the Business District have stimulated private investment within the Business District and surrounding Area. The combined public and private investment has eliminated the blighting conditions in the area.

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUSINESS DISTRICT FUND

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Randhurst Village	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Programs	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Expenditure Classification					
Interest Expense	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Expenditure Classification	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Source of Funds					
048 Business District Fund	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Source of Funds	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000

BUDGET DISCUSSION AND ANALYSIS

The Business District budget is a pass-through accounting of revenues received and payouts due related to the redevelopment agreement for Randhurst Village. Expenses are for the payment of interest on the outstanding Randhurst RDA Note. Total interest payments expected for 2017 total $1,721,000. This is an increase of $90,000 over the estimated payout amount for 2016. The payout is equal to the amount of tax revenues expected to be generated from the Food & Beverage, Hotel/Motel, Movie Theatre, Business District and Sales taxes generated by the Randhurst Village development.

VILLAGE OF MOUNT PROSPECT
BUSINESS DISTRICT FUND

Randhurst Village		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Interest Expense						
048.00.00.00.0.775.691.002	Randhurst RDA	1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Total Interest Expense		1,277,230	1,097,100	2,295,544	**1,721,000**	1,810,000
Totall Randhurst Village		**1,277,230**	**1,097,100**	**2,295,544**	**1,721,000**	**1,810,000**
TOTAL BUSINESS DISTRICT FUND		**1,277,230**	**1,097,100**	**2,295,544**	**1,721,000**	**1,810,000**

Mount Prospect

MP

VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
INTERFUND TRANSFERS

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Transfers	281,599	-	664,544	600,000	600,000
Total Programs	281,599	-	664,544	**600,000**	600,000
Expenditure Classification					
Interfund Transfers	281,599	-	664,544	**600,000**	600,000
Total Expenditure Classification	281,599	-	664,544	**600,000**	600,000
Source of Funds					
001 General Fund	281,599	-	664,544	**600,000**	600,000
Total Source of Funds	281,599	-	664,544	**600,000**	600,000

BUDGET DISCUSSION AND ANALYSIS

Interfund transfers totaling $600,000 in both 2017 and 2018 are intended to support mid-range capital projects funded through the Capital Improvement Fund. Limited resources in the Capital Improvements Fund has resulted in a backlog of these pay-as-you-go projects. The transfers are being done using current revenues so no draw-down of reserves is needed. The use of interfund transfers will be reviewed annually and done so only when fiscally prudent.

VILLAGE OF MOUNT PROSPECT
INTERFUND TRANSFERS

Interfund Transfers		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Interfund Transfers						
001.00.00.00.0.000.697.001	Transfer Out	281,599	-	664,544	**600,000**	600,000
Total Interfund Transfers		281,599	-	664,544	**600,000**	600,000
Total Interfund Transfers		**281,599**	**-**	**664,544**	**600,000**	**600,000**
TOTAL INTERFUND TRANSFERS		**281,599**	**-**	**664,544**	**600,000**	**600,000**

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
GLOSSARY

The Budget contains specialized and technical terminology that is unique to governmental finance and budgeting. To assist the reader of the Budget document in understanding these terms, the following budget glossary has been prepared.

Abatement
A partial or complete cancellation of a levy imposed by the Village. Abatements usually apply to tax levies.

Accrual Basis
The recording of the financial transactions that have cash consequences for the government in the periods in which those transactions occur, rather than in the periods in which cash is received or paid by the government.

Ad Valorem Tax
A tax levied on the assessed value of real property (also known as "property taxes").

Advance from Other Funds
A liability account used to record noncurrent portions of a long-term debt owed by one fund to another fund within the same reporting entity. See **Due To Other Funds** and **Interfund Receivable/Payable**.

Advance Refunding Bonds
Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited in escrow with a fiduciary, invested in U. S. Treasury Bonds or other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Advance to Other Funds
An asset account used to record noncurrent portions of a long-term loan from one fund to another fund within the same reporting entity. See **Due From Other Funds**.

Amortization
(1) The portion of the cost of an intangible asset charged as an expense during a particular period.
(2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Appropriation
A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures of resources for a specific purpose.

Assessed Valuation
A value established for real property for use as a basis for levying property taxes.

Assets
Property owned by government.

Assigned Fund Balance
The portion of a Governmental Fund's fund balance that denotes an intended use of resources but with no formal Board action.

Audit
A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

Available Fund Balance
That portion of fund balance collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Balance Sheet
That portion of the Village's financial statement that discloses the assets, liabilities, and the fund balance of a specific governmental fund as of a specific date.

Balanced Budget
A budget where estimated revenues equal estimated expenditures during a single fiscal period.

Basis of Accounting
A term used when revenues, expenditures, expenses, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash, modified accrual or the accrual method.

Basis Point
Equal to 1/100 of one percent. If interest rates rise from 7.50 percent to 7.75 percent, the difference is referred to as an increase of 25 basis points.

Bond
A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayments of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation (G.O.) and revenue bonds. Bonds are most frequently used to finance construction of large capital projects, such as buildings, streets and major equipment.

Bond Discount
The difference between the present value and the face amount of bonds when the former is less than the latter.

Bond Ordinance or Resolution
An ordinance or resolution authorizing a bond issue.

Bond Premium
The difference between the present value and the face amount of bonds when the former is greater than the latter.

Budget
A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

Budget Message
A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message contains an explanation of the principal budget items, an outline of the government's experience during the past period and its financial status at the time of the message and recommendations regarding the financial plan for the coming period.

Budgetary Control
The control or management of a governmental unit in accordance with an approved budget. The purpose of budgetary control is to keep expenditures within the limitations of available appropriations and available revenues.

Capital Expenditures
Expenditures resulting in the acquisition of or addition to fixed assets such as land, buildings, machinery, and equipment.

Capital Outlays
See **Capital Expenditures**

Capital Program
A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs.

Capital Projects Fund
Used to account for financial resources to be used for the acquisition of construction of major capital facilities (other than those financed by proprietary funds).

Carryover (C/O)
An expenditure that was budgeted in a previous year but was not actually made and has been budgeted again in the current budget year. Carryovers are usually capital items or high-cost contractual services. Because a carryover item was recognized as a valid requirement during a previous year's budget process, it is not subject to the same high degree of scrutiny as a new request and, to the extent possible, does not compete with new requests for funding. With regard to budgeted capital purchases, the ability to designate an expenditure as a carryover removes the disincentive to defer those purchases when the useful lives of items on hand can be extended.

Cash Basis
The recording of financial transactions in the periods in which cash is received or paid by the government.

Cash Management
The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the balance of the highest interest and return, liquidity and minimal risk with these temporary cash balances.

Charges for Service
User charges for services provided by the Village to those specifically benefiting from those services.

Collateral
Assets pledged to secure deposits, investments or loans.

Community Investment Program
A multi-year, prioritized plan for capital expenditures. The Village's Community Investment Program addresses capital expenditures of $25,000 or more and all proposed additions to the motor vehicle fleet. The replacement of vehicles existing in the fleet are not included in the Community Investment Program Plan but are programmed for replacement through the Vehicle Replacement Fund.

Committed Fund Balance
The portion of a Governmental Fund's fund balance with self-imposed constraints or limitations that have been placed at the highest level of decision making through formal Board action. The same action is required to remove the commitment of fund balance.

Compensated Absences
The expense incurred and the offsetting liability for accrued vacation time, personal time, and the portion of sick leave that becomes vested and will be paid at termination.

Contingency
The appropriation of funds for future allocation in the event specific budget allotments have been depleted and additional funds are needed.

Cost
The amount of money or other consideration exchanged for goods or services.

Debt
A financial obligation resulting from the borrowing of money. Debts of government include bonds, notes, and land contracts.

Debt Service
The payment of principal and interest on borrowed funds.

Debt Service Fund
A fund or funds established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deferred Charges
Expenditures that are not chargeable to the fiscal period in which they were made but that are carried as an asset on the balance sheet, pending amortization or other disposition (e.g., bond issuance costs). Deferred charges differ from prepaid items in that they usually extend over a long period of time (more than five years) and are not regularly recurring costs of operation. See **Prepaid Items**.

Deferred Compensation Plans
Plans that offer employees the opportunity to defer a portion of their salary and the related liability for federal income taxes. Several sections of the Internal Revenue Code authorize certain state and local governments to provide deferred compensation plans for their employees.

Deferred Revenue
Amounts for which asset recognition criteria (e.g., a valid receivable) have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, receivables that are measurable but not available are one example of deferred revenue.

Deficit
The excess of expenditures or expenses over revenues or income during a single accounting period.

Department
A major administrative division of the Village which indicates overall management responsibility for an operation or group of related operations within a functional area.

Depreciation
(1) Expiration in the useful life of fixed assets attributable to wear and tear, deterioration, and obsolescence.
(2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Division
A segment of a department which is assigned a specific operation.

Due from Other Funds
An asset account used to indicate amounts owed to a particular fund by another fund for goods sold or services rendered. See **Advance To Other Funds** and **Interfund Receivable/Payable**.

Due to Other Funds
A liability account reflecting amounts owed by a particular fund to another fund for goods sold or services rendered. See **Advance From Other Funds** and **Interfund Receivable/Payable**.

Efficiency Measures
Performance measures which measure the cost of an activity (either in terms of dollars or work hours) per unit of output or outcome or otherwise gauge the productivity of an activity. Generally, efficiency measures in the latter category compare work successfully completed with the potential amount of work which could have been accomplished.

Encumbrance
The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Enterprise Fund
A set of self-balancing accounts used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. The Water and Sewer Fund and the Parking Funds are enterprise funds.

Entity
The basic unit upon which accounting and/or financial reporting activities focus. The basic governmental legal and accounting entity is the individual fund and account group.

Equalized Assessed Valuation
The assessed valuation of a property increased by a multiplier established by the Illinois Department of Revenue which is intended to increase the total assessed valuation of all property in the County to a level that is equal to 33-1/3% of market value.

Equalization Factor
A factor determined by the State which when applied to the counties' assessed value will cause all property to equal one-third of its market value.

Expenditure
This term refers to the amount of funds paid or to be paid for obtaining an asset, goods, and services. For budget purposes, the term expenditure applies to all costs or expected commitments.

Expense
The term expense is used in full accrual accounting to report decreases in net total assets.

Fiscal Policies
The Village's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY)
The time period designated by the Village signifying the beginning and ending period for recording financial transactions. Beginning January 1, 1996 the Village of Mount Prospect specified January 1 to December 31 as its fiscal year.

Fixed Assets
Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Forfeiture
The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses.

Franchise Fee
A fee paid by public service businesses for use of Village streets, alleys and property in providing their services to citizens of a community. Services requiring franchises include cable television.

Full Faith and Credit
A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full-faith-and-credit bonds.

Full-Time Equivalent (FTE)
A standardized unit of measure used to determine the equivalent number of full-time employees. It is calculated by dividing the total hours actually worked or planned for a job class (regular and overtime) by a standard number of hours a full-time employee would work for the job class.

Function
A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

Fund
An accounting entity with a set of self-balancing accounts that is used to account for financial transactions for specific activities or government functions. Seven commonly used funds in governmental accounting are: the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, and trust and agency funds.

Fund Balance
Fund balance is the excess of assets over liabilities. The fund balance is composed of three categories: nonspendable, restricted and unrestricted.

Fund Type
Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fixed Assets
Capital assets that are not assets of any fund, but of the government unit as a whole. Most often these assets arise from the expenditure of the resources of governmental funds.

Generally Accepted Accounting Principles (GAAP)
Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

Generally Accepted Auditing Standards (GAAS)
Standards established by the AICPA for the conduct and reporting of financial audits. There are 10 basic GAAS, classed into three broad categories: general standards, standards of field work and standards of reporting.

General Fund
The largest fund within the Village, the General Fund accounts for most of the financial resources of the government. General Fund revenues include sales taxes, licenses and permits, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, inspection services, community development, public works and general administration.

General Obligation Bonds
Bonds that finance a variety of public projects such as streets, buildings, and improvements, and which are backed by the full faith and credit of the issuing government.

Governmental Fund Types
Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. The measurement focus in these fund types is on the determination of financial position and changes in financial position, rather than on net income determination. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

Grant
Contributions or gifts of cash or other assets from another government or entity to be used for a specified purpose, activity, or facility. Grants may be classified as either categorical or block, depending on the amount of discretion allowed the grantee.

Gross Bonded Debt
The total amount of direct debt of a government, represented by outstanding bonds before deduction of any assets available and earmarked for their retirement.

Imprest Account
An account into which a fixed amount of money is placed for minor disbursements or disbursements for a specific purpose (e.g., petty cash).

Income
A term used in proprietary fund type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

Infrastructure Assets
Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

Interfund Receivable/Payable
Short-term loans made by one fund to another, or the current portion of an advance to or from another fund.

Interfund Transfer
Payment from one fund to another fund primarily for work or services provided.

Intergovernmental Revenues
Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Internal Service Fund
Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis; for example, the Risk Management Fund.

Interperiod Equity
The measure of the extent to which current-year revenues are sufficient to pay for the services provided by the government entity during the year, and whether current-year citizens are receiving services by shifting part of the payment burden to future years' citizens or by using up previously accumulated resources.

Investments
Securities held for the production of revenues in the form of interest or dividends. The term does not include fixed assets used in government operations.

Joint Venture
A legal entity or other contractual arrangement in which a government participates in a separate activity for the benefit of the public and in which the government retains an ongoing financial interest.

Level of Budgetary Control
The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that increase the total expenditures of any fund must be approved by the governing body. Expenditures may not legally exceed budgeted appropriations at the fund level.

Levy
(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by the Village.

Liability
Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

Line-Item Budget
A budget that lists each expenditure category (salaries, office supplies, telephone service, copy machine costs, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt
Debt with a maturity of more than one year after the date of issuance.

Measurement Focus
The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

Millage
The tax rate on real property based on $1.00 per $1,000 of assessed property value.

Modified Accrual Accounting
Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Expenditures are recorded when the related fund liability is incurred.

Net Income
Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

Non-Operating Expenditures
The costs of government services which are not directly attributable to a specific Village program or operation. Examples include debt service obligations and pension fund expenses.

Non-Operating Revenues
The incomes received by the government which are not directly attributable to providing a service. An example would be interest on investments.

Nonspendable Fund Balance
A portion of a Governmental Fund's fund balance that is not available to be spent, either in the short-term or long-term, or through legal restrictions (e.g., inventories, prepaid items, land held for resale and endowments).

Operating Budget
Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. See **Budget**.

Ordinance
A formal legislative enactment by the governing body of a municipality. It has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. See **Resolution**.

Organizational Unit
A responsibility center within a government.

Other Financing Sources
Governmental fund debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental operating statement.

Other Financing Uses
Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental operating statement.

Overlapping Debt
The proportionate share that property within each government must bear of the debts of all local governments located wholly or in part within the geographic boundaries of the reporting government. The amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction.

Performance Budget
A budget that focuses on activities rather than line items. Work load and unit cost data are collected in order to assess the efficiency of services.

Performance Measures
Specific quantitative and qualitative measures of work performed as an objective of the department.

Personal Services
Includes the compensation paid to all employees as well as the Village's share of pension, health insurance, FICA and Medicare costs, other employee compensation, allowances and incentives.

Premium
The excess of the price of a security over its face value, excluding any amount of accrued interest bought or sold.

Prepaid Items
Payment in advance of the receipt of goods and services in an exchange transaction. Prepaid items (e.g., prepaid rent and unexpired insurance premiums) differ from deferred charges (e.g., unamortized issuance costs) in that they are spread over a shorter period of time than deferred charges and are regularly recurring costs of operations.

Program
A segment of a department or division which fulfills a specific activity or service.

Program Budget
A budget which structures budget choices and information in terms of "programs and their related" work activities (i.e., repairing roads, paid-on-call firefighters, etc.). A program budget provides information on what each program is committed to accomplish in the long run (goals) and in the short run (objectives), and measures the degree of achievement of program objectives (performance measures).

Property Tax
A tax levied on the assessed value of real property (also known as "ad valorem taxes").

Proprietary Fund Type
The classification used to account for a Village's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The Generally Accepted Accounting principles used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the Governmental Accounting Standards Board has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

Purchase Order
A document authorizing the delivery of specified merchandise or the rendering of certain services.

Resolution
An order of a legislative body requiring less legal formality than an ordinance or statute. See **Ordinance**.

Restricted Fund Balance
A portion of a Governmental Fund's fund balance that is subject to external enforceable legal restrictions (e.g., grantor, contributor and property tax levies).

Restricted Net Assets
The portion of a proprietary fund's net assets that are subject to external enforceable legal restrictions (e.g., grantor, contributor and bond covenants).

Revenue
Monies that the government receives as income. It includes such items as tax payments, fees from services, receipts from other governments, fines, reimbursements, grants, shared revenues and interest income.

Revenue Bonds
Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Retained Earnings
An equity account reflecting the accumulated earnings of the Village's proprietary funds.

Salary Adjustments
An amount to be approved by the Village Board for employee salary increases either negotiated through contracts or otherwise authorized by the Board.

Self-Insurance
A term used to describe the retention of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring this risk to an independent third-party through the purchase of an insurance policy.

Sick Leave Incentive
An incentive payment to employees who have accumulated a set number of unused sick days based on criteria set forth in the Village's Personnel Handbook.

Special Revenue Funds
Funds used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

Special Service Area
A financing technique used to finance special services and special improvements desired by a specific area of the Village. A tax is levied only on the particular area that will receive the special service or improvement.

Statement of Revenues, Expenditures and Changes in Fund Balance
The financial statement that is the governmental fund and expendable trust fund GAAP operating statement. It presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in an entity's fund balance.

Statement of Revenues, Expenses and Changes in Net Assets
The financial statement that is the proprietary fund, nonexpendable trust fund and pension trust fund GAAP operating statement. It presents increases (revenues, gains and operating transfers in) and decreases (expenses, losses and operating transfers out) in an entity's net total assets.

Tax Anticipation Notes (TAN's)
Notes (or warrants) issued in anticipation of the collection of taxes, usually retirable only from tax collections.

Taxes
Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Levy
The total amount to be raised by general property taxes for operating and debt service purposes.

Tax Rate
The amount of tax levied for each $100 of assessed valuation.

Unassigned Fund Balance
The available expendable financial resources in a governmental fund that is not the object of tentative management plans.

Unrestricted Fund Balance
A portion of a Governmental Fund's fund balance comprised of the following components: committed, assigned and unassigned.

Unrestricted Net Assets
The portion of a proprietary fund's net assets that is neither restricted nor invested in capital assets (net of related debt).

Value
As used in governmental accounting (1) the act of describing anything in terms of money or (2) to measure in terms of money.

Voucher
A written document that evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

Working Capital
This term generally refers to current assets minus current liabilities. Some organizations may exclude certain current assets (e.g., inventory) from this general formula.

Zero-Coupon Debt
Deep discount debt issued with a stated interest rate of zero percent.

Mount Prospect

MP