

VILLAGE OF  
MOUNT PROSPECT, ILLINOIS

ANNUAL BUDGET

FISCAL YEAR ENDING DECEMBER 31, 2011

SUBMITTED BY

MICHAEL E. JANONIS

VILLAGE MANAGER



## TABLE OF CONTENTS

### Introduction

Village Officials .....	1
Village Governmental Organization Structure .....	2
Ordinance Adopting the Annual Budget .....	3
Budget Message .....	5
Budget Introduction .....	16
Budget Calendar .....	38

### Budget Summaries

Total Village Budget – Overview .....	41
Total Village Budget – Schedule .....	42
Revenues and Other Sources by Revenue Type.....	43
Budget Expenditures .....	44
Fund Summaries .....	46
Revenues and Other Sources by Fund.....	47
Expenditures by Fund .....	49
Available Fund Balances – 12/31/2011 .....	51
Available Fund Balances – 12/31/2012 .....	53
Supplemental Schedules and Graphics .....	55
Real Estate Taxes – Levies, Rates & Distribution.....	56
Number of Authorized Positions .....	59
Personal Services .....	60
Long-Term Debt.....	61
Cost of Municipal Services.....	64
Village Profile.....	66

Revenues .....	69
----------------	----

### Departmental Expenditures

Public Representation .....	103
Village Administration	
Village Manager’s Office.....	109
Television Services Division .....	121
Village Clerk’s Office .....	129
Finance Department.....	135
Community Development .....	147
Community Development – CDBG .....	167
Human Services Department .....	173

Public Safety	
Police Department.....	187
Fire Department .....	205
Public Works Department	
Administration.....	225
Streets/Buildings/Parking Division .....	232
Forestry/Grounds Division .....	249
Engineering Division .....	259
Water and Sewer Division .....	267
Refuse Disposal Program.....	287
Vehicle Maintenance Division .....	295
Community & Civic Services .....	305
Non-Departmental Expenditures	
Capital Improvements .....	311
Debt Service.....	325
Pensions.....	345
Risk Management.....	351
Contingencies .....	355
Mount Prospect Library.....	357
Appendix	
Glossary .....	361

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Village Officials .....	1
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Budget Introduction .....	16
Budget Calendar .....	38

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Total Village Budget – Overview .....	41
Total Village Budget – Schedule .....	42
Revenues and Other Sources by Revenue Type .....	43
Budget Expenditures .....	44
Fund Summaries .....	46
Revenues and Other Sources by Fund .....	47
Expenditures by Fund .....	49
Available Fund Balances – 12/31/2011 .....	51
Available Fund Balances – 12/31/2012 .....	53
Supplemental Schedules and Graphics .....	55
Real Estate Taxes – Levies, Rates & Distribution .....	56
Number of Authorized Positions .....	59
Personal Services .....	60
Long-Term Debt .....	61
Cost of Municipal Services .....	64
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----------------	----

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Village Manager’s Office .....	109
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Community Development .....	147
Community Development – CDBG .....	167
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Public Works Department	
Administration.....	225
Streets/Buildings/Parking Division .....	232
Forestry/Grounds Division .....	249
Engineering Division .....	259
Water and Sewer Division .....	267
Refuse Disposal Program.....	287
Vehicle Maintenance Division .....	295
Community & Civic Services .....	305
Non-Departmental Expenditures	
Capital Improvements .....	311
Debt Service.....	325
Pensions.....	345
Risk Management.....	351
Contingencies .....	355
Mount Prospect Library.....	357
Appendix	
Glossary .....	361

# VILLAGE OF MOUNT PROSPECT, ILLINOIS

## 2011 BUDGET

### VILLAGE OFFICIALS

#### MAYOR

*Irvana K. Wilks*

#### TRUSTEES

*Paul Wm. Hoefert*

*John J. Matuszak*

*Arlene A. Juracek*

*Steven S. Polit*

*A. John Korn*

*Michael A. Zadel*

#### ADMINISTRATION

*Michael E. Janonis*

*Village Manager*

*David Strahl*

*Assistant Village Manager*

*M. Lisa Angell*

*Village Clerk*

*David O. Erb*

*Finance Director/Treasurer*

*William J. Cooney, Jr.*

*Community Development Director*

*Nancy M. Morgan*

*Human Services Director*

*John K. Dahlberg*

*Police Chief*

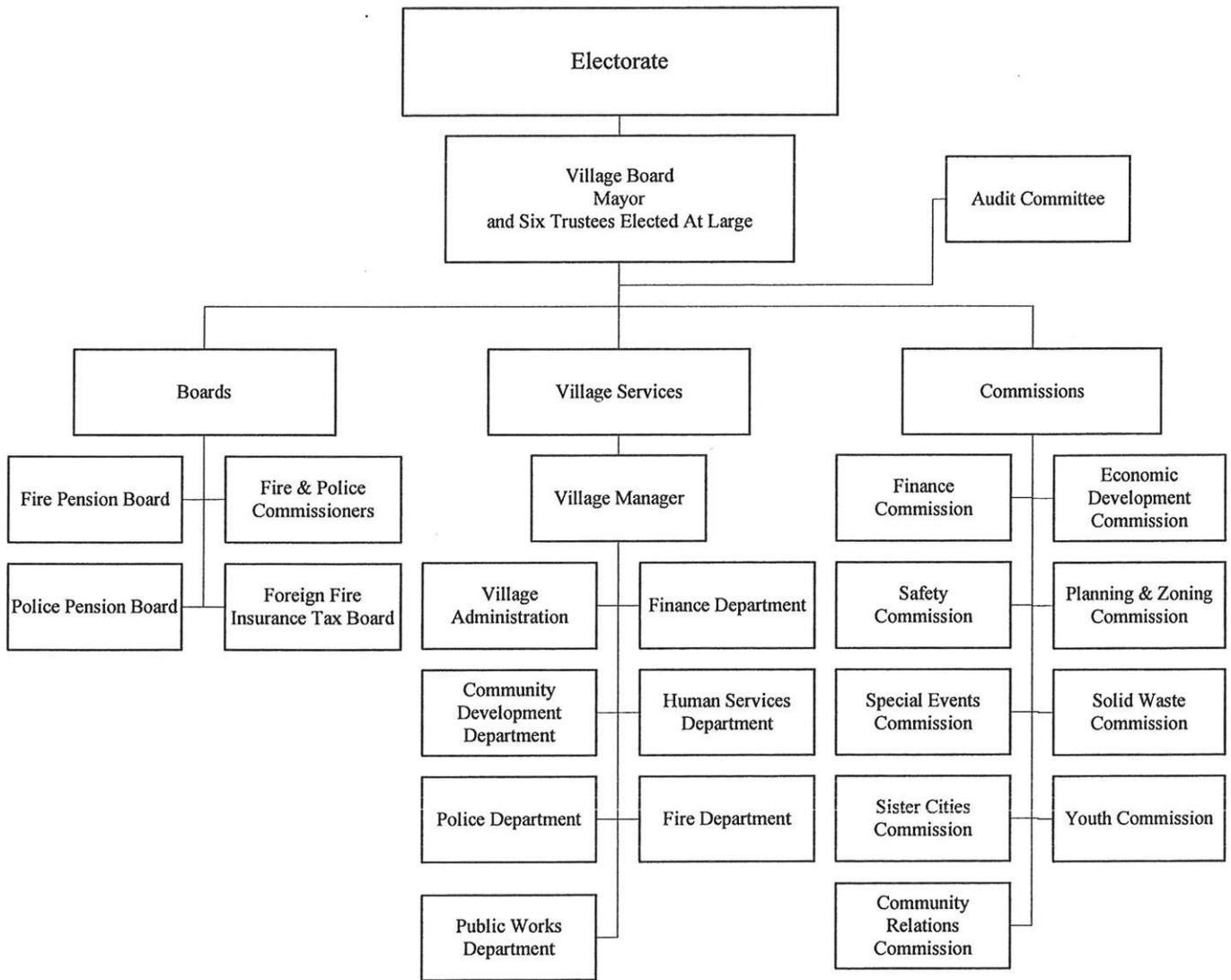
*John J. Malcolm*

*Fire Chief*

*Glen R. Andler*

*Public Works Director*

# VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



ORDINANCE NO. 5826

**AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE VILLAGE OF MOUNT PROSPECT FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2011 AND ENDING DECEMBER 31, 2011 IN LIEU OF PASSAGE OF AN APPROPRIATION ORDINANCE**

WHEREAS, the President and Board of Trustees of the Village of Mount Prospect in accordance with State Statutes, have provided for the preparation and adoption of an Annual Budget in lieu of passage of an Appropriation Ordinance; and

WHEREAS, the tentative Annual Budget for the Village of Mount Prospect for the fiscal year beginning January 1, 2011 and ending December 31, 2011, as prepared by the Budget Officer for the Village and submitted to the President and Board of Trustees, was placed on file in the Office of the Village Clerk on October 15, 2010 for public inspection, as provided by Statute; and

WHEREAS, pursuant to notice duly published on November 26, 2010, a public hearing was held by the President and Board of Trustees on said tentative annual budget on December 7, 2010, as provided by Statute; and

WHEREAS, following said public hearing, said tentative Annual Budget was reviewed by the President and Board of Trustees and a copy of said tentative Annual Budget is attached hereto and hereby made a part hereof.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS:

SECTION ONE: The Annual Budget for the Village of Mount Prospect for the fiscal year beginning January 1, 2011 and ending December 31, 2011, a copy of which is attached hereto and made a part hereof, is hereby approved and adopted as the Annual Budget for the Village of Mount Prospect for said fiscal year.

SECTION TWO: Within thirty (30) days following the adoption of this Ordinance there shall be filed with the County Clerk of Cook County a copy thereof duly certified by the Village Clerk and Estimate of Revenues by source anticipated to be received by the Village in the fiscal year beginning January 1, 2011 and ending December 31, 2011, duly certified by the Chief Fiscal Office

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner provided by law.

AYES: Hoefert, Korn, Matuszak, Polit, Zadel

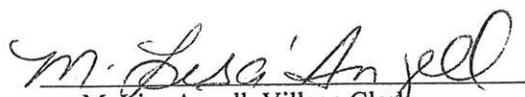
NAYS: None

ABSENT: Juracek

PASSED AND APPROVED this 21<sup>st</sup> day of December, 2010.

ATTEST:

  
Irvana K. Wilks, Mayor

  
M. Lisa Angell, Village Clerk



**MAYOR**  
Irvana K. Wilks

**TRUSTEES**  
Paul Wm. Hoefert  
Arlene A. Juracek  
A. John Korn  
John J. Matuszak  
Steven S. Polit  
Michael A. Zadel



**VILLAGE MANAGER**  
Michael E. Janonis

**VILLAGE CLERK**  
M. Lisa Angell

Phone: 847/392-6000  
Fax: 847/392-6022  
[www.mountprospect.org](http://www.mountprospect.org)

## Village of Mount Prospect

50 South Emerson Street, Mount Prospect, Illinois 60056

December 21, 2010

The Honorable Irvana K. Wilks, Village President  
Members of the Board of Trustees  
Finance Commissioners and  
Residents of the Village of Mount Prospect

On behalf of the entire staff, I am forwarding to you the 2011 Municipal Budget for the Village of Mount Prospect. The Budget incorporates all of the policies and directives established by the Mayor and Board of Trustees during the August 2010 Pre-Budget Workshop. While the Budget as presented is balanced, it is largely due to significant staff reductions equaling some ten percent of the workforce. No department was spared from staff reductions. The budget also provides for no increase in the property tax levy or draw-down of reserves. While this will necessarily result in a decrease in service levels in a number of areas, the overall goal was to maintain as many core services as possible.

Total expenditures for 2011 are \$82,619,424. Total projected revenues are \$86,471,465. In summary, the total Budget, as presented, calls for a **6.9% decrease in expenditures** from the amended 2010 Budget. The Village's Operating Budget will see a decrease of \$3,415,086, or 5.6% from the preceding year. The Capital Budget will see a decrease of \$3,348,846, or 31.2% due to completion of Phase I construction projects while the Debt Service, Pension and Internal Services budgets collectively are expected to increase by 3.4%.

### INTRODUCTION

Last year's 2010 Budget message (December, 2009) predicted a difficult 2011:

*"The 2011 Forecast Budget is currently showing total projected expenditures of \$89,791,925, excluding the Library. This represents a 5.1% increase from 2010. 2011 General Fund expenditures are forecast to increase \$4.1 million or 9.9%. The increase in the forecast budget for the General Fund from 2010 to 2011 is due to the high level of cuts made to the 2010 budget in an effort to bring expenses in line with current revenue streams. Similar steps will be needed in 2011 as well if we do not see some growth in revenues over the next 12 months."*

***The 2011 General Fund Forecast Budget, as presented, is currently showing a deficit of \$2,545,255. Finally, a substantial Property Tax increase is projected for the 2010 levy, payable in 2011. This is due primarily to the use of reserves for funding public safety pensions in lieu of a property tax in the 2009 levy. Obviously, 2011 could be a pivotal year with regard to impacts on staffing and service levels. Fundamental changes in the structure of local government and service delivery await us in the near term. More than ever, we will need to judiciously monitor revenue and expenditure trends on a daily basis.***

Fast forward to the fourth quarter of 2010. For the most part those predictions have come to fruition.

As the economy continues to struggle and our normal revenue streams remain well below historical trends, the Village has come to the point where significant reductions in staffing are unavoidable. With an initial deficit of \$3 million in the General Fund and an additional \$4 million deficit predicted in 2012 (without action in 2011) there were no other options available. Non-personal expenses have been cut over the last few years to a point where we are just able to provide for the equipment and materials necessary to deliver basic services, and respond adequately to unexpected emergencies. The economy would have to rebound to levels exceeding the "Boom Times" of the early millennium to avoid this next step. Knowing those Boom Times were built largely on a house of cards, a full recovery appears to be a long way off.

What we were facing with this budget was a permanent structural imbalance in revenues and expenditures. Historically, expenditures have risen 3½ to 4½ percent annually while revenues have only increased 2 to 3 percent since the economic downturn. Again, without a significant and sustained economic growth period we must reduce expenditures. Given that 80% of our General Fund Budget is made up of salary and benefit expenses, reductions in this area were unavoidable. Stop-gap actions such as furlough days and deferred wage increases would not net the reductions necessary to permanently balance the Budget.

Some may view the renovation of Randhurst as an "Ace in the Hole". While the redevelopment of Randhurst is certainly a positive for the Village, it is not the silver bullet it might seem. First, due again to the economy, Randhurst will take a longer period of time to come fully on line than was anticipated only a few years ago. Second, even the most optimistic revenue projections we developed called only for an additional \$1 million in NEW sales tax revenue. This is not a new million dollars every year, but only a new million dollars once and then hopefully it will settle into some annual incremental growth based on a better economy, the draw of the new development and stronger consumer spending. While Property Tax receipts are one of our major revenue sources, each percent increase in the levy generates only \$152,000, meaning it would require a 20% increase in the levy to wipe out a \$3 million deficit. Increases in other minor taxes and fees would net only small increases in revenue. Given the economy and its stress on residents and businesses, balancing the Budget via a double digit tax increase is not a viable option.

Historically, Mount Prospect has operated with minimal staffing at all levels. Over the years, departments and functions have been combined to the point that there are only seven major operating departments - Police, Fire, Public Works, Community Development, Human Services, Finance and Administration. This is not a bloated, inefficient organization. The loss of ten percent of the work force is significant. Unlike the private sector, our demand for services has not dropped off and in some cases has increased.

After several budget hearings and consequent deliberations the Village Board voted to 1) maintain the 2010 property tax levy (payable in 2011) at 2009 levels, 2) refrain from any drawdown in General Fund surplus to cover operating expenses, and 3) proceed with proposed staff reductions. Of the 30 proposed staff reductions, 9 were accomplished by employees accepting the "Retiree Incentive Plan" of two years of medical insurance at no cost to the retiree. In the end, staff reductions by retirement, attrition or layoff by department or division were as follows 11 Police, 7 Fire, 3 Public Works, 4 Community Development, 2 Finance, 1 Human Services, and 2 General Administration.

### 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 2011 Budget coincides with the **calendar year**. It also includes a **Forecast Expenditure Plan** for the following year-2012. 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.

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 need, on a continuing basis, for certain essential capital equipment such as vehicle replacement and maintenance. These lease payments (which are recorded as expenses to each department) over time will provide the cash necessary to fund the expense of such items. The Budget has always included these annual lease payments for vehicle replacements as well as annual vehicle maintenance charges. In an effort to balance the budget for 2010, the vehicle replacement program was deferred for one year (excluding public safety vehicles). By deferring vehicle purchases for one year, the lease payment expense for 2010 was eliminated. This action removed nearly \$900,000 from the General Fund Budget, without which other more significant cuts would have been required to balance the 2010 budget. Although the lease payment had been suspended for one year, the Vehicle Replacement Fund continues to be fully funded. **Please note that the deferral of the 2010 vehicle replacement program cannot be extended into 2011 without serious impact to vehicle maintenance operations.**

The Village Board has in place a **fund balance policy** 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.

As a result of budget deficits, and planned transfers, in 2009 and 2010, General Fund reserves are estimated to fall to \$9,338,481 by the end of 2010. Maintaining a 25% General Fund reserve (of current year General Fund expenditures) is the standing policy of the Village Board. Fund balance as a percent of expenditures at the end of 2010 falls to 22.99%, below the policy benchmark set for this fund. During 2010 \$861,000 in surplus funds were used to write down the cost of the Phase I construction projects. Given the current revenue trends, General Fund reserves will be under considerable stress over the next several years.

### **2011 BUDGET DISCUSSIONS AND ANALYSIS**

Going into the 2011 Budget preparation process it was necessary to develop a reasonable, rational and equitable expenditure reduction methodology in line with the directives from the Village Board 1) No Property Tax Levy increase and 2) No draw-down of the General Fund surplus. Given these directives and based on departmental budget submittals the General Fund budget for 2011 was projecting a deficit of \$3 million. Allocation of this deficit to the departments was done relative to their overall share of the General Fund Forecast Budget for 2011 (as presented in the 2010 budget document). After each applicable share was determined departments were charged with making the necessary cuts to their 2011 budget. Cuts were to come from either personnel or non-personnel accounts. Obviously, the Police, Fire and Public Works departments make up the lion's share of the General Fund and so their reduction targets were significant. Respectively, they account for 36%, 28% and 16% of the total. The remaining 20% is made up of Administration, Community Development, Finance and Human Services. Each department was charged with 1) maintaining non-personnel expenses at 2009 levels and 2) meeting their target reduction number. As for wages, all non-union employees (including management staff for a second year) will receive no increase for 2011. Contractual raises for Police, Fire and Public Works unions remain as planned.

The following is a department by department synopsis of the expenditure reduction effort along with service reduction impacts and 2011 core goals.

#### **ADMINISTRATION**

Included in **Administration** are the budgets for Public Representation, Village Manager's Office, Village Clerks Office, Human Resources, Public Information, Information Technology and Legal Services. Spending reductions included the elimination of the Deputy Village Clerk, a part-time Television Production Assistant and an Intern. A full-time Community Producer position was reduced to part-time status. \$86,000 in merit bonuses, market salary adjustments and deferred compensation contributions were also eliminated. Non-personnel spending was reduced by \$91,900, including \$29,000 for the Winter Festival Parade. The largest service impact will be to the Clerk's Office with various duties being reassigned to other administrative staff and to Television Services which will see a sharp reduction in original community programming.

### COMMUNITY DEVELOPMENT BUDGET

The **Community Development Department** will realize a cost savings to its overall operations budget in 2011 through the outsourcing of the Building Inspection services. Outsourcing will result in the elimination of four building inspector staff positions in the Department and will generate annual budget savings of over \$200,000. Current customer service levels will be maintained during the transition from in-house staff to contract services.

The Department continued its efforts to digitize its historical building permit and zoning documents and was able to realize a cost savings over anticipated scanning expenses through the development of an RFP and contract for these services. In 2010, over one million documents were converted from paper or microfiche media to digital format. Following the completion of this project the data is now more easily accessible via the Village's Laserfiche software system.

### FINANCE BUDGET

Staffing levels in the **Finance Department** budget for 2011 were reduced by two full-time positions lowering staff count from 17 to 15. There will now be 11 full-time positions and 4 part-time positions throughout the three Finance Divisions (Administration, Accounting and Customer Service). The positions impacted by the budget reductions were the Administrative Assistant and Data Entry Clerk, both back office positions. Concentrating the cuts in the back office will allow our Customer Service Division to remain fully staffed for servicing the patrons. Responsibilities previously held by the Administrative Assistant will be redistributed to others in the department increasing their individual workloads. It was anticipated that the Data Entry Clerk position would be eliminated when the new ERP software is fully implemented in 18 to 24 months. Until that time, responsibilities currently handled by the Data Entry Clerk must also be distributed among remaining staff.

Changes to non-personnel related expenses related to insurance (Property & Liability/Workers' Comp) and postage accounted for the entire increase from the prior year's budget. The increase for these two accounts was \$104,516 while the balance of the accounts actually decreased from the prior year by \$2,004.

### HUMAN SERVICES BUDGET

Reductions in this department include the elimination of two part-time nurse positions and the reduction of a full-time Bilingual Social Work position to part-time status. The reductions will result in longer waits for service and limiting case loads. Program eliminations include flu vaccinations, home delivered meals, senior taxi cab subsidy and the mentor program. Many of these programs have seen a significant decline in usage as alternative sources have become available. The exception is the mentor program which was run by the bilingual social worker. Program eliminations will save \$12,000 and 1340 hours of staff time.

### POLICE DEPARTMENT BUDGET

The most significant change in the 2011 police department budget is in the form of personnel reductions. The department is eliminating four (4) sworn officer, seven (7) community service officer and five (5) part-time crossing guard positions. These reductions necessitate the elimination of the Traffic Unit, Crime Prevention Unit and School Crossing Guard program effective December 30, 2010. The department is adequately staffed to maintain its core responsibilities of 911 call response and follow-up criminal investigations for 2011.

The current economic circumstances leave the department facing an unprecedented reduction in force that will test its current service delivery model and necessitate the adoption of further operational efficiencies. Once again, 2010 saw the department achieve considerable success at controlling discretionary spending in a number of areas, most notably in overtime costs, where 2010 year end overtime totals are projected to be approximately \$250,000 below budgeted levels. The organization's senior management team will continue to actively pursue value-seeking initiatives in 2011 as part of its on-going effort to further reduce operating costs and enhanced public value.

The department's members remain committed to the agency's mission and stand ready to face the challenges sure to present themselves in 2011.

### FIRE DEPARTMENT BUDGET

The 2011 budget for the **Fire Department** includes the reduction of seven (7) full-time positions and one part-time position. Six of the full-time positions are firefighter/paramedics which will require an apparatus at the downtown Fire Station 13 (either Truck or Engine) to be taken out of service. The current full-time minimum staffing for fire department shift personnel will be reduced from 18 to 16 firefighters on duty each day.

The other full-time position is the Fire Protection Engineer in the fire prevention bureau. This position was responsible for plan reviews for new construction and the duties assigned to this position will be handled by the Fire Marshal.

The part-time position that is being eliminated in the 2011 budget is the Disaster Management Coordinator position. The duties of the Disaster Management Coordinator will be shifted to other fire department personnel as needed.

### PUBLIC WORKS BUDGET

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. One (1) full-time position (Administrative Analyst) was completely eliminated. All other employee costs, contractual services, utilities, and commodity accounts were held at 2009 levels (no increases). A \$189,300 vehicle lease payment, which was eliminated from the 2010 budget, has been added back in for 2011.

The **Streets/Building/Parking Division** includes programs related to the maintenance of public buildings, streets, state highway maintenance, storm sewers, traffic signs, snow removal, and parking lot maintenance. This division is funded by general fund, motor fuel tax funds, and Village parking system enterprise funds.

In the Streets Maintenance program, two (2) full-time employee positions and four (4) seasonal employee positions have been eliminated. In addition, new sidewalk construction has been eliminated (\$30,000) and the sidewalk cost-share program has also been eliminated (\$33,000).

In the Traffic Sign Maintenance, one (1) seasonal position has been eliminated. The State Highway Maintenance program is fully funded and completely off-set by revenue from the Illinois Department of Transportation. IDOT is presently current on payments for this program.

The **Forestry and Grounds Division** budget includes the costs associated with the forestry program, maintenance of grounds, and public grounds beautification. Expenditures for all public properties, except the grounds of the Water and Sewer Fund properties, are included in this division.

In the Forestry and Grounds programs, two (2) seasonal employee positions have been eliminated.

In the Maintenance of Grounds program, there is a \$16,000 reduction in contractual grounds maintenance.

In the Forestry program, new parkway tree planting has been reduced by \$33,000 and the share-cost tree planting program has been eliminated (\$40,000). Additional reductions include a \$13,000 reduction in tree trimming, \$50,000 in tree removals, \$30,000 in stump removals, and a \$5,000 reduction in contractual spraying.

The **Engineering Division** budget includes 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.

Two (2) seasonal employee positions have been eliminated from the Engineering Division budget. All other employee costs, contractual services, utilities, and commodity accounts were held at 2010 levels (no increases). An \$11,100 vehicle lease payment, which was eliminated from the 2010 budget, has been added back in for 2011.

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.

In response to basement back-up complaints, sewer improvements in the Lake Briarwood residential area in the amount of \$611,000 (2011) and \$325,000 (2012) have been included in the current budget. Work will include the replacement of sewer mains and manhole structures. In order to help fund this project, several other Water and Sewer Division capital projects have been reduced including sewer repair/replacement (reduced \$200,000) and water main replacement (reduced \$303,000).

Other significant capital projects funded by the Water and Sewer Fund include Automated Meter Reading (AMR) (\$100,000), Emergency Generator (\$125,000), and Combined Sewer/Rear Yard Drainage Improvements (\$1,000,000).

#### **Refuse Disposal Program**

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. 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%. 2010 was a 2% increase.

#### **Vehicle Maintenance**

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 two seasonal employees; 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, leaf machines, etc.

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 used.

The expenditures for this division are anticipated to increase by 5% in 2010 primarily due to the increased costs of fuel. All other commodities, contractual services, and equipment have been held at 2010 levels. The average price per gallon of unleaded fuel in 2010 was \$2.44. The projected price per gallon in 2011 is \$2.61. The average price per gallon for 5% bio-diesel fuel in 2010 was \$2.57. The projected cost in 2011 is \$2.81 per gallon.

More information on each department can be found in their respective line-item submittals.

### **2011 BUDGET**

The 2011 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 balanced and totals \$40,570,430.** The 2011 forecast budget for the General Fund in the 2010 Budget cycle originally anticipated a deficit of \$2,545,255. That figure quickly ballooned to some \$3.0 million as revenues remained stagnant throughout 2010.

Items of note regarding the 2011 Budget include:

- The total Budget represents a 6.9% decrease from the amended 2010 Budget and totals \$82,619,424. The decrease is primarily due to expenses related to staff reductions. The General Fund decreased \$575,100, or 1.4% from the prior year. The budget for personal services (salaries/wages and benefits) was reduced by \$2.6 million as a result of the staff reductions. The Villages Operating Budget (that part which funds the Village's day-to-day operations) shows a decrease of 5.6% and totals \$57,221,278. The Operating Budget includes all General Fund expenditures as well as refuse disposal, water and sewer service, and various special revenue activities.

- Total revenues and other financing sources, excluding the Library, are estimated at \$86,471,465. This represents a decrease of 3.0%. The decrease is primarily due to the completion of Phase I construction projects. Water and sewer sales were also lowered for 2011 (based on consumption of 1.25 billion gallons in 2011 versus 1.5 billion gallons in 2010).
- Recurring revenues are estimated at \$86,419,465. This is a decrease of 1.9% from the 2010 Budget.
- The 2010 **Property Tax Levy** (payable in 2011) was held flat and totals \$15,194,638. That portion of the tax levy allocated for operations is set to decrease 13.9% or \$1,122,939 from the prior year while the portion for debt service on municipal debt increases 15.9% or \$246,105. It is important to note that the portion of the levy attributable to the payment of debt service is at 11.8% of the total levy. This ratio is very low and along with strong fund balances, and a diversified revenue base, reflects favorably with bond rating agencies.

The portion of the levy allocated for pensions (both police and fire) will increase substantially from the prior year. The Village's contribution for the Police and Fire pension funds is set to increase 22.4% and 23.5% respectively. The Village is required by State Statute to levy on an annual basis an amount actually determined to achieve fully funded status by 2033. The Police and Fire pension funds are currently funded at 60.6% and 65.0% respectively. This is a slight increase from the 58.9% (Police) and 63.9% (Fire) reported in the prior year's actuary valuation.

- Total personal service costs in 2011 are estimated to be \$25,707,391. This is a decrease of \$ 1,181,455 or 4.4% from 2010. The 2011 budget assumes no wage increase for all non-union (including management) employees. A 3.5% wage increase is included in the Budget for all collectively bargained groups per current contract terms. Senior Management will see salaries frozen again at 2009 levels.
- The Village's Capital Budget for 2011 is budgeted at \$7,398,407. This is a decrease of \$3,348,846 or 31.2% from the prior year. The decrease is due to the completion of the Phase I construction projects.
- The Water and Sewer Fund budget for 2011 has **decreased** \$2,719,315 from the prior year to \$10,830,434. The original 2010 budget was amended from \$12,225,000 to \$13,549,749 as a result of carryover capital projects. This accounts for the decrease from the prior year. Projects planned for 2011 include \$1,000,000 for combined sewer improvements, \$611,000 for Basin 14 sewer improvements and \$100,000 for work on an automatic meter reading system for residential water meters. A 4.0% rate increase (per plan) is included in this Budget.

## 2012 FORECAST

The 2012 Forecast Budget is currently showing total projected expenditures of \$89, 895,474, excluding the Library. This represents an 8.8% increase from 2011. The increase is primarily due to capital projects and equipment purchases deferred from prior years. General Fund expenditures for 2012 are forecast to increase \$2.1 million or 5.3%.

The Property Tax increase for the 2011 Levy year (2012 Budget) is 4.3% with the portion allocated for operations increasing 4.1% and the debt service portion increasing 2.6%. **The 2012 General Fund Forecast Budget, as presented, is currently showing a deficit of \$977,099.**

## ACKNOWLEDGMENTS

Preparation of the Budget is always a long and arduous task. Substantial deliberation and difficult decisions are made throughout the preparation phase of the process. The Finance Commission and Village Board's review and amendment of the Budget have strengthened it and set the course for addressing future revenue and expenditure discussions. I wish to thank all management team members for their cooperation and support in preparing this Budget. Their commitment and that of their staffs to provide Mount Prospect residents and businesses with low-cost, yet high-quality services is evidenced throughout this document.

Special thanks are in order for Finance Director David Erb. Without his considerable talents, this Budget would not have been possible. Special recognition is also in order for the Deputy Finance Director Lynn Jarog, Accounting Supervisor Tricia Farkas, Accountant Nancy Warnock and Administrative Assistant Lisa Burkemper as well as the entire Finance Department staff who labor under very trying conditions during the Budget preparation process.

## CONCLUSION

Municipal government is constantly implored to act like a private business. I believe, in Mount Prospect, we do practice many of the attributes of a well-run business. We do so even though we do not benefit from the same flexibility and freedom that the private sector enjoys. We cannot, to a great extent, pick and choose the products and services we provide. We cannot pick and choose our customers. We cannot just close our doors when market conditions become unfavorable nor can we move to a new location where the economy is better and the problems less intractable. Our decisions are made in public rather than in the safety and security of a closed boardroom. I am skeptical that many businesses could thrive and prosper given these constraints. The layoffs for 2011 come, not in the face of reduced demand for services, but rather from a precipitous drop in revenues. Unlike the private sector, our demand for services has not dropped off and in some cases has increased due to the economic downturn.

Yet, as was highlighted previously, Mount Prospect municipal government has long been recognized for providing its residents with cost-effective, quality services. The result is that the community has historically been viewed as an outstanding place to live, work, and raise a family. Looking back over the years, most would agree that our community has matured gracefully and with dignity. Looking forward, we will continually be tested.

As we move into 2011, we will need to constantly monitor our revenue estimates and be prepared to make expenditure adjustments as necessary. Likewise, we will need to start planning in earnest for 2012. The financial health of the Village must remain the #1 priority of the Village Board and Administration in 2011 and beyond.

Along the way, we can be certain that our community will be required to address a plethora of modern day dilemmas. Issues such as crime, gangs, societal problems, property maintenance, infrastructure needs and the provision of basic municipal services all compete for limited resources, yet each requires our full, unfailing attention. Difficult decisions regarding the allocation of limited resources will be a constant challenge in years to come. Urban and societal issues will increasingly place more demands on our service delivery system, especially as the Federal and State levels of government continue to shift responsibility for the provision of basic social and welfare services to the local level.

While these challenges will require our undivided and constant attention, we face the tasks at hand confident in the knowledge that Mount Prospect's underlying financial condition remains solid and the community's collective will to prosper is unflinching. Each year, our stewardship of the community begins with the preparation of the annual Budget. The 2011 Budget represents a well-conceived revenue/spending plan that balances current economic realities with our need to continue to provide high quality core services to the residents and businesses in our community. Looking out toward the 2012 fiscal year, we can expect extremely pensive deliberations and especially difficult decisions over the coming months as we pursue our quest to keep Mount Prospect a strong, vital community. Regardless of these looming adversities, I remain optimistic that in the final analysis, the community will be well served by the deliberation we will engage in, and the resulting decisions made over the coming months.

Finally, on behalf of the entire staff, I would like to acknowledge and thank the Village Board and Finance Commission for their individual and collective support in providing the necessary leadership to carry out our daily mission of providing Mount Prospect residents and businesses with a full range of high-quality municipal services.



MICHAEL E. JANONIS  
Village Manager

MEJ/dj

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**LONG-TERM FINANCIAL POLICIES**

In its budgeting activities, the Village seeks to adhere to defined long-term financial policies. 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. Surpluses in general village revenues not allocated to the annual operating budget are 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 projections for all major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control and Water & Sewer Funds. The projections are updated annually as part of the *Five-Year Capital Improvements Plan* document.
- **Limit total property tax levy increases to 5% annually (exclusive of the Library).** Although the Village is not restricted in its annual levy of taxes, the governing Board has imposed a self-imposed cap on the annual increase in the property tax levy. This will limit the Village's dependence on a single source of revenue and prevent property owners from being overburdened by spikes in the tax rate.
- **Setting of fees and user charges.** The Village will set user fees for each enterprise fund (i.e. Water & Sewer Fund) 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 (i.e. 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.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**LONG-TERM FINANCIAL POLICIES (cont.)**

- **Maintain the General Fund fund balance at 25% 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 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.
- **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 projections for all major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control and Water & Sewer Funds. The projections are updated annually as part of the *Five-Year Capital Improvements Plan* document.
- **Capital programming.** The annual budget along with the five-year capital improvement plan 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 25% 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 a more useful planning tool.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**LONG-TERM FINANCIAL POLICIES (cont.)**

- **Maintain the Police Pension Fund and Fire Pension Fund at 100% of actuarially recommended funding.** State statute requires the Village's Police and Fire Pension funds to be fully funded by 2033. In order to achieve this level of funding by the desired date the Village Board has committed to funding the pension funds at the 100% level. Funding is derived, primarily, from the property tax levy which has specific components of the levy dedicated for this purpose.
- **Update the five-year Capital Improvement Plan on an annual basis.** The development of the capital improvement plan 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 implemented a Debt Service Policy in 2009 that guides decision making by 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 unreserved 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 policy is included later in the introduction section of this document.

The Village will continue to evaluate its long-term financial policies and make additions and modifications as necessary. The Village approved an expanded Fund Balance policy that in addition to establishing minimum fund balance levels for all funds 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 Policy in the Introduction Section of this document is the newly implemented Debt Service Policy.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**FUND BALANCE RESERVE POLICY**

- I. **Purpose:** The purpose of this policy is to establish guidelines in providing for an unrestricted reserve balance in the Village's General Fund as well as other operating and capital funds.
  
- II. **Policy Considerations:** Adequate fund balance is necessary to provide for operational stability and to provide for needs caused by unforeseen events. Additional benefits of maintaining a strong fund balance include higher interest earnings to support the annual budget and the maintenance and potential upgrade to the Village's bond rating. This policy provides for a minimum amount of unreserved fund balance the General Fund and other funds should maintain. As with other financial policies established by the Village, the fund balance policy will use recommended practices from the Government Finance Officers Association as a guide. All fund balances will be reviewed annually during the budget process.
  
- III. **General Policy:** Unreserved and reserved fund balances are established for the following funds:
  - a. **General Fund**
    - i. Fund balance shall be maintained at a level equal to 25% of the subsequent fiscal year's expenditures.
    - ii. Should the unreserved fund balance drop below the 25% 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.
    - iii. Planned drawdown of fund balance below the 25% 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.
    - iv. Surplus fund balance above the 25% 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.
    - v. 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.
  
  - b. **Capital Improvement Fund**
    - i. Fund balance shall be maintained at 50% of the five-year average for capital expenditures supported by this fund to a maximum of \$1 million.
    - ii. 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.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**FUND BALANCE RESERVE POLICY (cont.)**

- iii. Planned drawdown of fund balance below the minimum level will be permitted to cover extraordinary expenditures or high cost projects that occur infrequently.
- iv. 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.
- v. Fund balance may be permitted to grow beyond the minimum level to cover anticipated high-cost projects in future years.

**c. Debt Service Funds**

- i. Fund balance for debt service funds supported by property taxes shall be maintained at a level equal to the amount of the next interest payment.
- ii. Fund balance for debt service funds supported by alternative revenues shall be maintained at a level equal to 50% of the next year's principal and interest payment.
- iii. 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.
- iv. Planned draw down of fund balance for debt service funds is permitted only to account for fluctuations in the bond repayment schedule.
- v. 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 years budgeted expenditures.

**d. Water and Sewer Fund**

- i. Fund balance for water and sewer purposes shall consist of cash and investment balances.
- ii. The cash and investment balance shall be maintained at a level equal to 33% of subsequent fiscal year's expenditures.
- iii. Should the cash and investment balance drop below the 33% 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.
- iv. Planned drawdown of the cash and investment balance below the 33% 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.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**FUND BALANCE RESERVE POLICY (cont.)**

- v. Surplus cash and investment balances above the 33% level can be used to support ongoing water and sewer capital projects or to defer or decrease future rate increases.
- e. Risk Management Fund**
- i. Fund balance shall be maintained at a level equal to unpaid claims liability (as prepared by enrolled actuary), plus 50% of the self-insured retention level for auto and general liability claims, plus 50% of the subsequent fiscal year's expenditures for workers' compensation claims.
  - ii. Should the unreserved 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.
  - iii. Planned drawdown of fund 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 fund 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.
  - iv. Surplus fund balance above the minimum level may be used to defer or reduce payments needed to support risk management operations.
- f. Internal Service Funds, Excluding Risk Management (Vehicle Maintenance, Vehicle Replacement, Computer Replacement)**
- i. Fund balance shall be maintained at a level sufficient for the ongoing maintenance of computer and motor vehicle machinery and equipment. Fund balances shall also support the replacement of machinery and equipment according to its designated replacement schedule.
  - ii. Should fund balance 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.
  - iii. Surplus fund balance above the minimum level can be used to reduce future lease payments.
- g. Refuse Disposal Fund**
- i. Fund balance shall be maintained at a level equal to 25% of subsequent fiscal year's expenditures.
  - ii. 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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

**FUND BALANCE RESERVE POLICY (cont.)**

- iii. Planned drawdown of fund balance below the 25% level will be permitted for operational purposes or to cover extraordinary expenditures. Reductions in the fund balance are meant to be short term only and must be resolved through rate adjustments or reduction in expenditure levels.
- iv. Surplus fund balance above the 25% level can be used to support ongoing operations, reduce that portion of the property tax levy or defer future rate increases.

**h. Parking Funds**

- i. Fund balance shall be maintained at a level equal to 25% of subsequent fiscal year's operating expenditures plus, adequate funds to complete all projects in the most recent Capital Improvement Plan for the year they are budgeted.
- ii. Should the unreserved 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. Capital projects planned for the year may need to be scaled back or deferred until a funding source is identified.
- iii. Planned drawdown of fund balance below the 25% level will be permitted for operational purposes to cover extraordinary expenditures or bridge a revenue shortfall. Reductions in the fund balance are meant to be short term only and must be resolved through rate adjustments or reduction in expenditure levels.
- iv. Surplus fund balance above the 25% level can be used to support ongoing parking capital projects or to defer future rate increases.

**i. Motor Fuel Fund**

- i. Fund balance shall be maintained at a level equal to 25% of subsequent fiscal year's expenditures.
- ii. 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. Some capital projects planned for the year may need to be scaled back or deferred until additional funding becomes available.
- iii. Planned drawdown of fund balance below the 25% level will be permitted to cover extraordinary expenditures or bridge a revenue shortfall. Reductions in the fund balance are meant to be short term only and must be resolved through a reduction in expenditure levels.
- iv. Surplus fund balance above the 25% level can be used to support ongoing capital projects.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**FUND BALANCE RESERVE POLICY (cont.)**

**j. Pension Fund**

- i. The fund balance shall be adequate to fully fund the Police and Firefighter Pension Funds by the date required by state statute. An annual actuarial study will be performed to determine the appropriate level of funding.

**k. All Other Funds**

- i. All other funds are used primarily for capital improvements or special revenue purposes. These balances will be reviewed annually to determine their adequacy for the expenditures scheduled.

- IV. **Excess Reserve Levels:** Unless specifically noted for a particular fund, reserves will not be permitted to exceed 100% of their fund's subsequent fiscal year's expenditures. If at any time these reserves exceed the maximum amount allowed, the Village Board will be mandated to transfer excess funds in an amount sufficient to bring reserves below the appropriate amount.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

**LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES**

It is recommended by the Government Finance Officer's 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.

During 2006, a number of strategic and budget planning sessions were held to discuss the long-term priorities of the Village. Included in the meetings were members of the Board of Trustees, Village Manager's Office and senior department staff. These planning sessions were the first of their kind 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 its constituents. The Village feels that a comprehensive strategic plan will improve on existing budgeting and planning procedures by developing a process for evaluating existing and future operating conditions and linking the broader organizational goals and objectives with individual departmental goals.

The purpose of the first strategic planning meeting held in February, 2006 was to narrow the focus of external issues which are outside the control of the Village from internal issues within the control of the Village. Staff from the Village Manager's Office facilitated the discussion while the members of the Village Board rated the importance of internal and external issues. Emphasis in the discussion was placed on identifying priorities. At this meeting a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis was performed. Issues were rated for a more detailed discussion at a follow-up planning meeting. In December, 2006 a second strategic planning meeting was held where the priority issues identified at the February planning meeting were categorized into broader organizational goals. Again, staff from the Village Manager's Office facilitated discussion while the Village Board discussed organizational priorities. In addition, senior department staff was on hand to provide input into the issues and answer questions as needed.

In April, 2007 a financial planning workshop was held to review results of operations from 2006 and a first quarter review for 2007. In addition, Village Board members and staff discussed capital program priorities, funding sources and impacts to municipal operations due to pending state legislation. Both financial and organizational priorities were discussed.

Ten (10) strategic goals were identified from the first strategic planning meeting in 2006. Some of these goals had been previously identified by staff and Village Board where some level of action has already taken place. The strategic goals are as follows:

1. **Funding Source for Capital Improvement Fund (done)**
2. Commercial and Residential Property Maintenance
3. **Financial Planning Workshop (ongoing)**
4. Efficiency Model – Internal Process Improvement
5. Maintenance of Non-Local Routes (Routes Under State and County Jurisdiction)
6. Review of Board and Commission Structure
7. **Traffic Control and Traffic Enforcement (ongoing)**
8. **Space Needs Study for Public Works and Public Safety Departments (done)**
9. Economic Development of Existing TIF and Other Commercial Corridors
10. **Emergency and Disaster Management Preparedness (ongoing)**

Strategic goals included in the list that are highlighted were the initial focus for 2007. Following is an update on the progress of the aforementioned goals.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

At the April 2007 workshop options for a permanent funding source for the Capital Improvement Fund were discussed. Several alternatives including property tax increase, utility tax increase and home rule sales tax increase were offered to the Village Board for consideration. It was determined that a home rule sales tax increase of .25% would provide sufficient funds to support the ongoing capital program with the least amount of impact to Village residents. The additional home rule tax went into effect January 1, 2008 and generates approximately \$1.1 million annually.

In addition to the financial planning workshop held in April 2007, the Village Board and staff also met in August at the Committee of the Whole meeting for a mid-year review and pre-budget workshop. First quarter and mid-year reviews and pre-budget workshops are now a permanent part of the annual budget process.

Traffic control and enforcement efforts continued through 2009. The Village's Engineering and Police Departments work together to tackle traffic safety issues. Those issues are addressed using the three "E's" approach consisting of education, enforcement and engineering. Several public workshops were held throughout the year furthering those efforts.

A space needs study was completed in 2007 to determine operational space needs for the Police and Fire Departments both immediate and into the future. The study has helped the Village Board make decisions on a new fire station and the reorganization of staff among the Fire and Public Works Departments. Further planning and public discussions occurred during 2008 with construction commencing in early 2009.

The Village's emergency and disaster management preparedness was put to the test in August 2008 when a severe storm cut through the heart of the Village destroying hundreds of trees and knocking out power to 60% of the utility customers. Earlier in the year a Disaster Management Coordinator was hired to lead our preparedness program. Although having only six months in at the Village, the new coordinator was able to implement many procedures that were used in our response efforts and reduce the impact to our constituents.

Several strategic goals and priorities were incorporated in the 2008 budget including 1) financial planning workshop, 2) third year of a five-year traffic study program, 3) redevelopment of Sub-Area #1 in the Downtown TIF District, and 4) construction of Fire Station #14, Public Works Expansion and Emergency Operations Center.

In April 2008, the Village held its annual financial planning workshop. Participants included the Village Board, Finance Commission and staff. In addition to reviewing end of year results and progress of the current year's budget, reports were made on a water and sewer rate study and FEMA (Federal Emergency Management Agency) update. The water rate study was done in response to double-digit water rate hikes imposed by the City of Chicago on water purchased by the Village. The study was needed to determine whether the current combined water and sewer rate would be sufficient to support ongoing operations or if a rate hike, above the regular annual rate adjustment, was needed. After reviewing the results it was determined that the existing rate structure would be sufficient for the next several years.

The FEMA update reported on the reimbursement of monies spent on flood control and storm clean-up from the August 2007 storm. Of the over \$994,000 spent on the clean-up, \$905,000 were seen as eligible costs (for reimbursement). FEMA reimburses eligible costs at 70% (plus an additional amount to cover administrative costs). Total reimbursed to the Village was \$698,325.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

Tasks in year three of the traffic control and enforcement program included engineering evaluations of seven neighborhood zones, sign installations/modifications in seven neighborhood zones and post studies following sign modifications in seven neighborhood zones. 388 stop sign modifications (193 added, 195 replaced), 354 speed limit sign improvements (218 added, 136 replaced), and the removal of 241 signs (50 stop signs, 22 yield signs, 169 speed limit signs). Total estimated funds expended in 2008 were \$381,000.

Redevelopment of Sub-Area #1 did not commence in 2009 as expected, but a redevelopment agreement is currently in place for a mixed use development with 101 housing units and 35,000 square feet of commercial space. Redevelopment is expected to commence once the economic climate for this type of project improves. Parcels needed to commence the redevelopment are in the process of being acquired and a funding plan to support the project has received agreement from all parties.

Work also continued on the Fire Station 14 replacement project. Improvements to the Public Works facility to accommodate Fire vehicle maintenance and an enhanced Emergency Operations Center (EOC) are also part of this project. An Architect and Construction Manager were hired and schematic design was completed. Construction is currently underway on all three projects and substantial completion is expected by the end of 2009.

The 2009 budget addressed a number of the strategic goals and priorities. Priorities included; 1) the development of a Neighborhood Resource Center (NRC) that will assist in bringing several of social, educational and Village services to low/moderate income families; 2) the expansion of the Village's marketing program to support current and future economic development efforts; and 3) the funding for and Construction of a replacement fire station, expanded Public Works facility and Emergency Operations Center (Phase I Projects).

The Community Connections Center (formerly the NRC) opened to the public in July 2009. The facility houses a satellite library, meeting rooms and offices for community partners to conduct business while servicing their clientele. It is expected that when fully operational there will be a total of eight community partners operating out of the Center. Currently there are three. These partners are School Districts 214 and 59 and Northwest Community Hospital.

The Village's expanded marketing program moved forward as planned in 2009 with increased advertising in local and regional publications supporting current and future economic development efforts. Advertising efforts were coordinated with locally planned events to maximize exposure. In addition, promotional efforts were undertaken to support the BusinessWeek.Com award of the Village of Mount Prospect designation on being the #1 place in the U.S. to raise kids. Billboards in the area contained this message along with signage on metropolitan transit vehicles and at the downtown Chicago train station.

Funding for construction of the Phase I projects was realized through the sale of two General Obligation bond issues during 2009. The first GO issue totaling \$10 million was completed in February with a second GO issue totaling \$2.66 million being completed in December. An additional \$2 million in surplus reserves in the General Fund were dedicated to the completion of this project

Although there still remain a number of strategic goals for the Village, revenue shortfalls prevent acting on any during 2010. Efforts were focused on balancing the budget while maintaining the core services residents have come to expect. We believe we were able to accomplish this task. Efforts at addressing strategic goals in 2011 will again be hampered, this time due to the elimination of approximately 10% of the total workforce of the Village. Decisions regarding staff reductions were made strictly on an operational basis with the idea of maintaining as many core services as possible.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

The next strategic planning meeting is scheduled for first quarter 2011. The formal strategic planning process for the Village is dynamic and will continue to evolve. It is anticipated that many changes will occur before a final plan is in place. In addition to helping the Village identify long-term goals of the Village; the strategic plan will also work to align individual department goals with the overall goals of the Village, incorporate performance measures to measure the success in meeting the objectives of the plan and provide a process for monitoring and reassessing the plan as internal and external conditions change.

# VILLAGE OF MOUNT PROSPECT

## 2011 BUDGET

### BUDGET INTRODUCTION

#### 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 2011 calendar year budget and the tentative dates for the 2012 budget is included at the end of this section. Following is a description of the various phases of this budget process.

#### The Capital Improvements Plan

The development of the Capital Improvements Plan (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 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. Prior to the commencement of work on the 2011 Budget, the 2011-2015 CIP was prepared.

The CIP development process begins in March with the Finance Department distributing CIP project request forms to the operating departments. The operating departments complete a request form for each proposed project and return the completed forms to the Finance Department in April for compilation. In formulating their requests, the operating departments review the current condition of the Village's infrastructure and other capital assets. They also consider whether additions to the capital asset inventory are warranted. Input received from residents, community groups, and elected officials throughout the preceding year is carefully reviewed to help gauge the needs of the community. A CIP project request must include the following:

- Description of the Project
- Justification for the Project
- Estimation of Project Costs
- Identification of Potential Revenue Sources to Support the Project
- Annual Dollar Impact Upon the Operating Budget if the Project is Undertaken

After the Finance Department compiles the draft CIP, the Village Manager and Finance Director meet with the director of each department individually for the purpose of conducting an administrative review and setting Village-wide priorities. During these meetings, project needs are clarified.

Upon conclusion of the meetings with the department directors, the Finance Director revises the CIP project requests as directed by the Village Manager and assembles the proposed CIP. The proposed CIP is submitted to both the Village Board and the Finance Commission in early June. Meetings of the Village Board, convening as a Committee of the Whole (COW), and the Finance Commission concerning the CIP take place in June and July.

# VILLAGE OF MOUNT PROSPECT

## 2011 BUDGET

### BUDGET INTRODUCTION

The Finance Commission is a citizen's commission. Its stated purpose is to assist the Village Board in maintaining a sound tax structure and overall fiscal policy for the Village. Each operating department discusses its CIP project requests with the Finance Commission in meetings held in June. Upon consideration of the project requests, the Finance Commission makes recommendations to the Village Board as to which should be included in the final CIP. The Finance Commission also may comment upon the feasibility and acceptability of potential revenue sources contemplated to support the various project requests.

After having received the recommendations of the Finance Commission, the COW meets to consider the proposed CIP. The operating departments present their requests to the COW. The COW considers each project in terms of its costs and benefits to the community. Based upon Finance Commission and staff recommendations and its own findings, the COW may direct additions, deletions, or revisions to the proposed CIP.

As stated above, the CIP covers the next five fiscal years. This long-term perspective helps the Village foresee both future capital expenditure needs and the demand for funds which they create. Revenue shortfalls are identified and spawn the development of separate long-term funding plans. However, CIP requests for the immediately upcoming fiscal year are subject to the closest scrutiny. This is because the Village must attempt to fund these requests through the next fiscal year's operating budget.

Based upon the direction of the COW, the Finance Director revises the proposed CIP. The Village Manager submits the revised document to the Village Board for acceptance in July. The final CIP is published as a stand-alone document. In the 2011 budget, line-items which are included in the 2011-2015 CIP carry the designation "(CIP)" within the account description.

### 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 operation under an annual budget in lieu of an appropriation ordinance. The approved budget provides the authority to expend funds in the new fiscal year.

Prior to staff work on the annual budget, the Village Manager and the Finance Director meet with the Village Board to discuss long-term strategies at a long-range financial planning workshop typically held in April. Staff then present a mid-year financial review of the execution of the current fiscal year's budget and an update of the upcoming year's "forecast" to the Village Board. This typically takes place in August. While state law only requires that local governments adopt an appropriation ordinance or budget for one fiscal year, the Village includes in its annual budget the projected financial operating plan for the subsequent fiscal year. This projected plan is termed the "forecast". For example, this 2011 annual budget includes a 2012 forecast. The forecast is not legally binding but it enables the Village to look into its financial operating future.

During the mid-year financial review, the Finance Director advises the Village Board of the Village's current financial condition. During the update of the forecast, the Village Board sets programmatic priorities and offers guidance for the staff's work on the next fiscal year's budget. To illustrate, the Village Board will establish policies regarding revenue sources, tax levies, and the level of services to be provided. This is the policy-setting stage. Given the Village Board's priorities and guidance, the staff begins work on the budget.

The formulation of the Village's annual budget parallels the development of the CIP in many respects. In July, the Finance Department distributes budget worksheets to the operating departments. The operating departments prepare their budget requests and submit them to the Finance Department in August. Departmental budget requests must be consistent with Village Board's stated priorities and guidance. As with the CIP, requests for service made by residents and community groups are ~~also~~ carefully considered.

## VILLAGE OF MOUNT PROSPECT 2011 BUDGET BUDGET INTRODUCTION

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. Expense line items that are either partially or completely offset by an associated revenue source carry the designation "(RO)" within the account description

The Village Manager and Finance Director meet with the director of each department individually in late August/early September to discuss his 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.

As with the CIP, departments present their budget requests to the Finance Commission and the COW. These hearings take place in October and November. Based upon Finance Commission and staff recommendations and its own findings, the COW may direct additions, deletions, or revisions to the proposed budget.

The Finance Director revises the proposed budget as directed by the COW and the Village Manager submits it to the Village Board 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.

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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

**Proprietary Funds** use the full accrual basis of accounting and include the enterprise funds (Water and Sewer Fund and Parking Fund) 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.

The budgets of the governmental funds are prepared on a modified accrual basis and the budgets of the proprietary funds and the fiduciary funds are prepared on a full accrual basis. With the exception of the treatment of depreciation, the budget basis is consistent with GAAP. Depreciation is not shown in the budget, although the full purchase price of capital expenditures is included. A reconciliation of this difference 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.

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, contractual services, commodities and capital expenditures. 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 extraordinary increases or decreases.

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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

**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 the gray 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, 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 Reserve policies, Long-Term Non-Financial Goals and Objectives, a description of the Budget Process, the Budget Model, the Budget Document, the Distinguished Budget Award, Fund Descriptions and a Budget Calendar.

**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 budget and estimated amounts, the proposed budget amounts and forecast amounts for the next year. Throughout the budget, the current year (2010) budget amounts reflect transfers and amendments as of October 15, 2010. 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 at the start and at the end of the budget year and the forecast year.

This section also provides supplemental information regarding Authorized Positions, Personal Services, Property Taxes, Long-Term Debt, the results of the Park Ridge Survey of the cost of Municipal Services, 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. 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.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

**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, performance measures, detail line-items totaled by expenditure classifications within a program, and supplemental summary information regarding the number of authorized employee positions, personal service costs, and capital expenditures.

**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 and Contingencies and the Mount Prospect Library, a component unit, 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.

**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, 2010. 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.

The award is valid for a period of one year only. We believe our 2011 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, 2010**

President

Executive Director

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

**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.

DEA Shared Funds Fund. To account for the revenue and expenditures of proceeds from the Federal DEA 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.

**Debt Service Funds**

Series 2001 B&I, Village Hall. To accumulate monies for payment of principal and interest on general obligation bonds issued to fund a portion of the costs of construction of a new Village Hall and Community Center and a multi-level parking structure. Financing is being provided by an annual property tax levy and transfers from other funds. The bonds were issued October 1, 2001 and an advance refunding of the bonds was done in December 2009 (Series 2009B).

Series 2003 B&I, Village Hall. To accumulate monies for payment of principal and interest on general obligation bonds issued to fund the balance of costs associated with construction of a new Village Hall, Community Center and a multi-level parking structure. Financing is expected to be provided by an annual property tax levy and transfers from other funds. The bonds were issued February 1, 2003 and will mature December 1, 2022.

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 1996 and a fifth loan in 1999. The debt service on each loan spans approximately 20 years. The final installment payment on the loans will be December 3, 2019. Financing is being provided by a portion of home rule sales tax.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**BUDGET INTRODUCTION**

Series 2009 B&I, Fire Station/Public Works. To accumulate monies for payment of principal and interest on general obligation bonds issued to fund the 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 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 1, 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 the 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 1, 2009 and will mature December 1, 2029.

**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 the resources to acquire property and construct certain improvements in the Downtown Redevelopment Tax Incremental Financing District No. 1. Financing is being provided by the sale of various general obligation bonds, the sale of property, and incremental property taxes. Other monies are being provided by interest income.

Street Improvement Construction Fund. To account for resources to carry out the Village's Street Improvement Program. Financing will be provided by a portion of a home rule sales tax and a local motor fuel tax. 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 the sale of general obligation bonds in 1996, 1998, 2000 and 2002, installment loans from the Illinois Environmental Protection Agency (IEPA), grants, and interest income.

Series 2009 Construction Fund. To account for the resources to fund a portion of the costs of constructing a replacement Fire Station #14, Emergency Operations Center and Public Works Expansion. Financing is being provided by the issuance of general obligation bonds, surplus funds on hand, federal and state grants and investment income.

**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, financing and related debt service, and billing and collection.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
BUDGET INTRODUCTION**

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, financing and related debt service and billing and collection.

Parking System Revenue Fund. To account for the provision of public parking services of Metra owned lots for a fee. All activities are accounted for including administration, operations, maintenance, financing and related debt service and billing and collection.

**Internal Service Funds**

Vehicle Maintenance Fund. To account for the maintenance and repair of all Village vehicles except Fire Department vehicles. Financing is being provided by charges to various Village funds.

Vehicle Replacement Fund. To account for the acquisition and depreciation of Village vehicles. Financing is being provided by charges to the General, Refuse Disposal, 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 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 charges to various Village funds.

**Pension Trust Funds**

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

**Component Unit Fund**

Mount Prospect Library Fund. To account for revenues and expenditures of the Mount Prospect Public Library. Also included in this fund are the principal and interest payments for the Series 2002 Library Bonds and Series 2006 Refunding Bonds issued by the Village.

**VILLAGE OF MOUNT PROSPECT  
BUDGET CALENDARS  
2011 and 2012**

2011 DATE	ACTION	2012 DATE
3/5/10	Capital Improvement Plan (CIP) Worksheets forwarded to Department Directors	3/4/11
3/19/10	Completed Computer CIP Worksheets returned to Finance Department	3/18/11
4/2/10	Remaining CIP Worksheets returned to Finance Department	4/1/11
4/27/10	Prior Year Budget Wrap-up and Preliminary Q1 Review	4/26/11
5/10/10 to 5/14/10	Department CIP reviews with Village Manger and Finance Director	5/9/11 to 5/13/11
5/21/10	Complete Proposed CIP Amounts	5/20/11
6/11/10	Deliver Proposed CIP to Village Board and Finance Commission	6/10/11
6/24/10	Review Proposed CIP with Finance Commission	6/23/11
7/13/10	Committee of the Whole - CIP Review Session	7/12/11
7/20/10	Acceptance of Proposed CIP at Village Board Meeting	7/19/11
7/9/10	Budget Kickoff Meeting - Access to Logos.NET Budget Software	7/13/11
8/10/10	Committee of the Whole - Mid-Year Budget Review and Pre-Budget Workshop	8/9/11
8/6/10	CIP available for distribution	8/19/11
8/6/10	Completed Departmental Budgets Advanced to Level 3 - Finance	8/12/11
8/6/10	Revenue Estimates completed by Finance Department	8/12/11

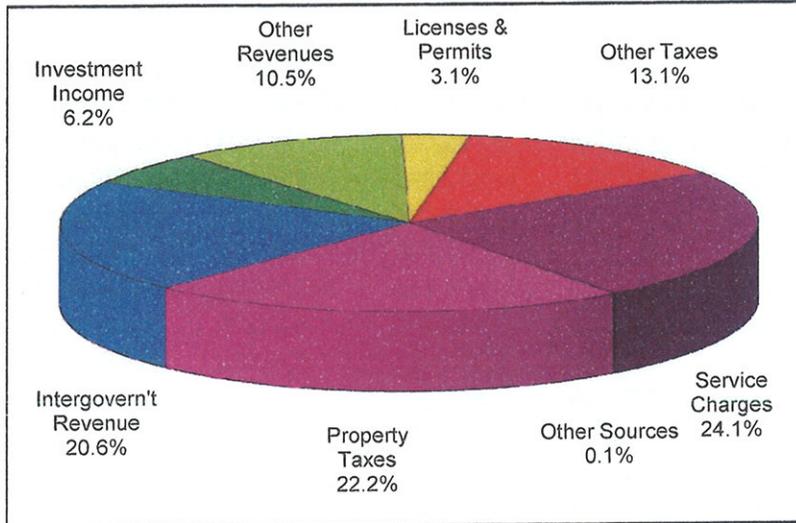
**VILLAGE OF MOUNT PROSPECT  
BUDGET CALENDARS  
2011 and 2012**

2011 DATE	ACTION	2012 DATE
8/26/10	Personnel Budget Review	8/25/11
8/30/10 to 9/02/10	Department Budget reviews with Village Manager and Finance Director	8/29/11 to 9/01/11
9/17/10	Complete Proposed Budget Amounts	9/16/11
10/8/10	Deliver Proposed Budget to Village Board and Finance Commission	10/14/11
10/15/10	Proposed Budget available for public inspection at the Village Clerk's Office and the Mount Prospect Public Library	10/14/11
10/21/10 10/28/10 11/4/10	Review of Proposed Budget with the Finance Commission	10/20/11 10/27/11 11/3/11
10/26/10	Committee of the Whole - First Budget Hearing (7:00pm - 10:00pm) Overview, Departmental Presentations	10/25/11
11/9/10	Committee of the Whole - Second Budget Hearing (7:00pm - 10:00pm) Departmental Presentations	11/8/11
11/23/10	Committee of the Whole - Third Budget Hearing (7:00pm - 10:00pm) (If Necessary)	11/22/11
12/7/10	Truth in Taxation Public Hearing	12/6/11
12/7/10	First Reading of Proposed Budget Ordinance at Village Board Meeting	12/6/11
12/21/10	Public Hearing and Second Reading of Proposed Budget Ordinance at Village Board Meeting	12/20/11
1/21/11	Approved Budget available for distribution	1/20/12



**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
TOTAL VILLAGE BUDGET**

**2011 Revenues & Other Sources**



**January 1 - December 31, 2011**

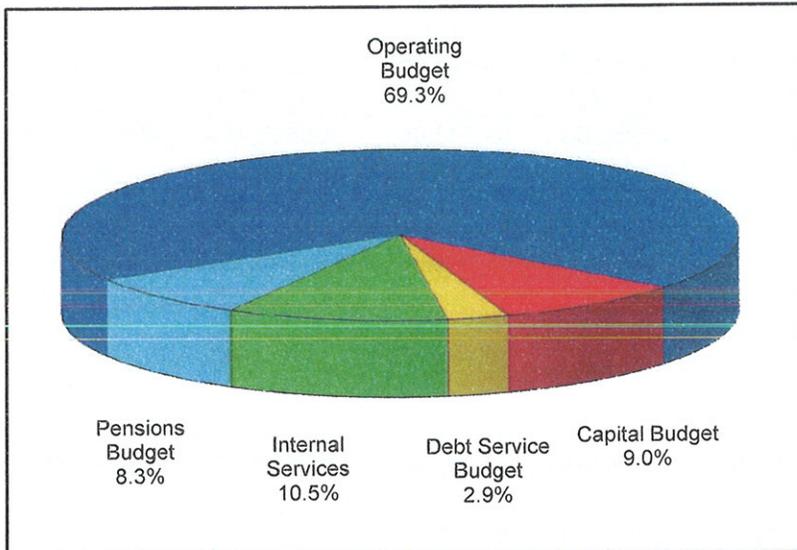
Other Taxes	11,340,000
Service Charges	20,872,719
Other Sources	52,000
Property Taxes	19,200,500
Intergovern't Revenue	17,853,977
Investment Income	5,325,400
Other Revenues	9,105,869
Licenses & Permits	2,721,000

**Village Revenues** 86,471,465

**Library Revenues** 9,801,109

**Total Budget Revenues** 96,272,574

**2011 Budget Expenditures**



**January 1 - December 31, 2011**

Operating Budget	57,221,278
Capital Budget	7,398,407
Debt Service Budget	2,416,548
Internal Services	8,691,145
Pensions Budget	6,892,046

**Village Expenditures** 82,619,424

**Library Expenditures** 9,801,109

**Total Budget Expenditures** 92,420,533

The purpose of this graphic is to provide an overview of the total Village of Mount Prospect budget for January 1, 2011 through December 31, 2011. The schedule on the next page shows revenues and other sources of financing, budget expenditures and available fund balances for 2010 through 2012. More detailed schedules are included on pages 3-6.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
TOTAL VILLAGE BUDGET**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>REVENUES AND OTHER SOURCES</b>					
Property Taxes	18,063,816	19,147,000	19,195,500	19,200,500	19,992,500
Other Taxes	10,707,344	12,067,000	11,147,000	11,340,000	11,458,000
Licenses, Permits & Fees	2,995,425	2,770,000	2,815,000	2,721,000	2,721,000
Intergovernmental Revenue	17,331,027	18,127,147	18,632,898	17,853,977	18,309,703
Charges for Services	20,342,701	21,469,380	19,407,244	20,872,719	22,277,354
Fines & Forfeitures	749,933	857,000	761,440	786,000	786,000
Investment Income	10,760,797	5,696,250	604,950	5,325,400	5,720,900
Reimbursements	363,966	549,500	533,479	403,279	409,779
Other Revenue	6,352,003	7,431,660	7,432,421	7,916,590	8,313,590
Interfund Transfers	648,940	973,505	861,000	-	-
Other Financing Sources	16,433,381	50,000	52,000	52,000	52,000
Village Revenues & Other Sources	104,749,333	89,138,442	81,442,932	86,471,465	90,040,826
Mount Prospect Library Revenues	8,895,479	9,715,689	9,715,689	9,801,109	(a)
Total Revenues & Other Sources	113,644,812	98,854,131	91,158,621	96,272,574	90,040,826

<b>BUDGET EXPENDITURES</b>					
Village Operating Budget	55,758,166	60,636,364	59,837,910	57,221,278	59,719,466
Village Capital Budget	16,273,008	10,747,253	11,972,400	7,398,407	11,463,264
Debt Services Budget	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172
Pension Systems Budget	6,133,454	6,410,400	6,413,461	6,892,046	7,086,451
Internal Services Budget (b)	8,124,557	8,668,309	7,843,971	8,691,145	9,166,121
Village Expenditures	92,262,127	88,788,206	88,238,805	82,619,424	89,895,474
Mount Prospect Library Expenditures	9,059,221	9,715,689	9,715,689	9,801,109	(a)
Total Expenditures (d)	101,321,348	98,503,895	97,954,494	92,420,533	89,895,474

<b>CHANGES IN FUND BALANCE</b>					
Excess (Deficiency) of Revenues & Other Sources Over Expenditures	12,323,464	350,236	(6,795,873)	3,852,041	(d) 145,352
<b>Fund Balance</b>					
Start of Budget Year	101,410,874	113,734,338	113,734,338	106,938,465	110,790,506
End of Budget Year	113,734,338	114,084,574	106,938,465	110,790,506	110,935,858
Less: Pension Fund Balances (c)	(81,821,230)	(86,227,230)	(81,452,819)	(85,598,936)	(90,253,790)
Available Fund Balance	31,913,108	27,857,344	25,485,646	25,191,570	20,682,068

(a) Not available as of December 21, 2010.

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

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

(d) Does not include the results of operation of the Mount Prospect Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
REVENUES AND OTHER SOURCES BY REVENUE TYPE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>VILLAGE REVENUES BY TYPE:</b>					
Property Taxes	18,063,816	19,147,000	19,195,500	19,200,500	19,992,500
Other Taxes	10,707,344	12,067,000	11,147,000	11,340,000	11,458,000
Licenses, Permits & Fees	2,995,425	2,770,000	2,815,000	2,721,000	2,721,000
Intergovernmental Revenue	17,331,027	18,127,147	18,632,898	17,853,977	18,309,703
Charges for Services	20,342,701	21,469,380	19,407,244	20,872,719	22,277,354
Fines & Forfeitures	749,933	857,000	761,440	786,000	786,000
Investment Income	10,760,797	5,696,250	604,950	5,325,400	5,720,900
Reimbursements	363,966	549,500	533,479	403,279	409,779
Other Revenue	6,352,003	7,431,660	7,432,421	7,916,590	8,313,590
	<u>87,667,012</u>	<u>88,114,937</u>	<u>80,529,932</u>	<u>86,419,465</u>	<u>89,988,826</u>
<b>INTERFUND TRANSFERS</b>	648,940	973,505	861,000	-	-
<b>OTHER FINANCING SOURCES</b>					
Bond Proceeds	16,204,536	-	-	-	-
Sale of Property/Other	228,845	50,000	52,000	52,000	52,000
	<u>16,433,381</u>	<u>50,000</u>	<u>52,000</u>	<u>52,000</u>	<u>52,000</u>
<b>TOTAL VILLAGE REVENUES AND OTHER SOURCES</b>	<b>104,749,333</b>	<b>89,138,442</b>	<b>81,442,932</b>	<b>86,471,465</b>	<b>90,040,826</b>
<b>MOUNT PROSPECT LIBRARY REVENUES</b>	8,895,479	9,715,689	9,715,689	9,801,109	(a)
<b>TOTAL REVENUES AND OTHER SOURCES VILLAGE AND LIBRARY (b)</b>	<b>113,644,812</b>	<b>98,854,131</b>	<b>91,158,621</b>	<b>96,272,574</b>	<b>90,040,826</b>
<b>CHANGES IN FUND BALANCE</b>					
Total Revenues & Other Sources	113,644,812	98,854,131	91,158,621	96,272,574	90,040,826
Total Expenditures	101,321,348	98,503,895	97,954,494	92,420,533	89,895,474
Additions to(Use of)Fund Balances	<u>12,323,464</u>	<u>350,236</u>	<u>(6,795,873)</u>	<u>3,852,041</u>	<u>145,352</u>
<b>ANALYSIS OF CHANGES IN FUND BALANCE</b>					
Additions to (Use of) Pension Fund Balances	8,876,427	4,406,000	(368,411)	4,146,117	4,654,854
Additions to (Use of) Other Fund Balances	3,447,037	(4,055,764)	(6,427,462)	(294,076)	(4,509,502)
	<u>12,323,464</u>	<u>350,236</u>	<u>(6,795,873)</u>	<u>3,852,041</u>	<u>145,352</u>

(a) Figures not available as of December 21, 2010.

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
BUDGET EXPENDITURES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>VILLAGE OPERATING BUDGET</b>					
<b>PUBLIC REPRESENTATION</b>	119,566	126,410	121,075	116,944	118,397
<b>VILLAGE ADMINISTRATION</b>					
Village Manager's Office	3,015,432	2,518,951	2,459,331	2,557,428	2,674,485
Television Services Division	193,274	202,049	185,810	166,222	171,378
Village Clerk's Office	208,125	208,643	206,129	143,060	147,673
Finance Department	1,564,370	1,612,713	1,604,509	1,582,484	1,621,891
	<u>4,981,201</u>	<u>4,542,356</u>	<u>4,455,779</u>	<u>4,449,194</u>	<u>4,615,427</u>
<b>COMMUNITY DEVELOPMENT</b>					
Community Development	2,150,196	2,289,546	2,227,712	2,175,530	2,257,693
Community Development/CDBG	798,311	565,447	515,447	455,219	422,345
	<u>2,948,507</u>	<u>2,854,993</u>	<u>2,743,159</u>	<u>2,630,749</u>	<u>2,680,038</u>
<b>HUMAN SERVICES DEPARTMENT</b>	<b>1,004,635</b>	<b>1,154,769</b>	<b>1,144,064</b>	<b>1,062,525</b>	<b>1,091,766</b>
<b>PUBLIC SAFETY AND PROTECTION</b>					
Police Department	14,178,301	15,042,664	14,735,842	14,720,114	15,460,284
Fire Department	11,347,461	11,494,327	11,327,416	11,446,107	12,033,697
	<u>25,525,762</u>	<u>26,536,991</u>	<u>26,063,258</u>	<u>26,166,221</u>	<u>27,493,981</u>
<b>PUBLIC WORKS DEPARTMENT</b>					
Administration	1,352,871	982,823	979,127	1,228,174	1,377,810
Streets/Bldgs/Parking	3,015,184	2,890,357	2,836,502	2,947,354	2,896,578
Forestry	1,674,649	1,781,232	1,727,923	1,707,418	1,959,364
Engineering	1,507,082	1,587,987	1,359,240	1,334,000	1,420,853
Water/Sewer	8,573,382	13,549,749	12,971,485	10,830,434	11,135,595
Refuse Disposal	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559
	<u>20,185,188</u>	<u>25,033,089</u>	<u>24,079,292</u>	<u>22,426,274</u>	<u>23,336,759</u>
<b>COMMUNITY &amp; CIVIC SERVICES</b>	<b>358,207</b>	<b>387,756</b>	<b>370,283</b>	<b>369,371</b>	<b>383,098</b>
<b>CONTINGENCIES &amp; EQUITY TRANSFERS</b>	<b>635,100</b>	<b>-</b>	<b>861,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATING BUDGET</b>	<b>55,758,166</b>	<b>60,636,364</b>	<b>59,837,910</b>	<b>57,221,278</b>	<b>59,719,466</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
BUDGET EXPENDITURES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>VILLAGE CAPITAL BUDGET</b>					
Village-Wide Improv & Eqpt	756,025	2,130,265	1,846,530	975,500	2,528,000
Station 14, EOC, and PW Expan	10,373,967	2,183,633	3,637,940	-	-
Downtown Redevelopment	371,202	2,735,000	2,829,100	2,887,157	2,951,461
Street Improvement Projects	3,026,195	2,495,880	2,495,880	2,297,000	3,843,000
Flood Control Projects	734,097	161,425	121,900	405,150	655,253
Parking System Improvements	-	25,000	25,000	25,000	25,000
Motor Equipment Replacement	859,943	810,000	810,000	613,650	1,259,300
Computer Replacement	151,579	206,050	206,050	194,950	201,250
	<u>16,273,008</u>	<u>10,747,253</u>	<u>11,972,400</u>	<u>7,398,407</u>	<u>11,463,264</u>
<b>DEBT SERVICE BUDGET</b>	<b>5,972,942</b>	<b>2,325,880</b>	<b>2,171,063</b>	<b>2,416,548</b>	<b>2,460,172</b>
<b>PENSION SYSTEMS BUDGET</b>					
Miscellaneous Pensions	45,590	46,600	46,600	45,863	46,005
Police Pensions	3,096,471	3,242,300	3,232,061	3,577,110	3,635,526
Fire Pensions	2,991,393	3,121,500	3,134,800	3,269,073	3,404,920
	<u>6,133,454</u>	<u>6,410,400</u>	<u>6,413,461</u>	<u>6,892,046</u>	<u>7,086,451</u>
<b>VILLAGE INTERNAL SERVICES BUDGET</b>					
Vehicle Maintenance Services	1,757,395	1,814,711	1,842,391	1,903,802	1,952,520
Risk Management	6,367,162	6,853,598	6,001,580	6,787,343	7,213,601
	<u>8,124,557</u>	<u>8,668,309</u>	<u>7,843,971</u>	<u>8,691,145</u>	<u>9,166,121</u>
<b>TOTAL VILLAGE EXPENDITURES</b>	<b>92,262,127</b>	<b>88,788,206</b>	<b>88,238,805</b>	<b>82,619,424</b>	<b>89,895,474</b>
<b>MOUNT PROSPECT LIBRARY BUDGET</b>	<b>9,059,221</b>	<b>9,715,689</b>	<b>9,715,689</b>	<b>9,801,109</b>	<b>(a)</b>
<b>TOTAL - BUDGET EXPENDITURES (b)</b>	<b>101,321,348</b>	<b>98,503,895</b>	<b>97,954,494</b>	<b>92,420,533</b>	<b>89,895,474</b>

(a) Figures not available as of December 21, 2010.

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT**  
**2011 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. Village bond ordinances generally require separate bond proceeds funds and separate bond and interest funds, 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. However, overall fund totals are not included in the expenditure portion of the budget document. 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. The first two schedules show actual amounts for 2009, budget and estimated amounts for 2010, budget amounts for 2011, and forecast amounts for 2012. The Available Fund Balances schedules add the estimated fund balances as of the start of the year with budget revenues and then subsequent budget expenditures to arrive at the estimated fund balances at the end of the year. Available Fund Balances schedules that show the estimated balances as of December 31, 2011 and December 31, 2012 is also included.

The Available Fund Balances schedules compare the expected fund balances 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 Balance policy which is included in the Introduction Section of this budget document. Although the Available Fund Balances schedules are not a required schedule, they provide valuable information for fiscal planning purposes.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**REVENUES AND OTHER SOURCES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>GENERAL FUND</b>	38,865,473	40,691,100	40,376,975	40,570,430	41,721,340
<b>SPECIAL REVENUE FUNDS</b>					
Refuse Disposal Fund	4,022,566	4,038,500	4,067,190	4,090,632	4,112,908
Motor Fuel Tax Fund	1,514,334	1,836,500	1,817,200	1,485,700	1,465,200
Community Dev. Block Grant	798,310	565,447	515,447	455,219	422,345
Asset Seizure Fund	3,076	6,000	5,300	3,500	3,500
DEA Shared Funds Fund	73	1,500	1,100	2,000	2,000
DUI Fine Fund	16,136	20,500	1,100	1,500	1,500
Foreign Fire Tax Board Fund	44,032	35,500	44,100	44,500	44,500
	6,398,527	6,503,947	6,451,437	6,083,051	6,051,953
<b>DEBT SERVICES FUND</b>	6,392,583	2,837,708	2,661,801	2,485,758	2,463,112
<b>CAPITAL PROJECTS FUNDS</b>					
Capital Improvement Fund	1,092,386	1,421,500	1,286,000	1,121,000	1,263,000
Series 2009 Const Fund	13,417,537	1,124,505	932,300	-	-
Downtown Redevelopment	2,279,802	2,567,000	2,558,000	2,667,500	2,810,500
Street Improvement Const Fund	1,328,708	1,717,600	1,983,950	1,372,000	1,383,000
Flood Control Const Fund	76,572	198,792	62,079	536,079	615,725
	18,195,005	7,029,397	6,822,329	5,696,579	6,072,225
<b>ENTERPRISE FUNDS</b>					
Water and Sewer Fund	10,104,243	12,225,500	10,551,700	10,858,000	11,190,000
Village Parking System Fund	145,810	152,000	147,850	150,800	150,800
Parking System Revenue Fund	155,973	159,500	166,100	166,500	166,500
	10,406,026	12,537,000	10,865,650	11,175,300	11,507,300
<b>INTERNAL SERVICE FUNDS</b>					
Vehicle Maintenance Fund	1,885,690	1,654,192	1,648,442	1,903,802	1,952,520
Vehicle Replacement Fund	1,198,456	238,200	135,700	783,600	1,566,500
Computer Replacement Fund	197,761	12,000	1,200	236,921	249,634
Risk Management Fund	6,245,521	6,865,098	6,480,948	6,543,724	6,760,942
	9,527,428	8,769,490	8,266,290	9,468,047	10,529,596

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
REVENUES AND OTHER SOURCES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>FIDUCIARY FUNDS</b>					
Police Pension Fund	7,854,005	5,585,500	3,328,950	5,752,500	6,145,000
Fire Pension Fund	7,110,286	5,184,300	2,669,500	5,239,800	5,550,300
	14,964,291	10,769,800	5,998,450	10,992,300	11,695,300
<b>TOTAL REVENUES &amp; OTHER SOURCES VILLAGE FUNDS</b>	<b>104,749,333</b>	<b>89,138,442</b>	<b>81,442,932</b>	<b>86,471,465</b>	<b>90,040,826</b>
<b>MOUNT PROSPECT LIBRARY FUND</b>	8,895,479	9,715,689	9,715,689	9,801,109	(a)
<b>TOTAL REVENUE &amp; OTHER SOURCES VILLAGE &amp; LIBRARY FUNDS (b)</b>	<b>113,644,812</b>	<b>98,854,131</b>	<b>91,158,621</b>	<b>96,272,574</b>	<b>90,040,826</b>

(a) Figures not available as of December 21, 2010

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
EXPENDITURES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>GENERAL FUND</b>	41,206,820	41,145,530	41,237,975	40,570,430	42,698,439
<b>SPECIAL REVENUE FUNDS</b>					
Refuse Disposal Fund	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559
Motor Fuel Tax Fund	1,867,383	1,736,302	1,516,302	1,086,302	1,917,028
Community Dev. Block Grant	798,311	565,447	515,447	455,219	422,345
Asset Seizure Fund	7,416	2,000	12,700	3,500	3,500
DEA Shared Funds Fund	12,721	1,000	3,515	2,000	2,000
DUI Fine Fund	7,443	1,500	350	1,500	1,500
Foreign Fire Tax Board Fund	8,966	15,500	35,550	28,550	28,550
	6,764,260	6,562,690	6,288,879	5,955,965	6,921,482
<b>DEBT SERVICES FUND</b>	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172
<b>CAPITAL PROJECTS FUNDS</b>					
Capital Improvement Fund	756,025	2,130,265	1,846,530	975,500	2,528,000
Series 2009 Const Fund	10,373,967	2,183,633	3,637,940	-	-
Downtown Redevelopment	372,202	2,736,500	2,830,600	2,888,657	2,952,961
Street Improvement Const Fund	2,060,370	1,575,880	1,575,880	1,747,000	2,523,000
Flood Control Const Fund	734,097	161,425	121,900	405,150	655,253
	14,296,661	8,787,703	10,012,850	6,016,307	8,659,214
<b>ENTERPRISE FUNDS</b>					
Water and Sewer Fund	8,573,384	13,549,749	12,971,485	10,830,434	11,135,595
Village Parking System Fund	70,142	175,098	137,178	210,017	149,643
Parking System Revenue Fund	149,774	174,597	173,693	262,295	192,312
	8,793,300	13,899,444	13,282,356	11,302,746	11,477,550
<b>INTERNAL SERVICE FUNDS</b>					
Vehicle Maintenance Fund	1,757,396	1,814,711	1,842,391	1,903,802	1,952,520
Vehicle Replacement Fund	859,943	810,000	810,000	613,650	1,259,300
Computer Replacement Fund	151,579	206,050	206,050	194,950	201,250
Risk Management Fund	6,371,362	6,872,398	6,020,380	6,798,843	7,225,101
	9,140,280	9,703,159	8,878,821	9,511,245	10,638,171

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
EXPENDITURES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>FIDUCIARY FUNDS</b>					
Police Pension Fund	3,096,471	3,242,300	3,232,061	3,577,110	3,635,526
Fire Pension Fund	2,991,393	3,121,500	3,134,800	3,269,073	3,404,920
	6,087,864	6,363,800	6,366,861	6,846,183	7,040,446
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>					
<b>VILLAGE FUNDS</b>	<b>92,262,127</b>	<b>88,788,206</b>	<b>88,238,805</b>	<b>82,619,424</b>	<b>89,895,474</b>
<b>MOUNT PROSPECT LIBRARY FUND</b>	9,059,221	9,715,689	9,715,689	9,801,109	(a)
<b>TOTAL REVENUE &amp; OTHER SOURCES</b>					
<b>VILLAGE &amp; LIBRARY FUNDS (b)</b>	<b>101,321,348</b>	<b>98,503,895</b>	<b>97,954,494</b>	<b>92,420,533</b>	<b>89,895,474</b>

(a) Figures not available as of December 21, 2010.

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**AVAILABLE FUND BALANCES 12-31-2011**

	Estimated Balance 1/1/2011	2011 Budget Revenues	2011 Budget Expenditures	Estimated Balance 12/31/2011	Recommended Fund Balance 12/31/2011
<b>GENERAL FUND</b>	9,338,481	40,570,430	40,570,430	9,338,481	<b>10,674,610</b>
<b>SPECIAL REVENUE FUNDS</b>					
Refuse Disposal Fund	2,117,188	4,090,632	4,378,894	1,828,926	1,136,640
Motor Fuel Tax Fund	(147,836)	1,485,700	1,086,302	251,562	479,257
Community Dev. Block Grnt	-	455,219	455,219	-	-
Asset Seizure Fund	43,011	3,500	3,500	43,011	-
DEA Shared Funds Fund	16,794	2,000	2,000	16,794	-
DUI Fine Fund	27,903	1,500	1,500	27,903	-
Foreign Fire Tax Board Fund	129,587	44,500	28,550	145,537	-
	<u>2,186,647</u>	<u>6,083,051</u>	<u>5,955,965</u>	<u>2,313,733</u>	<b>1,615,897</b>
<b>DEBT SERVICES FUND</b>	5,614	2,485,758	2,416,548	74,824	<b>755,275</b>
<b>CAPITAL PROJECTS FUNDS</b>					
Capital Improvement Fund	777,407	1,121,000	975,500	922,907	811,350
Series 2009 Const Fund	337,931	-	-	337,931	-
Downtown Redevelopment	1,938,494	2,667,500	2,888,657	1,717,337	-
Street Improvement Const Fund	439,270	1,372,000	1,747,000	64,270	-
Flood Control Const Fund	(305,154)	536,079	405,150	(174,225)	-
	<u>3,187,948</u>	<u>5,696,579</u>	<u>6,016,307</u>	<u>2,868,220</u>	<b>811,350</b>
<b>ENTERPRISE FUNDS</b>					
Water and Sewer Fund (a)	1,229,074	10,858,000	10,830,434	1,256,640	3,674,746
Village Parking System Fund (a)	262,937	150,800	210,017	203,720	49,382
Parking System Revenue Fund (a)	(167,396)	166,500	262,295	(263,191)	48,078
	<u>1,324,615</u>	<u>11,175,300</u>	<u>11,302,746</u>	<u>1,197,169</u>	<b>3,772,206</b>
<b>INTERNAL SERVICE FUNDS (b)</b>					
Vehicle Maintenance Fund	577,882	1,903,802	1,903,802	577,882	577,882
Vehicle Replacement Fund	5,643,313	783,600	613,650	5,813,263	5,813,263
Computer Replacement Fund	642,849	236,921	194,950	684,820	684,820
Risk Management Fund	2,742,039	6,543,724	6,798,843	2,486,920	1,713,795
	<u>9,606,083</u>	<u>9,468,047</u>	<u>9,511,245</u>	<u>9,562,885</u>	<b>8,789,760</b>

(a) Estimated balances reflect cash and investment balance, not fund equity.

(b) Estimated balance for Internal Service Funds reflect unrestricted net assets only.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
AVAILABLE FUND BALANCES 12-31-2011**

	Estimated Balance 1/1/2011	2011 Budget Revenues	2011 Budget Expenditures	Estimated Balance 12/31/2011	Recommended Fund Balance 12/31/2011
<b>FIDUCIARY FUNDS (c)</b>					
Police Pension Fund	41,117,369	5,752,500	3,577,110	43,292,759	67,890,432
Fire Pension Fund	40,335,450	5,239,800	3,269,073	42,306,177	63,246,594
	81,452,819	10,992,300	6,846,183	85,598,936	131,137,026
<b>Totals - Village Funds</b>	<b>107,102,207</b>	<b>86,471,465</b>	<b>82,619,424</b>	<b>110,954,248</b>	<b>157,556,124</b>
Less: Pension Funds (c)	(81,452,819)	(10,992,300)	(6,846,183)	(85,598,936)	(131,137,026)
<b>TOTAL AVAILABLE BALANCES VILLAGE FUNDS</b>	<b>25,649,388</b>	<b>75,479,165</b>	<b>75,773,241</b>	<b>25,355,312</b>	<b>26,419,098</b>
<b>MOUNT PROSPECT LIBRARY FUND</b>	<b>4,583,785</b>	<b>9,801,109</b>	<b>9,801,109</b>	<b>4,583,785</b>	<b>4,583,785</b>
<b>TOTAL REVENUE &amp; OTHER SOURCES VILLAGE &amp; LIBRARY FUNDS</b>	<b>30,233,173</b>	<b>85,280,274</b>	<b>85,574,350</b>	<b>29,939,097</b>	<b>31,002,883</b>

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

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**AVAILABLE FUND BALANCES 12-31-2012**

	Estimated Balance 1/1/2012	2012 Budget Revenues	2012 Budget Expenditures	Estimated Balance 12/31/2012	Recommended Fund Balance 12/31/2012
<b>GENERAL FUND</b>	9,338,481	41,721,340	42,698,439	8,361,382	11,101,594
<b>SPECIAL REVENUE FUNDS</b>					
Refuse Disposal Fund	1,828,926	4,112,908	4,546,559	1,395,275	1,182,105
Motor Fuel Tax Fund	251,562	1,465,200	1,917,028	(200,266)	498,427
Community Dev. Block Grnt	-	422,345	422,345	-	-
Asset Seizure Fund	43,011	3,500	3,500	43,011	-
DEA Shared Funds Fund	16,794	2,000	2,000	16,794	-
DUI Fine Fund	27,903	1,500	1,500	27,903	-
Foreign Fire Tax Board Fund	145,537	44,500	28,550	161,487	-
	<u>2,313,733</u>	<u>6,051,953</u>	<u>6,921,482</u>	<u>1,444,204</u>	<u>1,680,532</u>
<b>DEBT SERVICES FUND</b>	74,824	2,463,112	2,460,172	77,764	738,669
<b>CAPITAL PROJECTS FUNDS</b>					
Capital Improvement Fund	922,907	1,263,000	2,528,000	(342,093)	851,918
Series 2009 Const Fund	337,931	-	-	337,931	-
Downtown Redevelopment	1,717,337	2,810,500	2,952,961	1,574,876	-
Street Improvement Const Fund	64,270	1,383,000	2,523,000	(1,075,730)	-
Flood Control Const Fund	(174,225)	615,725	655,253	(213,753)	-
	<u>2,868,220</u>	<u>6,072,225</u>	<u>8,659,214</u>	<u>281,231</u>	<u>851,918</u>
<b>ENTERPRISE FUNDS</b>					
Water and Sewer Fund (a)	1,256,640	11,190,000	11,135,595	1,311,045	3,821,736
Village Parking System Fund (a)	203,720	150,800	149,643	204,877	51,357
Parking System Revenue Fund (a)	(263,191)	166,500	192,312	(289,003)	50,001
	<u>1,197,169</u>	<u>11,507,300</u>	<u>11,477,550</u>	<u>1,226,919</u>	<u>3,923,094</u>
<b>INTERNAL SERVICE FUNDS (b)</b>					
Vehicle Maintenance Fund	577,882	1,952,520	1,952,520	577,882	577,882
Vehicle Replacement Fund	5,813,263	1,566,500	1,259,300	6,120,463	6,120,463
Computer Replacement Fund	684,820	249,634	201,250	733,204	733,204
Risk Management Fund	2,486,920	6,760,942	7,225,101	2,022,761	1,713,795
	<u>9,562,885</u>	<u>10,529,596</u>	<u>10,638,171</u>	<u>9,454,310</u>	<u>9,145,344</u>

(a) Estimated balances reflect cash and investment balance, not fund equity.

(b) Estimated balance for Internal Service Funds reflect unrestricted net assets only.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
AVAILABLE FUND BALANCES 12-31-2012**

	Estimated Balance 1/1/2012	2012 Budget Revenues	2012 Budget Expenditures	Estimated Balance 12/31/2012	Recommended Fund Balance 12/31/2012
<b>FIDUCIARY FUNDS</b>					
Police Pension Fund	43,292,759	6,145,000	3,635,526	45,802,233	71,284,954
Fire Pension Fund	42,306,177	5,550,300	3,404,920	44,451,557	66,408,924
	<u>85,598,936</u>	<u>11,695,300</u>	<u>7,040,446</u>	<u>90,253,790</u>	<u>137,693,878</u>
<b>Totals - Village Funds</b>	<b>110,954,248</b>	<b>90,040,826</b>	<b>89,895,474</b>	<b>111,099,600</b>	<b>165,135,029</b>
Less: Pension Funds	(85,598,936)	(11,695,300)	(7,040,446)	(90,253,790)	(137,693,878)
<b>TOTAL AVAILABLE BALANCES VILLAGE FUNDS</b>	<b>25,355,312</b>	<b>78,345,526</b>	<b>82,855,028</b>	<b>20,845,810</b>	<b>27,441,151</b>
<b>MOUNT PROSPECT LIBRARY FUND</b>	4,583,785	(d)	(d)	(d)	(d)
<b>TOTAL REVENUE &amp; OTHER SOURCES VILLAGE &amp; LIBRARY FUNDS (e)</b>	<b>29,939,097</b>	<b>78,345,526</b>	<b>82,855,028</b>	<b>20,845,810</b>	<b>27,441,151</b>

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

(d) Figures not available as of December 21, 2010.

(e) Does not include Mount Prospect Library except for Estimated Balance 1-1-11.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
SUPPLEMENTAL INFORMATION**

**SUPPLEMENTAL SCHEDULES AND GRAPHICS**

The following schedules and graphics present historical and current information regarding Personal Services, Property Taxes, Long-Term Debt, the Cost of Providing Municipal Services, 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 2002 - 2011. The schedule also lists 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 Rate Comparisons, shows Village, Library and Special Service Area Tax Rates and Tax Levies by purpose for 2009, 2010, and 2011. The last graphic, Where Property Taxes Go, shows how property taxes are distributed to the various taxing bodies and the actual distribution of the 2008 property tax rate.

**Number of Authorized Positions** - This schedule shows the number of full-time, part-time, seasonal and full-time equivalent positions for 2009, 2010, and 2011.

**Personal Services** - The payment of wages and other compensation represent 45.8% of the operating budget. This schedule shows 2009 actual, 2010 budget and estimated amounts, budget amounts for 2011 and forecast amounts for 2012. The schedule organizes the personal service amounts by the type of Village Service provided.

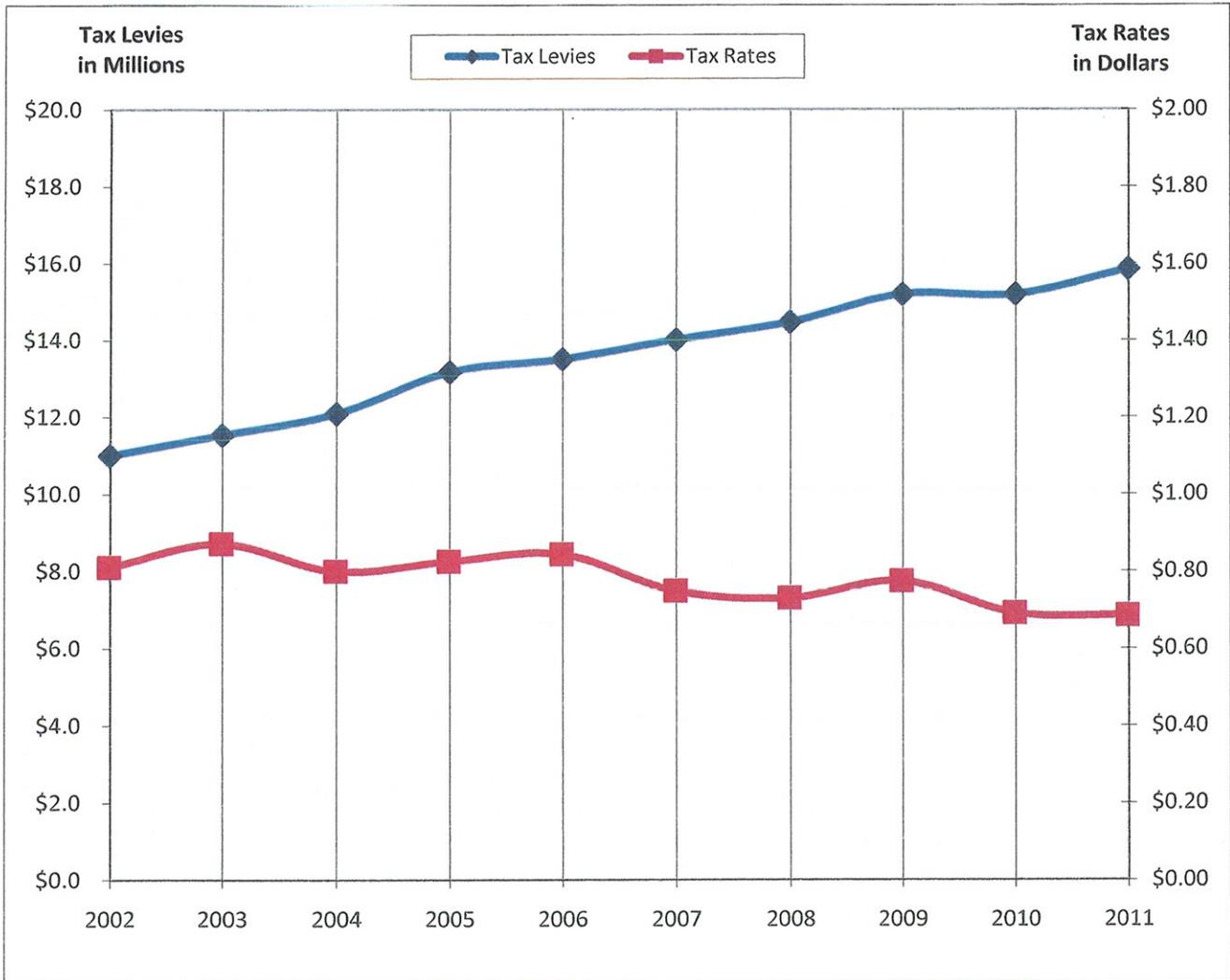
**Long-Term Debt** - One graphic and two schedules are included. The graphic shows the relative speed of how outstanding debt issues will be paid. The first schedule shows the maturity dates, the original amounts issued and outstanding balances of current and proposed bond issues. The second schedule shows the Annual Principal Requirements for 2011 through 2014 and the balance of payments due from 2015 through 2029. This schedule classifies the various bond issues by the sources of revenue that will be used to fund the debt service payments.

**Cost of Municipal Services - Park Ridge Survey** - This graph compares the Cost of Municipal Services per Resident in Mount Prospect to the Average Cost per Resident of all communities in the survey for the last ten years. Mount Prospect has consistently ranked near the bottom for this category. For the most recent survey, Mount Prospect was second lowest out of nine communities.

**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**  
**2011 BUDGET SUMMARY**  
**VILLAGE PROPERTY TAX LEVIES AND TAX RATES**



Year	Equalized Assessed Valuation	Village Extended Tax Levies	Annual % Change	Village Tax Rates
2002	1,355,301,118	11,010,747	4.8%	0.812
2003	1,321,886,943	11,539,755	4.8%	0.873
2004	1,491,117,145	12,093,915	4.8%	0.801
2005	1,594,975,722	13,175,689	8.9%	0.827
2006	1,597,309,461	13,506,574	2.5%	0.846
2007	1,870,325,316	14,014,838	3.8%	0.750
2008	1,979,496,030	14,472,271	3.3%	0.732
2009	1,957,516,335	15,194,638	5.0%	0.776
2010	2,192,488,214	15,194,637	0.0%	0.693
2011	2,307,780,457	15,852,354	4.3%	0.687

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**REAL ESTATE AND SPECIAL SERVICE AREA TAX LEVIES AND TAX RATE COMPARISONS (1)**

	2009 Tax Levy		2010 Tax Levy		2011 Tax Levy	
	Rate	Amount	Rate (2)	Amount	Rate (2)	Amount

<b>Village Levies</b>						
General Corporate	\$ 0.3988	\$ 8,044,484	\$ 0.3063	\$ 6,921,545	\$ 0.3029	\$ 7,204,260
Garbage	0.0885	1,785,000	0.0790	1,785,000	0.0751	1,785,000
G.O. Bonds	0.0764	1,541,634	0.0791	1,787,738	0.0771	1,833,715
Police Pension	0.1019	2,055,987	0.1114	2,516,878	0.1132	2,693,059
Fire Pension	0.0876	1,767,533	0.0966	2,183,477	0.0982	2,336,320
<b>Village Totals</b>	<b>\$ 0.7532</b>	<b>\$ 15,194,638</b>	<b>\$ 0.6725</b>	<b>\$ 15,194,638</b>	<b>\$ 0.6665</b>	<b>\$ 15,852,354</b>

<b>Library Levies</b>						
Operations	\$ 0.3666	\$ 7,395,253	\$ 0.3893	\$ 7,853,500		(4)
Debt Service	0.0825	\$ 1,664,822	0.0820	\$ 1,654,041		
<b>Library Totals</b>	<b>\$ 0.4491</b>	<b>\$ 9,060,075</b>	<b>\$ 0.4208</b>	<b>\$ 9,507,541</b>		<b>(4)</b>

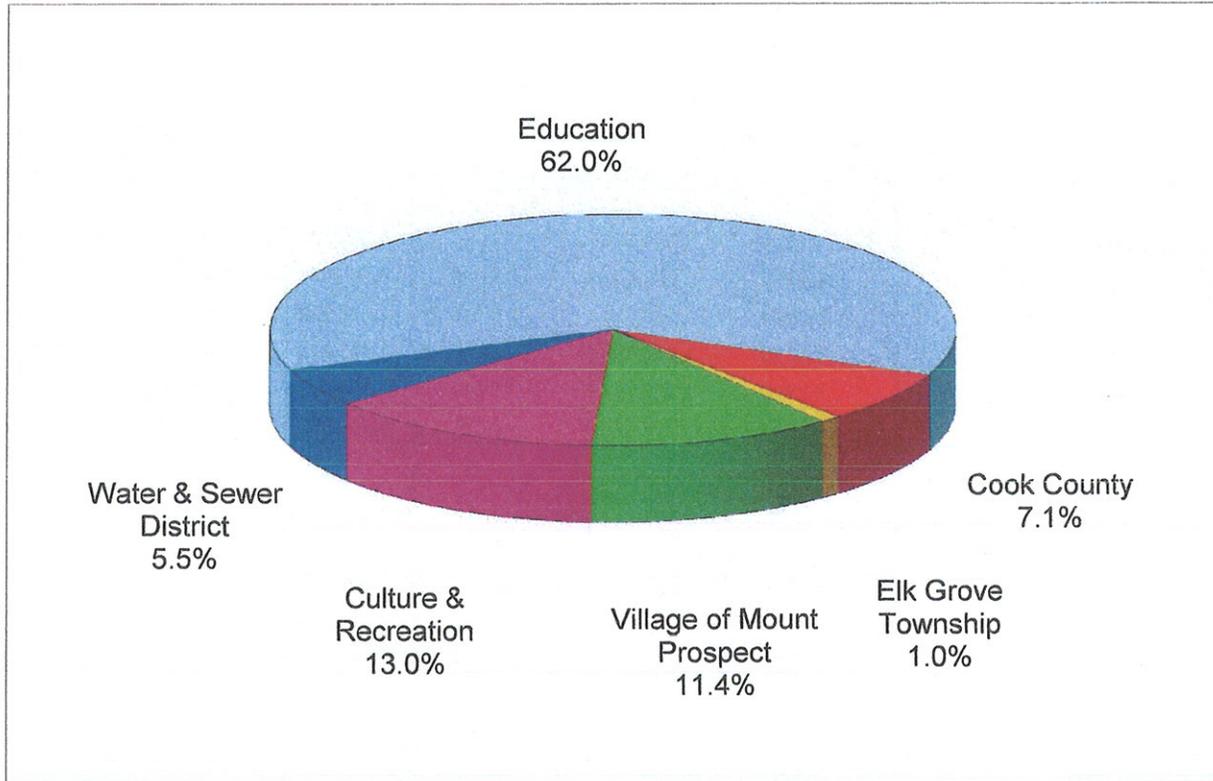
<b>Totals - Village and Library</b>	<b>\$ 1.2023</b>	<b>\$ 24,254,713</b>	<b>\$ 1.0933</b>	<b>\$ 24,702,179</b>	<b>\$ 0.6665</b>	<b>\$ 15,852,354</b>
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<b>Equalized Assessed Valuation (EAV) (3)</b>	<b>\$2,017,411,353</b>	<b>\$2,259,500,715</b>	<b>\$2,378,350,453</b>
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<b>Special Service Area #5</b>					
JAWA Water Agency	\$ 0.0947	\$ 1,545,773	\$ 0.0846	\$ 1,545,773	\$ 0.0803 \$ 1,545,773
<b>EAV (3)</b>	<b>\$1,631,974,325</b>	<b>\$1,827,811,244</b>	<b>\$1,923,954,115</b>		

- (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  
2011 BUDGET SUMMARY  
DISTRIBUTION OF 2009 PROPERTY TAXES**



**DISTRIBUTION OF 2009 PROPERTY TAX RATE (1)**

	<u>Tax Rate</u>	<u>%</u>		<u>Tax Rate</u>	<u>%</u>
Education:			Village:		
School District 57	\$ 2.195	33.3%	Mount Prospect	\$ 0.754	11.4%
High School District 214	\$ 1.636	24.8%			
Harper District 512	\$ 0.258	3.9%	Culture and Recreation		
	<u>\$ 4.089</u>	<u>62.0%</u>	M.P. Park District	\$ 0.411	6.2%
			M.P. Library	\$ 0.450	6.8%
Cook County:				<u>\$ 0.861</u>	<u>13.0%</u>
County Government	\$ 0.394	6.0%	Water & Sewer District		
Cook County Forest	\$ 0.049	0.7%	Water Reclamation	\$ 0.261	4.0%
Other	\$ 0.029	0.4%	SSA #5	\$ 0.095	1.5%
	<u>\$ 0.472</u>	<u>7.1%</u>		<u>\$ 0.356</u>	<u>5.5%</u>
Elk Grove Township	\$ 0.064	1.0%			
			TOTAL	<u><u>\$ 6.596</u></u>	<u><u>100.0%</u></u>

(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**  
**2011 BUDGET SUMMARY**  
**Number of Authorized Positions**

	Full-Time Employees			Part-Time Employees			Seasonal Employees			Full-Time Equivalent		
	2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011

Public Representation	0.15	0.15	0.15	7.00	7.00	7.00	-	-	-	.85	.85	.85
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Village Administration	11.85	11.85	11.85	-	-	-	-	-	-	11.85	11.85	11.85
Village Manager's Office	2.00	2.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	3.10	3.10	2.10
Television Services Division	2.00	2.00	1.00	-	-	-	-	-	-	2.00	2.00	1.00
Village Clerk's Office	13.00	13.00	11.00	4.00	4.00	4.00	-	-	-	15.00	15.00	13.00
Finance Department												
<b>Totals</b>	<b>28.85</b>	<b>28.85</b>	<b>24.85</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>31.95</b>	<b>31.95</b>	<b>27.95</b>

Community Development	22.00	22.00	22.00	1.00	1.00	1.00	3.00	3.00	3.00	23.15	23.15	20.48
Community Development	1.00	1.00	1.00	-	-	-	1.00	1.00	1.00	1.20	1.20	1.25
Community Develop/CDBG												
<b>Totals</b>	<b>23.00</b>	<b>23.00</b>	<b>23.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>24.35</b>	<b>24.35</b>	<b>21.73</b>

Human Services Department	9.00	9.00	8.00	1.00	3.00	3.00	2.00	2.00	2.00	10.60	10.60	9.50
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Public Safety and Protection	109.50	109.50	98.00	2.00	2.00	2.00	5.00	5.00	-	111.50	111.50	97.83
Police Department	81.00	81.00	74.00	1.00	1.00	-	20.00	20.00	20.00	82.20	82.20	74.75
Fire Department												
<b>Totals</b>	<b>190.50</b>	<b>190.50</b>	<b>172.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>25.00</b>	<b>25.00</b>	<b>20.00</b>	<b>193.70</b>	<b>193.70</b>	<b>172.58</b>

Public Works Department	3.00	3.00	2.50	0.70	0.70	0.70	-	-	-	3.35	3.35	2.85
Administration	13.10	13.10	10.60	1.00	1.00	1.00	6.00	6.00	1.00	14.80	14.80	11.35
Streets/Bldgs/Parking	9.20	9.20	9.20	-	-	-	8.00	8.00	6.00	10.80	10.80	10.70
Forestry	7.10	7.10	7.10	1.00	1.00	1.00	4.00	4.00	2.00	8.30	8.30	8.00
Engineering	23.40	23.40	23.40	2.70	2.70	2.70	7.00	7.00	7.00	26.15	26.15	26.50
Water/Sewer	2.60	2.60	2.60	0.60	0.60	0.60	-	-	-	2.90	2.90	2.90
Refuse Disposal	10.00	10.00	10.00	1.00	1.00	1.00	2.00	2.00	2.00	10.90	10.90	10.90
Vehicle Maintenance												
<b>Totals</b>	<b>68.40</b>	<b>68.40</b>	<b>65.40</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>27.00</b>	<b>27.00</b>	<b>18.00</b>	<b>77.20</b>	<b>77.20</b>	<b>73.20</b>

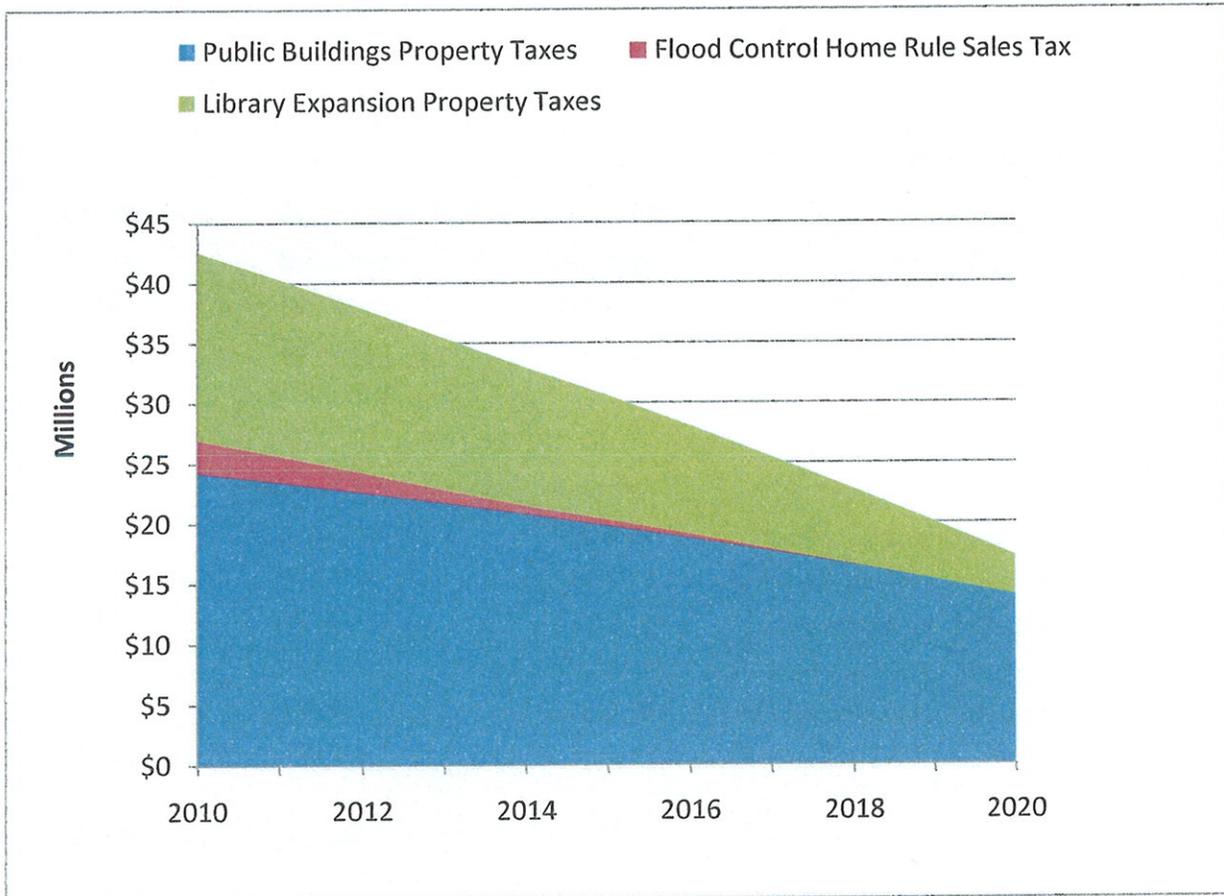
Community and Civic Svcs	0.10	0.10	0.10	1.00	1.00	1.00	-	-	-	0.20	0.20	0.20
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<b>Village Totals</b>	<b>320.00</b>	<b>320.00</b>	<b>293.50</b>	<b>25.00</b>	<b>27.00</b>	<b>26.00</b>	<b>60.00</b>	<b>60.00</b>	<b>46.00</b>	<b>338.85</b>	<b>338.85</b>	<b>306.00</b>
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**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PERSONAL SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>VILLAGE OPERATING BUDGET</b>					
<b>PUBLIC REPRESENTATION</b>	34,186	34,311	34,311	34,533	34,817
<b>VILLAGE ADMINISTRATION</b>					
Village Manager's Office	955,328	972,935	972,935	980,343	1,009,298
Television Services Division	111,881	111,894	111,894	85,302	87,546
Village Clerk's Office	122,123	122,304	122,304	77,537	79,832
Finance Department	826,471	839,057	839,057	763,142	785,804
	2,015,803	2,046,190	2,046,190	1,906,324	1,962,480
<b>COMMUNITY DEVELOPMENT</b>					
Community Development	1,359,511	1,395,226	1,400,626	1,240,109	1,276,467
Community Development/CDBG	60,804	62,569	62,569	63,550	65,304
	1,420,315	1,457,795	1,463,195	1,303,659	1,341,771
<b>HUMAN SERVICES DEPARTMENT</b>	589,300	680,312	680,312	640,357	659,480
<b>PUBLIC SAFETY AND PROTECTION</b>					
Police Department	8,982,383	9,295,421	9,146,821	8,733,970	8,938,539
Fire Department	7,388,376	7,375,167	7,337,901	7,044,131	7,242,103
	16,370,759	16,670,588	16,484,722	15,778,101	16,180,642
<b>PUBLIC WORKS DEPARTMENT</b>					
Administration	222,833	224,819	224,819	226,635	233,252
Streets/Bldgs/Parking	1,322,674	1,228,055	1,228,055	1,154,162	1,178,669
Forestry	740,570	757,079	757,079	776,245	796,928
Engineering	684,081	687,400	687,400	690,974	710,564
Water/Sewer	1,785,037	1,886,852	1,886,852	1,970,975	2,023,337
Refuse Disposal	250,617	250,442	250,442	259,327	265,208
Vehicle Maintenance	823,953	864,272	864,272	861,902	885,438
	5,829,765	5,898,919	5,898,919	5,940,220	6,093,396
<b>COMMUNITY &amp; CIVIC SERVICES</b>	93,512	100,731	100,731	104,197	104,446
<b>VILLAGE TOTALS</b>	26,353,640	26,888,846	26,708,380	25,707,391	26,377,032

**VILLAGE OF MOUNT PROSPECT  
2011 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 \$42.6 million as of December 31, 2010 will be reduced to \$17.2 million by 2020. All current debt will be retired by the end of 2029.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
LONG-TERM DEBT**

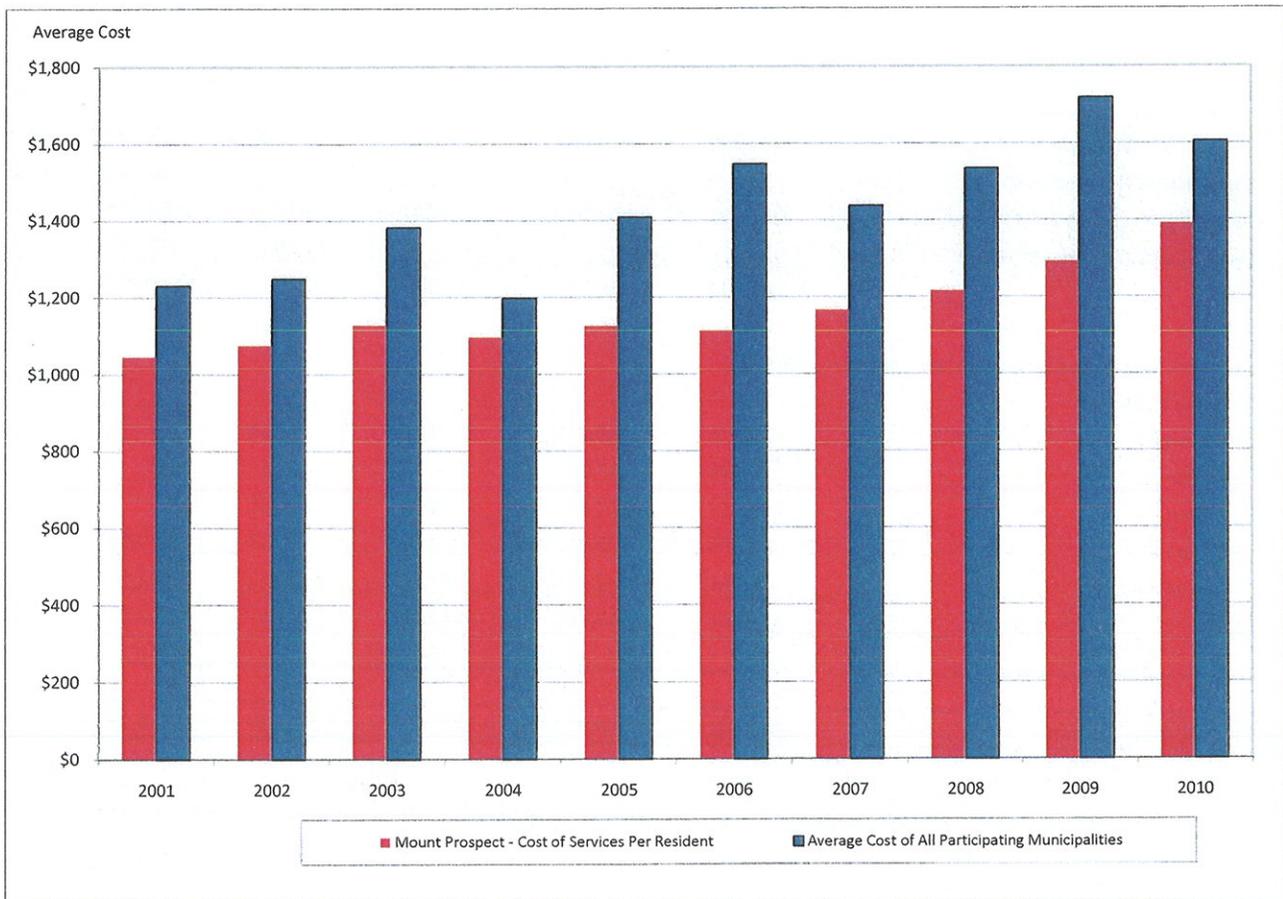
Series	Purpose	Original Maturity Date	Original Par Amount	Current Balance 01/01/11
<b>General Obligation Bonds - Village</b>				
2003	Village Hall	12/01/22	\$ 12,235,000	\$ 8,360,000
2009	Fire Station #14, EOC, PW Expansion	12/01/28	10,000,000	9,800,000
2009B	Series 2001 Refunding	12/01/21	3,430,000	3,430,000
2009C	Fire Station #14, EOC, PW Expansion	12/01/29	<u>2,650,000</u>	<u>2,650,000</u>
			\$ 28,315,000	\$ 24,240,000
<b>Installment Contracts</b>				
L 170744	Flood Control - Prospect Manor	05/01/14	\$ 3,695,354	\$ 840,358
L 170856	Flood Control - Fairview Gardens	07/12/13	558,474	111,235
L 170857	Flood Control - Hatlen Heights	12/10/14	1,711,671	446,774
L 170855	Flood Control - See Gwun/Milburn	11/01/17	1,203,550	508,453
L 171087	Flood Control - Maple/Berkshire	06/03/19	<u>1,760,422</u>	<u>882,438</u>
			\$ 8,929,471	\$ 2,789,257
<b>TOTAL - VILLAGE DEBT ONLY</b>			\$ 37,244,471	\$ 27,029,257
<b>General Obligation Bonds - Library</b>				
2002	Library Expansion	12/01/22	\$ 20,500,000	\$ 5,780,000
2006	Library Refunding	12/01/22	<u>10,000,000</u>	<u>9,810,000</u>
			\$ 30,500,000	\$ 15,590,000
<b>TOTAL - VILLAGE AND LIBRARY DEBT</b>			<u>\$ 67,744,471</u>	<u>\$ 42,619,257</u>

- (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 \$746 per capita and debt to be paid from property taxes at \$687 per capita as of December 31, 2009. Standard & Poor's has rated Village debt at AA+. In Standard & Poor's latest credit report dated February 10, 2009 they stated that the Village's rating assignment reflects the village's participation in the deep and diverse Chicago metropolitan area economy, strong income levels, good financial operations with very strong reserves, and moderate debt burden.
- (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**  
**2011 BUDGET SUMMARY**  
**LONG-TERM DEBT - ANNUAL PRINCIPAL REQUIREMENTS**

	2011	2012	2013	2014	2015 - 2029	Totals
<b>Debt To Be Paid From Property Taxes</b>						
<b>General Obligation Bonds</b>						
Series 2003 - Village Hall	550,000	570,000	595,000	615,000	6,030,000	8,360,000
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B - Series 2001 Refunding	230,000	280,000	285,000	295,000	2,340,000	3,430,000
Series 2009C - Fire Station #14/EOC	-	-	-	25,000	2,625,000	2,650,000
<b>Total</b>	<b>780,000</b>	<b>850,000</b>	<b>880,000</b>	<b>935,000</b>	<b>20,795,000</b>	<b>24,240,000</b>
<b>Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)</b>						
<b>Installment Contracts</b>						
IEPA Loan #1	106,174	109,772	113,491	117,336	-	446,773
IEPA Loan #2	35,850	37,065	38,320	-	-	111,235
IEPA Loan #3	230,187	237,986	246,050	126,134	-	840,357
IEPA Loan #4	66,536	68,472	70,465	72,517	230,463	508,453
IEPA Loan #5	93,954	96,437	98,985	101,600	491,462	882,438
<b>Total</b>	<b>532,701</b>	<b>549,732</b>	<b>567,311</b>	<b>417,587</b>	<b>721,925</b>	<b>2,789,256</b>
<b>TOTAL VILLAGE DEBT SERVICE</b>	<b>1,312,701</b>	<b>1,399,732</b>	<b>1,447,311</b>	<b>1,352,587</b>	<b>21,516,925</b>	<b>27,029,256</b>
<b>Debt To Be Paid By Mount Prospect Public Library</b>						
<b>General Obligation Bonds</b>						
Series 2002 Library Bonds	920,000	965,000	1,000,000	1,000,000	845,000	5,780,000
Series 2006 Library Refunding Bonds	45,000	50,000	50,000	55,000	9,610,000	9,810,000
	965,000	1,015,000	1,050,000	1,055,000	10,455,000	15,590,000
<b>TOTAL DEBT SERVICE PAYMENTS</b>	<b>2,277,701</b>	<b>2,414,732</b>	<b>2,497,311</b>	<b>2,407,587</b>	<b>31,971,925</b>	<b>42,619,256</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COST OF MUNICIPAL SERVICES PER RESIDENT  
CITY OF PARK RIDGE SURVEY**



Each year the City of Park Ridge, Illinois conducts a survey of comparable municipalities to determine the cost of providing municipal services. Survey methodology includes adjusting each municipality's budget as necessary to include only the expenditures for similar basic services. Services included are police and fire protection, emergency ambulance service, street maintenance, human services, refuse disposal, water and sewer service, administrative services and library services. Services excluded are electric utilities, parks and recreation, grant projects, services performed outside the municipality, and sewage treatment. Also excluded are projects financed from bond proceeds, interfund transfers, payments to Internal Service Funds, and contingencies.

Currently there are twelve communities, including Park Ridge, that participate in this survey: Arlington Heights, Buffalo Grove, Des Plaines, Downers Grove, Evanston, Morton Grove, Mount Prospect, Naperville, Nilens, Palatine, and Skokie. Since the survey's conception in 1983 there have been several other communities that have participated at one time or another. The participants have changed as the demographics of these communities have changed.

Mount Prospect's cost of municipal services per resident typically has been in the lower quartile of participating communities. For the 2010 survey, Mount Prospect had the fourth lowest per capita cost of municipal services where the cost falls below the survey average by 13.3% (\$1,391.48 versus \$1,604.80).

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COST OF MUNICIPAL SERVICES PER RESIDENT  
CITY OF PARK RIDGE SURVEY - 2010**

2010 Rank	Municipality	Adjusted Budget (1)	Population	Cost of Government Per Capita	2009 Rank (3)
1	Niles	64,501,948	30,063	2,145.56	2
2	Evanston	154,557,985	74,239	2,081.90	
3	Naperville	268,091,302	144,560	1,854.53	
4	Buffalo Grove	82,099,002	45,043	1,822.68	
5	Downers Grove	87,060,908	49,573	1,756.22	5
6	Skokie	99,895,832	63,348	1,576.94	
7	Arlington Heights (2)	119,964,114	76,943	1,559.13	7
8	Des Plaines	82,430,611	58,710	1,404.03	6
9	Mount Prospect	78,291,651	56,265	1,391.48	8
10	Park Ridge	49,316,800	37,775	1,305.54	9
11	Morton Grove	27,312,961	22,451	1,216.56	
12	Palatine	77,093,532	67,440	1,143.14	4

Average	99,218,054	60,534	1,604.81
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Source: City of Park Ridge

- (1) Adjusted budget includes total municipal budget, including MFT, Library, and garbage service. Items excluded are Park Districts, Electric utilities, Sanitary Districts, Community Development Block Grants, Bus Service, Performing Arts Centers, Airparks, Capital Projects financed from bond proceeds, Tax Increment Financing Districts and Employee Retirement Contributions.
- (2) The budget has been increased for this municipality for the amount paid by all households for scavenger service.
- (3) Rank available if community participated in 2009.

**VILLAGE OF MOUNT PROSPECT  
2011 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 2000 Census figure is 56,265. The Village's most notable characteristics are its residential streets which are shaded by approximately 25,000 parkway trees, outstanding schools and parks, Randhurst Mall Shopping Center, the first under-one-roof retail complex of its kind currently transitioning to a lifestyle center, and the more recently developed Kensington Center for Business which consists of 300 acres of quality industrial and office buildings in a spacious park-like environment.

<b>VILLAGE FACILITIES AND SERVICES</b>
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Number of Full-Time Employees in 2010	320
Number of Part-Time Employees in 2010	27
Miles of Streets & Roads	164
Number of Permits Issued in 2009	2,412
Value of Construction in 2009	\$62,552,533
<b>Fire Protection</b>	
Number of Firefighters	73
Number of Stations	3
Number of Fire Hydrants	2,328
I.S.O. Rating	Class 2
<b>Police Protection</b>	
Number of Police Officers	86
Number of Crossing Guards	5
Number of Police Stations	1
<b>Library Services</b>	
Number of Libraries	2
Number of Registered Borrowers	70,133
Collection Size	501,000
Annual Circulation	1,013,687
<b>Municipal Water Utility</b>	
Average Daily Gallons Billed	3,438,474
Miles of Water Mains	166
Number of Metered Accounts	11,412
<b>Elections</b>	
Number of Registered Voters	30,721
Number of Votes Cast in Last Municipal Election	4,791
Percentage of Registered Voters Voting in Last Municipal Election	15.60%

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
VILLAGE PROFILE**

**SOCIOECONOMIC INFORMATION**

Median Home Value	\$217,700
Number of Single Family Homes	12,382
Percent of Homes Valued:	
Under \$50,000	0.4%
\$50,000 - \$99,999	2.0%
\$100,000 - \$149,999	7.0%
\$150,000 - \$199,999	29.6%
\$200,000 or more	<u>61.0%</u>
Total	<u>100.0%</u>
Median Family Income	\$67,262
Median Household Income	\$57,165
Per Capita Income	\$26,464

**Employed Persons by Occupational Category**

<u>Occupational Category</u>	<u>Number</u>	<u>Percent of Total</u>
Management, Professional and Related Occupations	11,661	39.4%
Sales and Office Occupations	9,281	31.3%
Production, Transportation, and Material Moving Occupations	3,834	12.9%
Service Occupations	3,083	10.4%
Construction, Extraction and Maintenance Occupations	1,740	5.9%
Farming, Fishing and Forestry Occupations	<u>18</u>	<u>0.1%</u>
Total	<u>29,617</u>	<u>100.0%</u>

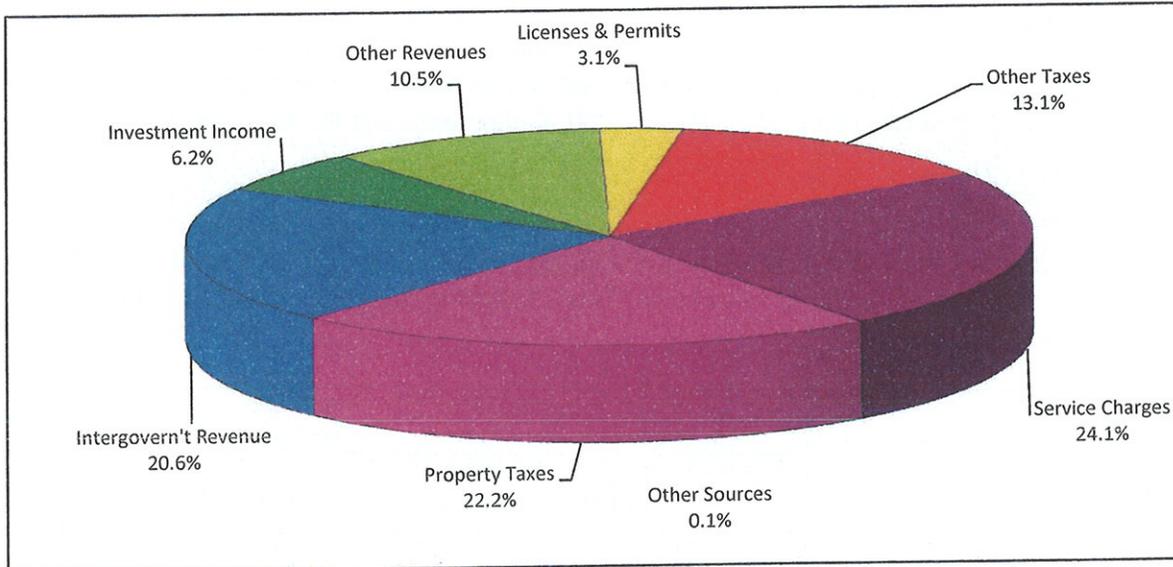
**Employed Persons by Industry**

<u>Industry</u>	<u>Number</u>	<u>Percent of Total</u>
Manufacturing	5,254	17.8%
Educational, Health and Social Services	4,440	15.1%
Professional, Scientific, Management, Administrative and Waste Management Services	3,645	12.3%
Retail Trade	3,493	11.8%
Finance, Insurance, Real Estate and Rental and Leasing	2,672	9.0%
Arts, Entertainment, Recreation, Accommodation and Food Service	2,055	6.9%
Transportation and Warehousing, and Utilities	1,932	6.5%
Wholesale Trade	1,689	5.7%
Construction	1,347	4.5%
Other Services (Except Public Administration)	1,214	4.1%
Information	1,192	4.0%
Public Administration	663	2.2%
Agriculture, Forestry, Fishing and Hunting, and Mining	<u>21</u>	<u>0.1%</u>
Total	<u>29,617</u>	<u>100.0%</u>

Source: 2000 Federal Census



VILLAGE OF MOUNT PROSPECT  
 2010 BUDGET SUMMARIES  
 REVENUES AND OTHER SOURCES



January 1 - December 31, 2011

Other Taxes	11,340,000
Service Charges	20,872,719
Other Sources	52,000
Property Taxes	19,200,500
Intergovern't Revenue	17,853,977
Investment Income	5,325,400
Other Revenues	9,105,869
Licenses & Permits	2,721,000

Village Totals	86,471,465
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Library Revenues	9,801,109
Budget Resources	96,272,574

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 2011 by the Village. Total Village revenue and other sources (including Library) are expected to be \$96,272,574.

**VILLAGE OF MOUNT PROSPECT**  
**2011 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 2011 fiscal year along with forecast amounts for 2012. The first summary, Village Revenues and Other Financing Sources, shows the major revenues and other financing sources totaled by the type of revenue and the second summary, Revenues by Fund, shows revenues and other financing sources totaled by fund and by fund group. Each of the schedules report actual amounts for the 2009 fiscal year, budget and estimated amounts for 2010, budget amounts for 2011, and forecast amounts for 2012.

Total revenues and other financing sources for all Village funds, excluding the Mount Prospect Library Fund, for 2011 are expected to be \$86,471,465 compared to the amended 2010 budget of \$89,138,442. The following table summarizes the totals for each type of revenue and other financing category and indicates the increase or decrease for 2011 relative to 2010.

Revenue Type	2010 Budget	2011 Budget	Increase (Decrease)	Percent Change
Property Taxes	\$ 19,147,000	\$ 19,200,500	\$ 53,500	0.3%
Other Taxes	12,067,000	11,340,000	(727,000)	(6.0%)
Licenses, Permits, & Fees	2,770,000	2,721,000	(49,000)	(1.8%)
Intergovernmental Revenue	18,127,147	17,853,977	(273,170)	(1.5%)
Charges for Services	21,469,380	20,872,719	(596,661)	(2.8%)
Fines and Forfeits	857,000	786,000	(71,000)	(8.3%)
Investment Income	5,696,250	5,325,400	(370,850)	(6.5%)
Reimbursements	549,500	403,279	(146,221)	(26.6%)
Other Revenue	7,431,660	7,916,590	484,930	6.5%
<b>Total Re-Occurring Revenues</b>	<b>\$ 88,114,937</b>	<b>\$ 86,419,465</b>	<b>\$ (1,695,472)</b>	<b>(1.9%)</b>
<b>Trans/Other Financing Sources</b>	<b>1,023,505</b>	<b>52,000</b>	<b>(971,505)</b>	<b>(94.9%)</b>
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 89,138,442</b>	<b>\$ 86,471,465</b>	<b>\$ (2,666,977)</b>	<b>(3.0%)</b>

Total re-occurring revenues for 2011 are estimated at \$86,419,465, a decrease of 1.9% from 2010. Declines in all revenue categories except property taxes and other revenue attributed to the decrease from the prior year. Two significant revenue sources that saw a decline from the prior year were the home rule sales tax and real estate transfer tax. Total revenues and other financing sources for 2011 are expected to be \$86,471,465 which is a decrease of \$2.7 million (3.0%) from 2010. The decrease in total revenues and other financing sources is mostly due to the fact the 2010 budget included \$1.0 million in interfund transfers, compared to none for 2011.

**Property Taxes**

Property taxes are the largest single source of revenue the Village receives. They provide resources for the General Fund, the Refuse Disposal Fund, the Police and Fire Pension Funds and certain debt service funds.

In 2011, property tax revenues are expected to total \$19,200,500 compared to \$19,147,000 budgeted for 2010. This is an increase of just 0.3%. The property taxes category includes TIF incremental taxes totaling \$2,665,200 and Special Service #5 taxes (water & sewer) totaling \$1,516,000. Property taxes derived from the annual property tax levy were \$15.1 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 2011 Budget represent receipts from the 2010 tax levy.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
REVENUES AND OTHER SOURCES**

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. Nevertheless, in keeping with the spirit of the tax cap, the Village Board adopted a policy in 1990 that limited the growth in property taxes to no more than 5% per year. That policy was revised in 1993 to limit the growth to 4% per year. In 2001, the Village Board approved a short-term increase to the limit at which the property tax rate could grow for levy years 2002-2005. Beginning with the 2006 levy, increases to the overall levy would be permitted to increase 3.5% to 5.0% from the prior year's levy. The tax levies for 2005 through 2009 reflected the following increases:

2005	8.9%
2006	4.1%
2007	3.8%
2008	3.3%
2009	5.0%

The levy for 2005 increased 8.9% from the prior year's levy. This one-time deviation from policy was done to capture the increase in pension contributions while allowing for a regular increase in the general portion of the levy.

**The 2010 tax levy for the Village reflects a zero (0.0%) increase from the prior year.** The levy supports different areas of operation and is broken down by 1) General Corporate; 2) Refuse Collection; 3) Debt Service; and 4) Pensions. The General Corporate levy decreased 14.0% from the prior year to accommodate the growth in the other areas of the levy to maintain the zero percent increase. The Refuse levy was again held flat for 2010 as surplus funds on hand will make up the difference in the lower levy. Levies for Debt Service are based on the payment schedule set in the original bond ordinance. There is an increase from 2009 to 2010 in the levy for Debt Service as a result of front loading savings from the refunding of the Series 2001 bonds. The property tax levy for Pensions supports the Police and Fire Pension Funds. The levy amount is based on actuarial recommendations done every year for each Pension Fund. For 2010, the Police and Fire Pension levies will increase 22.4% and 23.5% respectively. The large increase in the pension levies is due to the considerable investment losses experienced during 2009 and additional cost to cover the unfunded accrued liability.

It should be pointed out that although the Mount Prospect Public Library is governed by an elected board of trustees, the Village is required to levy property taxes for the Library. Accordingly, the revenues and expenditures of the Mount Prospect Library are included in the final Village Budget as a component unit. Library property taxes are reported separately and are not included in the above totals. The total 2010 property tax for the Mount Prospect Public Library is \$9,507,541. This is an increase of \$447,466 or 4.93% from their 2009 levy.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
REVENUES AND OTHER SOURCES**

**Other Taxes**

Overall, revenues from Other Taxes are expected to total \$11,340,000, a decrease of \$727,000 (6.0%) from the 2010 budget. Following is a summary of some of the larger revenue sources categorized as "Other Taxes".

**Home-Rule Sales Tax** - On September 1, 1991, the Village enacted a ¼ percent home-rule sales tax that is collected by the State of Illinois and remitted monthly to the Village. The Village has earmarked these funds for flood control improvements, or for debt service for flood control improvements. This revenue is identified in the budget as "home-rule sales tax 1st". The Village added a second ¼ percent home-rule sales tax that became effective January 1, 1995. The second ¼ percent tax is earmarked for street improvements and other capital improvements and is reflected in the budget as "home-rule sales tax 2nd". The revenue from this tax is included in the street improvement capital project fund. In 2003, the Village added a third ¼ percent home-rule sales tax that became effective January 1, 2004. The third ¼ percent will be earmarked to support general Village operations and is reflected in the budget as "home-rule sales tax 3rd". In 2007, the Village added a fourth ¼ percent home-rule sales tax that became effective January 1, 2008. The fourth ¼ percent is earmarked primarily for the Capital Improvement Fund to support mid-range (\$75,000-\$500,000) capital projects. This revenue is identified in the budget as "home-rule sales tax 4th". A portion of this tax will also be used to support capital spending in the Village's two parking funds. The home-rule sales tax applies to all goods sold at retail with the exception of licensed vehicles, groceries and pharmaceuticals.

Originally, the Village expected to receive \$4,984,000 from the home-rule sales tax in 2010. The current projection now shows the home-rule sales tax is expected to come in at \$4,400,000 or \$584,000 (11.7%) lower than the 2010 budget. For 2011, the home-rule sales tax is expected to yield \$1,111,000 per each ¼ cent (or \$4,444,000 in total), an increase of just 1.0% from the most recent projections for 2010.

**Real Estate Transfer Tax** – The transfer tax has declined significantly since 2005 as a result of the slowdown in the housing market. The Village received over \$1.5 million in Real Estate Transfer taxes in 2005, but is only expecting \$430,000 in 2010. The 2011 Budget and 2012 Forecast for Real Estate Transfer Tax is \$500,000. This tax is calculated at \$3.00 per \$1,000 on the sale of real property in the Village.

**Licenses, Permits & Fees**

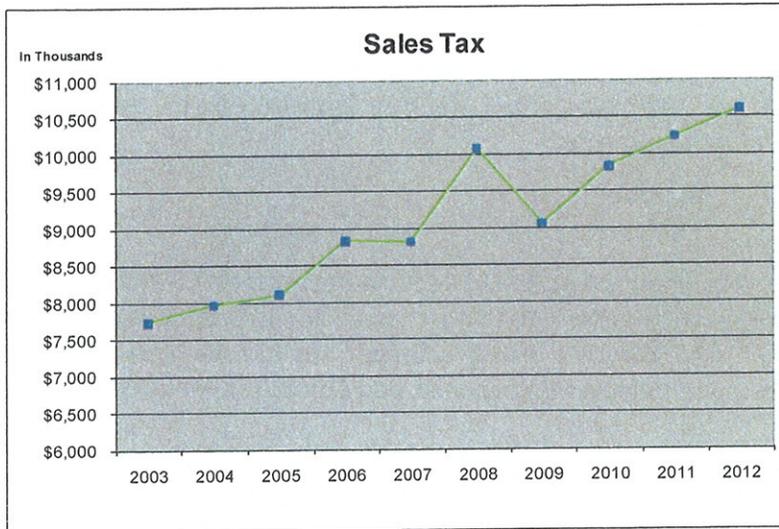
This category of revenue includes vehicle licenses, business licenses, building permits, franchise fees, infrastructure maintenance fees and other fees. Revenues in this category are estimated at \$2,721,000 for 2011, a decrease of \$49,000 from the 2010 budget. It appears that many of the major sources of this type of revenue have leveled off coming out of the economic downturn and should start to see limited growth moving forward.

**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 \$17,853,977 in 2011, a decrease of \$273,170 (1.5%) from 2010. The decrease is the result of falling income tax revenues. Estimates received from the Illinois Municipal League show the per capita amount at \$79.00 for 2011.

**Sales Tax** is the second largest source of revenue for the Village and is expected to reach \$9.8 million in 2010, representing 11.3% of all Village operating 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 is recorded as revenue only in the General Fund.

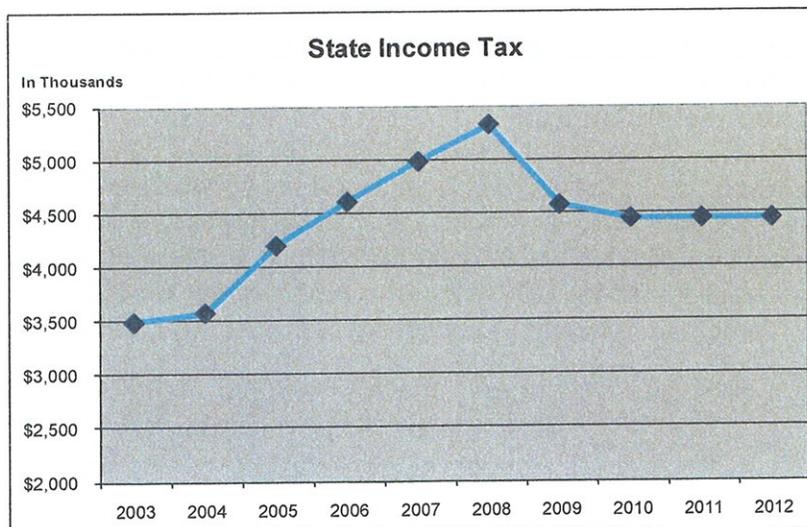
**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
REVENUES AND OTHER SOURCES**



Between 2003 and 2005 sales tax receipts were relatively flat growing from \$7,852,000 in 2001 to just \$8,101,000 in 2005. This is an average annual increase of 1.1%. This low level of growth resulted from a general slowdown in the economy. In 2006, as the economic landscape improved, sales taxes in the Village jumped 8.9% or \$720,000 in a single year. Taxes were flat for 2007 and grew 14.5% in 2008. The slowing economy and closure of a major retailer for several months has caused sales tax receipts for 2009 to drop 10.0%. The economy regained some growth during 2010 and along with the reopening of the major retailer growth in the sales tax is expected to be 8.5% for 2010. Sales tax receipts for 2011 are estimated at \$10,229,000 and for 2012, \$10,600,000.

**State Income Tax** receipts are estimated at \$4,445,000 for 2010, a decrease of 2.8% from 2009. Similar to the sales tax, there a period of no growth for the income tax from 2003 to 2004. From 2005 through 2008 there was regular strong growth in the income tax. After experiencing a significant drop in 2009 the tax is expected to remain flat through 2012.

Estimates from the Illinois Municipal League, though indicate a flat state income tax through 2012. Based on IML estimates, Income Tax revenue is estimated to be \$4,445,000 in 2011 and 2012.



**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**REVENUES AND OTHER SOURCES**

**State Motor Fuel Tax** – Receipts from this state-shared tax are expected to come in slightly below budget and total \$1,419,000 in 2010. Receipts for 2011 are estimated to increase just 1% from the updated 2010 projections. Proceeds from the state motor fuel tax are deposited in the Motor Fuel Tax Fund and are earmarked for street maintenance and repairs.

**Charges for Services**

Charges of Services for 2011 are estimated at \$20,939,095, a decrease of \$530,285 or 2.5% under the original budget for 2010. 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 1.25 billion gallons in 2011, which is a drop from recent levels used for budgeting purposes. A rate increase in the water and sewer rates was approved by the Village Board in December 2010. The rate increase was necessary to fund ongoing operations and support the combined sewer reconstruction and other capital projects on a pay-as-you-go basis.

The current combined water and sewer rate is \$6.43 per 1,000 gallons of water consumed. The rate for 2011 is \$6.69, 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 2011 and 2012 are \$8,366,000 and \$8,698,000 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 \$1,938,782 is projected for 2011, compared to \$1,913,000 estimated for 2010. Actual receipts for 2009 were \$1,898,917. An annual direct charge to single family households of \$75 was implemented in 2006 to supplement the tax levy for refuse collection.

**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 costs in one location in the internal service fund. Total internal service charges for 2011 are budgeted at \$8,104,923, an increase of \$731,043 (9.9%) from the 2010 budget.

Risk Management Fund charges in 2011 total \$5,206,224, a decrease of \$445,514 or 7.9% from 2010. Vehicle Maintenance Fund charges of \$1,902,802 reflects an increase of 15.5% from 2010. Vehicle replacement charges to the various operating funds are budgeted at \$697,600 for 2011, an increase of \$621,900 from 2010. The vehicle replacement program was deferred for 2010 as a cost cutting measure which allowed the lease payment to be reduced for that year. Computer replacement charges for 2011 total \$212,448 and reflect full funding for the year.

**Investment Income**

All investments of general Village surplus funds are made in accordance with an investment policy that was adopted on July 2, 1985 and amended further in 1999, 2004 and 2007. Investments for the Police and Fire Pension Funds are governed by State Statute and have their own formal investment policy to follow. Total investment income is estimated at \$5,325,400 for 2011, a decrease of \$370,850 from the 2010 budget.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
REVENUES AND OTHER SOURCES**

**Reimbursements**

The Village is expecting revenue from reimbursements to total \$403,279 for 2011, a decrease of \$146,221 from 2010. 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 \$7,916,590 for 2011, which is an increase of \$484,930 (6.5%) over the 2010 amended budget.

Village contributions to the Police and Firefighters' Pension Funds have been budgeted at \$4,421,000 for 2011 based upon a recent actuarial calculation. This represents an increase of \$310,000, or 7.5%, over the 2010 amended budget.

**Interfund Transfers**

There are no transfers budgeted for 2011 or 2012.

**Other Financing Sources**

Other financing sources include monies received from extraordinary events or one-time sources such as the issuance of debt or the sale of property. Other financing sources are expected to total \$52,000 in 2011.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**REVENUES AND OTHER SOURCES**

**Changes in Fund Equity**

For the year 2011, Village revenues and other financing sources are expected to come in at \$86,537,841 and total expenditures are budgeted at \$82,619,424. The net result is a projected increase in fund balance or retained earnings of \$3,918,417. The overall budget surplus for 2011 is primarily the result of a surplus in the Police and Fire Pension Funds. A surplus of \$4,416,117 is projected for these two funds in 2011. In the past, any surplus in the General Fund was transferred to the Capital Projects Fund to fund mid-range capital purchases and projects. A new Fund Balance policy is in place that provides direction on how to handle budget surpluses moving forward.

The General Fund is showing a balanced budget with revenues and expenditures totaling \$40,570,430. Assuming no changes for 2012 the General Fund forecast budget shows a deficit of \$1,036,039.

In the special revenue funds, expenditures are expected to exceed revenues in 2011 by \$127,086. Total fund balance in special revenue funds (excluding the funds not required to maintain a fund balance) is expected to be \$2,080,488 at December 31, 2011, representing 32.2% of 2012 expenditures. The debt service funds are showing a total operating surplus of \$69,210 for 2011. This is due to changes in amortization schedule for the various debt service issues. The 2011 budget for the Water and Sewer Fund reflects an operating surplus of \$27,566, bringing the ending cash and investment balance to an estimated \$1,256,640.

The Police and Firefighters' Pension Funds are showing a combined operating surplus of \$4,146,117 for 2011. It is assumed that the funds' investment portfolios will yield 6% in 2011. As of January 1, 2010, the most recent actuarial calculation date, the Police Pension Fund was 60.6% funded and the Firefighters' Pension Fund was 65.0% funded. According to state statute, the Village has until the year 2033 to get the two pension plans fully funded, but expect to achieve that status well before then. Schedules showing the estimated fund balances of each fund for the years 2011 and 2012 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 single-family property owners, multi-family residents, and business property owners. Additionally, a more diverse revenue base enables the Village to maintain its financial position during periods of economic change. 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. It is expected that these efforts will help ensure an equitable and consistent revenue base for financing Village services in the future.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**REVENUES AND OTHER SOURCES**

**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, state association estimates (such as the Illinois Municipal League) 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.

1. **Ad Valorem Taxes (Property Tax)** – The Village levies a property tax annually for general purpose, refuse collection, debt service and pensions. The levy is a flat dollar amount with an additional 2% loss and cost amount added 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 98.0% of the total levy, including the loss and cost amount. The average amount received per levy year from 1999 – 2006 is 98.7%. The most recent complete levy year's receipts (2007) were 98.8%.
  
2. **Local Taxes** – Local taxes include the home rule sales tax, incremental property tax and real estate transfer tax.
  - a. **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 2009 the home rule tax was 45.8% of the state shared portion. Concerns over the economic recovery have caused our ratio to be lowered. We have decreased the percentage expected to be received from the home rule sales tax (as compared to the state shared portion) from 48.0% to 44.0% for the next year.
  - b. **Incremental property taxes** are generated by an increase in property values over an established base within a Tax Increment Financing (TIF) district. The amount received each year is dependent upon the pace of redevelopment. For the next two years, growth in property values is expected to average 4.8% before leveling off to 3% annually. The five-year average leading up to 2010 was 7.4% as significant new development was added to the tax roles.
  - c. **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 2010 the total value of real estate sales was \$143 million. For 2011 and 2012, the Village estimates the value of sales to rise slightly and level off at \$167 million.
  
3. **Licenses, Permits and Fees** – Include 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.
  - a. **Vehicle license** revenue has increased 1% annually on average over the past five years as enforcement efforts worked to ensure a higher level of compliance. Estimates for 2011 and 2012 reflect a slowing of the annual increase as enforcement for non-compliance has leveled off.
  - b. **Business and liquor license** revenue is expected to remain level over the next two years.
  - c. **Building related permit fees** are expected to fall \$322,000 or 36.9% in 2010 as a single large reconstruction project was completed in 2009. These fees are expected to level off beginning in 2011 at \$500,000 based on projected permit activity.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
REVENUES AND OTHER SOURCES**

**Revenue Assumptions (cont.)**

- d. **Cable franchise fees** have grown by almost 8% over the past eight years, but just 5.9% when excluding two years of above normal increases of 12% and 17% in 2006 and 2007. Estimated receipt of this revenue in 2010 is \$550,000. 2011 and 2012 assumes a 4.0% annual increase to this revenue.
4. **Intergovernmental Revenues** – Include 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.
- a. **Sales tax** growth averaged 5.7% annually from 2003 to 2008. For 2009, this revenue decreased by 10.0%. For 2011 sales tax receipts are expected to grow 8.5% due to the reopening of a major retailer that was closed several months during 2009. Short-term growth in this revenue is expected to be 4.0% for 2011 and 2012 then level off to 1-3% annually.
- b. **Income and motor fuel taxes** received by the Village are determined on a per capita basis. The Village's population set with the 2000 census is 56,265. Per capita estimates for income taxes for 2011 and 2012 are \$79.00. Per capita estimates for motor fuel taxes for 2011 and 2012 are \$25.45 and \$25.71 respectively.
- c. **Community development block grant** fund receipts are contingent upon approval from the US Department of Housing & Urban Development. Budgets are recommended based on community needs. The Village had typically received \$475,000-\$525,000 each year to support the CDBG program. The amount requested for the 2011 Budget and 2012 Forecast to support ongoing programs is \$395,219 and \$362,345 respectively.
5. **Service Charges** – Include water and sewer fees, parking charges and refuse disposal fees.
- a. **Water and sewer fees** were increased 4% as part of the multi-year rate analysis conducted in 2010. The next rate study is expected during 2011.
- b. **Parking rates** are set at \$1.50 per space, per day. It is assumed that 2,700 parking spaces will be filled each week over the period of one year.
- c. **Refuse disposal fees** are set at \$75 per year, per residential unit. There are currently 13,586 residential units that are billed annually. We have assumed the uncollectable amount to be 5%. Multi-family rates are based on size of container and frequency of collection. A matrix of multi-family units is utilized that identifies the cost per unit. A 2.0% increase is assumed for 2010 and 2011 based on current service levels.
6. **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 is assumed to be at a rate of 1.0% for 2011 and 2012. Interest income for the fiduciary funds during the same period is assumed at 6.0% due to the permitted investments.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
REVENUES AND OTHER SOURCES BY REVENUE TYPE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>VILLAGE REVENUES BY TYPE:</b>					
Property Taxes	18,063,816	19,147,000	19,195,500	19,200,500	19,992,500
Other Taxes	10,707,344	12,067,000	11,147,000	11,340,000	11,458,000
Licenses, Permits & Fees	2,995,425	2,770,000	2,815,000	2,721,000	2,721,000
Intergovernmental Revenue	17,331,027	18,127,147	18,632,898	17,853,977	18,309,703
Charges for Services	20,342,701	21,469,380	19,407,244	20,872,719	22,277,354
Fines & Forfeitures	749,933	857,000	761,440	786,000	786,000
Investment Income	10,760,797	5,696,250	604,950	5,325,400	5,720,900
Reimbursements	363,966	549,500	533,479	403,279	409,779
Other Revenue	6,352,003	7,431,660	7,432,421	7,916,590	8,313,590
	87,667,012	88,114,937	80,529,932	86,419,465	89,988,826
<b>INTERFUND TRANSFERS</b>	648,940	973,505	861,000	-	-
<b>OTHER FINANCING SOURCES</b>					
Bond Proceeds	16,204,536	-	-	-	-
Sale of Property/Other	228,845	50,000	52,000	52,000	52,000
	16,433,381	50,000	52,000	52,000	52,000
<b>TOTAL VILLAGE REVENUES AND OTHER SOURCES</b>	<b>104,749,333</b>	<b>89,138,442</b>	<b>81,442,932</b>	<b>86,471,465</b>	<b>90,040,826</b>
<b>MOUNT PROSPECT LIBRARY REVENUES</b>	8,895,479	9,715,689	9,715,689	9,801,109	(a)
<b>TOTAL REVENUES AND OTHER SOURCES VILLAGE AND LIBRARY (b)</b>	<b>113,644,812</b>	<b>98,854,131</b>	<b>91,158,621</b>	<b>96,272,574</b>	<b>90,040,826</b>
<b>CHANGES IN FUND BALANCE</b>					
Total Revenues & Other Sources	113,644,812	98,854,131	91,158,621	96,272,574	90,040,826
Total Expenditures	101,321,348	98,503,895	97,954,494	92,420,533	89,895,474
Additions to(Use of)Fund Balances	12,323,464	350,236	(6,795,873)	3,852,041	145,352
<b>ANALYSIS OF CHANGES IN FUND BALANCE</b>					
Additions to (Use of) Pension Fund Balances	8,876,427	4,406,000	(368,411)	4,146,117	4,654,854
Additions to (Use of) Other Fund Balances	3,447,037	(4,055,764)	(6,427,462)	(294,076)	(4,509,502)
	12,323,464	350,236	(6,795,873)	3,852,041	145,352

(a) Figures not available as of December 21, 2010.

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**REVENUES AND OTHER SOURCES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>GENERAL FUND</b>	38,865,473	40,691,100	40,376,975	40,570,430	41,721,340
<b>SPECIAL REVENUE FUNDS</b>					
Refuse Disposal Fund	4,022,566	4,038,500	4,067,190	4,090,632	4,112,908
Motor Fuel Tax Fund	1,514,334	1,836,500	1,817,200	1,485,700	1,465,200
Community Dev. Block Grant	798,310	565,447	515,447	455,219	422,345
Asset Seizure Fund	3,076	6,000	5,300	3,500	3,500
DEA Shared Funds Fund	73	1,500	1,100	2,000	2,000
DUI Fine Fund	16,136	20,500	1,100	1,500	1,500
Foreign Fire Tax Board Fund	44,032	35,500	44,100	44,500	44,500
	6,398,527	6,503,947	6,451,437	6,083,051	6,051,953
<b>DEBT SERVICES FUND</b>	6,392,583	2,837,708	2,661,801	2,485,758	2,463,112
<b>CAPITAL PROJECTS FUNDS</b>					
Capital Improvement Fund	1,092,386	1,421,500	1,286,000	1,121,000	1,263,000
Series 2009 Const Fund	13,417,537	1,124,505	932,300	-	-
Downtown Redevelopment	2,279,802	2,567,000	2,558,000	2,667,500	2,810,500
Street Improvement Const Fund	1,328,708	1,717,600	1,983,950	1,372,000	1,383,000
Flood Control Const Fund	76,572	198,792	62,079	536,079	615,725
	18,195,005	7,029,397	6,822,329	5,696,579	6,072,225
<b>ENTERPRISE FUNDS</b>					
Water and Sewer Fund	10,104,243	12,225,500	10,551,700	10,858,000	11,190,000
Village Parking System Fund	145,810	152,000	147,850	150,800	150,800
Parking System Revenue Fund	155,973	159,500	166,100	166,500	166,500
	10,406,026	12,537,000	10,865,650	11,175,300	11,507,300
<b>INTERNAL SERVICE FUNDS</b>					
Vehicle Maintenance Fund	1,885,690	1,654,192	1,648,442	1,903,802	1,952,520
Vehicle Replacement Fund	1,198,456	238,200	135,700	783,600	1,566,500
Computer Replacement Fund	197,761	12,000	1,200	236,921	249,634
Risk Management Fund	6,245,521	6,865,098	6,480,948	6,543,724	6,760,942
	9,527,428	8,769,490	8,266,290	9,468,047	10,529,596

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
REVENUES AND OTHER SOURCES BY FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>FIDUCIARY FUNDS</b>					
Police Pension Fund	7,854,005	5,585,500	3,328,950	5,752,500	6,145,000
Fire Pension Fund	7,110,286	5,184,300	2,669,500	5,239,800	5,550,300
	14,964,291	10,769,800	5,998,450	10,992,300	11,695,300
<b>TOTAL REVENUES &amp; OTHER SOURCES VILLAGE FUNDS</b>	<b>104,749,333</b>	<b>89,138,442</b>	<b>81,442,932</b>	<b>86,471,465</b>	<b>90,040,826</b>
<b>MOUNT PROSPECT LIBRARY FUND</b>	8,895,479	9,715,689	9,715,689	9,801,109	(a)
<b>TOTAL REVENUE &amp; OTHER SOURCES VILLAGE &amp; LIBRARY FUNDS (b)</b>	<b>113,644,812</b>	<b>98,854,131</b>	<b>91,158,621</b>	<b>96,272,574</b>	<b>90,040,826</b>

(a) Figures not available as of December 21, 2010

(b) Does not include the Mount Prospect Public Library 2012 Forecast.

**VILLAGE OF MOUNT PROSPECT**  
**REVENUE AND OTHER SOURCES**  
**FUND 001 - GENERAL FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PT - Property Taxes</b>					
400.001 Property Taxes - Current Year	7,578,208	7,845,000	7,923,500	6,783,000	7,060,000
400.002 Property Taxes - Prior Year	2,514	-	10,000	10,000	10,000
400.003 Prop Taxes - Pol Pens Curr Yr	1,526,025	2,005,000	2,025,000	2,467,000	2,639,000
400.004 Prop Taxes - Pol Pens Prior Yr	20,483	-	5,000	5,000	5,000
400.005 Prop Taxes - Fire Pens Curr Yr	1,506,708	1,725,000	1,770,500	2,140,000	2,290,000
400.006 Prop Taxes - Fire Pens Prior Yr	7,556	-	5,000	5,000	5,000
400.009 Prop Taxes - R & B Curr Yr	96,975	92,000	100,000	104,000	108,000
400.010 Prop Taxes - R & B Prior Yr	290	-	500	500	500
	10,738,759	11,667,000	11,839,500	11,514,500	12,117,500

<b>OT - Other Taxes</b>					
401.001 ComEd Electric Tax	1,088,557	1,168,000	1,100,000	1,111,000	1,122,000
401.002 Natural Gas Use Tax	109,056	115,000	105,000	105,000	105,000
401.003 NICOR Gas Tax	511,233	630,000	605,000	605,000	605,000
401.004 Telecommunications Tax	2,810,330	2,900,000	2,850,000	2,890,000	2,930,000
402.001 Auto Rental Tax	10,291	10,000	10,000	10,000	10,000
402.002 Electronic Games Tax	-	1,000	1,000	1,000	1,000
402.003 Food & Beverage Tax	751,121	728,000	765,000	765,000	765,000
402.005 Hotel/Motel Tax	34,567	36,000	27,000	30,000	30,000
402.007 Real Estate Transfer Tax	405,300	650,000	430,000	500,000	500,000
403.003 Home Rule Sales Tax - 3rd	1,036,021	1,246,000	1,100,000	1,111,000	1,122,000
404.001 Cable Television - Comcast	519,262	550,000	440,000	460,000	478,000
404.002 Cable Television - WOW	-	-	98,000	100,000	104,000
404.003 Cable Television - AT & T	-	-	12,000	15,000	16,000
	7,275,738	8,034,000	7,543,000	7,703,000	7,788,000

<b>LPF - Licenses, Permits &amp; Fees</b>					
409.001 Alarm Licenses	15,680	16,000	16,000	16,000	16,000
409.002 Business Licenses	149,132	165,000	160,000	160,000	160,000
409.003 Contractor Licenses	35,350	35,000	35,000	35,000	35,000
409.005 Elevator Licenses	19,390	20,000	20,000	20,000	20,000
409.006 Liquor Licenses	147,725	145,000	150,000	150,000	150,000
409.007 Utility Permit Fee	3,450	5,000	50,000	5,000	5,000
410.001 Building Permits	872,111	550,000	550,000	500,000	500,000
410.003 Electrical Permits	35,662	41,000	41,000	41,000	41,000
410.004 Landlord/Tenant Permits	266,561	255,000	255,000	255,000	255,000
410.005 Plumbing Permits	38,420	42,000	42,000	42,000	42,000
410.006 Public Improv Insp Permits	-	75,000	75,000	75,000	75,000
410.008 Vehicle Licenses	1,395,204	1,405,000	1,405,000	1,405,000	1,405,000
	2,978,685	2,754,000	2,799,000	2,704,000	2,704,000

**VILLAGE OF MOUNT PROSPECT**  
**REVENUE AND OTHER SOURCES**  
**FUND 001 - GENERAL FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>IR - Intergovernmental Revenue</b>					
415.001 Charitable Games Tax	-	2,000	2,000	2,000	2,000
415.002 State Income Tax	4,573,162	4,445,000	4,445,000	4,445,000	4,445,000
415.004 State Sales Tax	9,055,194	9,560,000	9,825,000	10,229,000	10,600,000
415.005 State Use Tax	706,532	754,000	754,000	700,000	700,000
416.001 Personal Prop Repl Tax	326,299	344,000	275,000	275,000	275,000
416.002 Personal Prop Repl Tax - R & B	11,835	7,500	5,000	5,000	5,000
417.001 Forest River Fire Protect Dist.	40,436	46,000	46,000	46,000	46,000
417.002 Maint of State Highways	82,700	85,000	86,000	87,500	91,000
418.001 Body Armor Grant	1,695	5,000	7,100	14,800	13,400
418.005 Regional Trans Auth Grant	28,678	-	-	-	-
419.005 IL Housing Dev Auth Grant	-	21,000	21,000	20,000	20,000
419.011 SHAP Grant	-	-	300	300	300
419.012 Tobacco Enforcement Grant	4,400	5,000	4,400	4,400	4,400
420.001 Chicago Comm Trust Grant	-	-	-	30,000	-
420.003 Other Grants	119,050	37,600	38,000	20,000	20,000
	14,949,981	15,312,100	15,508,800	15,879,000	16,222,100

<b>CS - Charges For Services</b>					
442.001 Cable & Other Programming Fees Mount Prospect Library	13,583	14,000	14,125	14,690	15,200
442.002 Cable & Other Programming Fees Mount Prospect Park	20,354	19,000	16,000	20,000	22,000
442.005 Cable & Other Programming Fees School District 26	-	2,000	-	-	-
442.007 Cable & Other Programming Fees School District 59	-	5,000	1,500	2,500	3,000
442.008 Cable & Other Programming Fees Experience MP Television	-	27,000	24,000	24,000	26,000
443.001 Other Intergovernmental Programming	525	1,000	1,600	1,700	2,000
444.001 Special Detail Revenue	14,131	15,000	500	1,000	1,000
449.001 Ambulance Transport Fees	873,074	750,000	750,000	750,000	750,000
449.002 Nuisance Abatement Fees	10,750	2,000	2,000	2,000	2,000
449.003 Service Charge Parking Fund	16,000	16,500	16,500	17,500	18,000
449.004 Permit Reinspection Fees	122,720	75,000	75,000	75,000	75,000
449.005 Plan Examination Fees	18,670	22,000	22,000	22,000	22,000
449.007 Street Opening Fee	1,800	2,000	2,000	2,000	2,000
449.008 Truck Fees	605	1,000	1,000	1,000	1,000
449.009 Vacant Structure Registration	1,000	-	-	-	-
449.010 Service Charge Village Parking Fund	24,000	25,000	25,000	27,000	28,000

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 001 - GENERAL FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Charges For Services (continued)</b>					
449.011 Service Charge Water & Sewer Fund	460,000	476,000	476,000	490,000	505,000
449.012 ZBA Hearing Fees	6,705	7,000	5,000	5,000	5,000
	1,583,917	1,459,500	1,432,225	1,455,390	1,477,200
<b>FF - Fines &amp; Forfeits</b>					
453.001 Circuit Court Fines	272,848	275,000	275,000	275,000	275,000
453.003 Code Enforcement Fines	13,550	10,000	10,000	10,000	10,000
453.006 False Alarm Fees	9,057	10,000	10,000	10,000	10,000
453.007 Fines-Parental Responsibility	300	2,000	1,000	1,000	1,000
453.008 Forfeited Escrow Funds	13,685	50,000	20,000	20,000	20,000
453.009 Local Ordinance Fines	3,430	5,000	5,000	5,000	5,000
453.011 Parking Fines	225,842	300,000	275,000	275,000	275,000
453.012 Permit Penalties	2,800	3,000	5,000	5,000	5,000
	541,512	655,000	601,000	601,000	601,000
<b>II - Investment Income</b>					
456.001 Interest Income	30,493	90,000	1,000	60,500	113,000
457.001 Interest Income - Escrow	4,836	18,000	2,000	10,000	10,000
458.001 Bank Account Interest	29,498	20,000	25,000	25,000	25,000
459.001 IMET Market Value Adjustment	128	2,000	1,000	2,000	2,000
	64,955	130,000	29,000	97,500	150,000
<b>RE - Reimbursements</b>					
473.001 Fire Training Reimbursement	13,034	5,000	6,000	6,000	6,000
473.002 High School Youth Officer	75,424	76,500	78,500	79,500	81,000
473.003 Home Delivered Meals	29,874	53,000	51,600	42,700	42,700
473.005 Mount Prospect Library Contrib.	23,537	23,500	23,500	24,000	24,000
473.006 Other Reimbursements	74,393	34,000	30,000	30,000	30,000
473.007 Police Training Reimbursement	28,180	30,000	26,000	20,000	26,000
473.008 Property Damage Reimbursement	20,900	30,000	30,000	30,000	30,000
473.011 Sidewalk - Shared Cost	20,709	13,000	15,000	20,000	54,000
473.012 Tree Replacement Reimbursement	57,976	66,000	30,000	30,000	30,000
	344,027	331,000	290,600	282,200	323,700

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 001 - GENERAL FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OR - Other Revenue</b>					
476.002 Fire Training Revenue	18,562	25,000	25,000	25,000	25,000
476.003 Human Services Revenue	12,522	35,000	20,000	17,300	17,300
476.004 Human Service Youth Activities	-	-	3,000	3,000	3,000
476.005 Sister City Events	5,745	2,000	2,000	2,000	2,000
476.006 Winter Festival Parade	1,900	30,000	-	-	-
477.002 Fire Department Donations	10,502	1,500	1,500	1,500	1,500
477.003 Human Services Donations	350	1,000	1,000	1,040	1,040
477.004 Paramedic Donations	2,321	1,500	1,500	1,500	1,500
477.005 Police Department Donations	11,554	1,500	2,350	1,000	1,000
477.006 Public Works Donations	11,700	1,500	1,600	1,600	1,600
479.001 Animal Release	895	1,000	1,000	1,000	1,000
479.002 Cash Over/Short	(193)	-	-	-	-
479.004 Comm Conn Ctr Supp (mbr agency)	6,315	24,000	16,400	16,400	16,400
479.005 Miscellaneous Income	120,320	39,000	75,000	75,000	75,000
479.006 Other Rev Police and Fire Reports	6,373	8,000	6,000	6,000	6,000
479.009 Other Rev Subpoena Fees	2,422	4,000	2,000	2,000	2,000
479.010 Advertising Revenue	19,082	10,000	10,000	10,000	10,000
480.001 Leases Cell Tower	111,604	116,000	116,000	119,000	122,000
480.002 Leases General Store	16,201	17,500	17,500	18,500	19,500
495.001 Special Events Commission Celestial Celebrations	29,360	30,000	30,000	30,000	30,000
	387,535	348,500	331,850	331,840	335,840
<b>OFS - Other Financing Sources</b>					
492.001 Sale of Property	364	-	2,000	2,000	2,000
	364	-	2,000	2,000	2,000
<b>TOTAL GENERAL FUND</b>	<b>38,865,473</b>	<b>40,691,100</b>	<b>40,376,975</b>	<b>40,570,430</b>	<b>41,721,340</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 002 - DEBT SERVICE FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PT - Property Taxes</b>					
400.001 Property Taxes - Current Year	1,786,473	1,693,000	1,516,500	1,752,000	1,798,000
400.002 Property Taxes - Prior Year	448	-	-	2,000	2,000
	<u>1,786,921</u>	<u>1,693,000</u>	<u>1,516,500</u>	<u>1,754,000</u>	<u>1,800,000</u>
<b>OT - Other Taxes</b>					
403.001 Home Rule Sales Tax - 1st	1,036,021	1,140,708	1,100,000	682,000	613,354
	<u>1,036,021</u>	<u>1,140,708</u>	<u>1,100,000</u>	<u>682,000</u>	<u>613,354</u>
<b>IR - Intergovernmental Revenue</b>					
417.003 Other Intergovernmental Build America Bond Subsidy	-	-	44,501	47,258	47,258
	<u>-</u>	<u>-</u>	<u>44,501</u>	<u>47,258</u>	<u>47,258</u>
<b>II - Investment Income</b>					
456.001 Interest Income	1,265	4,000	800	2,500	2,500
	<u>1,265</u>	<u>4,000</u>	<u>800</u>	<u>2,500</u>	<u>2,500</u>
<b>OFS - Other Financing Sources</b>					
487.001 Transfer In	13,840	-	-	-	-
488.001 Bond Proceeds	3,430,000	-	-	-	-
488.002 Bond Proceeds Bond Premium	124,536	-	-	-	-
	<u>3,568,376</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL DEBT SERVICE FUND</b>	<b>6,392,583</b>	<b>2,837,708</b>	<b>2,661,801</b>	<b>2,485,758</b>	<b>2,463,112</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 020 - CAPITAL IMPROVEMENT FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OT - Other Taxes</b>					
403.004 Home Rule Sales Tax - 4th	953,139	1,146,000	1,000,000	1,011,000	1,022,000
	953,139	1,146,000	1,000,000	1,011,000	1,022,000
<b>IR - Intergovernmental Revenue</b>					
418.008 Federal Grants EECBG Grant	30,878	-	75,000	100,000	75,000
419.002 State Grants DCEO Grants	75,000	200,000	200,000	-	-
420.003 Other Grants	-	64,000	-	-	156,000
	105,878	264,000	275,000	100,000	231,000
<b>II - Investment Income</b>					
456.001 Interest Income	2,318	11,500	1,000	5,000	5,000
	2,318	11,500	1,000	5,000	5,000
<b>OR - Other Revenue</b>					
477.001 Developer Donations	31,051	-	10,000	5,000	5,000
	31,051	-	10,000	5,000	5,000
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>1,092,386</b>	<b>1,421,500</b>	<b>1,286,000</b>	<b>1,121,000</b>	<b>1,263,000</b>

**FUND 021 - SERIES 2009 CONSTRUCTION FUND**

<b>IR - Intergovernmental Revenue</b>					
420.003 Other Grants	83,700	150,000	66,300	-	-
	83,700	150,000	66,300	-	-
<b>II - Investment Income</b>					
456.001 Interest Income	48,737	1,000	5,000	-	-
	48,737	1,000	5,000	-	-
<b>OFS - Other Financing Sources</b>					
487.001 Transfer In	635,100	973,505	861,000	-	-
488.001 Bond Proceeds	12,650,000	-	-	-	-
	13,285,100	973,505	861,000	-	-
<b>TOTAL SERIES 2009 CONSTRUCTION FUND</b>	<b>13,417,537</b>	<b>1,124,505</b>	<b>932,300</b>	<b>-</b>	<b>-</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 022 - DOWNTOWN REDEVELOPMENT CONSTRUCTION FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PT - Property Taxes</b>					
400.011 Property Tax Increment CY	2,276,442	2,556,000	2,556,000	2,665,000	2,808,000
	2,276,442	2,556,000	2,556,000	2,665,000	2,808,000
<b>II - Investment Income</b>					
456.001 Interest Income	1,608	11,000	2,000	2,500	2,500
	1,608	11,000	2,000	2,500	2,500
<b>RE - Reimbursements</b>					
473.006 Other Reimbursements	1,752	-	-	-	-
	1,752	-	-	-	-
<b>TOTAL DOWNTOWN REDEVELOPMENT FUND</b>	<b>2,279,802</b>	<b>2,567,000</b>	<b>2,558,000</b>	<b>2,667,500</b>	<b>2,810,500</b>

**FUND 023 - STREET IMPROVEMENT CONSTRUCTION FUND**

<b>OT - Other Taxes</b>					
402.006 Use Taxes Municipal Motor	279,539	260,000	260,000	260,000	260,000
403.002 Home Rule Sales Tax - 2nd	1,036,021	1,246,000	1,100,000	1,111,000	1,122,000
	1,315,560	1,506,000	1,360,000	1,371,000	1,382,000
<b>IR - Intergovernmental Revenue</b>					
418.008 EECBG Grant	-	210,600	210,600	-	-
419.015 IDOT Grant - ERP Funding	-	-	413,250	-	-
	-	210,600	623,850	-	-
<b>II - Investment Income</b>					
456.001 Interest Income	892	1,000	100	1,000	1,000
	892	1,000	100	1,000	1,000
<b>OR - Other Revenue</b>					
479.005 Miscellaneous Income	12,256	-	-	-	-
	12,256	-	-	-	-
<b>TOTAL STREET IMPROVEMENT CONSTRUCTION FUND</b>	<b>1,328,708</b>	<b>1,717,600</b>	<b>1,983,950</b>	<b>1,372,000</b>	<b>1,383,000</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 024 - FLOOD CONTROL CONSTRUCTION FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OT - Other Taxes</b>					
403.001 Home Rule Sales Tax - 1st	-	105,292	-	429,000	508,646
	-	105,292	-	429,000	508,646
<b>CS - Charges For Services</b>					
449.006 Service Charge Stormwater Detention Fee	76,402	45,000	5,000	50,000	50,000
	76,402	45,000	5,000	50,000	50,000
<b>II - Investment Income</b>					
456.001 Interest Income	170	1,000	-	-	-
	170	1,000	-	-	-
<b>RE - Reimbursements</b>					
473.009 Reimbursements Prospect Heights Levee 37 Reimb.	-	47,500	57,079	57,079	57,079
	-	47,500	57,079	57,079	57,079
<b>TOTAL FLOOD CONTROL CONSTRUCTION FUND</b>	<b>76,572</b>	<b>198,792</b>	<b>62,079</b>	<b>536,079</b>	<b>615,725</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 040 - REFUSE DISPOSAL FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PT - Property Taxes</b>					
400.001 Property Taxes - Current Year	1,740,391	1,731,000	1,758,000	1,750,000	1,750,000
400.002 Property Taxes - Prior Year	701	-	1,000	1,000	1,000
	<u>1,741,092</u>	<u>1,731,000</u>	<u>1,759,000</u>	<u>1,751,000</u>	<u>1,751,000</u>
<b>CS - Charges For Services</b>					
445.001 Single Family Ref Disp Chrg	979,545	966,000	974,000	975,000	975,000
445.002 Multi-Family Ref Disp Chrg	919,372	939,000	939,000	963,782	983,058
	<u>1,898,917</u>	<u>1,905,000</u>	<u>1,913,000</u>	<u>1,938,782</u>	<u>1,958,058</u>
<b>FF - Fines &amp; Forfeits</b>					
453.010 Multi-Family Refuse Disp Pen	13,580	10,000	14,500	14,500	14,500
453.014 Single Family Refuse Disp Pen	13,925	10,000	20,740	21,000	21,000
	<u>27,505</u>	<u>20,000</u>	<u>35,240</u>	<u>35,500</u>	<u>35,500</u>
<b>II - Investment Income</b>					
456.001 Interest Income	8,102	22,500	1,200	1,200	1,200
	<u>8,102</u>	<u>22,500</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
<b>OR - Other Revenue</b>					
479.003 Commercial Contract Admin Fee	131,877	133,000	133,000	138,000	141,000
479.005 Miscellaneous Income	323	1,000	100	500	500
481.001 Sale of Recycling Bins	615	1,000	650	650	650
482.001 Sale of Refuse Stickers	214,135	225,000	225,000	225,000	225,000
	<u>346,950</u>	<u>360,000</u>	<u>358,750</u>	<u>364,150</u>	<u>367,150</u>
<b>TOTAL REFUSE DISPOSAL FUND</b>	<b>4,022,566</b>	<b>4,038,500</b>	<b>4,067,190</b>	<b>4,090,632</b>	<b>4,112,908</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 041 - MOTOR FUEL TAX FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>IR - Intergovernmental Revenue</b>					
415.003 State Motor Fuel Tax	1,466,759	1,445,000	1,419,000	1,432,500	1,447,000
419.003 IDOT Grants - LED Conversion	-	230,000	230,000	-	-
420.003 Other Grants	29,355	-	-	-	-
	1,496,114	1,675,000	1,649,000	1,432,500	1,447,000
<b>II - Investment Income</b>					
456.001 Interest Income	422	1,000	-	-	-
458.001 Bank Account Interest	917	500	1,200	1,200	1,200
	1,339	1,500	1,200	1,200	1,200
<b>RE - Reimbursements</b>					
473.004 MFT Projects Reimbursements	11,622	5,000	12,000	12,000	12,000
473.006 Other Reimbursements	5,259	155,000	155,000	40,000	5,000
	16,881	160,000	167,000	52,000	17,000
<b>TOTAL MOTOR FUEL TAX FUND</b>	<b>1,514,334</b>	<b>1,836,500</b>	<b>1,817,200</b>	<b>1,485,700</b>	<b>1,465,200</b>

**FUND 042 - COMMUNITY DEVELOPMENT BLOCK GRANT**

<b>IR - Intergovernmental Revenue</b>					
418.002 Comm Development Block Grant	695,354	515,447	465,447	395,219	362,345
	695,354	515,447	465,447	395,219	362,345
<b>II - Investment Income</b>					
458.001 Bank Account Interest	24	-	-	-	-
	24	-	-	-	-
<b>OR - Other Revenue</b>					
476.001 CDBG Program Income	102,932	50,000	50,000	60,000	60,000
	102,932	50,000	50,000	60,000	60,000
<b>TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT</b>	<b>798,310</b>	<b>565,447</b>	<b>515,447</b>	<b>455,219</b>	<b>422,345</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 043 - ASSET SEIZURE FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
FF - Fines & Forfeits					
453.013 Seized Assets	2,949	5,000	5,200	1,000	1,000
	2,949	5,000	5,200	1,000	1,000
II - Investment Income					
456.001 Interest Income	127	1,000	100	2,500	2,500
	127	1,000	100	2,500	2,500
<b>TOTAL ASSET SEIZURE FUND</b>	<b>3,076</b>	<b>6,000</b>	<b>5,300</b>	<b>3,500</b>	<b>3,500</b>

**FUND 044 - DEA SHARED FUNDS FUND**

FF - Fines & Forfeits					
453.004 DEA Shared Seized Assets	-	1,000	1,000	1,500	1,500
	-	1,000	1,000	1,500	1,500
II - Investment Income					
458.001 Bank Account Interest	73	500	100	500	500
	73	500	100	500	500
<b>TOTAL DEA SHARED FUNDS FUND</b>	<b>73</b>	<b>1,500</b>	<b>1,100</b>	<b>2,000</b>	<b>2,000</b>

**FUND 045 - DUI FINE FUND**

FF - Fines & Forfeits					
453.005 DUI Fines	16,131	20,000	1,000	1,000	1,000
	16,131	20,000	1,000	1,000	1,000
II - Investment Income					
456.001 Interest Income	5	500	100	500	500
	5	500	100	500	500
<b>TOTAL DUI FINE FUND</b>	<b>16,136</b>	<b>20,500</b>	<b>1,100</b>	<b>1,500</b>	<b>1,500</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 046 - FOREIGN FIRE TAX BOARD FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OT - Other Taxes</b>					
402.004 Foreign Fire Insurance Tax	44,004	35,000	44,000	44,000	44,000
	44,004	35,000	44,000	44,000	44,000
<b>II - Investment Income</b>					
456.001 Interest Income	28	500	100	500	500
	28	500	100	500	500
<b>TOTAL FOREIGN FIRE TAX BOARD FUND</b>	<b>44,032</b>	<b>35,500</b>	<b>44,100</b>	<b>44,500</b>	<b>44,500</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 050 - WATER AND SEWER FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PT - Property Taxes</b>					
400.007 Property Taxes - SSA CY	1,521,127	1,500,000	1,522,500	1,515,000	1,515,000
400.008 Property Taxes - SSA PY	(525)	-	2,000	1,000	1,000
	<u>1,520,602</u>	<u>1,500,000</u>	<u>1,524,500</u>	<u>1,516,000</u>	<u>1,516,000</u>
<b>LPF - Licenses, Permits &amp; Fees</b>					
409.004 Cross Connection Permit Fee	16,740	16,000	16,000	17,000	17,000
	<u>16,740</u>	<u>16,000</u>	<u>16,000</u>	<u>17,000</u>	<u>17,000</u>
<b>CS - Charges For Services</b>					
446.001 Water Sales	5,829,543	7,305,000	6,087,500	6,325,000	6,575,000
446.002 Sewer Fees	1,725,674	2,355,000	1,962,500	2,041,000	2,123,000
446.003 Sewer Construction Fee	785,811	786,000	786,000	786,000	786,000
446.004 Water Meter Fees	13,819	10,000	21,000	15,000	15,000
446.005 Water Tap Fees	18,725	20,000	10,000	10,000	10,000
	<u>8,373,572</u>	<u>10,476,000</u>	<u>8,867,000</u>	<u>9,177,000</u>	<u>9,509,000</u>
<b>FF - Fines &amp; Forfeits</b>					
453.015 Water Penalties	126,824	120,000	118,000	120,000	120,000
	<u>126,824</u>	<u>120,000</u>	<u>118,000</u>	<u>120,000</u>	<u>120,000</u>
<b>II - Investment Income</b>					
456.001 Interest Income	26,400	82,500	1,000	5,000	5,000
458.001 Bank Account Interest	40	5,000	100	1,000	1,000
459.001 IMET Market Value Adj	43	5,000	100	1,000	1,000
	<u>26,483</u>	<u>92,500</u>	<u>1,200</u>	<u>7,000</u>	<u>7,000</u>
<b>RE - Reimbursements</b>					
473.013 Water Fund Reimbursements	-	1,000	10,000	1,000	1,000
	<u>-</u>	<u>1,000</u>	<u>10,000</u>	<u>1,000</u>	<u>1,000</u>
<b>OR - Other Revenue</b>					
479.005 Miscellaneous Income	40,885	20,000	15,000	20,000	20,000
	<u>40,885</u>	<u>20,000</u>	<u>15,000</u>	<u>20,000</u>	<u>20,000</u>
<b>OFS - Other Financing Sources</b>					
494.001 Gain/Loss on Disposal of Assets	(863)	-	-	-	-
	<u>(863)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL WATER AND SEWER FUND</b>	<b>10,104,243</b>	<b>12,225,500</b>	<b>10,551,700</b>	<b>10,858,000</b>	<b>11,190,000</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 051 - VILLAGE PARKING SYSTEM FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OT - Other Taxes</b>					
403.004 Home Rule Sales Tax - 4th	37,297	45,000	45,000	45,000	45,000
	37,297	45,000	45,000	45,000	45,000
<b>CS - Charges For Services</b>					
448.001 Parking Fees (Village Only)	99,118	100,000	93,000	95,000	95,000
448.004 Parking Fees (Village Only)	9,315	6,000	7,000	7,000	7,000
	108,433	106,000	100,000	102,000	102,000
<b>II - Investment Income</b>					
456.001 Interest Income	80	1,000	100	500	500
	80	1,000	100	500	500
<b>OR - Other Revenue</b>					
480.003 Leases Train Depot	-	-	2,750	3,300	3,300
	-	-	2,750	3,300	3,300
<b>TOTAL VILLAGE PARKING SYSTEM FUND</b>	<b>145,810</b>	<b>152,000</b>	<b>147,850</b>	<b>150,800</b>	<b>150,800</b>

**FUND 052 - PARKING SYSTEM REVENUE FUND**

<b>OT - Other Taxes</b>					
403.004 Home Rule Sales Tax - 4th	45,585	55,000	55,000	55,000	55,000
	45,585	55,000	55,000	55,000	55,000
<b>CS - Charges For Services</b>					
447.001 Parking Fees (Shared) Meter Lot A	59,681	57,000	60,000	60,000	60,000
447.002 Parking Fees (Shared) Meter Lot C	50,621	47,000	51,000	51,000	51,000
	110,302	104,000	111,000	111,000	111,000
<b>II - Investment Income</b>					
456.001 Interest Income	86	500	100	500	500
	86	500	100	500	500
<b>TOTAL PARKING SYSTEM REVENUE FUND</b>	<b>155,973</b>	<b>159,500</b>	<b>166,100</b>	<b>166,500</b>	<b>166,500</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 060 - VEHICLE MAINTENANCE FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Charges For Services</b>					
423.001 Parking Fund Charges	4,473	4,332	4,332	4,328	4,438
424.001 Village Parking Fund Charges	4,473	4,332	4,332	4,328	4,438
425.001 Mayor & Board Charges	2,982	1,978	1,978	2,884	2,959
426.001 Manager's Office Charges	2,982	1,978	1,978	2,884	2,959
427.001 Television Services Charges	2,982	1,978	1,978	2,886	2,958
428.001 Planning & Zoning Charges	2,982	1,978	1,978	2,884	2,959
429.001 Building Service Charges	12,425	9,886	9,886	12,021	12,329
430.001 Housing Inspections Charges	20,709	17,299	17,299	20,036	20,549
431.001 Health Inspections Charges	2,982	1,978	1,978	2,884	2,959
432.001 Human Services Charges	2,982	1,978	1,978	2,885	2,959
433.001 Police Administration Charges	499,490	428,345	428,345	483,257	495,629
434.001 Fire Administration Charge	226,549	197,700	197,700	299,964	307,643
435.001 Public Works Admin Charges	607,505	510,708	510,708	587,762	602,811
436.001 Public Works Eng Charges	28,992	16,804	16,804	28,050	28,768
437.001 Public Works Water Charge	460,723	446,168	446,168	445,749	457,162
	<u>1,883,231</u>	<u>1,647,442</u>	<u>1,647,442</u>	<u>1,902,802</u>	<u>1,951,520</u>
<b>II - Investment Income</b>					
456.001 Interest Income	1,767	6,750	1,000	1,000	1,000
	<u>1,767</u>	<u>6,750</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
<b>OR - Other Revenue</b>					
479.005 Miscellaneous Income	692	-	-	-	-
	<u>692</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL VEHICLE MAINTENANCE FUND</b>	<b>1,885,690</b>	<b>1,654,192</b>	<b>1,648,442</b>	<b>1,903,802</b>	<b>1,952,520</b>

**VILLAGE OF MOUNT PROSPECT**  
**REVENUE AND OTHER SOURCES**  
**FUND 061 - VEHICLE REPLACEMENT FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Charges For Services</b>					
423.002 Parking Fund Charges	4,000	2,880	2,880	5,360	11,760
424.002 Village Parking Fund Charges	5,900	4,320	4,320	8,040	17,640
425.002 Mayor & Board Charges	900	-	-	1,500	2,500
426.002 Manager's Office Charges	8,000	-	-	2,300	3,700
427.002 Television Services Charges	2,600	-	-	1,500	4,000
428.002 Planning & Zoning Charges	1,500	-	-	1,500	1,500
429.002 Building Charges	6,100	-	-	5,700	8,000
430.002 Housing Inspections Charges	14,200	-	-	10,400	14,300
431.002 Health Inspections Charges	1,500	-	-	1,500	1,500
432.002 Human Services Charges	700	-	-	400	900
433.002 Police Administration Charges	109,600	-	-	174,300	470,700
434.002 Fire Administration Charge	238,800	-	-	157,800	351,800
435.002 Public Works Admin Charges	286,900	-	-	189,300	313,400
436.002 Public Works Eng Charges	11,800	-	-	11,100	11,800
437.002 Public Works Water Charge	209,100	68,500	68,500	126,900	267,000
	901,600	75,700	75,700	697,600	1,480,500
<b>FF - Fines &amp; Forfeits</b>					
453.002 Circuit Court Supervision Fee	35,012	36,000	-	26,000	26,000
	35,012	36,000	-	26,000	26,000
<b>II - Investment Income</b>					
456.001 Interest Income	32,500	76,500	10,000	10,000	10,000
	32,500	76,500	10,000	10,000	10,000
<b>OFS - Other Financing Sources</b>					
493.001 Gain/Loss on Sale of Assets	229,344	50,000	50,000	50,000	50,000
	229,344	50,000	50,000	50,000	50,000
<b>TOTAL VEHICLE REPLACEMENT FUND</b>	<b>1,198,456</b>	<b>238,200</b>	<b>135,700</b>	<b>783,600</b>	<b>1,566,500</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 062 - COMPUTER REPLACEMENT FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Charges For Services</b>					
438.001 IT Div. Computer Charges	177,397	-	-	212,193	224,067
438.002 Refuse Computer Charges	570	-	-	682	720
438.003 TV Computer Charges	394	-	-	255	255
438.004 Veh Maint Comp Charges	2,279	-	-	2,726	2,879
438.005 Water Computer Charges	14,641	-	-	16,065	16,713
	195,281	-	-	231,921	244,634
<b>II - Investment Income</b>					
456.001 Interest Income	2,480	12,000	1,200	5,000	5,000
	2,480	12,000	1,200	5,000	5,000
<b>TOTAL COMPUTER REPLACEMENT FUND</b>	<b>197,761</b>	<b>12,000</b>	<b>1,200</b>	<b>236,921</b>	<b>249,634</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 063 - RISK MANAGEMENT FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Charges For Services</b>					
439.001 General Fund Chg - Liability	710,720	743,888	743,888	735,048	737,167
439.002 Parking Fund Chg - Liability	112,203	106,682	106,682	116,333	116,980
439.003 Refuse Fund Charges - Liability	26,535	22,734	22,734	25,175	25,394
439.004 Veh. Maint. Charges - Liability	22,145	22,501	22,501	16,878	16,878
439.005 Vill Park Fund Chgs - Liability	639	947	947	755	762
439.006 Water Fund Charges - Liability	959	947	947	1,011	1,020
440.001 CDBG Fund Charges - Medical	11,849	12,892	11,660	13,998	14,465
440.002 General Fund Chg - Medical	3,305,840	3,608,344	3,260,792	3,088,974	3,218,463
440.003 MPPL Charges - Medical	580,523	653,500	653,500	668,215	701,044
440.004 Parking Fund Chg - Medical	4,223	4,592	4,148	5,091	5,391
440.005 Refuse Fund Chg - Medical	30,532	33,222	30,019	44,367	45,697
440.006 Vehicle Maint Chg - Medical	117,462	127,888	115,568	140,813	147,016
440.007 Vill Park Fund Chg - Medical	6,340	6,893	6,228	5,773	6,095
440.008 Water Fund Charges - Medical	281,076	305,708	276,263	325,593	338,870
441.002 General Fund Charges - Life	-	-	-	18,200	18,200
	5,211,046	5,650,738	5,255,877	5,206,224	5,393,442
<b>II - Investment Income</b>					
456.001 Interest Income	13,904	31,500	2,500	5,000	5,000
	13,904	31,500	2,500	5,000	5,000
<b>RE - Reimbursements</b>					
473.008 Property Damage Reimbur	1,306	10,000	7,500	10,000	10,000
473.016 Insurance Reimbursements	-	-	1,300	1,000	1,000
	1,306	10,000	8,800	11,000	11,000
<b>OR - Other Revenue</b>					
478.001 Employee Health Contrib	428,481	433,500	474,500	545,000	545,000
478.003 Flex Additional Life Contrib	6,092	6,096	6,007	6,000	6,000
478.008 Retiree Contributions	584,692	733,264	733,264	770,500	800,500
	1,019,265	1,172,860	1,213,771	1,321,500	1,351,500
<b>TOTAL RISK MANAGEMENT FUND</b>	<b>6,245,521</b>	<b>6,865,098</b>	<b>6,480,948</b>	<b>6,543,724</b>	<b>6,760,942</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 070 - POLICE PENSION FUND**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>II - Investment Income</b>					
456.001 Interest Income	2,222	8,500	1,200	2,500	2,500
458.001 Bank Account Interest	1,663	2,000	1,000	2,000	2,000
460.001 Investment Income - Mgr S	535,654	587,500	365,250	750,000	795,000
461.001 Wells Fargo - S	2,145	10,000	1,000	5,000	10,000
462.001 Investment Income - Mgr C	270,770	-	-	-	-
463.001 Wells Fargo - C	6,137	-	-	-	-
464.001 Investment Income - Mgr M	112,057	437,500	270,000	550,000	590,000
465.001 Wells Fargo - M	205	10,000	1,000	7,500	15,000
466.001 Realized Gains/Losses Mgr S	76,975	90,000	-	10,000	10,000
466.002 Realized Gains/Losses Mgr C	78,443	-	-	-	-
466.003 Realized Gains/Losses Mgr M	(39,089)	90,000	(10,000)	10,000	10,000
467.001 Unrealized Gains/Losses - S	(410,560)	100,000	400,000	100,000	100,000
467.002 Unrealized Gains/Losses - C	(147,318)	-	-	-	-
467.003 Unrealized Gains/Losses - M	(122,337)	100,000	400,000	100,000	100,000
468.001 Market Gain/Loss on Equities	5,194,920	1,200,000	(1,000,000)	1,100,000	1,200,000
	<u>5,561,887</u>	<u>2,635,500</u>	<u>429,450</u>	<u>2,637,000</u>	<u>2,834,500</u>
<b>OR - Other Revenue</b>					
478.005 Police Contributions	727,110	735,500	685,000	735,000	765,000
478.009 Village Contributions - PPRT	18,500	18,500	18,500	18,500	18,500
478.010 Village Contributions - RE Tax	1,546,508	2,196,000	2,196,000	2,362,000	2,527,000
	<u>2,292,118</u>	<u>2,950,000</u>	<u>2,899,500</u>	<u>3,115,500</u>	<u>3,310,500</u>
<b>TOTAL POLICE PENSION FUND</b>	<b>7,854,005</b>	<b>5,585,500</b>	<b>3,328,950</b>	<b>5,752,500</b>	<b>6,145,000</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 071 - FIRE PENSION FUND**

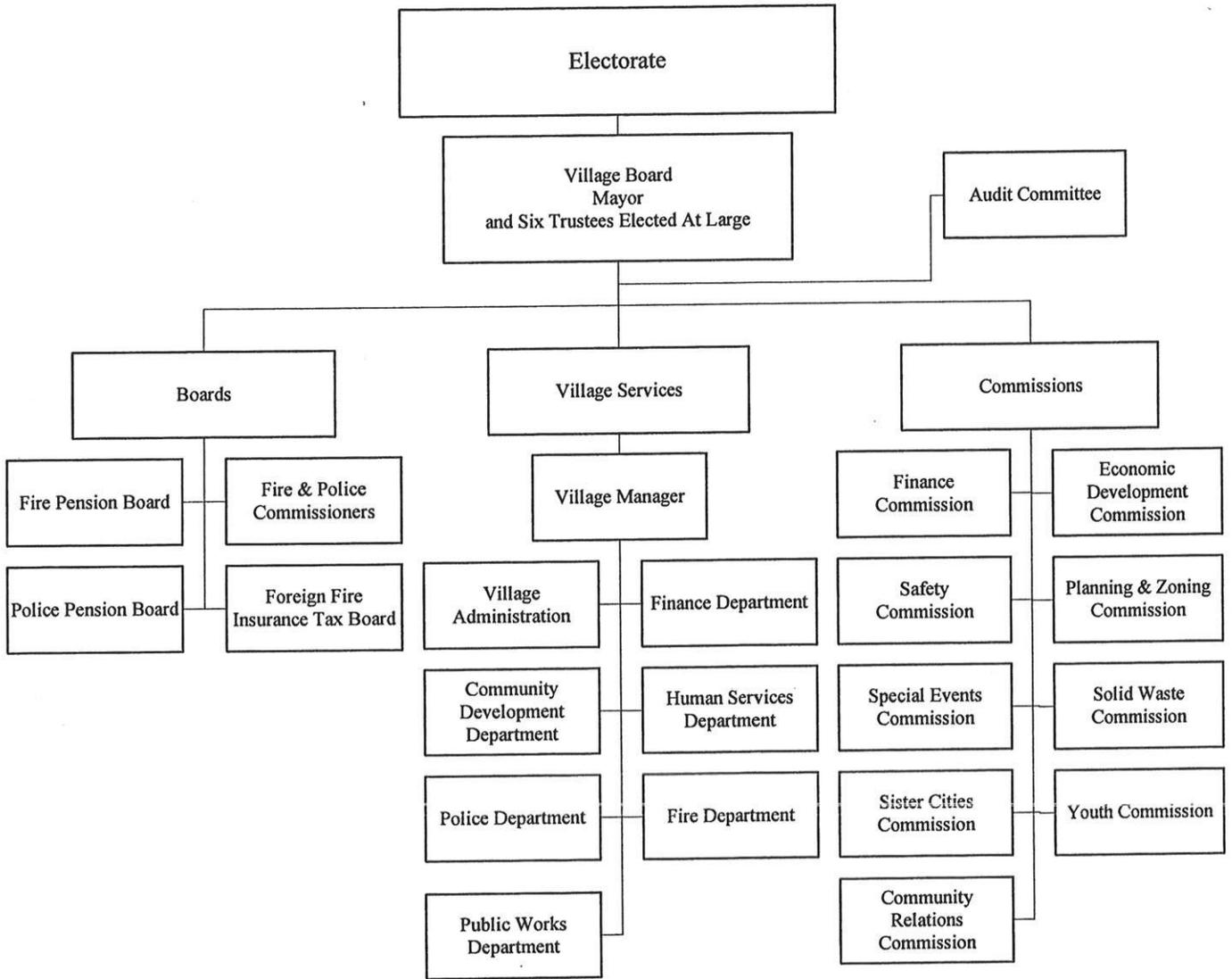
	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>II - Investment Income</b>					
456.001 Interest Income	1,027	4,000	500	2,000	2,000
458.001 Bank Account Interest	845	2,000	500	2,000	2,000
460.001 Investment Income - Mgr S	535,386	591,500	600,000	738,000	780,000
461.001 Wells Fargo - S	2,914	10,000	500	6,000	12,000
462.001 Investment Income - Mgr C	463,377	516,500	291,000	582,000	612,000
463.001 Wells Fargo - C Wells Fargo - C	6,272	10,000	1,200	7,500	15,000
466.001 Realized Gains/Losses Mgr S	60,507	90,000	(5,000)	10,000	10,000
466.002 Realized Gains/Losses Mgr C	97,559	90,000	(20,000)	10,000	10,000
467.001 Unrealized Gains/Losses - S	(385,201)	100,000	400,000	100,000	100,000
467.002 Unrealized Gains/Losses - C	(413,771)	100,000	50,000	100,000	100,000
468.001 Market Gain/Loss on Equities	4,623,052	1,140,000	(1,200,000)	987,000	1,047,000
	4,991,967	2,654,000	118,700	2,544,500	2,690,000
<b>OR - Other Revenue</b>					
478.002 Fire Contributions	579,755	591,000	568,000	612,000	633,000
478.009 Village Contributions - PPRT	24,300	24,300	24,300	24,300	24,300
478.010 Village Contributions - RE Tax	1,514,264	1,915,000	1,958,500	2,059,000	2,203,000
	2,118,319	2,530,300	2,550,800	2,695,300	2,860,300
<b>TOTAL FIRE PENSION FUND</b>	<b>7,110,286</b>	<b>5,184,300</b>	<b>2,669,500</b>	<b>5,239,800</b>	<b>5,550,300</b>

**VILLAGE OF MOUNT PROSPECT  
REVENUE AND OTHER SOURCES  
FUND 090 - MOUNT PROSPECT LIBRARY FUND**

	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate</b>	<b>2011 Budget</b>	<b>2012 Forecast</b>
<b>OTHER SOURCES</b>					
499.001 Taxes - Library Fund	6,959,546	7,250,248	7,250,248	7,699,510	-
499.005 Taxes - Library Debt Service	1,621,995	1,632,178	1,632,178	1,621,609	-
499.006 Other Income	313,938	833,263	833,263	479,990	-
	8,895,479	9,715,689	9,715,689	9,801,109	-
<b>TOTAL MOUNT PROSPECT LIBRARY FUND</b>	<b>8,895,479</b>	<b>9,715,689</b>	<b>9,715,689</b>	<b>9,801,109</b>	<b>(a)</b>

(a) Figures not available as of December 21, 2010.

# VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



**VILLAGE OF MOUNT PROSPECT  
2011 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. The current Mayor (Village President) was elected in 2005 and reelected in 2009. The next mayoral election will be in 2013.

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, traffic safety, economic development, public safety, and recycling.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC REPRESENTATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Mayor & Board of Trustees	114,742	120,261	114,988	110,356	111,661
Advisory Boards & Commissions	4,824	6,149	6,087	6,588	6,736
	119,566	126,410	121,075	116,944	118,397
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	34,186	34,311	34,311	34,533	34,817
EB - Employee Benefits	5,900	6,291	6,106	7,147	7,241
OEC - Other Employee Costs	2,354	4,400	4,150	2,250	2,250
CS - Contractual Services	73,243	76,853	72,203	68,959	70,034
UT - Utilities	306	455	455	455	455
CSU - Commodities & Supplies	3,577	4,100	3,850	3,600	3,600
	119,566	126,410	121,075	116,944	118,397
<b>SOURCE OF FUNDS</b>					
001 - General Fund	119,566	126,410	121,075	116,944	118,397
	119,566	126,410	121,075	116,944	118,397

**BUDGET DISCUSSION AND ANALYSIS**

Savings to the Public Representation budget for 2011 include reductions in Travel & Meetings, Board & Commission Expenses and Organizational Memberships. Total savings from these accounts total \$10,400. In addition, the Winter Festival Parade was eliminated saving \$29,500.

**VILLAGE OF MOUNT PROSPECT  
PUBLIC REPRESENTATION  
MAYOR & BOARD OF TRUSTEES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	5,890	5,983	5,983	6,062	6,244
501.001 Part-Time Earnings	25,000	25,000	25,000	25,000	25,000
506.001 Longevity Pay	-	-	-	39	39
	30,890	30,983	30,983	31,101	31,283
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	1,167	1,268	1,145	1,639	1,687
510.002 Life Insurance	8	15	15	-	-
511.001 FICA Costs - Social Security	1,895	1,921	1,921	1,928	1,928
511.002 FICA Costs - Medicare	443	450	450	452	452
512.001 IMRF Pension Expense	1,279	1,416	1,416	1,572	1,572
	4,792	5,070	4,947	5,591	5,639
<b>OEC - Other Employee Costs</b>					
516.001 Board/Commissions Activities	1,059	2,250	2,000	1,500	1,500
522.001 Travel & Meetings	1,295	2,150	2,150	750	750
	2,354	4,400	4,150	2,250	2,250
<b>CS - Contractual Services</b>					
530.002 Auditing Services	27,965	29,375	29,375	29,375	29,375
537.001 Meeting Expense	2,249	2,000	1,750	1,500	1,500
538.001 Memorial Gifts	1,559	1,500	1,500	1,000	1,000
539.001 Special Functions	1,840	1,750	1,750	1,200	1,200
543.001 Special Projects	949	3,500	2,100	2,500	2,500
549.001 Organizational Memberships	33,968	35,000	32,000	27,500	27,500
553.001 Vehicle Lease Payment	900	-	-	1,500	2,500
554.001 Vehicle Maintenance Payment	2,982	1,978	1,978	2,884	2,959
572.012 CDBG Programs Civic Donations	600	750	750	500	500
	73,012	75,853	71,203	67,959	69,034
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	306	455	455	455	455
	306	455	455	455	455
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	2,853	3,000	2,750	2,500	2,500
630.001 Administration Supplies	535	500	500	500	500
	3,388	3,500	3,250	3,000	3,000
<b>Total Mayor &amp; Board of Trustees</b>	<b>114,742</b>	<b>120,261</b>	<b>114,988</b>	<b>110,356</b>	<b>111,661</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC REPRESENTATION  
ADVISORY BOARDS AND COMMISSIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	3,296	3,328	3,328	3,410	3,512
506.001 Longevity Pay	-	-	-	22	22
	3,296	3,328	3,328	3,432	3,534
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	583	634	572	922	949
510.002 Life Insurance	6	7	7	-	-
511.001 FICA Costs - Social Security	183	206	206	213	219
511.002 FICA Costs - Medicare	43	49	49	51	53
512.001 IMRF Pension Expense	293	325	325	370	381
	1,108	1,221	1,159	1,556	1,602
<b>CS - Contractual Services</b>					
544.002 Postage Expense	231	1,000	1,000	1,000	1,000
	231	1,000	1,000	1,000	1,000
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	189	350	350	350	350
608.001 Other Supplies	-	250	250	250	250
	189	600	600	600	600
<b>Total Advisory Boards &amp; Commissions</b>	<b>4,824</b>	<b>6,149</b>	<b>6,087</b>	<b>6,588</b>	<b>6,736</b>
<b>TOTAL PUBLIC REPRESENTATION</b>	<b>119,566</b>	<b>126,410</b>	<b>121,075</b>	<b>116,944</b>	<b>118,397</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC REPRESENTATION  
PERSONAL SERVICES**

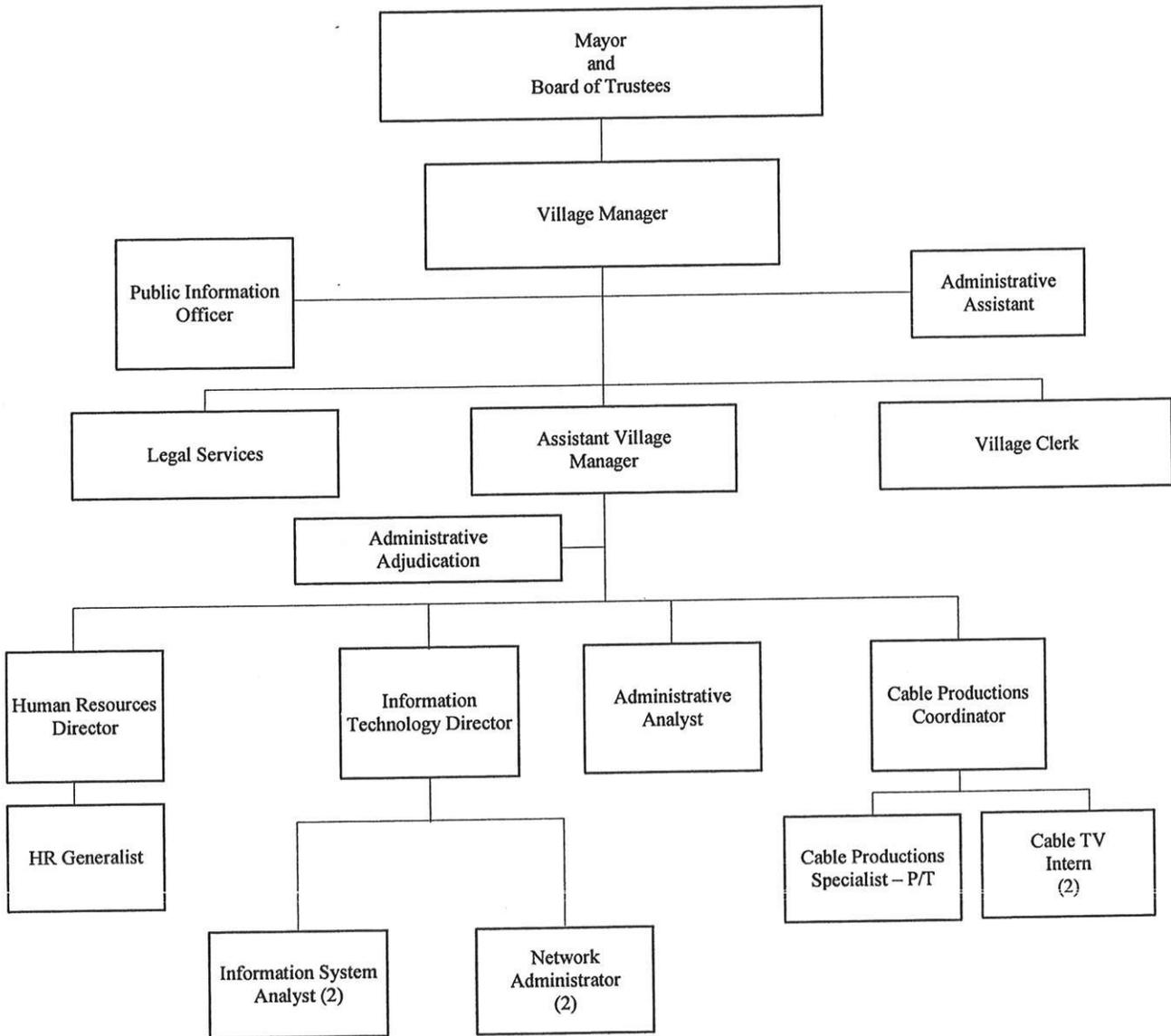
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Administrative Assistant	0.15	0.15	0.15	8,967	9,311	9,472
	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>	<u>8,967</u>	<u>9,311</u>	<u>9,472</u>
<b>PART TIME</b>						
Mayor/Liquor 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)	16,500	16,500	16,500
	<u>0.70</u>	<u>0.70</u>	<u>0.70</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
<b>OTHER COMPENSATION</b>						
Longevity Pay				-	-	61
				<u>-</u>	<u>-</u>	<u>61</u>
<b>TOTAL</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>33,967</b>	<b>34,311</b>	<b>34,533</b>

(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	0.15	0.15	0.15
Part-Time	7.00	7.00	7.00

# VILLAGE OF MOUNT PROSPECT

## VILLAGE ADMINISTRATION



Village Administration includes the Village Manager's Office as well as the Human Resources Division, Television Services Division, Informational Technology Division, Administrative Adjudication Division and the Village Clerk's Office. The Village Manger's Office has 14 full-time employees, 1 part-time employee and 2 interns. Not reflected in this organizational chart is the Blood Donor Chairperson who is included in the Community and Civic Services budget.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
VILLAGE MANAGER'S OFFICE**

**STATEMENT OF ACTIVITIES**

The Village Manager's Office administers the policies and programs adopted by the Village Board. The Village Manager is responsible for the efficient administration of each department, the preparation of the annual budget, administering employment policies, and the preparation of weekly Village Board and Committee of the Whole agendas. Included in the Village Manager's Office is the activities of the Television Services Division, Information Technology Division, Human Resources and the Village Clerk's Office.

**2009 ACCOMPLISHMENTS**

Completely revised and restructured the Village's COBRA forms and how they are applied due to the American Recovery and Reinvestment Act (ARRA). ARRA was signed into law in February 2009 and mandates that plans notify certain current and former participants and beneficiaries about the COBRA premium reduction subsidy (known as COBRA Subsidy).

Revised FMLA policy and procedures to conform with the new regulations (military leave and military caregiver leave) effective January 1, 2009 and coordinated and completed FMLA training for all front-line supervisors.

Initiated a comprehensive employee wellness plan that promotes a healthy lifestyle for employees and their families and provides opportunities to reduce health insurance premiums.

Expanded employee benefit and human resources policy information on the employee Intranet site to effectively improve benefit awareness and reduce employee frustration obtaining benefit information and necessary forms.

Obtained updated emergency contact information from all employees in the event the Village opens the EOC in an emergency and family members of employees need to be contacted.

Revamped the Computer CIP to better ensure that technology initiatives are tied to the Technology Goals defined in the Village Multi-Year Technology Vision and that departmental budget items directly correlate to items listed in the Vision.

Upgraded the Village's Internet bandwidth from 1.5 Mbps to 10 Mbps through a collaborative effort with the Mount Prospect Public Library.

Implemented wireless hotspots at Public Safety to provide computer network access from Police and Fire vehicles.

Participated in the ground breaking on the Levee 37 Army Corps of Engineers Project along the Des Plaines River.

**2010 ACCOMPLISHMENTS**

Partnered with Finance and the VMO Administrative Analyst to populate, test and modify data as needed in the Enterprise Resource Planning (ERP), New World software system.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**VILLAGE MANAGER'S OFFICE**

Completed a comprehensive review and revisions of the Personnel Manual which includes existing and revised Village policies and procedures and ensures compliance with state statutes and federal regulations. The Manual has been out for legal review since July 2010.

Completed an employee benefit enrollment that met state statute compliance regulations for Public Act 95-0958 (HB5285 Expanded Age Limit - consisting of Imputed Income and Fair Market Value rates for eligible dependents) offered to all active benefit eligible Village Employees.

Coordinated Wellness Team presentations and activities which have been accepted well by employees. The purpose of the Wellness Team is to improve overall employee health, reduce sick time, and inevitably reduce medical/prescription drug costs to the Village. The cost savings will be analyzed over a five (5) year period and this will be the tell-tale as to the success of the plan. We should begin to see the cost savings in calendar year 2014.

Continued to transition to a paperless filing system by implementing Laserfiche documentation storage through use of the New World Enterprise Resource Planning software.

Improved disaster recovery and business continuity by virtualizing Village data servers, which will also help to provide functionality needed for the Emergency Operations Center.

Continued to implement wireless access points to allow field personnel from multiple departments to access the computer network from various Village properties.

Improved disaster recovery and business continuity by virtualizing Village data servers, which will also help to provide functionality needed for the Emergency Operations Center.

Implemented wireless access points to allow field personnel from multiple departments to access the computer network from various Village properties.

Integrated Laserfiche document imaging system with Logos.NET ERP software.

Continued *Experience Mount Prospect (Shop/Dine/Events)* marketing campaign to promote Mount Prospect businesses and events.

Implemented new web site content management system for internet and intranet sites.

Planned and coordinated American Idol events.

Mount Prospect named by Money Magazine in list of "Top 100 Places to Live."

**2011 OBJECTIVES**

Upgrade workstations to Windows 7 to make them eligible for technical support.

Replace home-grown software applications with Logos.NET ERP functions where applicable.

Continue to monitor the construction of Levee 37 and coordinate with all necessary agencies to ensure construction remains on schedule.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**VILLAGE MANAGER'S OFFICE**

Coordinate the start up and final run through for the Emergency Operations Center once the construction is completed to ensure facility is fully operational.

Continue to monitor the progress of the Randhurst redevelopment and assist where necessary to keep the project on schedule for a Spring 2011 opening.

Continue to assist the Village Board in leading the Village through the current national economic crisis with minimal disruption to Village fiscal position and services.

Introduction of the New Hire Orientation Interactive DVD including a recorded preamble and welcome from the Village Manager and brief department operational descriptions from each department director, as well as a video tape of day to day business activities and general areas of Mount Prospect.

Continue work with the Core Enterprise Resource Planning Group and New World representatives to ensure employee conversion data is populated correctly, and HR data (i.e. benefit groups, hourly grades, hour codes, deductions, benefits, benefit plan maintenance, etc) is accurately entered in to New World.

Health Care Reform - although the Patient Protection and Affordable Care Act was passed back in March 2010, the provisions were set to go into effect on an incremental timeline. Although the implementation date was Sept. 23, 2010 the Village was able to extend compliance with this date until the first of the following plan year, January 1, 2011.

Applied for Early Retiree Reinsurance Program through Health and Human Services (HHS) and are awaiting an application approval notice from HHS. The program provides reimbursement to sponsors of participating employment-based plans for a portion of the cost of health benefits for early retirees and their spouses, surviving spouses, and dependents. The Village is scheduled to obtain reimbursed up to \$215,000 for a two year plan period.

Due to cost savings measures, the Village changed the carrier for basic/supplemental life insurance and the employee assistance program administrator. HR continues to work with the broker of record to ensure a smooth transition from the previous life insurance carrier (ING Reliastar) and Employee Assistance Program (Bensinger, DuPont & Associates) to Reliance Standard and Health Management Systems of America (HMSA).

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
VILLAGE MANAGER'S OFFICE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Village Administration	579,381	575,229	567,996	596,524	614,006
Legal Services	899,856	538,250	528,250	438,250	453,250
Human Resources	282,082	265,181	241,257	248,922	295,896
Information Technology	940,856	892,193	886,033	1,095,823	1,130,142
Public Information	313,257	248,098	235,795	177,909	181,191
	3,015,432	2,518,951	2,459,331	2,557,428	2,674,485
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	954,462	962,435	962,435	968,996	997,951
PSU - Personal Services, Unscheduled	866	10,500	10,500	11,347	11,347
EB - Employee Benefits	390,497	359,715	345,116	373,966	424,619
OEC - Other Employee Costs	29,101	38,100	25,400	24,200	25,200
CS - Contractual Services	1,606,044	1,105,300	1,073,775	1,138,892	1,174,541
UT - Utilities	7,778	8,601	8,127	8,127	8,127
CSU - Commodities & Supplies	9,219	15,200	14,878	12,800	12,850
OEQ - Office Equipment	17,465	19,100	19,100	19,100	19,850
	3,015,432	2,518,951	2,459,331	2,557,428	2,674,485
<b>SOURCE OF FUNDS</b>					
001 - General Fund	3,015,432	2,518,951	2,459,331	2,557,428	2,674,485
	3,015,432	2,518,951	2,459,331	2,557,428	2,674,485

**BUDGET DISCUSSION AND ANALYSIS**

Included in the Village Manager's Office is activities of Information Technology, Human Resources, Public Information and Legal Services. Several reductions to personnel and non-personnel operating accounts were necessary to reach the desired level of cost savings. Professional and Technology Services accounts were trimmed \$49,000 reducing the available funds for outside programming assistance. Cuts in the Human Resources budget include the elimination of salary and benefits of \$86,000 related to the recognition of outstanding job performance, market adjustments for salaries and deferred compensation contributions. Also eliminated was a part-time Administrative Intern position saving the Village an additional \$5,000. The balance of operating accounts were held flat from the prior year's budget.

**VILLAGE OF MOUNT PROSPECT**  
**VILLAGE MANAGER'S OFFICE**  
**VILLAGE ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	396,594	396,599	396,599	397,499	409,424
506.001 Longevity Pay	1,110	1,110	1,110	1,450	1,450
	397,704	397,709	397,709	398,949	410,874
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	43,173	46,923	42,365	64,733	66,674
510.002 Life Insurance	458	541	541	-	-
511.001 FICA Costs - Social Security	18,592	20,045	20,045	19,933	20,529
511.002 FICA Costs - Medicare	6,261	6,289	6,289	6,309	6,498
512.001 IMRF Pension Expense	39,776	42,417	42,417	45,187	46,543
513.001 Sick Leave Incentive	5,412	6,500	6,500	6,500	6,500
513.002 Vacation/Personal Leave	8,423	8,500	8,500	8,500	8,500
513.004 Employee Allowances	6,000	6,000	6,000	6,001	6,001
513.006 Other Compensation	25,000	15,000	15,000	15,001	15,001
	153,095	152,215	147,657	172,164	176,246
<b>OEC - Other Employee Costs</b>					
515.001 Board/Staff Workshops	308	400	400	300	300
518.001 Dues & Memberships	4,497	3,900	3,800	3,500	3,500
522.001 Travel & Meetings	4,535	5,750	3,500	3,500	3,500
	9,340	10,050	7,700	7,300	7,300
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	271	500	500	500	500
532.002 Equipment Maintenance	389	500	400	400	400
544.002 Postage Expense	913	1,250	1,000	1,000	1,000
553.001 Vehicle Lease Payment	8,000	-	-	2,300	3,700
554.001 Vehicle Maintenance Payment	2,982	1,978	1,978	2,884	2,959
	12,555	4,228	3,878	7,084	8,559
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	1,024	2,277	2,277	2,277	2,277
590.001 Telephone - Cellular	2,188	2,000	2,000	2,000	2,000
	3,212	4,277	4,277	4,277	4,277
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	213	200	200	200	200
606.001 Office Supplies	2,309	5,500	5,500	5,500	5,500
612.001 Publications	953	750	775	750	750
	3,475	6,450	6,475	6,450	6,450

**VILLAGE OF MOUNT PROSPECT**  
**VILLAGE MANAGER'S OFFICE**  
**VILLAGE ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
OEQ - Office Equipment					
656.001 Office Equipment	-	300	300	300	300
	-	300	300	300	300
<b>Total Village Administration</b>	<b>579,381</b>	<b>575,229</b>	<b>567,996</b>	<b>596,524</b>	<b>614,006</b>

**LEGAL SERVICES**

CS - Contractual Services					
530.006 Other Professional Services	1,379	1,500	1,500	1,500	1,500
531.001 Legal - General Counsel	839,097	485,000	485,000	400,000	400,000
531.002 Legal - Special Counsel	54,326	45,000	35,000	30,000	45,000
531.003 Legal - Admin Adjudication	4,824	4,500	4,500	4,500	4,500
544.001 Postage - Legal	230	250	250	250	250
560.012 Technical Services Computer Software	-	2,000	2,000	2,000	2,000
	899,856	538,250	528,250	438,250	453,250
<b>Total Legal Services</b>	<b>899,856</b>	<b>538,250</b>	<b>528,250</b>	<b>438,250</b>	<b>453,250</b>

**VILLAGE OF MOUNT PROSPECT**  
**VILLAGE MANAGER'S OFFICE**  
**HUMAN RESOURCES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	165,838	169,740	169,740	169,867	174,963
506.001 Longevity Pay	90	490	490	490	490
	165,928	170,230	170,230	170,357	175,453
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	25,087	27,266	24,617	28,367	29,218
510.002 Life Insurance	266	315	315	-	-
511.001 FICA Costs - Social Security	9,556	10,302	10,302	10,311	10,619
511.002 FICA Costs - Medicare	2,302	2,469	2,469	2,472	2,545
512.001 IMRF Pension Expense	14,829	16,649	16,649	21,540	22,186
512.005 Other Retirement Expense	38,508	-	-	-	-
513.007 Merit Pay Pool	-	-	-	-	20,000
513.008 Salary Adjustment Pool	-	-	-	-	20,000
	90,548	57,001	54,352	62,690	104,568
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	900	1,200	1,200	1,200	1,200
519.001 Employee Recognition	4,768	9,500	5,000	3,500	3,500
520.001 Medical Examinations	2,989	5,000	2,500	2,500	2,500
522.001 Travel & Meetings	1,019	1,000	1,000	1,000	1,000
523.001 Tuition Reimbursements	1,898	-	-	-	-
525.003 Training Management	1,292	1,500	500	1,000	1,000
525.004 Training	320	1,500	800	1,000	1,000
	13,186	19,700	11,000	10,200	10,200
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	8,475	9,500	1,500	1,500	1,500
544.002 Postage Expense	391	350	175	175	175
546.001 Employee Relations	1,175	2,200	1,200	1,200	1,200
546.002 Personnel Recruitment	1,367	5,000	2,000	2,000	2,000
	11,408	17,050	4,875	4,875	4,875
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	531	-	-	-	-
608.001 Other Supplies	481	500	300	300	300
612.001 Publications	-	400	200	200	200
	1,012	900	500	500	500
<b>OEQ - Office Equipment</b>					
656.001 Office Equipment	-	300	300	300	300
	-	300	300	300	300
<b>Total Human Resources</b>	<b>282,082</b>	<b>265,181</b>	<b>241,257</b>	<b>248,922</b>	<b>295,896</b>

**VILLAGE OF MOUNT PROSPECT**  
**VILLAGE MANAGER'S OFFICE**  
**INFORMATION TECHNOLOGY**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	328,296	330,723	330,723	334,861	344,907
506.001 Longevity Pay	1,000	1,400	1,400	1,400	1,400
	329,296	332,123	332,123	336,261	346,307
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	866	10,500	10,500	11,347	11,347
	866	10,500	10,500	11,347	11,347
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	58,342	63,410	57,250	46,128	47,511
510.002 Life Insurance	620	732	732	-	-
511.001 FICA Costs - Social Security	20,518	21,398	21,398	21,421	22,063
511.002 FICA Costs - Medicare	4,798	5,004	5,004	5,080	5,232
512.001 IMRF Pension Expense	30,305	33,754	33,754	37,403	38,525
513.002 Vacation/Personal Leave Incent.	10,529	2,500	2,500	2,500	2,500
	125,112	126,798	120,638	112,532	115,831
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	200	500	500	500	500
522.001 Travel & Meetings	918	1,500	1,500	1,500	1,500
525.004 Training	4,468	3,500	3,500	3,500	4,500
	5,586	5,500	5,500	5,500	6,500
<b>CS - Contractual Services</b>					
530.006 Professional Services Other	9,241	39,000	39,000	5,000	5,100
532.005 Telephone Maintenance	5,000	39,000	39,000	39,000	46,000
551.001 Copier Lease Payment	4,386	8,500	8,500	2,500	2,500
552.001 Computer Lease Payment	177,397	-	-	212,193	224,067
560.004 IT System Security	6,169	-	-	-	-
560.007 Computer Maintenance	196,126	234,545	234,545	299,990	299,990
560.011 Internet Service	23,143	36,227	36,227	35,000	35,000
560.012 Computer Software	33,476	33,500	33,500	10,000	10,200
	454,938	390,772	390,772	603,683	622,857
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	240	250	250	250	250
590.001 Telephone - Cellular	4,035	3,600	3,600	3,600	3,600
	4,275	3,850	3,850	3,850	3,850

**VILLAGE OF MOUNT PROSPECT  
VILLAGE MANAGER'S OFFICE  
INFORMATION TECHNOLOGY**

	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate</b>	<b>2011 Budget</b>	<b>2012 Forecast</b>
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	139	500	500	500	500
606.001 Office Supplies	1,611	1,600	1,600	1,600	1,600
608.001 Other Supplies	885	1,450	1,450	1,450	1,500
612.001 Publications	683	600	600	600	600
	3,318	4,150	4,150	4,150	4,200
<b>OEQ - Office Equipment</b>					
655.003 Computer Equipment - Other	17,312	17,500	17,500	17,500	18,250
656.001 Office Equipment	153	1,000	1,000	1,000	1,000
	17,465	18,500	18,500	18,500	19,250
<b>Total Information Technology</b>	<b>940,856</b>	<b>892,193</b>	<b>886,033</b>	<b>1,095,823</b>	<b>1,130,142</b>

**VILLAGE OF MOUNT PROSPECT**  
**VILLAGE MANAGER'S OFFICE**  
**PUBLIC INFORMATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	61,034	61,873	61,873	62,929	64,817
506.001 Longevity Pay	500	500	500	500	500
	61,534	62,373	62,373	63,429	65,317
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	11,668	12,682	11,450	14,899	15,942
510.002 Life Insurance	124	146	146	-	-
511.001 FICA Costs - Social Security	3,631	3,868	3,868	3,934	4,052
511.002 FICA Costs - Medicare	849	904	904	921	949
512.001 IMRF Pension Expense	5,470	6,101	6,101	6,826	7,031
	21,742	23,701	22,469	26,580	27,974
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	675	750	450	450	450
522.001 Travel & Meetings	74	600	250	250	250
525.004 Training	240	1,500	500	500	500
	989	2,850	1,200	1,200	1,200
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	79,477	20,000	20,000	15,000	15,000
530.010 Marketing Services	69,426	42,000	42,000	-	-
544.002 Postage Expense	22,177	28,000	24,000	20,000	20,000
562.002 Records Management Printing Expense	56,207	65,000	60,000	50,000	50,000
	227,287	155,000	146,000	85,000	85,000
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	291	474	-	-	-
	291	474	-	-	-
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	624	-	-	-	-
608.001 Other Supplies	-	1,500	1,500	-	-
610.001 Paper & Supplies	538	2,000	2,000	1,500	1,500
612.001 Publications	252	200	253	200	200
	1,414	3,700	3,753	1,700	1,700
<b>Total Public Information</b>	<b>313,257</b>	<b>248,098</b>	<b>235,795</b>	<b>177,909</b>	<b>181,191</b>
<b>TOTAL VILLAGE MANAGER'S OFFICE</b>	<b>3,015,432</b>	<b>2,518,951</b>	<b>2,459,331</b>	<b>2,557,428</b>	<b>2,674,485</b>

**VILLAGE OF MOUNT PROSPECT  
VILLAGE MANAGER'S OFFICE  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Village Manager	1.00	1.00	1.00	170,711	172,500	172,500
Assistant Village Manager	1.00	1.00	1.00	132,739	133,380	133,380
Human Resources Director	1.00	1.00	1.00	91,163	92,500	91,650
IT Director	1.00	1.00	1.00	88,208	88,210	88,210
Administrative Assistant	0.85	0.85	0.85	50,806	52,765	53,665
Information System Analyst	2.00	2.00	2.00	122,389	124,549	126,674
Public Information Officer	1.00	1.00	1.00	60,211	61,873	62,929
Network Administrator	2.00	2.00	2.00	116,694	117,964	119,978
Administrative Analyst	1.00	1.00	1.00	50,208	57,961	57,960
HR Generalist	1.00	1.00	1.00	56,242	57,233	58,210
	<u>11.85</u>	<u>11.85</u>	<u>11.85</u>	<u>939,371</u>	<u>958,935</u>	<u>965,156</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				3,954	10,500	11,347
Longevity Pay				2,700	3,500	3,840
				<u>6,654</u>	<u>14,000</u>	<u>15,187</u>
<b>TOTAL</b>	<b>11.85</b>	<b>11.85</b>	<b>11.85</b>	<b>946,025</b>	<b>972,935</b>	<b>980,343</b>

(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	11.85	11.85	11.85
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**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
TELEVISION SERVICES DIVISION**

**STATEMENT OF ACTIVITIES**

The Television Services Division is responsible for the operation of government access (MPTV) and the educational access (MPTV2) cable television channels, providing video services to Village Departments, intergovernmental agencies, the monitoring and enforcement of the cable television franchise agreement, and the development and maintenance of the Village's telecommunications system.

**2009 ACCOMPLISHMENTS**

MPTV was the winner of the national "Overall Excellence Award for a Combination P. E. or G Access Center with a budget under \$200,000," from the Hometown Awards. The Award is given to one access center nationwide by the Alliance for Community Media, a national organization that lobbies on behalf of PEG channels in Washington D. C. and gives assistance and advice to its members.

MPTV was also the winner of NATOA's, Government Programming Award in the category of "Best Magazine Program with a budget under \$250,000." "Library Life" was the recipient of the GPA award, and this is the third time that this show has won the award. The GPA award is a head to head contest of Government Access Channels across the nation.

MPTV launched a new show called "Experience Mount Prospect Television." This show was created in conjunction with the "Experience Mount Prospect" website and marketing campaign. ExMPTV highlights the stories of local businesses in Mount Prospect and promotes local shopping.

MPTV's ongoing web streaming and video-on-demand continues to grow a user base. Views of the web stream and VOD have grown on average to over one thousand a month and continue to increase. MPTV continues to reach more and more residents and government transparency continues to be high.

**2010 ACCOMPLISHMENTS**

MPTV continues to produce segments for businesses in the community for its "Experience Mount Prospect Television" program. The show is watched by cable viewers and internet viewers from all over the world. Each show generates approximately 1,500 hits per episode.

MPTV continues to migrate more and more of its content to the web as the video-on-demand viewing of programs continue to rise exponentially.

MPTV has revamped its website to coincide with the new website village wide.

MPTV installed a new switcher for the board room replacing a 12 year old machine. We also installed a new playback/message board system for the cable channels. The install was done by staff saving over \$7,000 in installation costs.

MPTV was instrumental in covering the Lee DeWyze homecoming. MPTV spent 15 hours covering the day's event including the hometown parade and concert at Arlington Park. MPTV produced a half hour video documenting the day's events.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
TELEVISION SERVICES DIVISION**

MPTV ran the show for the "Idol Viewing Party." Using the brand new board room switcher, MPTV was able to take the satellite feed from the satellite truck and produce the playback for the viewing party. MPTV was able to feed the Jumbotron the OUTPUT of its switcher and was able to put up sponsors on the 9'X12' screen. This helped defray some of the Village's cost for the event.

**2011 OBJECTIVES**

Continue updating MPTV's website and migrate all of MPTV's programming to the web.

Continue the expansion of public relations efforts for MPTV and MPTV2 within the community.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
TELEVISION SERVICES DIVISION**

**PERFORMANCE MEASURES**

	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Estimated</b>	<b>2011 Projected</b>
<b>Cable Casting</b>				
Hours Played (average per month)	847	840	840	840
<b>Internet Stream Views</b>	842	5,100	27,619	58,602
<b>Video-On-Demand Views</b>	2,821	8,558	24,210	33,925
<b>Cable Complaints</b>	22	25	27	36
<b>Meetings Cablecast</b>	43	45	48	41

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
TELEVISION SERVICES DIVISION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Cable Television Operations	141,686	139,639	136,316	117,362	122,836
Intergovernmental Programming.	51,588	62,410	49,494	48,860	48,542
	193,274	202,049	185,810	166,222	171,378
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	105,214	107,294	107,294	80,330	82,574
PSU - Personal Services, Unscheduled	6,667	4,600	4,600	4,972	4,972
EB - Employee Benefits	44,726	46,477	44,013	34,579	35,546
OEC - Other Employee Costs	1,229	700	725	700	714
CS - Contractual Services	19,980	27,378	11,078	30,041	33,142
UT - Utilities	1,990	1,600	1,600	1,600	1,680
CSU - Commodities & Supplies	7,094	5,500	5,500	5,500	5,610
OTE - Other Equipment	6,374	8,500	11,000	8,500	7,140
	193,274	202,049	185,810	166,222	171,378
<b>SOURCE OF FUNDS</b>					
001 - General Fund	193,274	202,049	185,810	166,222	171,378
	193,274	202,049	185,810	166,222	171,378

**BUDGET DISCUSSION AND ANALYSIS**

The Television Services Division has held the line on most items without increases from its 2009 and 2010 budgets. Two significant changes to the budget come from the loss or reduction of personnel. The part time Production Assistant position has been eliminated and the full time Community Producer position has been reduced to 20 hours per week.

The intergovernmental income from the Mount Prospect Public Library and the Mt. Prospect Park District is to be unchanged. However, any extra intergovernmental income from School District 59 or any other intergovernmental body in the future will not be available due to the work restraints on the Community Producer position.

The income from "Experience Mount Prospect Television" will also stop due to the restraints on the Cable Production Coordinator's time as he will be picking up much of the work formally done by the Community Producer.

**VILLAGE OF MOUNT PROSPECT**  
**TELEVISION SERVICES DIVISION**  
**CABLE TELEVISION OPERATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	71,238	72,219	72,219	52,787	54,370
502.001 Seasonal Earnings	4,004	5,000	5,000	5,000	5,000
506.001 Longevity Pay	500	500	500	500	500
	75,742	77,719	77,719	58,287	59,870
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	5,037	3,000	3,000	3,243	3,243
	5,037	3,000	3,000	3,243	3,243
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	17,503	19,023	17,175	17,065	17,576
510.002 Life Insurance	117	225	225	-	-
511.001 FICA Costs - Social Security	5,056	5,148	5,148	3,859	3,975
511.002 FICA Costs - Medicare	1,183	1,204	1,204	927	955
512.001 IMRF Pension Expense	7,144	7,631	7,631	6,083	6,265
513.001 Sick Leave Incentive	654	800	800	800	800
513.002 Vacation/Personal Leave Incent.	2,929	1,500	1,500	1,500	1,500
	34,586	35,531	33,683	30,234	31,071
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	700	700	725	700	714
522.001 Travel & Meetings	529	-	-	-	-
	1,229	700	725	700	714
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	505	700	700	700	714
532.002 Equipment Maintenance	3,189	3,500	2,000	3,500	3,570
540.001 Music Library Music Library	800	900	900	900	918
544.002 Postage Expense	203	200	200	200	202
552.001 Computer Lease Payment	394	-	-	255	255
553.001 Vehicle Lease Payment	2,600	-	-	1,500	4,000
554.001 Vehicle Maintenance Payment	1,491	989	989	1,443	1,479
560.005 Internet Hosting	3,857	3,800	3,800	3,800	3,900
	13,039	10,089	8,589	12,298	15,038
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	1,990	1,600	1,600	1,600	1,680
	1,990	1,600	1,600	1,600	1,680
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	4,832	4,000	4,000	4,000	4,080
	4,832	4,000	4,000	4,000	4,080

**VILLAGE OF MOUNT PROSPECT  
TELEVISION SERVICES DIVISION  
CABLE TELEVISION OPERATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OTE - Other Equipment</b>					
665.007 Cable TV Equipment - New	1,332	3,000	3,000	3,000	3,060
665.008 Cable TV Equipment - Replacement	3,899	4,000	4,000	4,000	4,080
	5,231	7,000	7,000	7,000	7,140
<b>Total Cable Television Operations</b>	<b>141,686</b>	<b>139,639</b>	<b>136,316</b>	<b>117,362</b>	<b>122,836</b>

**VILLAGE OF MOUNT PROSPECT  
TELEVISION SERVICES DIVISION  
INTERGOVERNMENTAL PROGRAMMING (R0)**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	20,042	20,318	20,318	-	-
501.001 Part-Time Earnings	9,430	9,257	9,257	22,043	22,704
	29,472	29,575	29,575	22,043	22,704
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	1,630	1,600	1,600	1,729	1,729
	1,630	1,600	1,600	1,729	1,729
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	5,834	6,341	5,725	-	-
510.002 Life Insurance	39	75	75	-	-
511.001 FICA Costs - Social Security	1,897	1,933	1,933	1,440	1,483
511.002 FICA Costs - Medicare	443	453	453	347	357
512.001 IMRF Pension Expense	1,927	2,144	2,144	2,558	2,635
	10,140	10,946	10,330	4,345	4,475
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	5,250	15,500	700	15,500	15,800
532.002 Equipment Maintenance	-	500	500	500	525
540.001 Music Library	200	300	300	300	300
554.001 Vehicle Maintenance Payment	1,491	989	989	1,443	1,479
	6,941	17,289	2,489	17,743	18,104
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	2,262	1,500	1,500	1,500	1,530
	2,262	1,500	1,500	1,500	1,530
<b>OTE - Other Equipment</b>					
665.008 Cable TV Equipment - Replacement	1,143	1,500	4,000	1,500	-
	1,143	1,500	4,000	1,500	-
<b>Total Intergovernmental Programming</b>	<b>51,588</b>	<b>62,410</b>	<b>49,494</b>	<b>48,860</b>	<b>48,542</b>
<b>TOTAL TELEVISION SERVICES DIVISION</b>	<b>193,274</b>	<b>202,049</b>	<b>185,810</b>	<b>166,222</b>	<b>171,378</b>

**VILLAGE OF MOUNT PROSPECT  
TELEVISION SERVICES DIVISION  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Cable Production Coordinator	1.00	1.00	1.00	50,135	51,901	52,787
Cable Production Specialist	1.00	1.00	-	39,930	40,636	-
	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>90,065</u>	<u>92,537</u>	<u>52,787</u>
<b>PART TIME</b>						
Cable Production Specialist	-	-	0.50 (1)	-	-	22,043
Production Assistant	0.50 (1)	0.50 (1)	-	9,099	9,257	-
	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>9,099</u>	<u>9,257</u>	<u>22,043</u>
<b>SEASONAL</b>						
Interns	0.60 (2)	0.60 (2)	0.60 (2)	4,004	5,000	5,000
	<u>0.60 (2)</u>	<u>0.60 (2)</u>	<u>0.60 (2)</u>	<u>4,004</u>	<u>5,000</u>	<u>5,000</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				4,600	4,600	4,972
Longevity Pay				500	500	500
				<u>5,100</u>	<u>5,100</u>	<u>5,472</u>
<b>TOTAL</b>	<b>3.10</b>	<b>3.10</b>	<b>2.10</b>	<b>108,268</b>	<b>111,894</b>	<b>85,302</b>

(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	1.00
Part-Time	1.00	1.00	1.00
Seasonal	2.00	2.00	2.00

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
VILLAGE CLERK'S OFFICE**

**STATEMENT OF ACTIVITIES**

The Village Clerk is responsible for the management and safekeeping of Village records, certifying and recording official documents, preparing Village Board meeting agendas, and distributing the official minutes of the proceedings of the Board of Trustees. The Clerk arranges for necessary notification and publication of actions resulting from Board decisions, registers Cook County residents for voting and maintains the Village Code and facilitates Freedom of Information Act and Open Meetings Act compliance. The Clerk is responsible for the imaging of official documents, thereby making them available to the public via internet, and serves as an acceptance agent for passport applications.

**2009 ACCOMPLISHMENTS**

Facilitated increased use of electronic information, resulting in a reduction in paper, energy and publications.

Accepted 190 passport applications for submittal to the U.S. Department of State.

Facilitated staff training on new laws governing Freedom of Information Act (FOIA), Open Meetings Act and Notary Public.

Continued to digitally archive Village records, both current and past documents.

**2010 ACCOMPLISHMENTS**

Facilitated increased use of electronic information – reduction in paper/energy/publications.

Notarized 165 documents.

Accepted 125 passport applications for submittal to the US Department of State.

Administer Freedom of Information Act Policy and Procedure.

Responded to approximately 330 Freedom of information Requests (does not include Police and Fire FOIA responses).

Assisted in the structuring and development of coordinated response to foreclosed and short-sale properties; compliance with Village code and collection of fees/judgments owed the Village.

Records Management/Codification/Public Notices/Recordings.

On-going Project - Digital Archiving of Village Records – current and past document.

Implementation of centralized purchasing of office supplies – Village Manager's office.

**2011 OBJECTIVES**

Annual Village-wide Records Management Day(s).

Annual staff training - FOIA, Open Meetings Act and Records Retention.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
VILLAGE CLERK'S OFFICE**

On-going Projects - Reorganization of Village's File Vault and Digital archiving of Village records.

April 15, 2011 Election - responsibilities in accordance with Illinois Election Code.

Utilization of ERP system for interdepartmental communication of agendas, ordinances, FOIA requests and other documentation generated by Clerk's office.

**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimate	2011 Projected
Resolutions Prepared	64	50	50	55
Ordinances Drafted	52	64	50	55

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
VILLAGE CLERK'S OFFICE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Village Clerk's Office	208,125	208,643	206,129	143,060	147,673
	208,125	208,643	206,129	143,060	147,673
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	122,123	121,994	121,994	77,201	79,496
PSU - Personal Services, Unscheduled	-	310	310	336	336
EB - Employee Benefits	49,840	52,146	49,682	33,949	35,427
OEC - Other Employee Costs	1,292	1,485	1,485	1,015	1,516
CS - Contractual Services	30,491	29,679	29,629	27,810	28,124
UT - Utilities	1,024	1,549	1,549	1,549	1,549
CSU - Commodities & Supplies	3,355	1,480	1,480	1,200	1,225
	208,125	208,643	206,129	143,060	147,673
<b>SOURCE OF FUNDS</b>					
001 - General Fund	208,125	208,643	206,129	143,060	147,673
	208,125	208,643	206,129	143,060	147,673

**BUDGET DISCUSSION AND ANALYSIS**

Spending in non-personnel accounts for the Village Clerk's Office was reduced by \$3,000 from the prior year with reductions in Records Management-Codification, Travel & Training and Supplies. In addition, the position of Deputy Village Clerk position was eliminated reducing staffing in this office to one full-time employee (Village Clerk). Many of the services in the Clerk's Office including adjudication support, records management and front office contact will continue with the Village Clerk assuming many of these responsibilities. Support to the Clerk's Office will also come from the Village Manager's Office, Human Resources and Community Development.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**VILLAGE CLERK'S OFFICE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	120,923	120,794	120,794	76,501	78,796
506.001 Longevity Pay	1,200	1,200	1,200	700	700
	122,123	121,994	121,994	77,201	79,496
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	-	310	310	336	336
	-	310	310	336	336
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	23,337	25,364	22,900	14,900	15,942
510.002 Life Insurance	156	180	180	-	-
511.001 FICA Costs - Social Security	7,632	7,862	7,862	5,012	5,162
511.002 FICA Costs - Medicare	1,785	1,839	1,839	1,192	1,228
512.001 IMRF Pension Expense	11,353	12,401	12,401	8,345	8,595
513.001 Sick Leave Incentive	1,923	1,500	1,500	1,500	1,500
513.002 Vacation/Personal Leave Incent.	3,654	3,000	3,000	3,000	3,000
	49,840	52,146	49,682	33,949	35,427
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	155	315	315	315	321
522.001 Travel & Meetings	627	485	485	300	495
525.004 Training	510	685	685	400	700
	1,292	1,485	1,485	1,015	1,516
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	-	4,500	4,500	4,500	4,500
541.001 Legal Notices	620	825	825	825	842
542.001 Recording Expense	2,710	3,185	3,185	3,185	3,250
544.002 Postage Expense	1,389	1,650	1,600	1,600	1,632
551.001 Copier Lease Payment	10,753	7,700	7,700	7,700	7,700
562.003 Records Management Codification	15,019	11,819	11,819	10,000	10,200
	30,491	29,679	29,629	27,810	28,124
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	1,024	1,549	1,549	1,549	1,549
	1,024	1,549	1,549	1,549	1,549

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
VILLAGE CLERK'S OFFICE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	1,050	-	-	-	-
608.001 Other Supplies	1,694	1,480	1,480	1,200	1,225
610.001 Paper & Supplies	89	-	-	-	-
612.001 Publications	522	-	-	-	-
	3,355	1,480	1,480	1,200	1,225
<b>TOTAL VILLAGE CLERK'S OFFICE</b>	<b>208,125</b>	<b>208,643</b>	<b>206,129</b>	<b>143,060</b>	<b>147,673</b>

**VILLAGE OF MOUNT PROSPECT  
VILLAGE CLERK'S OFFICE  
PERSONAL SERVICES**

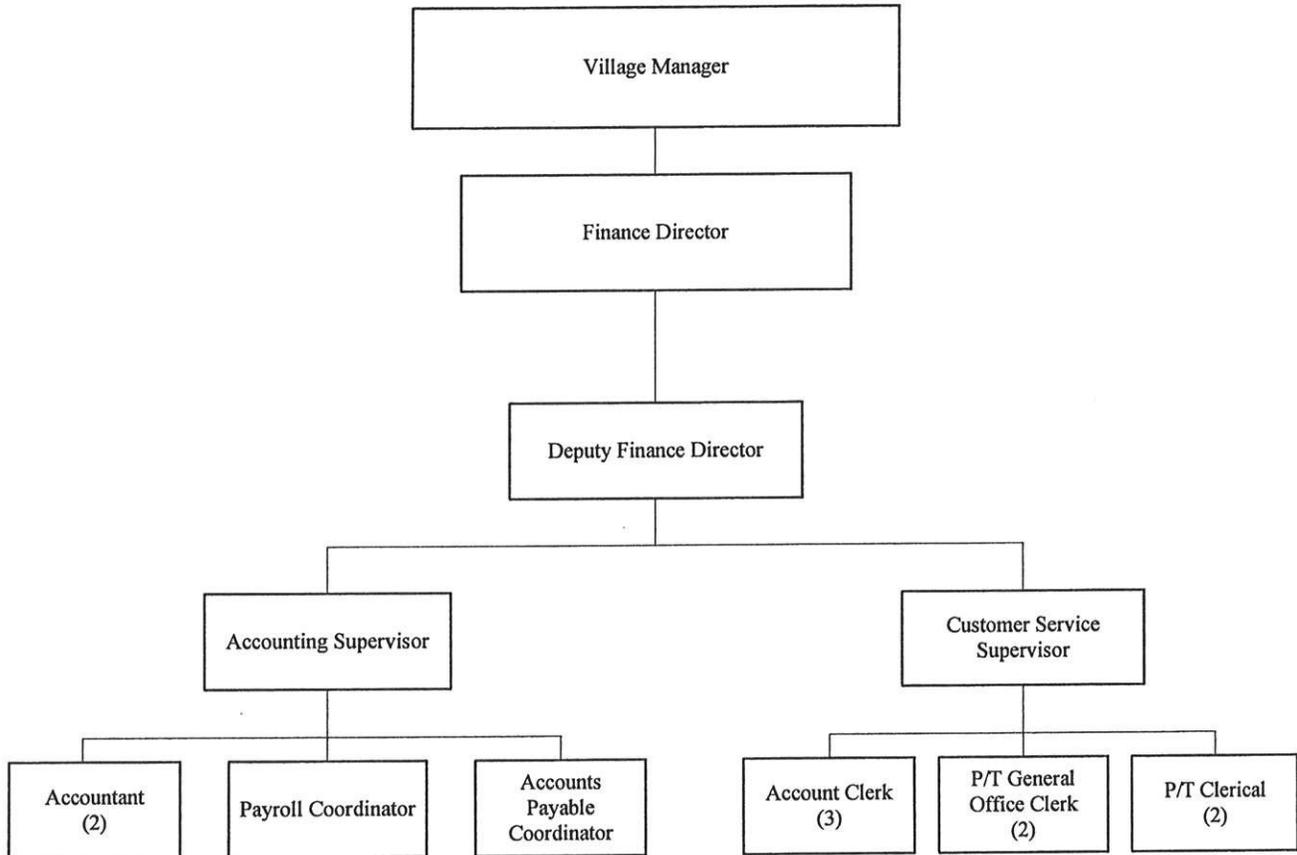
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Village Clerk	1.00	1.00	1.00	74,261	75,000	76,501
Deputy Village Clerk	1.00	1.00	-	44,991	45,794	-
	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>119,252</u>	<u>120,794</u>	<u>76,501</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				310	310	336
Longevity Pay				<u>1,200</u>	<u>1,200</u>	<u>700</u>
				<u>1,510</u>	<u>1,510</u>	<u>1,036</u>
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>120,762</b>	<b>122,304</b>	<b>77,537</b>

(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	1.00
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# 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  
2011 BUDGET  
FINANCE DEPARTMENT**

**STATEMENT OF ACTIVITIES**

The Finance Department administers the fiscal operations of the Village. These activities include the recording and reporting of all financial transactions, billing and collecting all monies due the Village, making payments to employees and vendors, managing cash and investments, preparing the annual financial report, and developing budget and financial forecasts. Additionally, Finance Department personnel administer the Village's self-insurance Property & Casualty program, and the Police and Fire Pension programs.

**2009 ACCOMPLISHMENTS**

Completed audit and preparation of 2008 Comprehensive Annual Financial Report by June 30.

Prepared 2010 Annual Budget.

Prepared 2010-2014 Capital Improvements Plan and five-year financial forecast.

Received GFOA Distinguished Budget Award for the 2009 Budget.

Received GFOA Certificate of Achievement for Excellence in Financial Reporting for 2008 Comprehensive Annual Financial Report.

Hired Enterprise Resource Planning (ERP) consultant to assist with the creation of the Request for Proposal for financial software needs.

Established a Village Debt Service Policy which was adopted by the Village Board.

Created monthly treasurer's report and cash position report to be sent monthly to the Village Finance Commission and the Village Board.

Created process flow charts for all Finance department functions.

Coordinated and completed the sale of General Obligation Bonds Series 2009.

Received AA+ Rating from Standard and Poor's Rating Services (S&P).

In conjunction with the Audit Committee, selected a new auditing firm through an RFP process to serve as the Village's external auditor for the period of 2009-2013.

Released the Request for Proposal for Enterprise Resource Planning (ERP) Software needs and worked on the Steering Committee to evaluate vendors with Plante & Moran.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**FINANCE DEPARTMENT**

**2010 ACCOMPLISHMENTS**

Completed audit and preparation of the 2009 Comprehensive Annual Financial Report by June 30.

Prepared 2011 Annual Budget.

Prepared 2011-2015 Capital Improvements Plan and five year financial forecast.

Received GFOA Distinguished Budget Award for the 2010 Budget.

Received GFOA Certificate of Achievement for Excellence in Financial Reports for 2009 Comprehensive Annual Financial Report.

Hired ERP software vendor and coordinated ERP software implementation through all phases of project.

Conducted a complete review and re-organization of the general ledger chart of accounts.

Successfully implemented the new ERP financial software in July for the Annual Budget and Position Budget modules. Evaluated Budget process and implemented improvements through the implementation of the ERP project.

Successfully implemented the new ERP financial software in October for the Purchasing and Accounts Payable modules. Evaluated purchasing process and implemented improvements through the implementation of the ERP project.

**2011 OBJECTIVES**

Continually monitor the revenues and constrain spending to keep in line with current revenue streams.

Complete audit and preparation of the 2010 Comprehensive Annual Financial Report by June 30.

Prepare 2012 Annual Budget.

Prepare 2012-2016 Capital Improvements Plan and five year financial forecast.

Receive GFOA Distinguished Budget Award for the 2011 Budget.

Receive GFOA Certificate of Achievement for Excellence in Financial Reports for 2010 Comprehensive Annual Financial Report.

Coordinate ERP software implementation through all remaining phases of project.

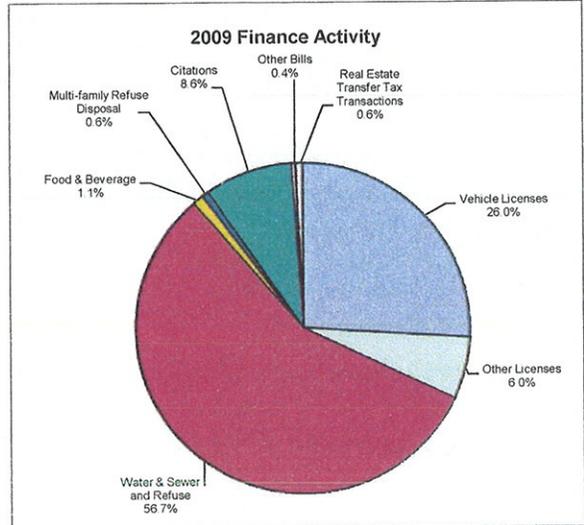
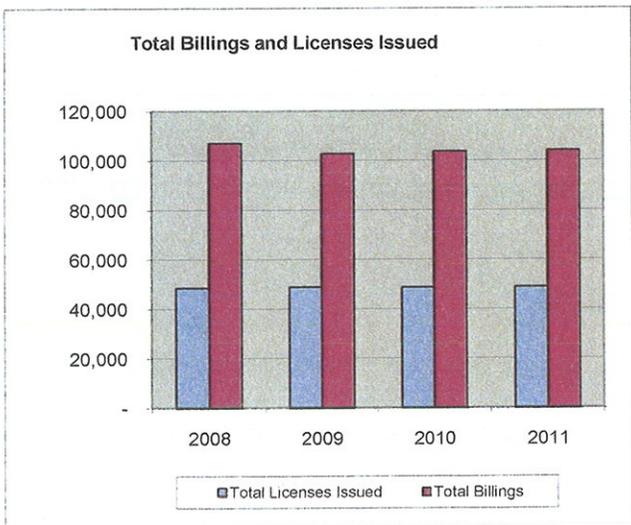
Evaluate process and implement improvements throughout the ERP project.

Prepare and send out request for proposals for Utility Billing Production and Vehicle License Billing Production services.

Conduct annual review of standing financial policies.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimated	2011 Projected
<b>Licenses Issued</b>				
Vehicle Licenses	39,208	39,650	40,010	39,650
Other Licenses	9,230	9,203	8,724	9,200
<b>Total Licenses Issued</b>	<b>48,438</b>	<b>48,853</b>	<b>48,734</b>	<b>48,850</b>
<b>Billings</b>				
Water & Sewer and Refuse	86,577	86,458	86,067	86,314
Food & Beverage	1,687	1,656	1,737	1,668
Multi-family Refuse Disposal	944	944	946	950
Citations	17,120	13,085	14,320	14,500
Other Bills	605	615	500	600
<b>Total Billings</b>	<b>106,933</b>	<b>102,758</b>	<b>103,570</b>	<b>104,032</b>
<b>Real Estate Transfer Tax Transactions</b>	<b>947</b>	<b>986</b>	<b>1,104</b>	<b>1,035</b>



**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
FINANCE DEPARTMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Finance Administration	352,101	359,820	350,758	325,871	335,077
Insurance Programs	304,871	311,872	318,459	359,312	362,801
Cash Management	27,976	28,416	28,108	25,433	26,191
Accounting	472,364	491,793	485,428	422,159	434,834
Customer Service	407,058	420,812	421,756	449,709	462,988
	<u>1,564,370</u>	<u>1,612,713</u>	<u>1,604,509</u>	<u>1,582,484</u>	<u>1,621,891</u>

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	824,874	835,517	835,517	759,317	781,979
PSU - Personal Services, Unscheduled	1,597	3,540	3,540	3,825	3,825
EB - Employee Benefits	293,455	316,622	300,606	259,894	268,880
OEC - Other Employee Costs	5,861	5,650	5,650	12,233	12,500
CS - Contractual Services	5,512	4,900	5,680	5,820	5,960
UT - Utilities	178,596	181,213	180,734	187,377	191,960
CSU - Commodities & Supplies	26,007	32,160	32,160	34,550	35,200
OEQ - Office Equipment	430	400	400	1,000	1,000
IN - Insurance	228,038	232,711	240,222	318,468	320,587
	<u>1,564,370</u>	<u>1,612,713</u>	<u>1,604,509</u>	<u>1,582,484</u>	<u>1,621,891</u>

<b>SOURCE OF FUNDS</b>					
001 - General Fund	1,564,370	1,612,713	1,604,509	1,582,484	1,621,891
	<u>1,564,370</u>	<u>1,612,713</u>	<u>1,604,509</u>	<u>1,582,484</u>	<u>1,621,891</u>

**BUDGET DISCUSSION AND ANALYSIS**

Staffing levels in the Finance Department budget for 2011 were reduced by two full-time positions lowering staff count from 17 to 15. There will now be 11 full-time positions and 4 part-time positions throughout the three Finance Divisions (Administration, Accounting and Customer Service). The positions impacted by the budget reductions were the Administrative Assistant and Data Entry Clerk, both back office positions. Restructuring the back office will allow our Customer Service Division to remain fully staffed for servicing the patrons.

Responsibilities previously held by the Administrative Assistant will be redistributed to others in the department increasing their individual workloads. It was anticipated that the Data Entry Clerk position would be eliminated when the new ERP software is fully implemented in 18 to 24 months. Until that time, responsibilities currently handled by the Data Entry Clerk will be distributed among Finance staff.

Non-personnel related expenses increased \$102,424 primarily due to increases to property & liability and workers' compensation premiums while personnel related costs decreased \$132,643. Overall, the Finance Department budget decreased \$30,219 from the prior year.

**VILLAGE OF MOUNT PROSPECT  
FINANCE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	143,766	143,524	143,524	115,876	119,352
506.001 Longevity Pay	500	650	650	400	400
	144,266	144,174	144,174	116,276	119,752
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	17,503	19,023	17,175	11,176	11,956
510.002 Life Insurance	146	166	166	-	-
511.001 FICA Costs - Social Security	7,894	8,307	8,307	6,499	6,694
511.002 FICA Costs - Medicare	2,081	2,156	2,156	1,754	1,807
512.001 IMRF Pension Expense	13,437	14,541	14,541	12,513	12,888
513.001 Sick Leave Incentive	-	1,000	1,000	1,000	1,000
513.002 Vacation/Personal Leave	6,768	3,500	3,500	3,500	3,500
	47,829	48,693	46,845	36,442	37,845
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	1,935	1,950	1,950	2,000	2,000
522.001 Travel & Meetings	2,436	1,700	1,700	7,233	7,500
525.004 Training	1,490	2,000	2,000	3,000	3,000
	5,861	5,650	5,650	12,233	12,500
<b>CS - Contractual Services</b>					
530.001 Actuarial Services	2,200	2,400	2,400	2,400	2,400
530.004 Collection Services	181	250	250	250	250
530.006 Other Professional Services	12,843	13,352	13,352	14,650	15,100
532.002 Equipment Maintenance	2,740	2,850	2,850	2,850	2,850
535.001 Billing Outsource Fees	57,593	52,500	52,500	52,500	52,500
Ambulance					
544.002 Postage Expense	2,228	2,521	3,460	4,000	4,080
551.001 Copier Lease Payment	5,618	5,745	5,012	5,000	5,000
562.002 Printing Expense	1,281	1,920	1,920	1,700	1,725
563.003 Bank Processing Fees	46,587	56,700	48,500	51,000	54,000
	131,271	138,238	130,244	134,350	137,905
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	3,871	3,250	4,480	4,620	4,760
590.001 Telephone - Cellular	1,641	1,650	1,200	1,200	1,200
	5,512	4,900	5,680	5,820	5,960

**VILLAGE OF MOUNT PROSPECT  
FINANCE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	450	450	450	500	500
606.001 Office Supplies	2,858	3,500	3,500	4,500	4,590
608.001 Other Supplies	1,396	1,090	1,090	750	765
610.001 Paper & Supplies	11,374	11,825	11,825	13,000	13,260
612.001 Publications	854	900	900	1,000	1,000
	16,932	17,765	17,765	19,750	20,115
<b>OEQ - Office Equipment</b>					
656.003 Office Equipment - Finance	430	400	400	1,000	1,000
	430	400	400	1,000	1,000
<b>Total Finance Administration</b>	<b>352,101</b>	<b>359,820</b>	<b>350,758</b>	<b>325,871</b>	<b>335,077</b>

**VILLAGE OF MOUNT PROSPECT  
FINANCE DEPARTMENT  
INSURANCE PROGRAMS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	58,541	59,149	59,149	31,501	32,446
506.001 Longevity Pay	300	350	350	100	100
	58,841	59,499	59,499	31,601	32,546
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	8,752	9,512	8,588	3,726	3,985
510.002 Life Insurance	73	83	83	-	-
511.001 FICA Costs - Social Security	3,124	3,385	3,385	1,656	1,706
511.002 FICA Costs - Medicare	809	863	863	460	474
512.001 IMRF Pension Expense	5,234	5,819	5,819	3,401	3,503
	17,992	19,662	18,738	9,243	9,668
<b>IN - Insurance</b>					
596.001 Premiums Liability Insurance	223,790	226,077	226,077	243,821	245,940
596.004 Premiums Workers' Compensation Ins.	2,748	2,884	2,884	48,947	48,947
596.008 Premiums Other Insurance	1,500	3,750	11,261	7,500	7,500
597.003 Life Insurance	-	-	-	18,200	18,200
	228,038	232,711	240,222	318,468	320,587
<b>Total Insurance Programs</b>	<b>304,871</b>	<b>311,872</b>	<b>318,459</b>	<b>359,312</b>	<b>362,801</b>

**CASH MANAGEMENT**

<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	21,590	21,375	21,375	21,376	22,017
506.001 Longevity Pay	-	100	100	100	100
	21,590	21,475	21,475	21,476	22,117
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	2,918	3,171	2,863	-	-
510.002 Life Insurance	24	28	28	-	-
511.001 FICA Costs - Social Security	1,235	1,331	1,331	1,332	1,371
511.002 FICA Costs - Medicare	289	311	311	313	322
512.001 IMRF Pension Expense	1,920	2,100	2,100	2,312	2,381
	6,386	6,941	6,633	3,957	4,074
<b>Total Cash Management</b>	<b>27,976</b>	<b>28,416</b>	<b>28,108</b>	<b>25,433</b>	<b>26,191</b>

**VILLAGE OF MOUNT PROSPECT**  
**FINANCE DEPARTMENT**  
**ACCOUNTING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	337,160	341,283	341,283	308,067	317,309
506.001 Longevity Pay	1,300	1,900	1,900	1,400	1,400
	338,460	343,183	343,183	309,467	318,709
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	25	200	200	216	216
	25	200	200	216	216
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	72,928	79,263	71,563	46,986	48,575
510.002 Life Insurance	607	690	690	-	-
511.001 FICA Costs - Social Security	20,197	21,290	21,290	19,197	19,773
511.002 FICA Costs - Medicare	4,724	4,979	4,979	4,491	4,626
512.001 IMRF Pension Expense	30,092	33,583	33,583	33,325	34,325
	128,548	139,805	132,105	103,999	107,299
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	505	505	505	527	525
544.002 Postage Expense	2,704	3,020	4,355	4,000	4,080
562.002 Records Management Printing Expense	614	1,000	1,000	1,000	1,000
	3,823	4,525	5,860	5,527	5,605
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	-	-	-	200	200
606.001 Office Supplies	1,234	1,130	1,130	750	765
608.001 Other Supplies	8	-	-	-	-
610.001 Paper & Supplies	266	2,950	2,950	2,000	2,040
	1,508	4,080	4,080	2,950	3,005
<b>Total Accounting</b>	<b>472,364</b>	<b>491,793</b>	<b>485,428</b>	<b>422,159</b>	<b>434,834</b>

**VILLAGE OF MOUNT PROSPECT**  
**FINANCE DEPARTMENT**  
**CUSTOMER SERVICE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	197,875	200,031	200,031	214,506	220,941
501.001 Part-Time Earnings	63,042	65,755	65,755	64,091	66,014
506.001 Longevity Pay	800	1,400	1,400	1,900	1,900
	261,717	267,186	267,186	280,497	288,855
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	1,572	3,340	3,340	3,609	3,609
	1,572	3,340	3,340	3,609	3,609
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	49,591	53,899	48,663	54,018	56,193
510.002 Life Insurance	413	469	469	-	-
511.001 FICA Costs - Social Security	15,633	16,773	16,773	17,542	18,068
511.002 FICA Costs - Medicare	3,656	3,923	3,923	4,122	4,245
512.001 IMRF Pension Expense	23,407	26,457	26,457	30,571	31,488
	92,700	101,521	96,285	106,253	109,994
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	14,909	15,450	15,450	15,200	15,500
544.002 Postage Expense	27,240	22,000	27,680	32,000	32,640
562.002 Records Management Printing Expense	1,353	1,000	1,500	300	310
	43,502	38,450	44,630	47,500	48,450
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	678	800	800	2,250	2,295
608.001 Other Supplies	637	-	-	-	-
610.001 Paper & Supplies	-	2,915	2,915	3,000	3,060
618.001 Business Licenses	963	1,250	1,250	1,000	1,025
618.002 Vehicle Licenses	5,289	5,350	5,350	5,600	5,700
	7,567	10,315	10,315	11,850	12,080
<b>Total Customer Service</b>	<b>407,058</b>	<b>420,812</b>	<b>421,756</b>	<b>449,709</b>	<b>462,988</b>
<b>TOTAL FINANCE DEPARTMENT</b>	<b>1,564,370</b>	<b>1,612,713</b>	<b>1,604,509</b>	<b>1,582,484</b>	<b>1,621,891</b>

**VILLAGE OF MOUNT PROSPECT  
FINANCE DEPARTMENT  
PERSONAL SERVICES**

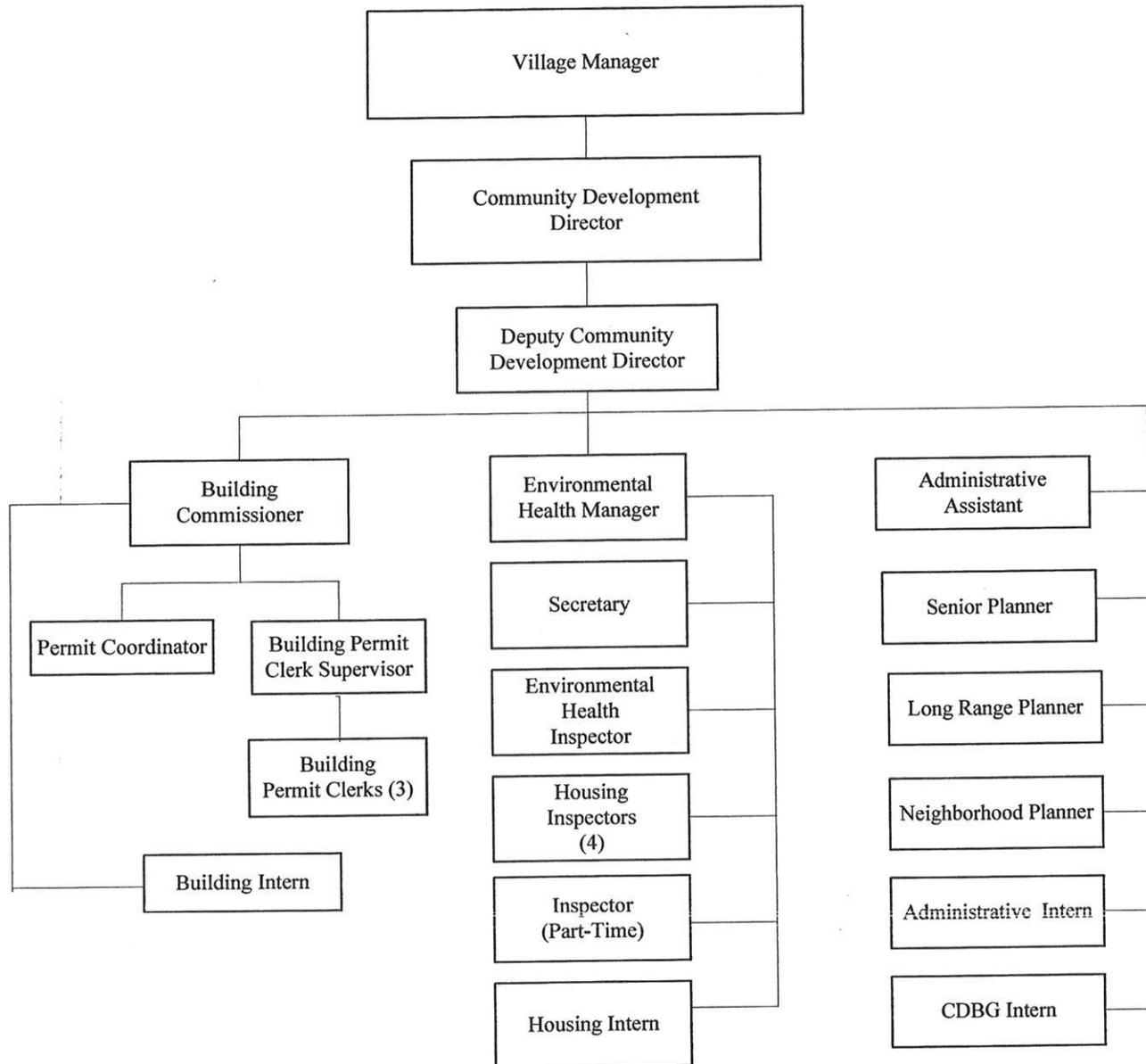
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Finance Director	1.00	1.00	1.00	125,237	126,000	126,000
Deputy Finance Director	1.00	1.00	1.00	85,387	85,500	85,500
Accounting Supervisor	1.00	1.00	1.00	67,273	68,182	69,345
Administrative Assistant	1.00	1.00	-	54,338	55,297	-
Accountant	2.00	2.00	2.00	109,645	111,580	113,487
Payroll Coordinator	1.00	1.00	1.00	52,346	53,269	54,181
Accounts Payable Coordinator	1.00	1.00	1.00	49,953	48,847	49,680
Customer Service Supervisor	1.00	1.00	1.00	57,792	58,814	59,820
Account Clerk	3.00	3.00	3.00	117,762	119,843	133,313
Data Entry Operator	1.00	1.00	-	37,369	38,030	-
	<u>13.00</u>	<u>13.00</u>	<u>11.00</u>	<u>757,102</u>	<u>765,362</u>	<u>691,326</u>
<b>PART TIME</b>						
P/T General Office Clerk	1.00 (2)	1.00 (2)	1.00 (2)	29,245	30,427	31,135
Clerical - Customer Service	1.00 (2)	1.00 (2)	1.00 (2)	34,718	35,328	32,956
	<u>2.00 (4)</u>	<u>2.00 (4)</u>	<u>2.00 (4)</u>	<u>63,963</u>	<u>65,755</u>	<u>64,091</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				2,475	3,540	3,825
Longevity Pay				2,900	4,400	3,900
				<u>5,375</u>	<u>7,940</u>	<u>7,725</u>
<b>TOTAL</b>	<b>15.00</b>	<b>15.00</b>	<b>13.00</b>	<b>826,440</b>	<b>839,057</b>	<b>763,142</b>

(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	13.00	13.00	11.00
Part-Time	4.00	4.00	4.00



# VILLAGE OF MOUNT PROSPECT COMMUNITY DEVELOPMENT DEPARTMENT



The Community Development Department consists of three divisions: Building Inspections, Environmental Health and Planning. The Community Development Department consists of 19 full time employees, 1 part time employee, and 4 seasonal employees.

**VILLAGE OF MOUNT PROSPECT  
2011 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.

**2009 ACCOMPLISHMENTS**

The Department applied for and was awarded a third grant from the Chicago Community Trust for \$50,000 to be utilized for the construction of the Community Connections Center (formerly referred to as the Neighborhood Resource Center). The \$50,000 grant was in addition to two similar grants received in 2007 and 2008.

The Department coordinated efforts to construct the Community Connections Center in South Mount Prospect to better serve the residents of this area. Building and Planning Division staff coordinated with several service organizations to garner support for The Center and worked closely with other Village Departments on the construction and build-out of The Center. The Center opened its doors to the public in August.

The Department completed projects associated with a grant from the Illinois Department of Transportation's Safe Routes to School Program totaling \$80,200. The funds were utilized to perform upgrades to sidewalks and to fund educational programs in Mount Prospect Schools. The Department also secured a \$2,600 grant to be utilized towards additional program funding in 2010.

The Department coordinated updates to the Village's Zoning, Sign, Building, Property Maintenance, and Fire Prevention Codes. Updates to the Building, Property Maintenance, and Fire Codes included the adoption of the 2006 versions of their respective international codes. The Zoning and Sign Code updates were performed to respond to recent industry trends and make these codes more user friendly.

Completed the Regional Transportation Authority grant to review and propose improvements to the public transportation system in Mount Prospect. Staff coordinated public meetings and developed plans to address the public transportation needs of the community. The project was completed in 2009.

Through the use of the Village's Community Development Block Grant (CDBG) the Department financed several public infrastructure improvements within the Village's low to moderate income level census tracts. The improvements included the installation of pedestrian signals at the intersection of Algonquin Road, Busse Road, and Dempster Street, and the installation of new sidewalks along portions of these roadways.

Provided funding assistance to thirteen public service programs through the Village's Community Development Block Grant Program.

The Village assisted two residents through the First Time Home Buyers Loan Program in 2009. The program is funded through a grant by the Illinois Housing Development Authority.

Implemented Village wide permit process improvement steps to increase Department service levels to customers. Improvements included limiting the number of permit application documents from multiple applications (fence, flatwork, etc) to one single application document.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

Evaluated and implemented procedures to reduce paperwork in order to increase inter and intra department efficiencies.

The Department continued to perform permit reviews and site work inspections of major construction projects within the Village. In 2009 successfully reviewed and oversaw the completion of the Wal-Mart redevelopment and continue to monitor the redevelopment of the Randhurst Village project. Department has ensured that permit reviews are performed expeditiously and accurately while maintaining service levels to other customers.

Department continued efforts to digitize historical zoning and building permit records from existing paper and microfiche media to electronic format. Once fully completed project will provide easier access to data in the future.

Expanded cross-training of Department staff to ensure continuity of operations and service to customers and continued to streamline business processes in preparation for future implementation of new ERP software programming.

Building Division increased use of Village Adjudication System for Code Enforcement compliance.

A united effort with Police Crime Free staff continues. EH staff pursues unlicensed landlords from discovery until licensed. Where there is no compliance, staff issues tickets for adjudication until there is compliance. In 2009 an estimated 200 citations will be issued for failing to attend the Crime Free Class, and failing to obtain a rental license. Based on census data almost 94% of the rental dwellings are now licensed. EH staff remains involved with the Crime Free Class, and Phase III safety socials to foster communication and problems solving with landlords and tenants.

Citations were issued to restaurants and food stores for failing to maintain grease traps has reduced grease blockages for an adjacent residential area. An emergency closure was made of a foodservice establishment with numerous violations. The establishment did reopen after correcting the problems, and closed permanently several weeks later of their own accord.

Business and Professional People for the Public Interest (BPI) has recognized Mount Prospect for staff's innovative approaches to encourage maintenance of properties during foreclosure. BPI is citing Mount Prospect's strategies in a best practices document. The practices include proactive efforts to communicate with banks during the ongoing foreclosure crisis, the Village's Vacant Structure Registration code that directs resources and require registration only of properties that are a problem, and a comprehensive Nuisance ordinance.

**2010 ACCOMPLISHMENTS**

The Department participated in the selection of the Village's new Enterprise Resource Program (ERP) software selection. The new ERP software will be implemented over the course of two years and will eventually replace nine existing software programs utilized by the Community Development Department. The ERP will provide for increased data sharing within the Village and will help to streamline existing Department processes. The ERP system is anticipated to be fully on-line in summer 2011.

Department staff oversaw the construction of several Village facility projects including Fire Station #14, Vehicle Maintenance Expansion, Emergency Operations Center, and the Storage Building at Well #16. Each of these projects will receive their final certificates of occupancy in 2010.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

Department staff worked closely with the owner, developer, and operators of the Holliday Inn property at 200 East Rand Road to get redevelopment efforts underway on this property to bring it up to current codes. Both the Bar Louie Restaurant and the Holiday Inn Express Hotel will open by year-end 2010.

The Department continued its efforts to digitize its historical building permit and zoning documents and was able to realize a cost savings over anticipated scanning expenses through the development of an RFP and contract for these services. In 2010, over one million documents were converted from paper or microfiche media to digital format. Following the completion of this project the data is now more easily accessible via the Village's Laserfiche software system.

Department staff attended Lead Abatement Seminars in preparation for the U.S. Environmental Protection Agency's Renovation, Repair, and Painting (RRP) rule effecting all renovations in all buildings constructed prior to 1978. This federal rule went into effect April 22, 2010.

Department staff attended the Illinois Code Enforcement Summit on Field Services and Foreclosure proceedings. Staff was educated in the proper channels for property maintenance and code enforcement proceedings in properties that are vacant or in various states of foreclosure.

The Randhurst Village project moved into the construction phase with permits being issued for all of the primary mall buildings. The Department is working diligently to accommodate inspection requests, new plan reviews, and status meetings in an expeditious manner. The various permits continue to move towards overall completion of the development project in 2011.

The Department provided funding assistance to twelve Public Service Programs and seven Low/Moderate Income Projects through the Village's Community Development Block Grant (CDBG) Program. CDBG funds were also utilized to make accessibility improvements to a group home owned by Search Inc. and improved pedestrian safety with new sidewalk construction.

The Department assisted fourteen households through the Village's CDBG Emergency Repair, Single Family Rehab Loan and Weatherization Grant Programs.

Assisted one household with a forgivable loan for down payment assistance through the First Time Home Buyer Program and was awarded a one year grant in 2010 from the Illinois Housing Development Authority (IHDA) to assist an additional three qualified households with the purchase of their first home.

The enforcement and abatement of nuisances continued at vacant properties in foreclosure where banks or property owners are not adequately maintaining the property. Primary efforts are to encourage maintenance by the bank to minimize abatement costs incurred by the Village.

The Department continued its joint inspection efforts with the Police and Fire Departments of licensed rental dwellings to cross train staff, increase interdepartmental communication and expose owner and tenants to available Village resources.

Coordinated efforts between the Environmental Services Division, the Police Department and property owners within the Ashley Cove subdivision to return the homeowners association to full operation, increased communication to better resolve common problems, and developed a maintenance plan for the common areas of the subdivision.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

The Village's Community Connections Center provided a new avenue for residents renting property within the Village to inform staff of potential code violations in the property's they occupy. The increased communication with residents as a result of The Center has helped to improve both the safety and quality of life for residents renting property in the vicinity of the Center.

The Department continued its pro-active property maintenance activities and worked jointly with townhome and condo associations within the community to remedy property maintenance code violations within their associations.

Food inspection staff discovered pet-food-quality food products were being sold for human consumption within the Village and surrounding communities. Staff's efforts in coordination with Cook County Department of Health and the State Health Department resulted in an area wide embargo and destruction of over 4,000 pounds of salmon.

Based on direction from the Public Transportation System Study, a Comprehensive Bike Plan Study is being developed in 2010. The bike plan is funded by the Energy Efficiency and Conservation Block Grant Program through the Department of Energy and will develop a plan with detailed information about infrastructure improvements, funding opportunities, encouragement and educational programs. The bike plan will be completed in the third quarter of 2011.

The Village of Mount Prospect collaborated with the Mount Prospect Public Library to deliver seven seminars to business owners and managers in South Mount Prospect. Topics included alternative financing, writing a business plan, opening and expanding a business in Mount Prospect, and State and Federal Resources for Small Businesses. All of the programs were delivered in Spanish.

Planning staff is developing a Northwest Highway Corridor Study to understand the existing conditions and develop a future vision for the corridor. The Study will be forwarded for the Village Board's approval and adoption during the first quarter of 2011.

In 2008, Community Development worked with the Metropolitan Planning Council to develop and implement the Employer Assisted Housing Program. Several employees attended housing counseling in 2008-2009 and one employee closed on a home in Mount Prospect in 2010.

In 2010, the Village continued to support the Mount Prospect Downtown Merchants Association (MPDMA) through event planning assistance and a Village liaison serving on the Board of Directors. The MPDMA's events have been well received by the community based on the attendance and feedback from the Cruise Nights Car Shows, Fall Festival, Oktoberfest, and New Year's Eve Kid's Party.

In January 2010, the Maytree Foundation hosted an international webinar titled "Municipal Action on Integration: Public and Private Partnerships" and featured the Community Connections Center. Clare O'Shea spoke on behalf of the Village to over 90 people from the United States, Canada, Germany, Italy, Brazil, India, Greece, Hungary, Spain, Ireland, and the Netherlands. The Center is also featured on the Maytree Foundation's website as a "Good Idea in Immigrant Integration."

Over the past year, Village staff worked with a partnership specialist from the U.S. Census Bureau to promote awareness of the 2010 Census. The 2010 Census was promoted through the cable channel, website, Village events, movie nights and presentations to senior citizens, ESL classes, and grade school children.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
COMMUNITY DEVELOPMENT DEPARTMENT**

The Department implemented the Village's new Energy Efficiency Home Weatherization Rebate Program. The program provides 50% matching rebates of up to \$1,500 for residents who perform qualifying energy efficient upgrades to their homes. The \$90,000 program is funded through the Energy Efficiency Community Block Grant (EECBG) Program and will provide financial assistance to over 60 residents. Eligible improvements include replacing furnaces, air conditioners, water heaters, insulation, roofs, doors, and windows.

**2011 OBJECTIVES**

The Department will realize a cost savings to its overall operations budget in 2011 through the outsourcing of the Building Inspection services. Outsourcing will result in the elimination of four building inspector staff positions in the Department and will generate annual budget savings of over \$200,000. Current customer service levels will be maintained from the transition from in-house staff to contract services.

Complete the implementation of the Village's Enterprise Resource Program (ERP) as it relates to the Community Development Department to increase department efficiency and service levels provided to customers. The ERP community development modules will be implemented by the summer of 2011 and will replace nine existing software programs currently utilized by the department. Current processes and workflows will be refined to provide greater efficiency with the new computer software system.

Continue to evaluate existing department processes to locate additional opportunities for cost-savings while also maintaining or increasing service levels to customers.

Continue to cross-train staff to ensure continuity of operations and service to customers. Continued support of training and continuing education for staff to ensure that staff remains up to date on best practices in order to provide high quality service to customers.

Process plan reviews and inspection requests to ensure the completion of the Randhurst Village redevelopment project by mid-2011.

Complete the department's goal of shifting the scanning of department historical documents from a contracted service to one performed in-house by department staff. Scanning of electronic storage of permit documents and zoning case files shall be completed as each individual project is closed out.

Continue to work with the Housing and Urban Development Authority (HUD) to implement and improve the Village's programs funded through the Community Development Block Grant Program (CDBG) in ways that will address the housing needs of the community.

Encourage routine maintenance of vacant properties that are in the foreclosure process through education, enforcement, and abatement efforts as necessary.

Continue joint efforts with the Police and Fire Departments on licensing and inspections of rental dwellings in Mount Prospect to continue to improve the housing and overall quality of life in the community.

Review the goals and objectives of the Village's planning documents, including the Comprehensive Plan and Corridor Plans, and implement applicable short and long range recommendations.

Complete and formally adopt the Northwest Highway Corridor Plan and the Comprehensive Bike Plan.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

Develop a corridor plan for River Road to develop future land use policies and directives to improve the viability and appearance of this corridor.

Continue to provide quarterly business seminars for South Mount Prospect business owners and managers in cooperation with the Mount Prospect Public Library.

The Department will continue existing economic development efforts to market the benefits of locating a business within the Village to both prospective and existing businesses. Staff will work closely with the Village's Economic Development Commission to understand issues which businesses in Mount Prospect are currently facing and determine ways in which the Village could improve the local business climate.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COMMUNITY DEVELOPMENT DEPARTMENT**

**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimated	2011 Projected
<b>Planning Division</b>				
ZBA - Variations	9	4	5	5
ZBA - Variations	8	4	3	5
ZBA - Conditional Uses	-	3	-	2
ZBA - Text Amendments	-	1	1	1
ZBA - Rezoning	10	11	2	5
Plats (Subdivision, Consolidation, Dedication)	27	26	50	36
Business Retention Visits	1	-	-	1
Minor Variation	3	5	5	5
Administrative Approval of Porches	-	-	-	-
Signs	5	5	4	5
Variations	3	-	1	1
Special Uses				
<b>Community Development Block Grant</b>				
Single Family Rehab/Emergency Repair Loans	10	10	13	12
Weatherization Projects	-	-	1	2
First Time Homebuyers	3	-	2	2
<b>Building Division</b>				
Permits Issued	2,687	2,415	2,450	2,600
Plan Reviews (in house)	392	350	425	400
Plan Reviews (3rd party)	60	70	80	100
Building Code Inspections	7,631	7,970	8,000	9,000
C.O. Issued	75	137	125	150
Garage Sale Permits	614	703	650	650
<b>Environmental Health Division</b>				
Inspections				
Food Service	340	394	390	390
Multi-Family Buildings *	279	491	583	583
Swimming Pools/Spa **	59	28	-	-
Reinspections				
Food Service	310	311	310	310
Multi-Family Buildings	410	466	500	500
<b>Community Development - Service Requests</b>				
Inspections	3,131	2,985	2,600	2,600
Reinspections	9,322	11,695	10,700	10,700

\* Beginning in 2007, the licensing period was changed to September 1. Effective with that date, all rental dwellings must be licensed. Licenses were effective for fifteen months during the transition (6/1/07 to 8/31/08). During that period, 636 inspections were made.

\*\* Effective Summer 2009, Cook County inspects all Pools/Spas.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COMMUNITY DEVELOPMENT DEPARTMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Community Development Admin	263,612	261,596	265,148	261,135	268,041
Economic Development	97,613	95,383	94,767	108,412	110,699
Planning and Zoning	289,578	333,616	294,420	304,244	280,592
Building Inspections	859,191	940,912	929,850	809,682	881,713
Housing Inspections	514,050	529,946	517,456	548,439	569,183
Health Inspections	126,152	128,093	126,071	143,618	147,465
	2,150,196	2,289,546	2,227,712	2,175,530	2,257,693

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	1,353,606	1,390,117	1,395,517	1,234,585	1,270,943
PSU - Personal Services, Unscheduled	5,905	5,109	5,109	5,524	5,524
EB - Employee Benefits	501,744	547,945	520,841	495,295	512,072
OEC - Other Employee Costs	21,329	31,246	31,426	27,426	27,955
CS - Contractual Services	235,075	271,717	236,011	369,043	396,661
UT - Utilities	15,316	17,671	17,671	18,338	18,709
CSU - Commodities & Supplies	17,221	21,541	21,137	21,119	21,545
OEQ - Office Equipment	-	4,200	-	4,200	4,284
	2,150,196	2,289,546	2,227,712	2,175,530	2,257,693

<b>SOURCE OF FUNDS</b>					
001 - General Fund	2,149,196	2,288,046	2,226,212	2,174,030	2,256,193
022 - Downtown Redevelopment Construction Fund	1,000	1,500	1,500	1,500	1,500
	2,150,196	2,289,546	2,227,712	2,175,530	2,257,693

**BUDGET DISCUSSION AND ANALYSIS**

The Department will realize a cost savings to its overall operations budget in 2011 through the outsourcing of the Building Inspection services. Outsourcing will result in the elimination of four building inspector staff positions in the Department and will generate annual budget savings of over \$200,000. Current customer service levels will be maintained from the transition from in-house staff to contract services.

The Department continued its efforts to digitize its historical building permit and zoning documents and was able to realize a cost savings over anticipated scanning expenses through the development of an RFP and contract for these services. In 2010, over one million documents were converted from paper or microfiche media to digital format. Following the completion of this project the data is now more easily accessible via the Village's Laserfiche software system.

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	171,061	169,356	169,356	169,357	174,438
502.001 Seasonal Earnings	5,684	5,000	5,000	-	-
506.001 Longevity Pay	600	600	6,000	450	450
	177,345	174,956	180,356	169,807	174,888
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	17,503	19,023	17,175	11,175	11,956
510.002 Life Insurance	146	184	184	-	-
510.003 Workers' Compensation	15,771	19,039	19,039	38,820	38,820
511.001 FICA Costs - Social Security	10,104	10,029	10,029	9,698	9,989
511.002 FICA Costs - Medicare	2,601	2,583	2,583	2,511	2,586
512.001 IMRF Pension Expense	15,533	16,930	16,930	18,272	18,820
513.001 Sick Leave Incentive	2,265	2,300	2,300	2,300	2,300
513.002 Vacation/Personal Leave Incent.	656	1,000	1,000	1,000	1,000
	64,579	71,088	69,240	83,776	85,471
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	-	650	650	650	663
522.001 Travel & Meetings	2,564	1,000	1,000	3,000	3,040
	2,564	1,650	1,650	3,650	3,703
<b>CS - Contractual Services</b>					
530.012 Community Connections	11,602	-	-	-	-
548.001 Employee Homebuyer Assistance	-	10,000	10,000	-	-
	11,602	10,000	10,000	-	-
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	1,024	1,628	1,628	1,628	1,660
590.001 Telephone - Cellular	1,033	1,264	1,264	1,264	1,289
	2,057	2,892	2,892	2,892	2,949
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	1,280	1,010	1,010	1,010	1,030
608.001 Other Supplies	4,185	-	-	-	-
	5,465	1,010	1,010	1,010	1,030
<b>Total Comm Development Admin</b>	<b>263,612</b>	<b>261,596</b>	<b>265,148</b>	<b>261,135</b>	<b>268,041</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
ECONOMIC DEVELOPMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
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**Fund: 001 - General Fund**

PS - Personal Services, Scheduled					
500.001 Full-Time Earnings	57,020	56,452	56,452	56,453	58,147
506.001 Longevity Pay	-	-	-	150	150
	57,020	56,452	56,452	56,603	58,297

EB - Employee Benefits					
510.001 Medical Insurance	5,834	6,341	5,725	3,725	3,985
510.002 Life Insurance	48	61	61	-	-
511.001 FICA Costs - Social Security	3,117	3,172	3,172	3,172	3,267
511.002 FICA Costs - Medicare	805	821	821	821	846
512.001 IMRF Pension Expense	5,073	5,536	5,536	6,091	6,274
	14,877	15,931	15,315	13,809	14,372

OEC - Other Employee Costs					
518.001 Dues & Memberships	495	1,500	1,500	1,500	1,530
	495	1,500	1,500	1,500	1,530

CS - Contractual Services					
536.001 Economic Development	17,461	20,000	20,000	35,000	35,000
536.002 Randhurst Economic	6,760	-	-	-	-
	24,221	20,000	20,000	35,000	35,000

<b>Total Fund 001 - General Fund</b>	<b>96,613</b>	<b>93,883</b>	<b>93,267</b>	<b>106,912</b>	<b>109,199</b>
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**Fund: 022 - Downtown Redevelopment Construct**

CS - Contractual Services					
530.002 Auditing Services	1,000	1,500	1,500	1,500	1,500
	1,000	1,500	1,500	1,500	1,500

<b>Total Fund 022 - Downtown Redev</b>	<b>1,000</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
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<b>Total Economic Development</b>	<b>97,613</b>	<b>95,383</b>	<b>94,767</b>	<b>108,412</b>	<b>110,699</b>
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**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING AND ZONING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	166,879	168,553	168,553	171,427	176,570
506.001 Longevity Pay	-	300	300	300	300
	166,879	168,853	168,853	171,727	176,870
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	35,005	38,046	34,350	30,928	31,999
510.002 Life Insurance	292	369	369	-	-
511.001 FICA Costs - Social Security	9,931	10,531	10,531	10,688	11,009
511.002 FICA Costs - Medicare	2,322	2,463	2,463	2,507	2,582
512.001 IMRF Pension Expense	14,839	16,612	16,612	18,479	19,033
513.002 Vacation/Personal Leave Incent.	-	1,000	1,000	1,000	1,000
	62,389	69,021	65,325	63,602	65,623
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	789	1,350	1,350	1,350	1,377
522.001 Travel & Meetings	359	637	637	1,137	1,160
525.004 Training	2,380	3,000	3,000	4,500	4,590
	3,528	4,987	4,987	6,987	7,127
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	-	2,334	2,334	2,334	2,380
541.001 Legal Notices	3,412	3,500	2,000	4,000	4,080
544.002 Postage Expense	2,273	2,500	2,500	2,500	2,550
545.001 RTAP Grants	35,744	-	-	-	-
545.003 Safe Route to Schools Grant	-	2,600	-	-	-
551.001 Copier Lease Payment	2,587	2,600	2,600	2,600	2,600
553.001 Vehicle Lease Payment	1,500	-	-	1,500	1,500
554.001 Vehicle Maintenance Payment	2,982	1,978	1,978	2,884	2,959
560.001 Technical Services	-	-	-	1,000	1,020
560.012 Computer Software	301	1,000	1,000	1,000	1,020
562.001 Document Imaging	3,101	14,900	14,900	5,000	5,100
562.002 Printing Expense	643	750	750	750	765
562.004 Maps & Plats	485	750	750	750	765
572.018 CDBG Programs First Time Homeowners	556	52,400	21,000	31,500	-
	53,584	85,312	49,812	55,818	24,739
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	1,525	1,955	1,955	2,622	2,675
	1,525	1,955	1,955	2,622	2,675

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING AND ZONING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	128	588	588	588	600
606.001 Office Supplies	1,195	2,200	2,200	2,200	2,244
612.001 Publications	350	700	700	700	714
	1,673	3,488	3,488	3,488	3,558
<b>Total Planning and Zoning</b>	<b>289,578</b>	<b>333,616</b>	<b>294,420</b>	<b>304,244</b>	<b>280,592</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING INSPECTIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	537,211	557,721	557,721	391,210	402,946
502.001 Seasonal Earnings	-	5,000	5,000	10,000	10,000
506.001 Longevity Pay	2,800	3,200	3,200	3,800	3,800
	540,011	565,921	565,921	405,010	416,746

<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	3,313	2,809	2,809	3,037	3,037
	3,313	2,809	2,809	3,037	3,037

<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	116,684	126,820	114,500	86,651	90,428
510.002 Life Insurance	973	1,229	1,229	-	-
511.001 FICA Costs - Social Security	31,996	35,277	35,277	25,248	26,005
511.002 FICA Costs - Medicare	7,483	8,251	8,251	5,923	6,101
512.001 IMRF Pension Expense	48,308	55,158	55,158	42,831	44,116
513.002 Vacation/Personal Leave Incent.	-	250	250	250	250
	205,444	226,985	214,665	160,903	166,900

<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	808	975	1,155	1,155	1,179
522.001 Travel & Meetings	1,343	2,128	2,128	2,128	2,171
525.004 Training	9,065	13,225	13,225	5,225	5,329
	11,216	16,328	16,508	8,508	8,679

<b>CS - Contractual Services</b>					
530.011 Elevator Inspection Services	18,122	18,000	19,000	20,000	20,408
544.002 Postage Expense	2,104	2,444	2,444	2,444	2,494
551.001 Copier Lease Payment	2,587	2,600	2,600	2,600	2,653
553.001 Vehicle Lease Payment	6,100	-	-	5,700	8,000
554.001 Vehicle Maintenance Payment	12,425	9,886	9,886	12,021	12,329
560.001 Technical Services	38,130	28,000	28,000	140,700	210,000
562.001 Document Imaging	1,007	45,000	45,000	26,742	8,000
562.002 Printing Expense	2,636	5,323	5,323	5,323	5,432
	83,111	111,253	112,253	215,530	269,316

<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	2,647	4,136	4,136	4,136	4,221
590.001 Telephone - Cellular	6,754	3,950	3,950	3,950	4,031
	9,401	8,086	8,086	8,086	8,252

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING INSPECTIONS**

	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate</b>	<b>2011 Budget</b>	<b>2012 Forecast</b>
<b>CSU - Commodities &amp; Supplies</b>					
603.001 Clothing Supplies	664	2,400	2,400	1,200	1,224
604.001 Office Equipment	247	882	882	882	900
606.001 Office Supplies	3,416	2,826	2,826	2,826	2,884
612.001 Publications	110	500	500	500	510
613.001 Reference Materials	1,580	2,500	2,500	2,500	2,551
615.001 Inspection Supplies	678	422	500	700	714
	6,695	9,530	9,608	8,608	8,783
<b>Total Building Inspections</b>	<b>859,191</b>	<b>940,912</b>	<b>929,850</b>	<b>809,682</b>	<b>881,713</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
HOUSING INSPECTIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	318,601	322,939	322,939	328,451	338,305
501.001 Part-Time Earnings	1,740	11,906	11,906	11,701	12,052
502.001 Seasonal Earnings	9,830	5,000	5,000	-	-
506.001 Longevity Pay	700	1,500	1,500	2,200	2,200
	330,871	341,345	341,345	342,352	352,557
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	1,959	1,700	1,700	1,839	1,839
	1,959	1,700	1,700	1,839	1,839
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	67,094	72,922	65,838	70,177	73,655
510.002 Life Insurance	560	707	707	-	-
511.001 FICA Costs - Social Security	19,740	21,285	21,285	21,314	21,953
511.002 FICA Costs - Medicare	4,617	4,978	4,978	4,997	5,147
512.001 IMRF Pension Expense	28,598	31,921	31,921	37,035	38,146
513.001 Sick Leave Incentive	-	-	-	-	-
513.002 Vacation/Personal Leave	153	250	250	250	250
	120,762	132,063	124,979	133,773	139,151
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	396	531	531	531	541
522.001 Travel & Meetings	285	1,350	1,350	1,350	1,377
525.004 Training	2,104	3,500	3,500	3,500	3,570
	2,785	5,381	5,381	5,381	5,488
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	10,528	10,706	13,000	12,706	12,960
551.001 Copier Lease Payment	2,587	2,600	2,600	2,600	2,600
553.001 Vehicle Lease Payment	14,200	-	-	10,400	14,300
554.001 Vehicle Maintenance Payment	20,709	17,299	17,299	20,036	20,549
560.001 Technical Services	3,313	5,000	1,500	5,000	5,100
562.002 Printing Expense	1,751	1,751	1,751	1,751	1,786
	53,088	37,356	36,150	52,493	57,295
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	813	1,005	1,005	1,005	1,025
590.001 Telephone - Cellular	707	1,896	1,896	1,896	1,934
	1,520	2,901	2,901	2,901	2,959

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
HOUSING INSPECTIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
603.001 Clothing Supplies	2,218	2,250	2,250	2,250	2,295
604.001 Office Equipment	128	750	750	750	765
606.001 Office Supplies Office Supplies	695	1,500	1,500	2,000	2,040
615.001 Inspection Supplies	24	500	500	500	510
	3,065	5,000	5,000	5,500	5,610
<b>OEQ - Office Equipment</b>					
655.002 Computer Equipment - New	-	4,200	-	4,200	4,284
	-	4,200	-	4,200	4,284
<b>Total Housing Inspections</b>	<b>514,050</b>	<b>529,946</b>	<b>517,456</b>	<b>548,439</b>	<b>569,183</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
HEALTH INSPECTIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	80,780	81,890	81,890	83,286	85,785
502.001 Seasonal Earnings	-	-	-	5,000	5,000
506.001 Longevity Pay	700	700	700	800	800
	81,480	82,590	82,590	89,086	91,585
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	633	600	600	648	648
	633	600	600	648	648
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	14,586	15,853	14,313	21,330	21,970
510.002 Life Insurance	122	154	154	-	-
511.001 FICA Costs - Social Security	5,179	5,282	5,282	5,652	5,821
511.002 FICA Costs - Medicare	1,211	1,236	1,236	1,331	1,371
512.001 IMRF Pension Expense	7,733	8,332	8,332	9,119	9,393
513.001 Sick Leave Incentive	1,266	1,000	1,000	1,000	1,000
513.002 Vacation/Personal Leave Incent.	3,596	1,000	1,000	1,000	1,000
	33,693	32,857	31,317	39,432	40,555
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	230	365	365	365	372
522.001 Travel & Meetings	47	300	300	300	306
525.004 Training	464	735	735	735	750
	741	1,400	1,400	1,400	1,428
<b>CS - Contractual Services</b>					
533.001 Pest Control	870	800	800	800	816
551.001 Copier Lease Payment	2,587	2,600	2,600	2,600	2,600
553.001 Vehicle Lease Payment	1,500	-	-	1,500	1,500
554.001 Vehicle Maintenance Payment	2,982	1,978	1,978	2,884	2,959
560.001 Technical Services	-	388	388	388	395
562.002 Printing Expense	530	530	530	530	541
	8,469	6,296	6,296	8,702	8,811
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	813	1,205	1,205	1,205	1,229
590.001 Telephone - Cellular	-	632	632	632	645
	813	1,837	1,837	1,837	1,874

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
HEALTH INSPECTIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
CSU - Commodities & Supplies					
603.001 Clothing Supplies	150	600	600	600	612
604.001 Office Equipment	128	882	400	882	900
606.001 Office Supplies	-	497	497	497	507
615.001 Inspection Supplies	45	534	534	534	545
	323	2,513	2,031	2,513	2,564
<b>Total Health Inspections</b>	<b>126,152</b>	<b>128,093</b>	<b>126,071</b>	<b>143,618</b>	<b>147,465</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>2,150,196</b>	<b>2,289,546</b>	<b>2,227,712</b>	<b>2,175,530</b>	<b>2,257,693</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT DEPARTMENT  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Community Development Director	1.00	1.00	1.00	127,047	128,000	128,000
Deputy Community Dvlpmnt Dir.	1.00	1.00	1.00	97,808	97,808	97,808
Environmental Health Manager	1.00	1.00	1.00	87,389	88,931	90,450
Building Commissioner	1.00	1.00	1.00	81,687	83,129	84,547
Building Inspectors	3.00	3.00	1.00	195,335	191,041	66,003
Plumbing Inspector	1.00	1.00	0.33	69,691	70,920	24,404
Housing Inspectors	4.00	4.00	4.00	200,188	203,727	207,201
Environmental Health Inspector	1.00	1.00	1.00	70,548	71,795	73,019
Senior Planner	0.75	0.75	0.75	52,979	53,915	54,834
Long Range Planner	1.00	1.00	1.00	67,275	57,967	58,957
Neighborhood Planner	0.25	0.25	0.25	12,938	13,166	13,390
Building Permit Coordinator	1.00	1.00	1.00	41,376	48,440	49,267
Bldg Permit Clerk Supervisor	1.00	1.00	1.00	50,779	51,676	52,557
Building Permit Clerks	3.00	3.00	3.00	110,554	112,515	114,435
Administrative Assistant	1.00	1.00	1.00	42,746	43,505	44,246
Secretary	1.00	1.00	1.00	39,677	40,377	41,066
	22.00	22.00	19.33	1,348,017	1,356,911	1,200,184
<b>PART TIME</b>						
Health Inspector	0.40 (1)	0.40 (1)	0.40 (1)	13,119	11,906	11,701
	0.40 (1)	0.40 (1)	0.40 (1)	13,119	11,906	11,701
<b>SEASONAL</b>						
Interns	0.75 (3)	0.75 (3)	0.75 (3)	15,000	15,000	15,000
	0.75 (3)	0.75 (3)	0.75 (3)	15,000	15,000	15,000
<b>OTHER COMPENSATION</b>						
Overtime Earnings				4,709	5,109	5,524
Longevity Pay				4,800	6,300	7,700
				9,509	11,409	13,224
<b>TOTAL</b>	<b>23.15</b>	<b>23.15</b>	<b>20.48</b>	<b>1,385,645</b>	<b>1,395,226</b>	<b>1,240,109</b>

(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	22.00	22.00	22.00 *
Part-Time	1.00	1.00	1.00
Seasonal	3.00	3.00	3.00

\* On May 1, 2011 the number of full-time positions will be reduced by four inspectors.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COMMUNITY DEVELOPMENT - CDBG**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
CDBG Administration	87,185	94,947	94,947	97,664	100,345
CDBG Community Programs	64,927	90,500	90,500	62,000	62,000
CDBG Accessibility/Improvements	326,572	100,000	100,000	-	-
CDBG Residential Rehab	318,039	280,000	230,000	295,555	260,000
CDBG Recovery Act	1,588	-	-	-	-
	798,311	565,447	515,447	455,219	422,345

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	60,804	62,569	62,569	63,550	65,304
EB - Employee Benefits	21,049	23,311	23,311	25,162	25,964
OEC - Other Employee Costs	1,073	1,965	1,965	1,850	1,887
CS - Contractual Services	132,862	106,625	106,625	183,680	98,194
CSU - Commodities & Supplies	297	977	977	977	996
OE - Other Expenditures	206,337	200,000	200,000	180,000	180,000
LI - Land Improvements	49,317	50,000	20,000	-	50,000
INF - Infrastructure	326,572	120,000	100,000	-	-
	798,311	565,447	515,447	455,219	422,345

<b>SOURCE OF FUNDS</b>					
042 - Cmnty Development Block Grant	798,311	565,447	515,447	455,219	422,345
	798,311	565,447	515,447	455,219	422,345

**BUDGET DISCUSSION AND ANALYSIS**

Community Development Block Grant (CDBG) funds are reported in a separate series of programs to provide separate accountability. Grant funds are authorized and placed into a letter of credit from which the Village can draw as expenditures are made. The CDBG budget of \$455,219 decreased 19.5% or \$110,228 from the 2010 amended budget.

Expenses for the Administration Program covers direct expenditures that are made by the Planning & Zoning Division to administer the funds. Community Programs funds programs to benefit low-income families in targeted areas. The budget for 2011 is \$62,000. The projects have been pre-qualified by the U.S. Department of Housing and Urban Development. A significant use of CDBG funds is for zero-interest loans for single-family rehabilitation projects. For 2011, \$200,000 has been provided for the loans. In addition, \$60,555 has been earmarked for the Briarwood Sanitary Program, \$25,000 for an insulated roof for the CEDA Northwest facility and \$10,000 for the Emergency Repair Program.

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT - CDBG  
CDBG ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	57,204	57,469	57,469	58,450	60,204
502.001 Seasonal Earnings	3,600	5,000	5,000	5,000	5,000
506.001 Longevity Pay	-	100	100	100	100
	60,804	62,569	62,569	63,550	65,304
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	11,668	12,682	12,682	13,998	14,465
510.002 Life Insurance	181	210	210	-	-
511.001 FICA Costs - Social Security	3,328	3,880	3,880	3,941	4,059
511.002 FICA Costs - Medicare	778	908	908	923	951
512.001 IMRF Pension Expense	5,094	5,631	5,631	6,300	6,489
	21,049	23,311	23,311	25,162	25,964
<b>OEC - Other Employee Costs</b>					
522.001 Travel & Meetings	155	850	850	850	867
525.004 Training	918	1,115	1,115	1,000	1,020
	1,073	1,965	1,965	1,850	1,887
<b>CS - Contractual Services</b>					
530.002 Auditing Services	-	436	436	436	445
532.002 Equipment Maintenance	-	538	538	538	548
541.001 Legal Notices	351	721	721	721	735
544.002 Postage Expense	477	680	680	680	693
549.001 Organizational Memberships	450	650	650	650	663
551.001 Copier Lease Payment	2,587	2,600	2,600	2,600	2,600
562.002 Printing Expense	97	500	500	500	510
	3,962	6,125	6,125	6,125	6,194
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	-	628	628	628	640
606.001 Office Supplies	297	349	349	349	356
	297	977	977	977	996
<b>Total CDBG Administration</b>	<b>87,185</b>	<b>94,947</b>	<b>94,947</b>	<b>97,664</b>	<b>100,345</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT - CDBG  
CDBG COMMUNITY PROGRAMS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
572.001 Summer Adventure Program	7,500	7,000	7,000	7,000	7,000
572.002 Pads & Hope Now	5,000	6,000	6,000	6,500	6,500
572.003 District 26 Summer Camp	-	7,000	7,000	7,000	7,000
572.004 Dream Makers	6,000	4,500	4,500	-	-
572.005 CEDA Childcare	5,500	5,500	5,500	6,500	6,500
572.006 CEDA Emergency Housing	7,500	8,500	8,500	9,000	9,000
572.007 Aspire	5,500	-	-	-	-
572.009 Northwest CASA	3,000	4,000	4,000	-	-
572.010 Wings	-	1,000	1,000	-	-
572.013 Children's Advocacy Programs	4,000	4,500	4,500	-	-
572.014 Low Income Health Care	9,000	9,000	9,000	9,000	9,000
572.015 Resources for Comm Living	4,000	5,500	5,500	7,000	7,000
572.016 Search Development Center	7,158	25,000	25,000	-	-
572.019 Community Connections Ctr	-	-	-	3,000	3,000
572.037 CDBG Programs Life Span	-	-	-	4,000	4,000
573.003 Mentor Program	769	3,000	3,000	3,000	3,000
	64,927	90,500	90,500	62,000	62,000

<b>Total CDBG Community Programs</b>	<b>64,927</b>	<b>90,500</b>	<b>90,500</b>	<b>62,000</b>	<b>62,000</b>
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**CDBG ACCESSIBILITY AND IMPROVEMENTS**

<b>INF - Infrastructure</b>					
675.001 Sidewalk Construction	14,000	100,000	100,000	-	-
675.004 Busse Sidewalk Improvements	45,169	-	-	-	-
675.005 Dempster Street Sidewalk	53,742	-	-	-	-
675.008 Sidewalk Repairs	213,661	-	-	-	-
	326,572	100,000	100,000	-	-

<b>Total CDBG Accesibility/Improvements</b>	<b>326,572</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
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**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT - CDBG  
CDBG RESIDENTIAL REHAB**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
572.008 Emergency Repair Program	12,385	10,000	10,000	10,000	10,000
572.019 Community Connections Ctr	50,000	-	-	-	-
572.038 CEDA NW Insulated Roof	-	-	-	25,000	-
572.039 Rehabilitation Administration	-	-	-	20,000	20,000
572.040 Briarwood Sanitary Sewer	-	-	-	60,555	-
	62,385	10,000	10,000	115,555	30,000
<b>OE - Other Expenditures</b>					
636.012 Single Family Rehab	206,337	200,000	200,000	180,000	180,000
	206,337	200,000	200,000	180,000	180,000
<b>LI - Land Improvements</b>					
641.001 Corridor Improvements	49,317	50,000	20,000	-	50,000
	49,317	50,000	20,000	-	50,000
<b>INF - Infrastructure</b>					
678.001 Algonquin Road District Impr.	-	20,000	-	-	-
	-	20,000	-	-	-
<b>Total CDBG - Residential Rehab</b>	<b>318,039</b>	<b>280,000</b>	<b>230,000</b>	<b>295,555</b>	<b>260,000</b>

**CDBG RECOVERY ACT**

<b>CS - Contractual Services</b>					
541.001 Legal Notices	1,588	-	-	-	-
	1,588	-	-	-	-
<b>Total CDBG Recovery Act</b>	<b>1,588</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COMMUNITY DEVELOPMENT - CDBG</b>	<b>798,311</b>	<b>565,447</b>	<b>515,447</b>	<b>455,219</b>	<b>422,345</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY DEVELOPMENT - CDBG  
PERSONAL SERVICES**

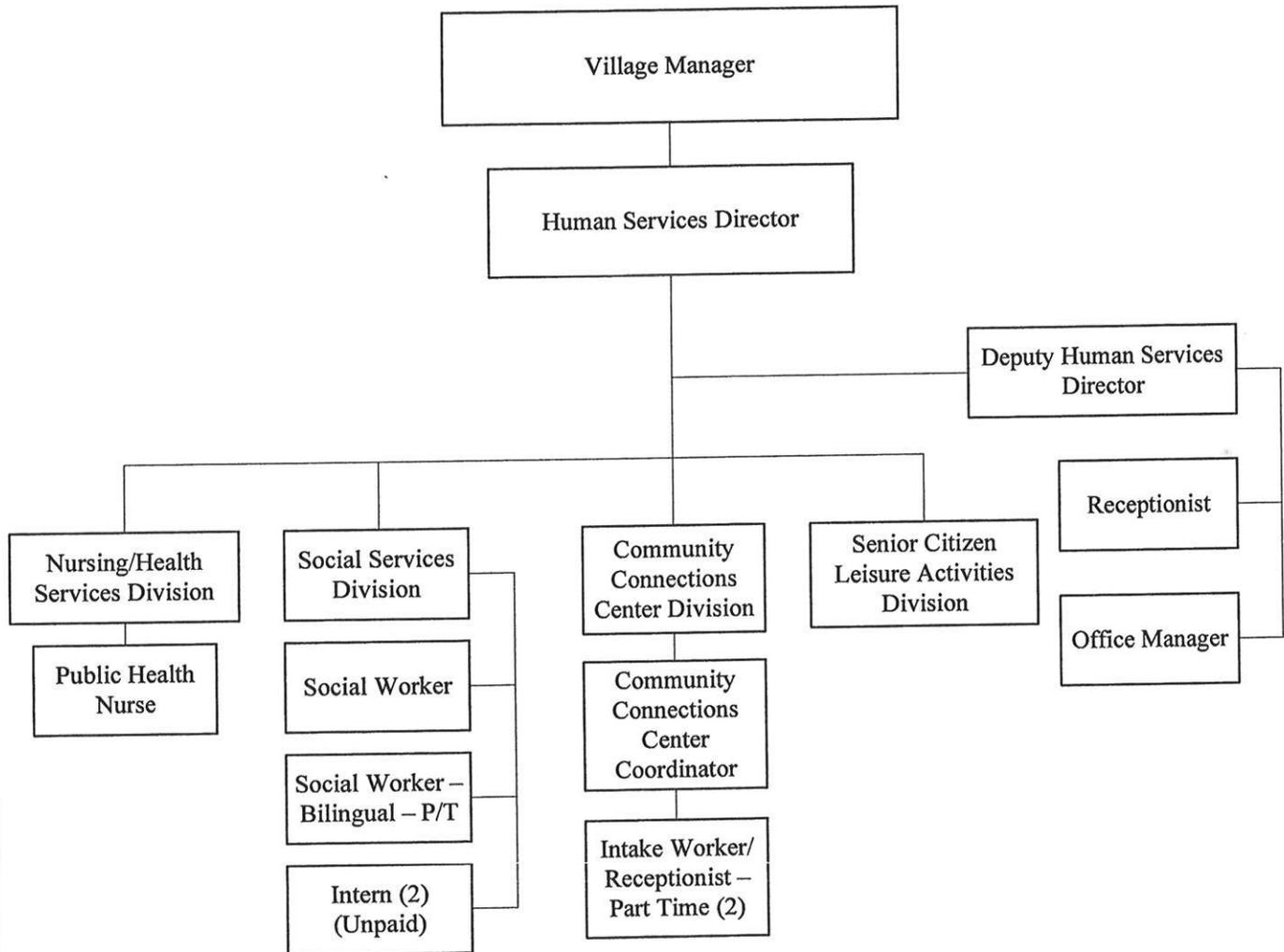
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Neighborhood Planner	0.75	0.75	0.75	38,813	39,497	40,172
Senior Planner	0.25	0.25	0.25	17,660	17,972	18,278
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>56,473</u>	<u>57,469</u>	<u>58,450</u>
<b>SEASONAL</b>						
Interns	0.20 (1)	0.20 (1)	0.25 (1)	5,000	5,000	5,000
	<u>0.20 (1)</u>	<u>0.20 (1)</u>	<u>0.25 (1)</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>OTHER COMPENSATION</b>						
Longevity Pay				-	100	100
				<u>-</u>	<u>100</u>	<u>100</u>
<b>TOTAL</b>	<b>1.20</b>	<b>1.20</b>	<b>1.25</b>	<b>61,473</b>	<b>62,569</b>	<b>63,550</b>

(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	1.00	1.00	1.00
Seasonal	1.00	1.00	1.00



# VILLAGE OF MOUNT PROSPECT HUMAN SERVICES DEPARTMENT



The Human Services Department provides a wide range of programs for residents of Mount Prospect including Social Services, Nursing/Health Services and Senior Citizen Leisure Activities. This department also oversees operations of the Community Connections Center. The Human Services Department consists of seven full-time, two part-time and 2 seasonal (unpaid) employees. 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 Police Administrative Support Services Deputy Chief and appears in the Police organization chart.

**VILLAGE OF MOUNT PROSPECT  
2011 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. The programs are a gateway for vulnerable residents to remain in their homes for as long as safely possible and to be successful participants of the community.

**2009 ACCOMPLISHMENTS**

Opened the Community Connections Center located on the south side of town. Along with the Mount Prospect Library and other partner agencies, we have created a unique "one stop shop" of services for our vulnerable, underserved residents, many who have limited access to travel to the center of town for services and/or limited knowledge of services available to their families.

Hired a bilingual Coordinator and two bilingual part-time Intake Worker/Receptionists for the Community Connections Center.

Established the Medical Reserve Corp (MRC) where we organize Mount Prospect volunteer medical professionals and others who will respond during a time of emergency.

Involved in overseeing the Escorted Transportation Services and TRIP (Township Ridership Initiative Pilot) programs which provide rides to Mount Prospect senior citizens and disabled for medical appointments across township borders.

Continued to work with the Special Needs Advisory Panel (SNAP) Registry in the Human Services database, which identifies Mount Prospect residents with special needs during times of community disaster.

Continued to distribute the Emergency "Go-Kits" which will be used during times of a community disaster by Mount Prospect's special needs population.

Continued the School Social Work Networking meetings, which allowed the isolated School Social Workers to network, brainstorm case plans and benefit from guest speakers.

Continued working with the State of Illinois SHAP Grant program.

Continued outreach efforts with the Police Officers regarding Police Social Services by attending Roll Calls and Shift meetings.

Continued coordinating the Human Services' Hispanic Outreach Programs as well as work with the Police Department's Hispanic Outreach programs.

Continued to review Medicare Part D plans and assist with enrollment throughout the year.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
HUMAN SERVICES DEPARTMENT**

**2010 ACCOMPLISHMENTS**

Worked with established partners of the Community Connection Center to offer additional appropriate programs at the Center.

Obtained a commitment from Elk Grove Township through their grant, to be a partner and have a General Assistance worker located at the Center on a monthly basis.

Fought for and obtained reimbursement of \$11,294 from Medicare for the 2008 Flu Shot Program.

Completed development of a separate database for the Medical Reserve Corp (MRC) volunteers to document all trainings, activities and quarterly meetings. Included in the database is the ability to create picture ID badges for any MRC volunteer assisting the Village at the time of an emergency.

Continued to obtain and keep up-to-date information from vulnerable residents who wish to be included in the Special Needs Advisory Panel (SNAP) Registry in the Human Services database, which identifies special needs Mount Prospect residents during times of community disaster.

Continued outreach efforts with the Police Officers regarding Police Social Services by attending Roll Calls and Shift meetings. Increased efforts to establish ability to respond to police department requests for assistance during evening and weekend hours in matters of suicides, domestic violence and any other situation where a social worker is warranted.

Continued with the State of Illinois SHAP Grant program to allow Social Workers to access information from the State pertaining to residents who are unable to understand and or ascertain difficulties with obtaining program benefits.

Continued the School Social Work Networking meetings, which allowed the isolated School Social Workers to network, brainstorm case plans and benefit from guest speakers.

**2011 OBJECTIVES**

Retain current and acquire additional partner agencies, develop a web page, and increase the outreach effort for the Community Connections Center.

Continue Nursing and Social Service Outreach efforts to assess needs of vulnerable residents, obtain necessary services, and refer when living in the home is no longer safe.

Plan and hold emergency preparedness drill with Medical Reserve Corps (MRC) volunteers.

Apply for the NACCHO grant for the Medical Reserve Corp (MRC).

Continue working with the State of Illinois SHAP Grant programs.

Assess residents to determine their eligibility to receive the Telemergency machines. Work with MRC members to assist the department in delivering and training the use of the equipment to Mount Prospect's special needs population.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
HUMAN SERVICES DEPARTMENT**

Develop marketing strategy within our low vision population and families to use the new in-office Video-Reader machine, which greatly enlarges viewed items.

Continue to provide in-service training and updates of services provided to fellow employees.

Continue outreach efforts with the Police Officers regarding Police Social Services by attending Roll Calls and Shift meetings.

Continue coordinating the Human Services' Hispanic Outreach Programs as well as work with the Police Department's Hispanic Outreach programs.

Continue to review Medicare Part D plans and assist with enrollment throughout the year.

**PERFORMANCE MEASURES**

**Community Connections Center**

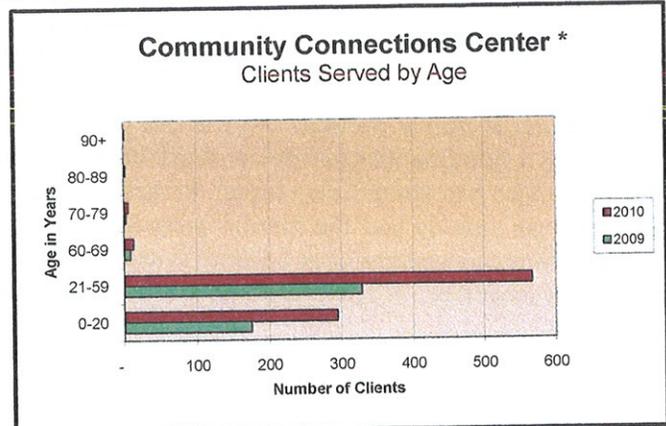
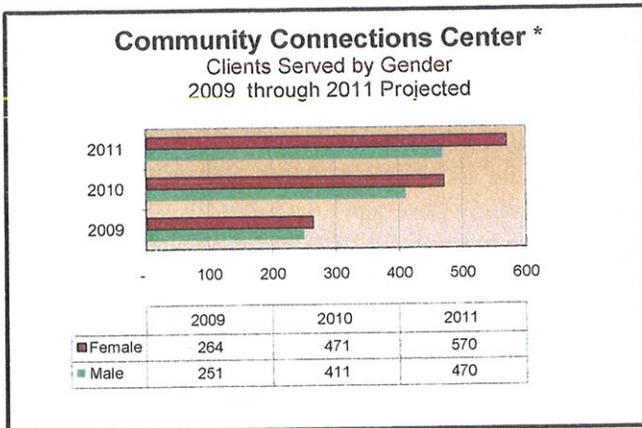
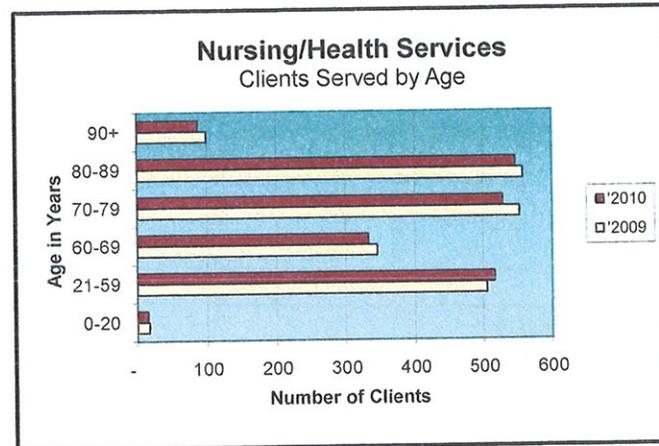
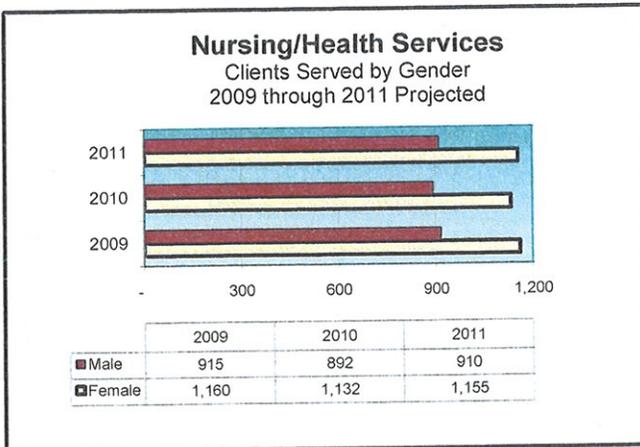
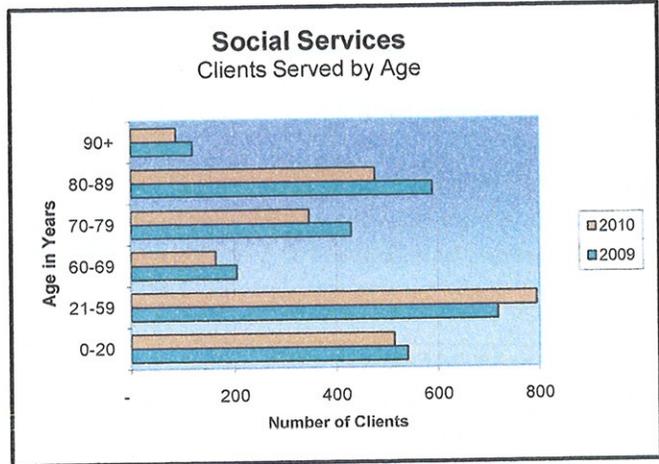
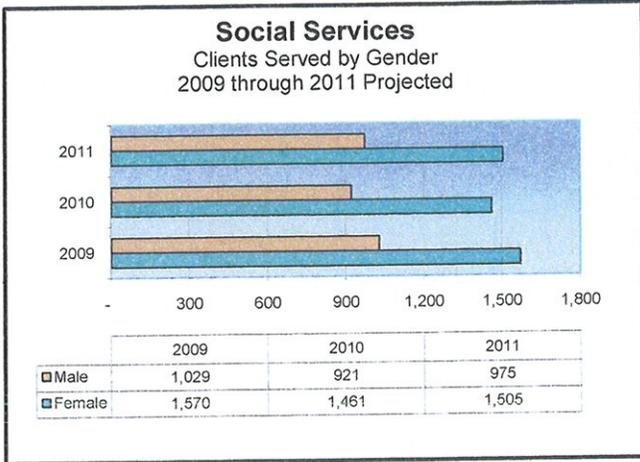
<b>Clients seen by Village Staff at Center - August 5, 2009 to July 31, 2010</b>	
<b>Clients seen by Police &amp; Human Services (unduplicated)</b>	893
<b>Community Policing</b>	
Individuals	376
Contacts	3,914
<b>Human Services at Center</b>	
Individuals	627
Contacts	2,248

<b>Other Partners: Northwest Community Hospital, School Districts 59 &amp; 214, and Elk Grove Township</b>	
Meetings	459
Attendees	3,261

<b>Library South Branch</b>	
Gate count	60,736
Circulation	36,469
Library cards issued	676
Computer use	
e-net sessions	6,693
Hours of use	5,019
Programs	
Number	25
Attendance	609

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
HUMAN SERVICES DEPARTMENT**

**PERFORMANCE MEASURES**



\* Community Connections Center opened August 5, 2009. As a result, 2009 statistics reflect a partial year.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
HUMAN SERVICES DEPARTMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Human Services Administration	160,292	184,075	182,473	173,332	177,897
Social Services	371,612	389,713	385,031	335,903	345,883
Nursing/Health Services	197,139	239,089	237,624	213,075	217,950
Senior Citizens Leisure Activities	30,121	35,821	35,329	33,104	34,041
Community Connections Center	245,471	306,071	303,607	307,111	315,995
	1,004,635	1,154,769	1,144,064	1,062,525	1,091,766
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	588,921	680,312	680,312	640,357	659,480
PSU - Personal Services, Unscheduled	379	-	-	-	-
EB - Employee Benefits	197,894	251,187	240,482	244,738	251,932
OEC - Other Employee Costs	2,598	12,581	12,581	4,510	4,585
CS - Contractual Services	89,483	154,168	154,168	127,545	129,569
UT - Utilities	12,153	14,756	14,756	13,875	14,150
CSU - Commodities & Supplies	27,637	39,065	39,065	29,600	30,110
BI - Building Improvements	40,219	-	-	-	-
OEQ - Office Equipment	45,351	2,700	2,700	1,900	1,940
	1,004,635	1,154,769	1,144,064	1,062,525	1,091,766
<b>SOURCE OF FUNDS</b>					
001 - General Fund	1,004,635	1,154,769	1,144,064	1,062,525	1,091,766
	1,004,635	1,154,769	1,144,064	1,062,525	1,091,766

**BUDGET DISCUSSION AND ANALYSIS**

Reductions in the Human Services Department include the elimination of two part-time nurse positions and the reduction of a full-time Bilingual Social Work position to part-time status. The reductions will result in longer waits for service and limited case loads. Program eliminations include flu vaccinations, home delivered meals, senior taxi cab subsidy and the mentor program. Many of these programs have seen a significant decline in usage as alternative sources have become available. The exception is the mentor program which was run by the bilingual social worker. Program eliminations will save \$12,000 and 1340 hours of staff time.

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	94,478	93,798	93,798	94,062	96,884
502.001 Seasonal Earnings	-	-	-	-	-
506.001 Longevity Pay	925	525	525	525	525
	95,403	94,323	94,323	94,587	97,409
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	15,169	16,487	14,885	11,832	12,187
510.002 Life Insurance	133	157	157	-	-
510.003 Workers' Compensation	5,495	8,654	8,654	15,190	15,190
511.001 FICA Costs - Social Security	5,183	6,080	6,080	5,980	6,158
511.002 FICA Costs - Medicare	1,249	1,470	1,470	1,475	1,519
512.001 IMRF Pension Expense	8,249	9,910	9,910	10,227	10,534
513.001 Sick Leave Incentive	-	1,500	1,500	1,500	1,500
513.002 Vacation/Personal Leave Incent.	-	5,000	5,000	5,000	5,000
513.004 Employee Allowances	554	450	450	451	451
	36,032	49,708	48,106	51,655	52,539
<b>OEC - Other Employee Costs</b>					
522.001 Travel & Meetings	696	1,400	1,400	400	400
525.004 Training	70	300	300	300	300
	766	1,700	1,700	700	700
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	3,414	7,947	7,947	1,000	1,000
532.002 Equipment Maintenance	43	500	500	500	510
544.002 Postage Expense	2,154	2,000	2,000	2,000	2,040
551.001 Copier Lease Payment	3,914	3,500	3,500	3,500	3,500
553.001 Vehicle Lease Payment	700	-	-	400	900
554.001 Vehicle Maintenance Payment	2,982	1,978	1,978	2,885	2,959
562.002 Printing Expense	209	500	500	250	255
573.006 Contractual Volunteer	1,333	1,500	1,500	-	-
	14,749	17,925	17,925	10,535	11,164
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	3,668	4,554	4,554	4,555	4,645
590.001 Telephone - Cellular	5,103	6,500	6,500	5,200	5,300
	8,771	11,054	11,054	9,755	9,945

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
605.001 Other Equipment	305	500	500	500	510
606.001 Office Supplies	788	800	800	800	815
608.001 Other Supplies	3,255	7,185	7,185	4,000	4,000
616.001 Vehicle Registration/License	-	80	80	-	-
620.001 Refreshment Supplies	29	100	100	100	100
	4,377	8,665	8,665	5,400	5,425
<b>OEQ - Office Equipment</b>					
656.001 Office Equipment	194	700	700	700	715
	194	700	700	700	715
<b>Total Human Services Admin</b>	<b>160,292</b>	<b>184,075</b>	<b>182,473</b>	<b>173,332</b>	<b>177,897</b>

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
SOCIAL SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	271,830	279,720	279,720	211,810	218,164
501.001 Part-Time Earnings	-	-	-	38,533	39,689
502.001 Seasonal Earnings	3,850	6,738	6,738	-	-
506.001 Longevity Pay	1,725	1,725	1,725	1,125	1,125
	277,405	288,183	288,183	251,468	258,978
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	44,340	48,192	43,510	34,679	35,719
510.002 Life Insurance	389	458	458	-	-
511.001 FICA Costs - Social Security	16,730	17,380	17,380	15,519	15,983
511.002 FICA Costs - Medicare	3,939	4,100	4,100	3,665	3,775
512.001 IMRF Pension Expense	24,627	27,650	27,650	27,191	28,007
513.004 Employee Allowances	1,251	1,230	1,230	1,231	1,231
	91,276	99,010	94,328	82,285	84,715
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	710	670	670	300	305
522.001 Travel & Meetings	842	850	850	850	865
	1,552	1,520	1,520	1,150	1,170
<b>CSU - Commodities &amp; Supplies</b>					
609.001 Program Supplies	1,379	1,000	1,000	1,000	1,020
	1,379	1,000	1,000	1,000	1,020
<b>Total Social Services</b>	<b>371,612</b>	<b>389,713</b>	<b>385,031</b>	<b>335,903</b>	<b>345,883</b>

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
NURSING/HEALTH SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	107,984	109,319	109,319	111,199	114,535
501.001 Part-Time Earnings	9,320	7,460	7,460	-	-
506.001 Longevity Pay	595	595	595	595	595
	117,899	117,374	117,374	111,794	115,130
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	17,503	19,023	17,175	17,676	18,206
510.002 Life Insurance	154	181	181	-	-
511.001 FICA Costs - Social Security	7,318	7,320	7,703	6,978	7,185
511.002 FICA Costs - Medicare	1,711	1,720	1,720	1,632	1,681
512.001 IMRF Pension Expense	9,828	10,820	10,820	12,104	12,467
513.004 Employee Allowances	619	690	690	691	691
	37,133	39,754	38,289	39,081	40,230
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	-	260	260	200	205
522.001 Travel & Meetings	45	6,851	6,851	700	715
	45	7,111	7,111	900	920
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	300	-	-	-	-
573.001 Home Delivered Meals	25,676	47,500	47,500	40,000	40,000
573.002 Mileage	3,206	4,100	4,100	2,700	2,700
573.004 Health Fair Screenings	752	800	800	800	815
	29,934	52,400	52,400	43,500	43,515
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	125	650	650	500	510
620.002 Medical Supplies	202	800	800	800	815
620.003 Flu Program Supplies	10,824	19,000	19,000	15,000	15,300
620.004 Cholesterol Screening	977	2,000	2,000	1,500	1,530
	12,128	22,450	22,450	17,800	18,155
<b>Total Nursing/Health Services</b>	<b>197,139</b>	<b>239,089</b>	<b>237,624</b>	<b>213,075</b>	<b>217,950</b>

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
SENIOR CITIZEN LEISURE ACTIVITIES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	18,171	18,452	18,452	18,983	19,552
502.001 Seasonal Earnings	-	963	963	-	-
506.001 Longevity Pay	155	155	155	155	155
	18,326	19,570	19,570	19,138	19,707
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	4,667	5,073	4,580	5,419	5,582
510.002 Life Insurance	41	48	48	-	-
511.001 FICA Costs - Social Security	1,063	1,140	1,140	1,173	1,208
511.002 FICA Costs - Medicare	252	280	280	280	288
512.001 IMRF Pension Expense	1,631	1,830	1,830	2,063	2,125
513.004 Employee Allowances	-	30	31	31	31
	7,654	8,401	7,909	8,966	9,234
<b>CS - Contractual Services</b>					
573.005 Senior Taxi Program	4,141	7,500	7,500	5,000	5,100
	4,141	7,500	7,500	5,000	5,100
<b>CSU - Commodities &amp; Supplies</b>					
620.001 Refreshment Supplies	-	350	350	-	-
	-	350	350	-	-
<b>Total Senior Citizen Leis Activities</b>	<b>30,121</b>	<b>35,821</b>	<b>35,329</b>	<b>33,104</b>	<b>34,041</b>

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
COMMUNITY CONNECTIONS CENTER**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	57,152	120,801	120,801	122,864	126,550
501.001 Part-Time Earnings	22,172	40,061	40,061	40,106	41,306
505.001 Holiday Pay	564	-	-	-	-
506.001 Longevity Pay	-	-	-	400	400
	79,888	160,862	160,862	163,370	168,256
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	379	-	-	-	-
	379	-	-	-	-
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	12,378	25,364	22,900	31,963	33,518
510.002 Life Insurance	78	180	180	-	-
511.001 FICA Costs - Social Security	4,823	10,020	10,020	10,164	10,472
511.002 FICA Costs - Medicare	1,128	2,350	2,350	2,379	2,450
512.001 IMRF Pension Expense	7,106	15,800	15,800	17,644	18,173
513.004 Employee Allowances	286	600	600	601	601
	25,799	54,314	51,850	62,751	65,214
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	-	750	750	260	265
522.001 Travel & Meetings	200	500	500	500	510
525.004 Training	35	1,000	1,000	1,000	1,020
	235	2,250	2,250	1,760	1,795
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	34,854	51,840	51,840	45,000	45,900
532.002 Equipment Maintenance	110	3,000	3,000	1,140	1,160
533.002 Cleaning Service	3,053	7,080	7,080	7,080	7,220
544.002 Postage Expense	103	400	400	400	410
551.001 Copier Lease Payment	1,267	4,200	4,200	4,200	4,200
560.004 IT System Security	113	270	270	270	270
560.007 Computer Maintenance	-	1,300	1,300	2,165	2,210
560.011 Internet Service	1,159	8,253	8,253	8,255	8,420
	40,659	76,343	76,343	68,510	69,790
<b>UT - Utilities</b>					
585.001 Natural Gas	1,497	2,700	2,700	2,700	2,755
589.001 Telephone - Land Lines	1,608	592	592	700	715
590.001 Telephone - Cellular	277	410	410	720	735
	3,382	3,702	3,702	4,120	4,205

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
COMMUNITY CONNECTIONS CENTER**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	7,887	1,000	1,000	1,000	1,020
606.001 Office Supplies	1,866	2,800	2,800	1,600	1,635
609.001 Program Supplies	-	2,800	2,800	2,800	2,855
	9,753	6,600	6,600	5,400	5,510
<b>BI - Building Improvements</b>					
651.001 Other Public Buildings	40,219	-	-	-	-
	40,219	-	-	-	-
<b>OEQ - Office Equipment</b>					
655.002 Computer Equipment - New	28,325	-	-	-	-
656.001 Office Equipment	16,832	2,000	2,000	1,200	1,225
	45,157	2,000	2,000	1,200	1,225
<b>Total Community Connections Ctr</b>	<b>245,471</b>	<b>306,071</b>	<b>303,607</b>	<b>307,111</b>	<b>315,995</b>
<b>TOTAL HUMAN SERVICES</b>	<b>1,004,635</b>	<b>1,154,769</b>	<b>1,144,064</b>	<b>1,062,525</b>	<b>1,091,766</b>

**VILLAGE OF MOUNT PROSPECT  
HUMAN SERVICES DEPARTMENT  
PERSONAL SERVICES**

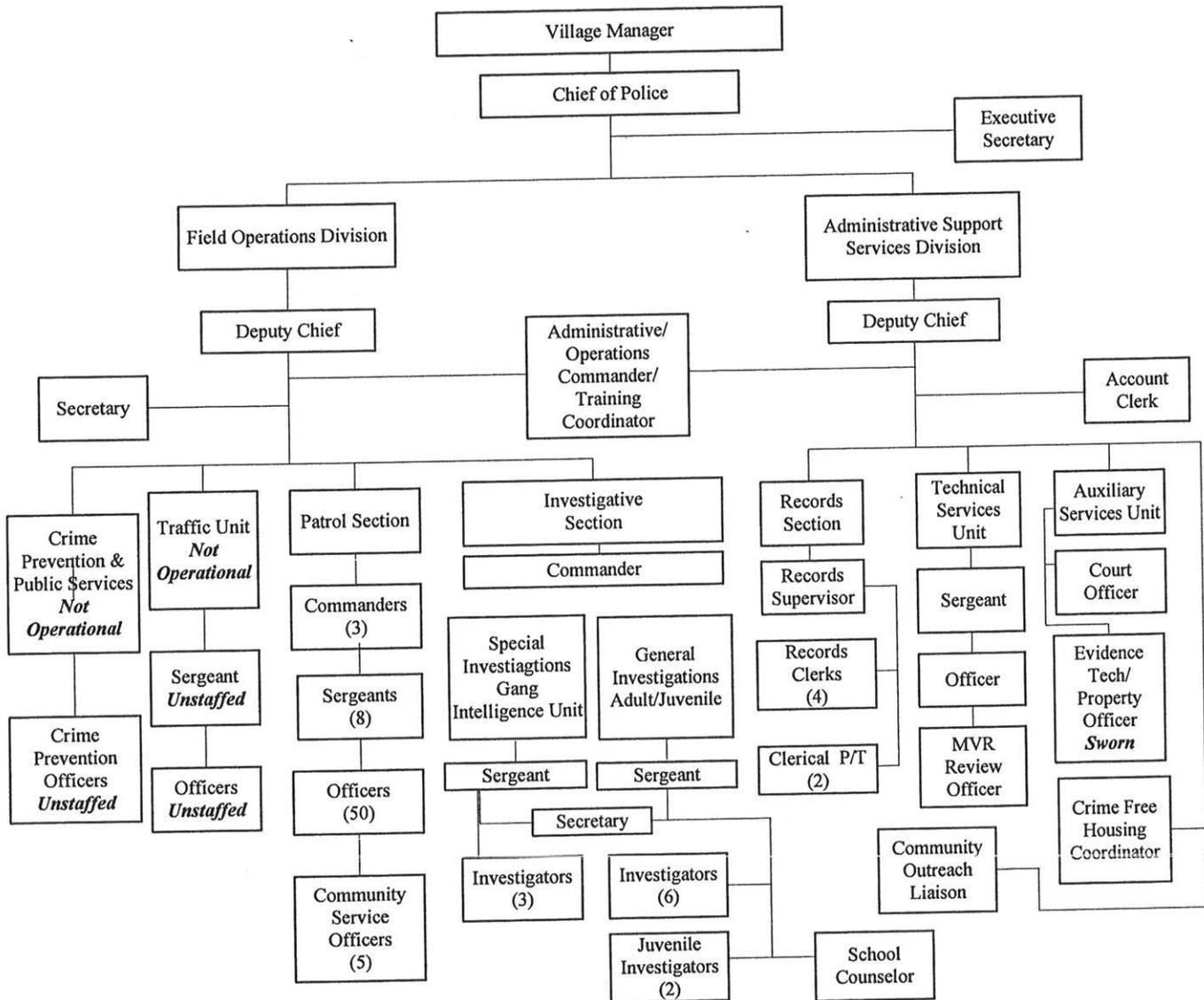
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Human Services Director	1.00	1.00	1.00	110,745	111,500	111,500
Deputy Human Services Director	1.00	1.00	1.00	85,099	85,100	85,100
Public Health Nurse	1.00	1.00	1.00	71,468	72,731	73,971
Social Worker	1.00	1.00	1.00	38,323	70,779	72,251
Social Worker- Bi-Lingual	1.00	1.00	-	69,807	71,039	-
Community Outreach Coordinator	1.00	1.00	1.00	69,807	71,039	72,251
Office Manager	1.00	1.00	1.00	50,616	51,509	52,389
Receptionist	1.00	1.00	1.00	37,961	38,631	40,844
Community Outreach Liaison	1.00	1.00	1.00	16,927	49,762	50,612
	<u>9.00</u>	<u>9.00</u>	<u>8.00</u>	<u>550,753</u>	<u>622,090</u>	<u>558,918</u>
<b>PART TIME</b>						
Receptionist - CCC	1.00 (2)	1.00 (2)	1.00 (2)	22,000	40,061	40,106
Social Worker- Bi-Lingual	-	-	0.50 (1)	-	-	38,533
Registered Nurse	0.20 (1)	0.20 (1)	-	7,332	7,460	-
	<u>1.20 (1)</u>	<u>1.20 (3)</u>	<u>1.50 (3)</u>	<u>29,332</u>	<u>47,521</u>	<u>78,639</u>
<b>SEASONAL</b>						
Intern	0.40 (2)	0.40 (2)	- (2)	7,500	7,701	-
	<u>0.40 (2)</u>	<u>0.40 (2)</u>	<u>- (2)</u>	<u>7,500</u>	<u>7,701</u>	<u>-</u>
<b>OTHER COMPENSATION</b>						
Longevity Pay				3,000	3,000	2,800
				<u>3,000</u>	<u>3,000</u>	<u>2,800</u>
<b>TOTAL</b>	<b>10.60</b>	<b>10.60</b>	<b>9.50</b>	<b>590,585</b>	<b>680,312</b>	<b>640,357</b>

(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	9.00	9.00	8.00
Part-Time	1.00	3.00	3.00
Seasonal	2.00	2.00	2.00 *

\*Beginning January 1, 2011 the two internship positions in the Social Services Division will be unpaid positions.

# 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 and the Investigative Section. Administrative Support Services includes the Records Section, Auxiliary Services Section, Technical Services, and Crime Free Housing. The Police Department consists of 98 full time employees and 2 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  
2011 BUDGET  
POLICE DEPARTMENT**

**STATEMENT OF ACTIVITIES**

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.

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.

To reduce the opportunity for the commission of crime by implementing effective crime prevention strategies, fully investigating crimes when they occur and expeditiously apprehending criminal offenders.

To identify, address and resolve the root causes of community problems and concerns in concert with citizen groups and representatives through the use of community oriented policing strategies.

**2009 ACCOMPLISHMENTS**

A command officer attended the FBI National Academy.

The Chief of Police attended the FBI Law Enforcement Executive Development Seminar at the FBI National Academy.

A command officer attended the Police Executive Research Forum's (PERF) Senior Management Institute for Police.

Two supervisory officers attended Northwestern University School of Police Staff and Command for police management training.

A command officer attended the Executive Management Program at the Northwestern University Center for Public Safety.

Continued to implement Latino Outreach initiatives and programs throughout the Village.

Further trained and prepared department personnel for response to terrorist threats.

Continued to seek grant funding for community outreach, traffic education and terrorism preparedness programs.

Continued to implement department's crime free housing initiatives in conjunction with other Village departments.

Two patrol officers successfully completed the International Police Mountain Bike Association's (IPMBA) police bicycle officer certification program.

Continued deploying department's bicycle unit during warm weather riding season to further community oriented policing initiatives.

Broadened and enhanced recently implemented traffic unit strategies and programs aimed at addressing neighborhood traffic concerns and issues.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
POLICE DEPARTMENT**

Continued department-wide traffic safety enforcement initiatives, including: impaired motor vehicle driving enforcement, safety belt enforcement and railroad grade crossing education and enforcement.

Continued enforcement strategies aimed at increasing compliance with the Village vehicle tag ordinance.

Implemented additional strategies to increase service of active criminal warrants within the Village.

Maintained department membership in and assignment of personnel to the following mutual aid organizations: NIPAS, ILEAS, and M.C.A.T.

Continued efforts to work closely with developers to encourage the employment of various crime prevention technologies and Crime Prevention Through Environmental Design (C.P.T.E.D.) elements in and around the Randhurst Village development.

Continued the department's "Hot Spot" Saturation Enforcement and Assistance Team (H.E.A.T.) Initiative.

Coordinated with other Village Departments and the Mount Prospect Public Library to open and staff the Community Connections Center to service residents of the Route 62 corridor, west of Busse Road.

Received 3<sup>rd</sup> place in the Illinois Association of Chiefs of Police Traffic Safety Challenge.

Continued the "Chat with the Chief" public forums during the spring and fall seasons at the Mount Prospect Public Library.

**2010 ACCOMPLISHMENTS**

A supervisory officer attended Northwestern University School of Police Staff and Command for police management training.

Two supervisory officers attended the Executive Management Program at the Northwestern University Center for Public Safety.

Continued to implement Latino Outreach initiatives and programs throughout the Village.

Provided further training to department personnel for response to terrorist threats.

Continued to seek grant funding for community outreach and traffic education programs.

Continued implementing department's crime free housing initiatives in conjunction with other Village departments.

Continued deploying department's bicycle unit during warm weather riding season to further community oriented policing initiatives.

Maintained and enhanced traffic unit strategies and programs aimed at addressing neighborhood traffic concerns and issues.

Continued department-wide traffic safety enforcement initiatives, including: impaired motor vehicle driving enforcement, safety belt enforcement and railroad grade crossing education and enforcement.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
POLICE DEPARTMENT**

Continued enforcement strategies aimed at increasing compliance with the Village vehicle tag ordinance.

Implemented additional strategies to increase service of active criminal warrants within the Village.

Maintained department membership in and assignment of personnel to the following mutual aid organizations: NIPAS, ILEAS, and M.C.A.T.

Worked closely with developers to encourage the employment of various crime prevention technologies and Crime Prevention Through Environmental Design (C.P.T.E.D.) elements in and around the Randhurst Village development.

In cooperation with the Fire Department, conducted a children's safety academy.

Developed and implemented the department's Criminal Apprehension Team "CAT" Initiative.

Developed additional department activities through the Community Connections Center in cooperation with other Village Departments and member agencies.

Continued the "Chat with the Chief" public forums during the spring and fall seasons at the Mount Prospect Public Library.

Developed and implemented a quarterly officer evaluation system.

Developed and implemented a patrol officer productivity tracking program consistent with recognized law enforcement standards.

**2011 OBJECTIVES**

A command officer to attend the FBI National Academy.

Schedule a supervisor to attend the Police Executive Research Forum's (PERF) Senior Management Institute for Police.

Schedule two supervisory officers to attend Northwestern University School of Police Staff and Command for police management training.

Schedule a command officer to attend the Executive Management Program at the Northwestern University Center for Public Safety.

Continue to implement Latino Outreach initiatives and programs throughout the Village.

Further train and prepare department personnel for response to terrorist threats.

Implement a full time gang crime intelligence and enforcement unit staffed by a supervisor and three (3) officers. This will be accomplished by restructuring of the organization without the need for any new personnel.

Continue to seek grant funding for community outreach and traffic education programs.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
POLICE DEPARTMENT**

Continue to implement department's crime free housing initiatives in conjunction with other Village departments.

Continue deploying department's bicycle unit during warm weather riding season to further community oriented policing initiatives.

Maintain and enhance traffic unit strategies and programs aimed at addressing neighborhood traffic concerns and issues.

Continue department-wide traffic safety enforcement initiatives, including: impaired motor vehicle driving enforcement, safety belt enforcement and railroad grade crossing education and enforcement.

Continue enforcement strategies aimed at increasing compliance with the Village vehicle tag ordinance.

Implement additional strategies to increase service of active criminal warrants within the Village.

Initiate the process for full State of Illinois Law Enforcement Agency Certification.

Maintain department membership in and assignment of personnel to the following mutual aid organizations: NIPAS, ILEAS, and MCAT.

Continue to work closely with developers to encourage the employment of various crime prevention technologies and Crime Prevention Through Environmental Design (C.P.T.E.D.) elements in and around the Randhurst Village development.

In cooperation with the Fire Department, conduct a children's safety academy

Continue the department's Criminal Apprehension Team "CAT" Initiative.

Develop additional department activities through the Community Connections Center in cooperation with other Village Departments and member agencies.

Continue the "Chat with the Chief" public forums during the spring and fall seasons at the Mount Prospect Public Library.

Establish a police recruit officer eligibility list.

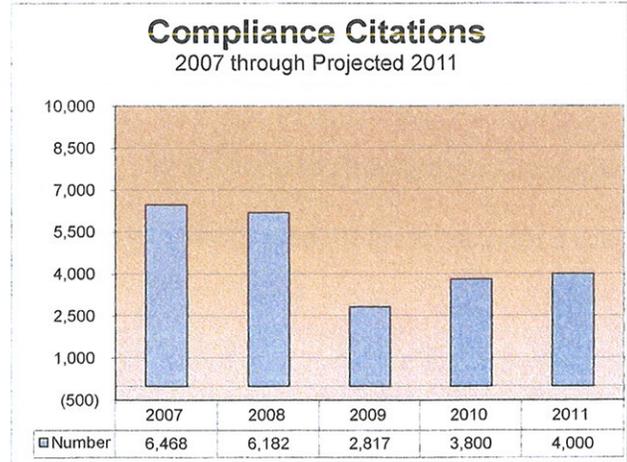
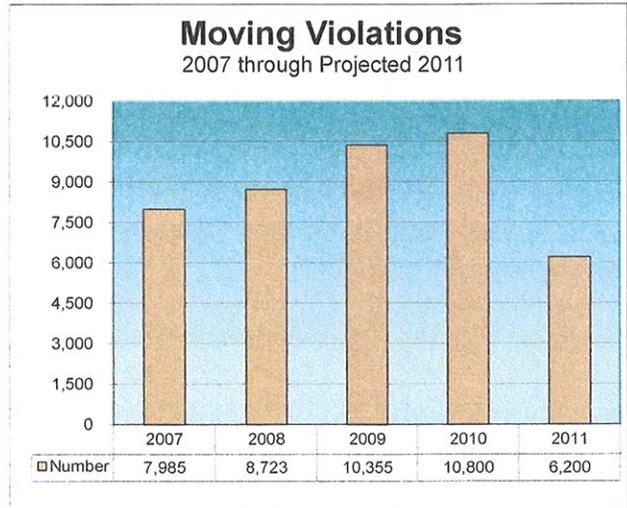
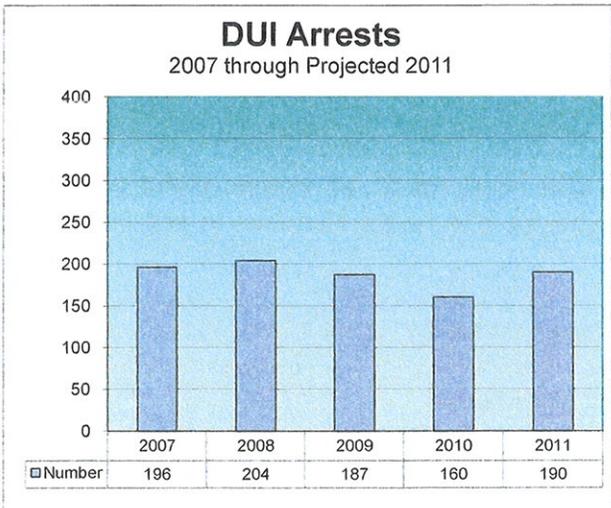
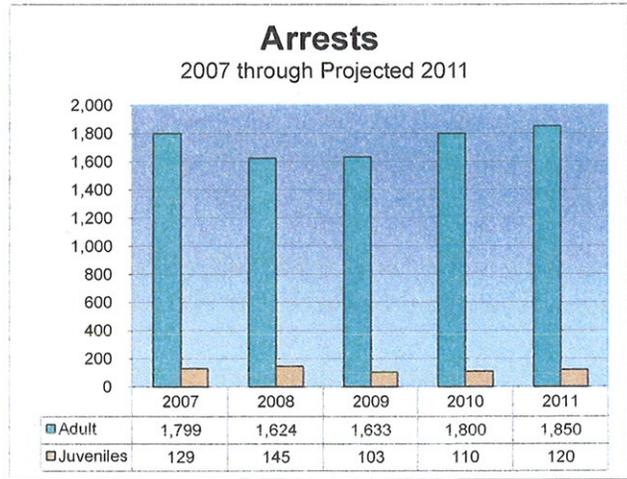
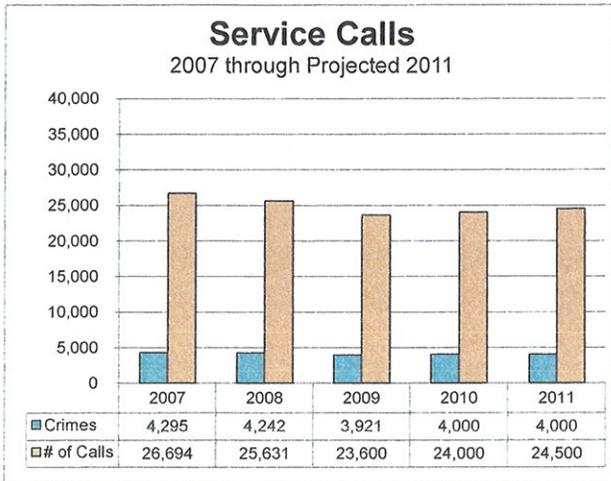
Establish a sergeant promotional eligibility list.

# VILLAGE OF MOUNT PROSPECT

## 2011 BUDGET SUMMARY

### POLICE DEPARTMENT

#### PERFORMANCE MEASURES



**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
POLICE DEPARTMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Police Administration	3,345,715	3,950,608	3,912,934	4,379,889	4,579,418
Crossing Guards	33,253	31,480	31,477	-	-
Equipment Maintenance	682,320	515,145	513,070	742,457	1,052,729
Crime Prevention & Public Services	253,002	271,910	259,058	39,710	42,270
Patrol & Traffic Enforcement	8,567,824	8,954,765	8,705,631	8,283,805	8,475,489
Investigative & Juvenile Programs	1,296,187	1,318,756	1,313,672	1,274,253	1,310,378
	14,178,301	15,042,664	14,735,842	14,720,114	15,460,284

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	8,669,007	8,762,821	8,762,821	8,310,563	8,503,733
PSU - Personal Services, Unscheduled	313,376	532,600	384,000	423,407	434,806
EB - Employee Benefits	3,617,699	4,341,575	4,206,669	4,320,820	4,552,401
OEC - Other Employee Costs	135,775	132,300	129,000	141,000	161,850
CS - Contractual Services	1,238,119	1,080,543	1,076,870	1,350,757	1,635,464
UT - Utilities	39,781	33,160	33,800	33,800	34,100
CSU - Commodities & Supplies	114,436	135,315	114,917	119,217	117,380
OEQ - Office Equipment	11,116	6,150	4,100	2,750	2,750
OTE - Other Equipment	38,992	18,200	23,665	17,800	17,800
	14,178,301	15,042,664	14,735,842	14,720,114	15,460,284

<b>SOURCE OF FUNDS</b>					
001 - General Fund	14,150,721	15,038,164	14,719,277	14,713,114	15,453,284
043 - Asset Seizure Fund	7,416	2,000	12,700	3,500	3,500
044 - DEA Shared Funds Fund	12,721	1,000	3,515	2,000	2,000
045 - DUI Fine Fund	7,443	1,500	350	1,500	1,500
	14,178,301	15,042,664	14,735,842	14,720,114	15,460,284

**BUDGET DISCUSSION AND ANALYSIS**

The most significant change in the 2011 Police Department budget is in the form of personnel reductions. The department is eliminating four (4) sworn officer, six (6) community service officer and five part-time crossing guard positions. These reductions necessitate the elimination of the Traffic Unit, Crime Prevention Unit and School Crossing Guard program effective December 30, 2010. The department is adequately staffed to maintain its core responsibilities of 911 call response and follow-up criminal investigations for 2011.

The current economic circumstances leave the department facing an unprecedented reduction in force that will test our current service delivery model and necessitate the adoption of further operational efficiencies. Once again, 2010 saw the department achieve considerable success at controlling discretionary spending in a number of areas, most notably in overtime costs, where 2010 year end overtime totals are projected to be approximately \$250,000 below budgeted levels. The organization's senior management team will continue to actively pursue value-seeking initiatives in 2011 as part of our on-going effort to further reduce operating costs and enhance public value. The department's members remain committed to the agency's mission and stand ready to face the challenges sure to present themselves in 2011.

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	831,245	834,910	834,910	979,527	1,008,904
501.001 Part-Time Earnings	32,726	30,810	30,810	32,013	32,972
504.001 Specialty Pay	6,400	6,600	6,600	9,355	9,636
505.001 Holiday Pay	12,188	11,501	11,501	15,692	16,163
506.001 Longevity Pay	4,600	5,800	5,800	6,400	6,400
	887,159	889,621	889,621	1,042,987	1,074,075
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	6,831	6,000	6,000	5,082	5,045
	6,831	6,000	6,000	5,082	5,045
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	151,689	164,866	148,850	177,572	185,666
510.002 Life Insurance	1,252	1,562	1,562	-	-
510.003 Workers' Compensation	217,053	227,318	227,318	184,815	184,815
511.001 FICA Costs - Social Security	31,217	33,400	33,400	37,427	38,539
511.002 FICA Costs - Medicare	10,283	11,330	11,330	12,770	13,151
512.001 IMRF Pension Expense	46,816	49,820	49,820	57,216	58,932
512.002 Police Pension Expense	1,546,508	2,196,000	2,196,000	2,472,000	2,644,000
513.001 Sick Leave Incentive	14,435	14,300	14,300	14,300	14,300
513.002 Vacation/Personal Leave	135,819	90,000	90,000	90,000	90,000
513.003 Retiree Sick Incentive	50,233	23,513	23,513	-	-
513.004 Employee Allowances	1,800	1,500	1,500	2,600	2,600
	2,207,105	2,813,609	2,797,593	3,048,700	3,232,003
<b>OEC - Other Employee Costs</b>					
520.001 Medical Examinations	13,615	2,500	1,500	2,500	20,000
522.001 Travel & Meetings	6,184	8,000	10,200	10,200	10,500
525.004 Training	112,356	116,000	109,000	123,000	126,000
	132,155	126,500	120,700	135,700	156,500
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	4,527	4,000	3,700	4,000	4,000
544.002 Postage Expense	4,132	4,500	3,600	4,500	4,000
546.003 Employment Testing	7,734	9,298	2,000	43,800	5,800
549.001 Organizational Memberships	3,810	4,200	4,200	4,200	4,900
551.001 Copier Lease Payment	10,121	10,400	7,200	8,300	8,300
560.012 Computer Software	1,052	1,200	1,200	1,200	1,225
562.001 Document Imaging	7,480	9,000	9,000	9,000	9,500
562.002 Printing Expense	7,077	12,200	11,000	12,200	12,500
566.001 Animal Impounding	4,056	5,000	3,400	4,500	4,500
566.002 Accreditation	-	100	100	100	1,000
	49,989	59,898	45,400	91,800	55,725

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	22,826	18,360	19,000	19,000	19,000
590.001 Telephone - Cellular	16,955	14,800	14,800	14,800	15,100
	39,781	33,160	33,800	33,800	34,100
<b>CSU - Commodities &amp; Supplies</b>					
604.001 Office Equipment	1,096	800	800	800	800
606.001 Office Supplies	4,886	4,900	4,900	4,900	5,000
608.001 Other Supplies	4,545	4,500	4,500	4,500	4,500
612.001 Publications	2,840	2,200	2,200	2,200	2,250
616.001 Vehicle Registration/License	1,998	1,820	1,820	1,820	1,820
621.003 Training Supplies	6,430	7,000	5,000	7,000	7,000
	21,795	21,220	19,220	21,220	21,370
<b>OEQ - Office Equipment</b>					
656.006 Office Equipment - Police	900	600	600	600	600
	900	600	600	600	600
<b>Total Police Administration</b>	<b>3,345,715</b>	<b>3,950,608</b>	<b>3,912,934</b>	<b>4,379,889</b>	<b>4,579,418</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
CROSSING GUARDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
502.001 Seasonal Earnings	30,754	29,090	29,090	-	-
	30,754	29,090	29,090	-	-
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	1,907	1,810	1,810	-	-
511.002 FICA Costs - Medicare	446	430	430	-	-
	2,353	2,240	2,240	-	-
<b>CSU - Commodities &amp; Supplies</b>					
621.006 Crossing Guard Supplies	146	150	147	-	-
	146	150	147	-	-
<b>Total Crossing Guards</b>	<b>33,253</b>	<b>31,480</b>	<b>31,477</b>	<b>-</b>	<b>-</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
EQUIPMENT MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
532.001 Digital Imaging Equipment	3,617	3,500	3,425	3,500	3,500
532.002 Equipment Maintenance	28,419	28,000	28,000	28,000	28,600
532.003 Pistol Range Maintenance	-	3,200	3,200	3,200	3,300
532.004 Radio Maintenance	3,954	9,600	9,600	9,600	9,800
553.001 Vehicle Lease Payment	109,600	-	-	174,300	470,700
554.001 Vehicle Maintenance Payment	499,490	428,345	428,345	483,257	495,629
560.006 VRM Maintenance	5,712	6,000	6,000	6,000	6,100
560.010 PIMS Maintenance	10,818	12,700	11,000	11,000	11,200
	661,610	491,345	489,570	718,857	1,028,829
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	5,834	6,200	6,200	6,200	6,300
621.012 Squad Emergency Equipment	8,789	9,100	9,100	9,100	9,300
	14,623	15,300	15,300	15,300	15,600
<b>OTE - Other Equipment</b>					
665.035 Radar Replacement	2,170	1,900	1,700	1,700	1,700
665.049 Visa Bar Unitrols	-	2,500	2,500	2,500	2,500
668.003 Radio Equipment Police	3,917	4,100	4,000	4,100	4,100
	6,087	8,500	8,200	8,300	8,300
<b>Total Equipment Maintenance</b>	<b>682,320</b>	<b>515,145</b>	<b>513,070</b>	<b>742,457</b>	<b>1,052,729</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
CRIME PREVENTION AND PUBLIC SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	173,148	177,420	177,420	20,094	20,693
504.001 Specialty Pay	4,547	5,700	5,700	-	-
505.001 Holiday Pay	5,126	6,060	6,060	-	-
506.001 Longevity Pay	1,300	1,180	1,180	240	240
	184,121	190,360	190,360	20,334	20,933
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	8,363	13,700	13,700	-	-
	8,363	13,700	13,700	-	-
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	28,004	30,437	27,480	6,827	7,305
510.002 Life Insurance	231	288	288	-	-
511.001 FICA Costs - Social Security	1,110	1,250	1,250	1,262	1,300
511.002 FICA Costs - Medicare	1,504	2,970	2,970	298	307
512.001 IMRF Pension Expense	1,750	1,960	1,960	2,189	2,255
513.004 Employee Allowances	1,200	1,000	1,000	-	1,300
	33,799	37,905	34,948	10,576	12,467
<b>OEC - Other Employee Costs</b>					
525.001 Training Community Policing	3,620	4,300	4,300	4,300	4,350
	3,620	4,300	4,300	4,300	4,350
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	1,013	400	400	-	-
551.001 Copier Lease Payment	1,511	1,500	1,100	-	-
562.002 Records Management Printing	689	1,900	1,900	500	510
	3,213	3,800	3,400	500	510
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	900	900	900	500	510
608.001 Other Supplies	10,747	13,195	3,700	-	-
611.001 Photo Supplies	243	250	250	-	-
621.009 Public Relations Supplies	3,500	3,500	3,500	3,500	3,500
621.010 Community Policing Supplies	3,996	4,000	4,000	-	-
621.011 Citizen Academy Supplies	500	-	-	-	-
	19,886	21,845	12,350	4,000	4,010
<b>Total Crime Prev. &amp; Public Services</b>	<b>253,002</b>	<b>271,910</b>	<b>259,058</b>	<b>39,710</b>	<b>42,270</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
PATROL AND TRAFFIC ENFORCEMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 001 - General Fund</b>					
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	6,090,504	6,154,160	6,154,160	5,827,623	5,949,845
504.001 Specialty Pay	166,587	188,550	188,550	167,178	173,001
505.001 Holiday Pay	241,773	237,470	237,470	222,388	225,675
506.001 Longevity Pay	30,800	32,020	32,020	32,060	32,460
	6,529,664	6,612,200	6,612,200	6,249,249	6,380,981
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	245,247	451,400	302,800	365,396	378,409
	245,247	451,400	302,800	365,396	378,409
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	957,976	1,041,192	940,043	863,670	898,250
510.002 Life Insurance	7,905	9,863	9,863	-	-
511.001 FICA Costs - Social Security	33,922	37,840	37,840	18,102	18,646
511.002 FICA Costs - Medicare	91,226	99,190	99,190	94,284	97,113
512.001 IMRF Pension Expense	50,200	59,680	59,680	27,757	28,590
513.001 Sick Leave Incentive	24,062	25,000	25,000	25,000	25,000
513.004 Employee Allowances	40,773	32,500	32,500	43,550	43,550
	1,206,064	1,305,265	1,204,116	1,072,363	1,111,149
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	2,315	3,000	3,000	3,000	3,000
551.001 Copier Lease Payment	4,160	4,200	3,300	3,300	3,300
558.001 NWCD Dispatch Services	474,982	472,000	480,000	480,000	490,000
566.003 Northern Illinois Police Alarm	6,278	6,600	5,300	6,600	6,700
566.004 Major Case Assistance Team	-	-	6,000	6,000	6,100
566.008 Traffic Stop Data Analysis	10,000	14,000	14,000	14,000	14,300
	497,735	499,800	511,600	512,900	523,400
<b>CSU - Commodities &amp; Supplies</b>					
603.001 Clothing Supplies	9,608	8,650	8,650	8,650	8,650
606.001 Office Supplies	2,508	2,400	2,400	2,397	2,450
608.001 Other Supplies	2,697	2,700	2,700	2,700	2,750
611.001 Photo Supplies	2,435	2,300	2,300	2,300	2,300
621.001 Police Protective Clothing	3,994	17,100	9,100	19,600	16,800
621.002 Honor Guard Supplies	-	2,700	2,000	2,700	2,700
621.005 Ammunition & Targets	24,347	27,700	27,700	27,700	28,000
621.007 Evidence Tech Supplies	4,478	4,500	4,500	4,500	4,500
621.008 Food for Prisoners	3,136	3,000	3,000	3,000	3,050
621.013 Cellular Phone Equipment	531	1,200	1,000	600	600
	53,734	72,250	63,350	74,147	71,800

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
PATROL AND TRAFFIC ENFORCEMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OEQ - Office Equipment</b>					
655.002 Computer Equipment - New	6,825	650	600	250	250
657.003 Evidence Equipment	3,066	4,500	2,500	1,500	1,500
	9,891	5,150	3,100	1,750	1,750
<b>OTE - Other Equipment</b>					
665.002 Bicycle Patrol Program	2,259	2,100	1,500	2,100	2,100
665.031 Other Equipment	-	700	700	700	700
665.052 Weapons	3,066	3,400	3,400	2,700	2,700
	5,325	6,200	5,600	5,500	5,500
<b>Total Fund 001 - General Fund</b>	<b>8,547,660</b>	<b>8,952,265</b>	<b>8,702,766</b>	<b>8,281,305</b>	<b>8,472,989</b>
<b>Fund: 044 - DEA Shared Funds Fund</b>					
<b>OTE - Other Equipment</b>					
665.031 Other Equipment	12,721	1,000	2,515	1,000	1,000
	12,721	1,000	2,515	1,000	1,000
<b>Total Fund 044 - DEA Shared Funds</b>	<b>12,721</b>	<b>1,000</b>	<b>2,515</b>	<b>1,000</b>	<b>1,000</b>
<b>Fund: 045 - DUI Fine Fund</b>					
<b>OEC - Other Employee Costs</b>					
525.004 Training	-	500	-	-	-
	-	500	-	-	-
<b>OTE - Other Equipment</b>					
665.031 Other Equipment	7,443	1,000	350	1,500	1,500
	7,443	1,000	350	1,500	1,500
<b>Total Fund 045 - DUI Fine Fund</b>	<b>7,443</b>	<b>1,500</b>	<b>350</b>	<b>1,500</b>	<b>1,500</b>
<b>Total Patrol &amp; Traffic Enforcement</b>	<b>8,567,824</b>	<b>8,954,765</b>	<b>8,705,631</b>	<b>8,283,805</b>	<b>8,475,489</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
INVESTIGATIVE AND JUVENILE PROGRAMS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
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**Fund: 001 - General Fund**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	967,162	964,740	964,740	927,848	955,684
504.001 Specialty Pay	31,747	34,200	34,200	29,681	30,572
505.001 Holiday Pay	31,200	35,210	35,210	34,066	35,088
506.001 Longevity Pay	7,200	7,400	7,400	6,400	6,400
	1,037,309	1,041,550	1,041,550	997,995	1,027,744

<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	52,935	61,500	61,500	52,927	51,352
	52,935	61,500	61,500	52,927	51,352

<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	140,021	152,184	137,400	159,051	165,750
510.002 Life Insurance	1,155	1,442	1,442	-	-
511.001 FICA Costs - Social Security	2,998	3,100	3,100	3,228	3,321
511.002 FICA Costs - Medicare	12,526	13,620	13,620	14,034	14,456
512.001 IMRF Pension Expense	4,424	4,890	4,890	5,458	5,622
513.004 Employee Allowances	7,254	7,320	7,320	7,410	7,633
	168,378	182,556	167,772	189,181	196,782

<b>CS - Contractual Services</b>					
530.006 Other Professional Services	2,795	3,000	3,000	3,000	3,000
534.001 Surveillance Expense	500	500	500	500	500
551.001 Copier Lease Payment	3,533	3,600	2,100	2,100	2,100
566.004 Major Case Assistance Team	5,493	6,000	6,000	6,000	6,100
566.005 TAC Unit Lease	12,811	11,600	11,600	11,600	11,800
566.007 Tobacco Enforcement	440	1,000	1,000	1,000	1,000
	25,572	25,700	24,200	24,200	24,500

<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	799	800	800	800	800
608.001 Other Supplies	2,500	2,500	2,500	2,500	2,550
611.001 Photo Supplies	492	500	750	750	750
621.004 Peer Jury Supplies	461	750	500	500	500
	4,252	4,550	4,550	4,550	4,600

<b>OEQ - Office Equipment</b>					
656.001 Office Equipment	325	400	400	400	400
	325	400	400	400	400

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
INVESTIGATIVE AND JUVENILE PROGRAMS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OTE - Other Equipment</b>					
665.031 Other Equipment	-	500	-	500	500
	-	500	-	500	500
<b>Total Fund 001 - General Fund</b>	<b>1,288,771</b>	<b>1,316,756</b>	<b>1,299,972</b>	<b>1,269,753</b>	<b>1,305,878</b>
<b>Fund: 043 - Asset Seizure Fund</b>					
<b>OEC - Other Employee Costs</b>					
525.004 Training	-	1,000	4,000	1,000	1,000
	-	1,000	4,000	1,000	1,000
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	-	-	1,200	1,000	1,000
566.012 Police Contractual Services Drug Buys	-	-	500	500	500
	-	-	1,700	1,500	1,500
<b>OTE - Other Equipment</b>					
665.031 Other Equipment	7,416	1,000	7,000	1,000	1,000
	7,416	1,000	7,000	1,000	1,000
<b>Total Fund 043 - Asset Seizure Fund</b>	<b>7,416</b>	<b>2,000</b>	<b>12,700</b>	<b>3,500</b>	<b>3,500</b>
<b>Fund: 044 - DEA Shared Funds Fund</b>					
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	-	-	1,000	1,000	1,000
	-	-	1,000	1,000	1,000
<b>Total Fund 044 - DEA Shared Fund</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Investigative &amp; Juvenile Prog</b>	<b>1,296,187</b>	<b>1,318,756</b>	<b>1,313,672</b>	<b>1,274,253</b>	<b>1,310,378</b>
<b>TOTAL POLICE DEPARTMENT</b>	<b>14,178,301</b>	<b>15,042,664</b>	<b>14,735,842</b>	<b>14,720,114</b>	<b>15,460,284</b>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Chief of Police	1.00	1.00	1.00	132,997	135,000	135,000
Deputy Chief of Police	2.00	2.00	2.00	239,940	240,022	248,422
Commanders	5.00	5.00	5.00	544,430	554,200	563,901
Sergeants	11.00	11.00	11.00	1,027,345	1,045,077	1,101,863
Sworn Officers	56.00	56.00	52.33	4,106,815	4,217,899	4,143,320
Investigators	8.00	8.00	8.00	620,041	630,672	664,675
Crime Prevention Officers (Sworn)	2.00	2.00	-	155,017	157,668	-
School Counselor (Sworn)	1.00	1.00	1.00	77,504	78,834	83,084
Crime Free Housing Coordinator	1.00	1.00	1.00	57,654	58,670	59,673
Executive Secretary	1.00	1.00	1.00	58,431	59,462	60,476
Records Supervisor	1.00	1.00	1.00	53,958	54,910	57,386
Account Clerk	1.00	1.00	1.00	51,481	52,389	53,284
Secretaries	2.00	2.00	2.00	97,048	98,760	100,444
Court Officer -Auxiliary Service	1.00	1.00	1.00	44,125	44,903	45,669
Mobile Video Review Officer	1.00	1.00	1.00	57,654	58,670	59,673
Community Service Officers	11.50	11.50	4.50	511,740	488,215	218,452
Records Clerks	4.00	4.00	4.00	150,650	155,879	159,770
	<u>109.50</u>	<u>109.50</u>	<u>96.83</u>	<u>7,986,830</u>	<u>8,131,230</u>	<u>7,755,093</u>
<b>PART TIME</b>						
Records Clerks	1.00 (2)	1.00 (2)	1.00 (2)	31,600	30,810	32,012
	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>31,600</u>	<u>30,810</u>	<u>32,012</u>
<b>SEASONAL</b>						
Crossing Guards	1.00 (5)	1.00 (5)	-	28,100	29,090	-
	<u>1.00 (5)</u>	<u>1.00 (5)</u>	<u>-</u>	<u>28,100</u>	<u>29,090</u>	<u>-</u>

**VILLAGE OF MOUNT PROSPECT  
POLICE DEPARTMENT  
PERSONAL SERVICES**

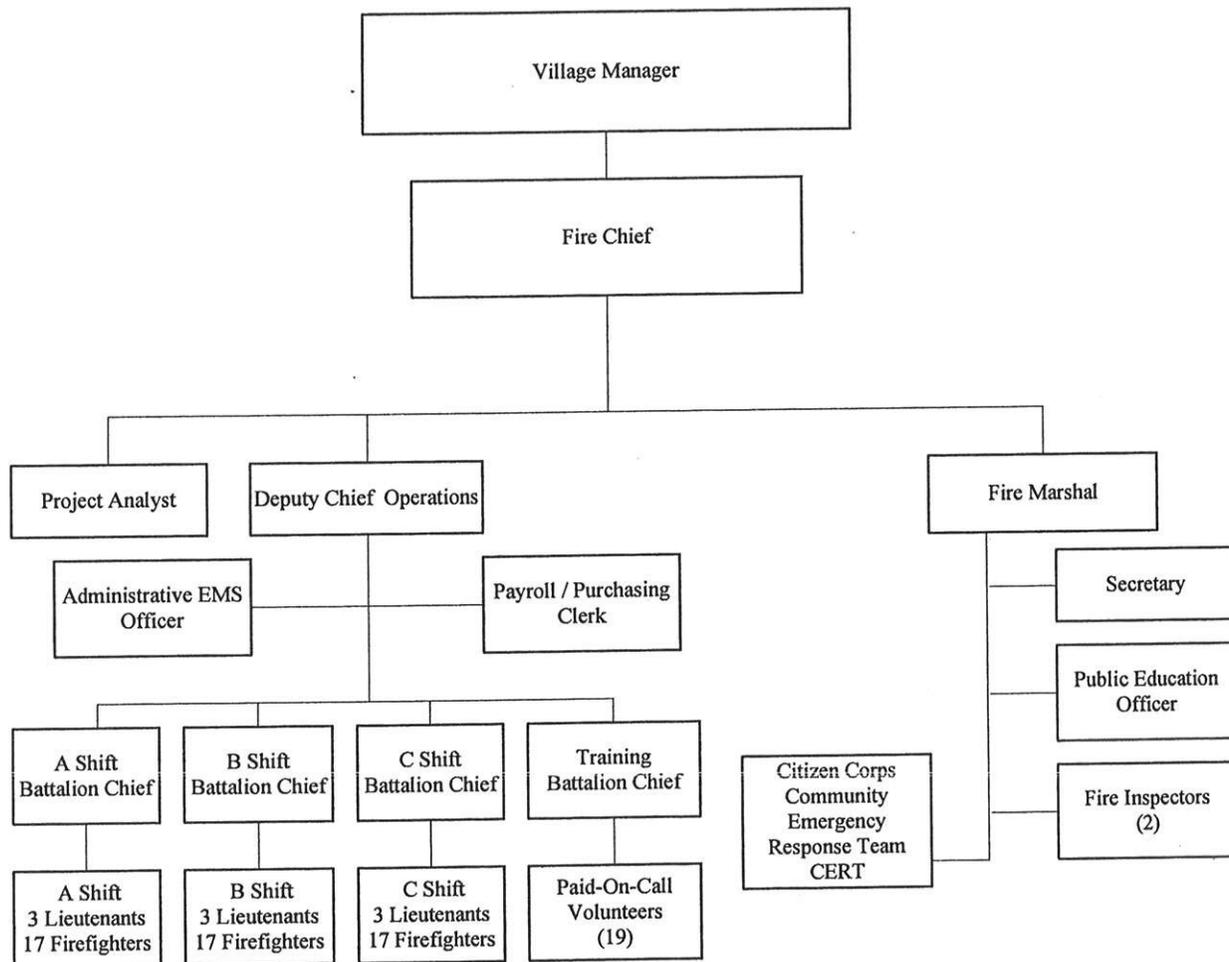
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>OTHER COMPENSATION</b>						
Overtime Earnings				354,600	532,600	423,407
Overtime, Citizens Academy				1,500	-	-
Specialty Pay				196,250	235,050	206,214
Holiday Pay				297,705	290,241	272,144
Longevity Pay				47,000	46,400	45,100
				<u>897,055</u>	<u>1,104,291</u>	<u>946,865</u>
<b>TOTAL</b>	<b>111.50</b>	<b>111.50</b>	<b>97.83</b>	<b>8,943,585</b>	<b>9,295,421</b>	<b>8,733,970</b>

(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	109.50	109.50	98.00 *
Part-Time	2.00	2.00	2.00
Seasonal	5.00	5.00	-

\* On May 1, 2011 the number of full-time positions will be reduced by one additional sworn officer.

# 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 74 full-time and 20 seasonal employees.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
FIRE DEPARTMENT**

**STATEMENT OF ACTIVITIES**

The Mount Prospect Fire Department seeks to eliminate injury and loss of life due to the cause of fire and to reduce and control fire losses to property through comprehensive programs of fire prevention, public education, fire suppression and rescue, within the scope of the resources provided.

**2009 ACCOMPLISHMENTS**

Started construction of fire station 14 and the EOC.

Continued NIMS compliance training.

Prepared and participated in insurance service organization (ISO) evaluation – maintained ISO Class 2.

Took delivery and placed new tower ladder in service.

Prepared fire code changes for Village Board review and adoption.

Conducted Citizens Emergency Preparedness family night.

Coordinated Children's Fire Safety Festival at NIPSTA.

Conducted two new hire exams.

Appointed Battalion Chief to fill vacancy.

Completed a standardized school crisis plan for all Mount Prospect Schools.

All paramedics obtained Advanced Cardiac Life Support (ACLS) certification.

Completed 4,258 inspections.

Provided "Go Kits" to Village employees.

Developed and installed VOMP information boxes throughout the community.

Developed a "Community Preparedness Guide" for every household.

Placed three new thermal imaging cameras on each front line ambulance.

**2010 ACCOMPLISHMENTS**

Achieved 90% NIMS compliance training.

Continued pursuing grants for emergency preparedness.

Completed the construction of fire station 14, EOC and PW expansion.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
FIRE DEPARTMENT**

Relocated the fire department vehicle maintenance to Public Works.

Attended 63 block parties.

Updated all job descriptions.

Updated Emergency Operations Plan (EOP)

Redesigned a new emergency management website.

Conducted a Lieutenant promotional process.

Revised the BOFPC new hire procedure.

Created a mutual aid system for area schools.

Developed a school radio network.

Updated the "Strategic National Stockpile" (SNS) distribution plan.

Took delivery of two new ambulances.

Replaced a cache of N95 Masks for disaster preparedness with a \$5,500 IEMA Grant.

Conducted the 31<sup>st</sup> Annual Children's Fire Safety Festival.

Conducted a 20 hour CERT training course.

Selected a new Fire Marshal to replace Paul Valentine

Modified responses to automatic fire alarm responses by reducing response by one engine and only responding lights and sirens with the first due apparatus.

**2011 OBJECTIVES**

Conduct a "Village Wide: tabletop disaster" drill.

Continue NIMS compliance requirements.

Link fire stations via teleconferencing equipment.

Practice the "Strategic National Stockpile" (SNS) distribution plan.

Continue the evaluation of options for an ambulance re-chassis program.

Conduct an emergency preparedness seminar for the business community.

Update the fire department strategic plan.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
FIRE DEPARTMENT**

Evaluate the Village's fire alarm monitoring capabilities.

Begin transitioning firefighters' certifications to the state standards.

Incorporate new computer aided dispatch system into daily operations.

Update the emergency response plans for the petroleum storage facilities in Mount Prospect.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
FIRE DEPARTMENT**

**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimated	2011 Projected
<b>Emergency Calls</b>				
EMS Calls				
Advanced Life Support	1,904	1,937	1,825	1,900
Basic Life Support	1,051	1,239	1,150	1,150
Other Services/No Transport	532	359	325	400
<b>Total EMS Calls</b>	<b>3,487</b>	<b>3,535</b>	<b>3,300</b>	<b>3,450</b>
Fire Calls	2,019	1,817	1,900	1,950
<b>Total Emergency Calls</b>	<b>5,506</b>	<b>5,352</b>	<b>5,200</b>	<b>5,400</b>
<b>Mutual Aid Calls</b>				
Given	149	105	140	125
Received	289	213	250	275
<b>Total Mutual Aid Calls</b>	<b>438</b>	<b>318</b>	<b>390</b>	<b>400</b>
<b>Automatic Aid Calls</b>				
Given	400	365	285	300
Received	490	446	360	375
<b>Total Automatic Aid Calls</b>	<b>890</b>	<b>811</b>	<b>645</b>	<b>675</b>
<b>Response Time (minutes)*</b>	<b>4:16</b>	<b>4:11</b>	<b>4:15</b>	<b>4:15</b>
<b>Fire Prevention</b>				
Inspections	3,264	4,258	3,500	3,700
Programs Presented	251	318	300	350
Plan Reviews	391	344	325	400
<b>Total Fire Prevention</b>	<b>3,906</b>	<b>4,920</b>	<b>4,125</b>	<b>4,450</b>
<b>Fire Investigations</b>	<b>15</b>	<b>18</b>	<b>12</b>	<b>15</b>
<b>Training Hours</b>				
Fire - All	16,382	20,125	18,050	19,000
Medical - All	4,691	3,726	2,950	3,000
<b>Total Training Hours</b>	<b>21,073</b>	<b>23,851</b>	<b>21,000</b>	<b>22,000</b>

\* Dispatch to arrival time

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
FIRE DEPARTMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Fire Administration	2,570,839	2,935,250	2,894,842	3,106,527	3,260,742
Equipment Maintenance	465,414	197,950	197,950	458,014	659,693
Fire Department Operations	7,570,770	7,593,269	7,520,197	7,256,677	7,473,255
Fire Communications	51,525	55,611	50,092	50,800	50,605
Paid-on-Call Program	31,356	33,180	33,180	40,080	40,325
Fire Training Academy	6,839	14,131	14,131	13,939	13,938
Fire Prevention	572,946	603,725	577,158	481,528	495,894
Emergency Preparedness Program	77,772	61,211	39,866	38,542	39,245
	11,347,461	11,494,327	11,327,416	11,446,107	12,033,697

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	6,839,882	6,984,247	6,965,101	6,661,122	6,859,094
PSU - Personal Services, Unscheduled	548,494	390,920	372,800	383,009	383,009
EB - Employee Benefits	2,904,239	3,360,594	3,257,377	3,406,371	3,601,643
OEC - Other Employee Costs	139,929	139,880	133,584	136,325	138,405
CS - Contractual Services	681,375	414,890	403,247	651,949	860,218
UT - Utilities	33,734	38,311	32,900	33,000	33,600
CSU - Commodities & Supplies	95,728	74,745	74,060	74,108	75,575
OEQ - Office Equipment	199	9,000	-	18,000	-
OTE - Other Equipment	98,981	77,440	83,997	77,740	77,670
IN - Insurance	1,013	500	550	550	550
BI - Building Improvements	3,887	3,800	3,800	3,933	3,933
	11,347,461	11,494,327	11,327,416	11,446,107	12,033,697

<b>SOURCE OF FUNDS</b>					
001 - General Fund	11,338,495	11,478,827	11,291,866	11,417,557	12,005,147
046 - Foreign Fire Tax Board Fund	8,966	15,500	35,550	28,550	28,550
	11,347,461	11,494,327	11,327,416	11,446,107	12,033,697

**BUDGET DISCUSSION AND ANALYSIS**

The 2011 budget for the Fire Department includes the reduction of 7 full-time positions and one part-time position. Six of the full-time positions are firefighter/paramedics which will require one apparatus at the downtown Fire Station 13 (either Truck or Engine) to be taken out of service. The current full-time minimum staffing for fire department shift personnel will be reduced from 18 to 16 firefighters on duty each day. On days when minimum staffing is exceeded there will be an opportunity to staff the second apparatus at Fire Station 13.

The other full-time position is the Fire Protection Engineer in our Fire Prevention Bureau. This position was responsible for plan reviews for new construction and the duties assigned to this position will be handled by the Fire Marshal. The part-time position that is being eliminated in the 2011 budget is the Disaster Management Coordinator position. The duties of the Disaster Management Coordinator will be shifted to other fire department personnel as needed.

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	534,465	533,136	533,136	537,882	554,018
502.001 Seasonal Earnings	-	-	-	5,000	5,000
504.001 Specialty Pay	2,900	2,900	2,900	2,901	2,988
505.001 Holiday Pay	11,680	11,056	11,056	11,111	11,444
506.001 Longevity Pay	3,200	3,600	3,600	3,100	3,200
	552,245	550,692	550,692	559,994	576,650
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	4,716	3,000	3,000	2,950	2,950
	4,716	3,000	3,000	2,950	2,950
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	70,010	76,092	68,700	63,191	65,087
510.002 Life Insurance	420	500	500	-	-
510.003 Workers' Compensation	176,225	184,624	184,624	136,713	136,713
511.001 FICA Costs - Social Security	10,885	13,107	13,107	12,780	13,163
511.002 FICA Costs - Medicare	6,170	6,374	6,374	8,556	8,813
512.001 IMRF Pension Expense	16,255	20,186	20,186	19,142	19,716
512.003 Fire Pension Expense	1,514,264	1,915,000	1,915,000	2,145,001	2,295,000
513.001 Sick Leave Incentive	17,416	20,000	20,000	20,000	20,000
513.002 Vacation/Personal Leave	11,745	5,000	5,000	5,000	5,000
513.003 Retiree Sick Incentive	53,828	-	-	-	-
513.005 Insurance Opt-Out Incentive	1,500	2,000	2,000	2,000	2,000
	1,878,718	2,242,883	2,235,491	2,412,383	2,565,492
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	4,170	4,250	3,559	4,100	4,180
520.001 Medical Examinations	20,923	21,000	21,000	21,000	21,420
522.001 Travel & Meetings	2,251	2,000	2,000	1,800	1,800
524.001 Uniform Expense	38,650	44,000	42,000	42,000	42,800
	65,994	71,250	68,559	68,900	70,200
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	1,130	500	500	500	500
532.002 Equipment Maintenance	1,598	1,600	1,600	1,600	1,630
544.002 Postage Expense	3,449	3,600	2,000	3,200	3,600
546.003 Employment Testing	34,196	27,000	11,000	17,500	18,000
551.001 Copier Lease Payment	6,151	6,900	4,400	4,400	4,400
559.001 Safety Program	1,039	900	900	900	915
562.002 Records Management Printing Expense	8,010	3,925	2,700	2,700	2,750
	55,573	44,425	23,100	30,800	31,795

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	7,003	6,000	6,000	6,000	6,120
608.001 Other Supplies	1,582	1,000	1,000	1,000	1,020
612.001 Publications	847	900	900	900	915
619.009 Video Training Supplies	60	100	100	100	100
	9,492	8,000	8,000	8,000	8,155
<b>OEQ - Office Equipment</b>					
655.002 Computer Equipment	-	9,000	-	18,000	-
656.004 Office Equipment - Fire	199	-	-	-	-
	199	9,000	-	18,000	-
<b>OTE - Other Equipment</b>					
665.021 Furniture & Equipment	3,256	5,000	5,000	4,500	4,500
665.034 Physical Cond Equipment - Fire	646	1,000	1,000	1,000	1,000
	3,902	6,000	6,000	5,500	5,500
<b>Total Fire Administration</b>	<b>2,570,839</b>	<b>2,935,250</b>	<b>2,894,842</b>	<b>3,106,527</b>	<b>3,260,742</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
EQUIPMENT MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
553.001 Vehicle Lease Payment	238,800	-	-	157,800	351,800
554.001 Vehicle Maintenance Payment	226,549	197,700	197,700	299,964	307,643
	465,349	197,700	197,700	457,764	659,443
<b>CSU - Commodities &amp; Supplies</b>					
616.001 Vehicle Registration/License	65	250	250	250	250
	65	250	250	250	250
<b>Total Equipment Maintenance</b>	<b>465,414</b>	<b>197,950</b>	<b>197,950</b>	<b>458,014</b>	<b>659,693</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE DEPARTMENT OPERATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund 001: General Fund</b>					
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	5,482,902	5,655,504	5,655,504	5,441,578	5,604,823
504.001 Specialty Pay	58,511	8,700	8,700	8,701	8,962
505.001 Holiday Pay	276,379	289,559	289,559	276,189	284,475
506.001 Longevity Pay	32,200	33,500	33,500	30,000	30,000
	5,849,992	5,987,263	5,987,263	5,756,468	5,928,260
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	520,284	350,800	350,800	343,710	343,710
	520,284	350,800	350,800	343,710	343,710
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	805,119	875,058	790,049	788,931	824,234
510.002 Life Insurance	4,826	5,748	5,748	-	-
511.001 FICA Costs - Social Security	-	500	500	-	-
511.002 FICA Costs - Medicare	75,581	79,270	79,270	84,194	86,713
	885,526	960,576	875,567	873,125	910,947
<b>OEC - Other Employee Costs</b>					
525.002 Training Special Rescue	1,100	500	500	500	510
525.004 Training	32,782	29,000	25,000	27,000	27,500
525.005 Training CPR	860	1,300	1,300	1,300	1,325
525.006 Training EMS	22,028	18,000	18,000	18,000	18,000
	56,770	48,800	44,800	46,800	47,335
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	1,757	1,750	1,750	1,750	1,785
558.002 NWCD Dispatch Services	118,851	122,000	122,000	122,000	128,100
567.001 Glenview Training Facility	17,862	17,880	17,862	-	-
567.003 Ladder Testing	571	725	725	725	750
	139,041	142,355	142,337	124,475	130,635
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	1,396	1,100	1,148	1,100	1,120
614.001 Training Supplies	3,377	9,295	9,895	9,883	9,900
619.005 Ambulance Supplies	3,637	8,750	8,750	8,750	8,925
619.006 Chemical Supplies	2,077	1,350	1,350	1,350	1,375
619.008 Oxygen Tank Supplies	5,107	6,100	4,500	4,800	4,895
	15,594	26,595	25,643	25,883	26,215

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE DEPARTMENT OPERATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OTE - Other Equipment</b>					
665.001 EMS Reporting (CIP)	24,380	-	-	-	-
665.004 Breathing Apparatus	5,499	3,500	3,500	3,500	3,500
665.017 Fire Hose & Appliances	2,178	-	500	500	500
665.018 Firefighting Equipment	13,842	4,800	4,800	4,800	4,800
665.023 Haz-Mat Equipment	2,987	3,500	3,637	3,500	3,500
665.032 Paramedic Equipment	13,185	16,500	17,500	17,940	17,850
665.040 Special Rescue Equipment	-	-	-	1,000	1,020
665.045 Turn Out Clothing	23,690	26,780	22,000	20,000	20,000
665.051 Water Recovery Equipment	4,949	2,500	2,500	2,500	2,500
	90,710	57,580	54,437	53,740	53,670
<b>Type: 1 - Capital Improvement Projects</b>					
<b>BI - Building Improvements</b>					
646.001 Fire Station #12	3,887	3,800	3,800	3,933	3,933
	3,887	3,800	3,800	3,933	3,933
<b>Total Fund 001 - General Fund</b>	<b>7,561,804</b>	<b>7,577,769</b>	<b>7,484,647</b>	<b>7,228,134</b>	<b>7,444,705</b>
<b>Fund: 046 - Foreign Fire Tax Board Fund</b>					
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	3,670	2,000	12,000	10,000	10,000
	3,670	2,000	12,000	10,000	10,000
<b>IN - Insurance</b>					
594.001 Insurance Expense - Pension	1,013	500	550	550	550
	1,013	500	550	550	550
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	4,283	3,000	3,000	3,000	3,000
	4,283	3,000	3,000	3,000	3,000
<b>OTE - Other Equipment</b>					
665.021 Furniture & Equipment	-	10,000	20,000	15,000	15,000
	-	10,000	20,000	15,000	15,000
<b>Total Fund 046 - Foreign Fire Tax</b>	<b>8,966</b>	<b>15,500</b>	<b>35,550</b>	<b>28,550</b>	<b>28,550</b>
<b>Total Fire Department Operations</b>	<b>7,570,770</b>	<b>7,593,269</b>	<b>7,520,197</b>	<b>7,256,684</b>	<b>7,473,255</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE COMMUNICATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
532.004 Radio Maintenance	6,388	6,800	6,800	6,800	6,935
547.002 Pager Rental	4,415	4,500	4,200	4,000	4,000
560.006 VRM Maintenance	-	-	-	1,000	-
	10,803	11,300	11,000	11,800	10,935
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	24,930	29,811	25,000	25,000	25,500
590.001 Telephone - Cellular	8,804	8,500	7,900	8,000	8,100
	33,734	38,311	32,900	33,000	33,600
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	2,837	3,500	3,692	3,500	3,570
	2,837	3,500	3,692	3,500	3,570
<b>OTE - Other Equipment</b>					
668.001 Radio Equipment Fire	4,151	2,500	2,500	2,500	2,500
	4,151	2,500	2,500	2,500	2,500
<b>Total Fire Communications</b>	<b>51,525</b>	<b>55,611</b>	<b>50,092</b>	<b>50,800</b>	<b>50,605</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
PAID-ON-CALL PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
502.001 Seasonal Earnings	18,509	18,340	18,340	24,805	24,805
	18,509	18,340	18,340	24,805	24,805
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	472	-	-	-	-
	472	-	-	-	-
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	835	1,139	1,139	1,539	1,539
511.002 FICA Costs - Medicare	195	266	266	361	361
512.001 IMRF Pension Expense	109	-	-	-	-
	1,139	1,405	1,405	1,900	1,900
<b>OEC - Other Employee Costs</b>					
520.001 Medical Examinations	6,575	6,575	6,575	6,575	6,705
524.001 Uniform Expense Uniform	1,354	2,500	2,500	2,500	2,550
525.004 Training	3,089	3,300	3,300	3,300	3,365
	11,018	12,375	12,375	12,375	12,620
<b>OTE - Other Equipment</b>					
665.045 Turn Out Clothing	218	1,060	1,060	1,000	1,000
	218	1,060	1,060	1,000	1,000
<b>Total Paid-on-Call Program</b>	<b>31,356</b>	<b>33,180</b>	<b>33,180</b>	<b>40,080</b>	<b>40,325</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE TRAINING ACADEMY**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	3,111	9,000	9,000	8,810	8,810
	3,111	9,000	9,000	8,810	8,810
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	-	-	-	-	-
511.002 FICA Costs - Medicare	26	131	131	129	128
	26	131	131	129	128
<b>CSU - Commodities &amp; Supplies</b>					
614.001 Training Supplies	3,702	5,000	5,000	5,000	5,000
	3,702	5,000	5,000	5,000	5,000
<b>Total Fire Training Academy</b>	<b>6,839</b>	<b>14,131</b>	<b>14,131</b>	<b>13,939</b>	<b>13,938</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE PREVENTION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	393,778	398,600	398,600	316,704	326,205
502.001 Seasonal Earnings	1,618	5,000	5,000	-	-
504.001 Specialty Pay	1,500	1,500	1,500	751	774
506.001 Longevity Pay	1,500	2,500	2,500	2,400	2,400
	398,396	407,600	407,600	319,855	329,379
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	19,911	28,120	10,000	27,539	27,539
	19,911	28,120	10,000	27,539	27,539
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	70,010	76,092	68,700	59,544	62,107
510.002 Life Insurance	420	500	500	-	-
511.001 FICA Costs - Social Security	25,333	27,015	27,015	19,832	20,427
511.002 FICA Costs - Medicare	5,925	6,318	6,318	5,039	5,190
512.001 IMRF Pension Expense	36,942	42,125	42,125	34,419	35,452
	138,630	152,050	144,658	118,834	123,176
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	709	725	600	600	600
524.001 Uniform Expense	2,231	2,250	2,250	2,250	2,250
525.004 Training	3,207	3,480	3,000	3,400	3,400
	6,147	6,455	5,850	6,250	6,250
<b>CS - Contractual Services</b>					
562.002 Records Management Printing	1,047	1,400	1,400	1,400	1,400
	1,047	1,400	1,400	1,400	1,400
<b>CSU - Commodities &amp; Supplies</b>					
605.001 Other Equipment	795	1,000	1,000	1,000	1,000
608.001 Other Supplies	957	1,000	1,000	1,000	1,000
611.001 Photo Supplies	448	650	650	650	650
612.001 Publications	85	250	200	200	200
613.001 Reference Materials	2,280	2,400	2,000	2,000	2,000
619.004 Fire Safety Education Supplies	4,250	2,500	2,500	2,500	3,000
	8,815	7,800	7,350	7,350	7,850
<b>OTE - Other Equipment</b>					
665.021 Furniture & Equipment	-	300	-	-	-
	-	300	-	-	-

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
FIRE PREVENTION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Type: 1 - Capital Improvement Projects</b>					
CSU - Commodities & Supplies					
605.001 Other Equipment	-	-	300	300	300
	-	-	300	300	300
<b>Total Fire Prevention</b>	<b>572,946</b>	<b>603,725</b>	<b>577,158</b>	<b>481,528</b>	<b>495,894</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
EMERGENCY PREPAREDNESS PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
501.001 Part-Time Earnings	20,740	20,352	1,206	-	-
	20,740	20,352	1,206	-	-
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	28	1,262	100	-	-
511.002 FICA Costs - Medicare	130	296	25	-	-
512.001 IMRF Pension Expense	42	1,991	-	-	-
	200	3,549	125	-	-
<b>OEC - Other Employee Costs</b>					
525.004 Training	-	1,000	2,000	2,000	2,000
	-	1,000	2,000	2,000	2,000
<b>CS - Contractual Services</b>					
549.001 Organizational Memberships	500	510	510	510	510
567.002 Siren Maintenance	2,892	3,200	3,200	3,200	3,260
567.004 School Program Contractual	2,352	10,000	10,000	10,000	10,200
567.005 School Program Other Prof.	148	2,000	2,000	2,000	2,040
	5,892	15,710	15,710	15,710	16,010
<b>CSU - Commodities &amp; Supplies</b>					
603.001 Clothing Supplies	5,400	1,500	1,500	1,500	1,530
605.001 Other Equipment	483	3,600	3,600	3,600	3,670
606.001 Office Supplies	240	100	325	325	330
608.001 Other Supplies	8,193	4,000	4,000	4,000	4,080
619.001 Educational Materials	269	800	800	800	815
619.002 Program Supplies	1,165	5,000	5,000	5,000	5,100
619.003 Radio Equipment	19,058	1,600	1,600	1,600	1,630
619.007 Emergency Equipment	16,132	4,000	4,000	4,000	4,080
	50,940	20,600	20,825	20,825	21,235
<b>Total Emergency Preparedness Prog</b>	<b>77,772</b>	<b>61,211</b>	<b>39,866</b>	<b>38,535</b>	<b>39,245</b>
<b>TOTAL FIRE DEPARTMENT</b>	<b>11,347,461</b>	<b>11,494,327</b>	<b>11,327,416</b>	<b>11,446,107</b>	<b>12,033,697</b>

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Fire Chief	1.00	1.00	1.00	135,585	136,240	136,240
Deputy Fire Chief	1.00	1.00	1.00	118,708	118,708	118,708
Battalion Chief - Training	1.00	1.00	1.00	105,452	104,361	106,141
Battalion Chiefs	3.00	3.00	3.00	312,897	309,561	314,844
Fire Marshal	1.00	1.00	1.00	98,501	100,238	80,001
Lieutenants	12.00	12.00	9.00	1,144,588	1,128,863	903,377
Firefighters/Paramedics	49.00	51.00	49.00	3,760,471	4,005,375	4,083,298
Firefighters	5.00	3.00	2.00	265,408	211,705	140,060
Administrative EMS Officer	1.00	1.00	1.00	69,842	71,074	72,286
Fire Protection & Safety Engr	1.00	1.00	-	64,493	65,631	-
Public Education Officer	1.00	1.00	1.00	65,318	66,470	67,604
Fire Inspectors	2.00	2.00	2.00	117,696	119,772	121,816
Payroll/Purchasing Clerk	1.00	1.00	1.00	51,481	52,389	53,284
Project Analyst	1.00	1.00	1.00	49,491	50,364	51,223
Secretary	1.00	1.00	1.00	45,683	46,489	47,282
	<b>81.00</b>	<b>81.00</b>	<b>74.00</b>	<b>6,405,614</b>	<b>6,587,240</b>	<b>6,296,164</b>
<b>PART TIME</b>						
Emergency Management Coord.	0.50 (1)	0.50 (1)	-	21,000	20,352	-
	0.50 (1)	0.50 (1)	-	21,000	20,352	-
<b>SEASONAL</b>						
Paid-On-Call Volunteer Firefighters	0.50 (20)	0.50 (19)	0.50 (19)	18,840	18,340	24,805
Intern	-	0.20 (1)	0.25 (1)	-	5,000	5,000
	0.50 (20)	0.70 (20)	0.75 (20)	18,840	23,340	29,805

**VILLAGE OF MOUNT PROSPECT  
FIRE DEPARTMENT  
PERSONAL SERVICES**

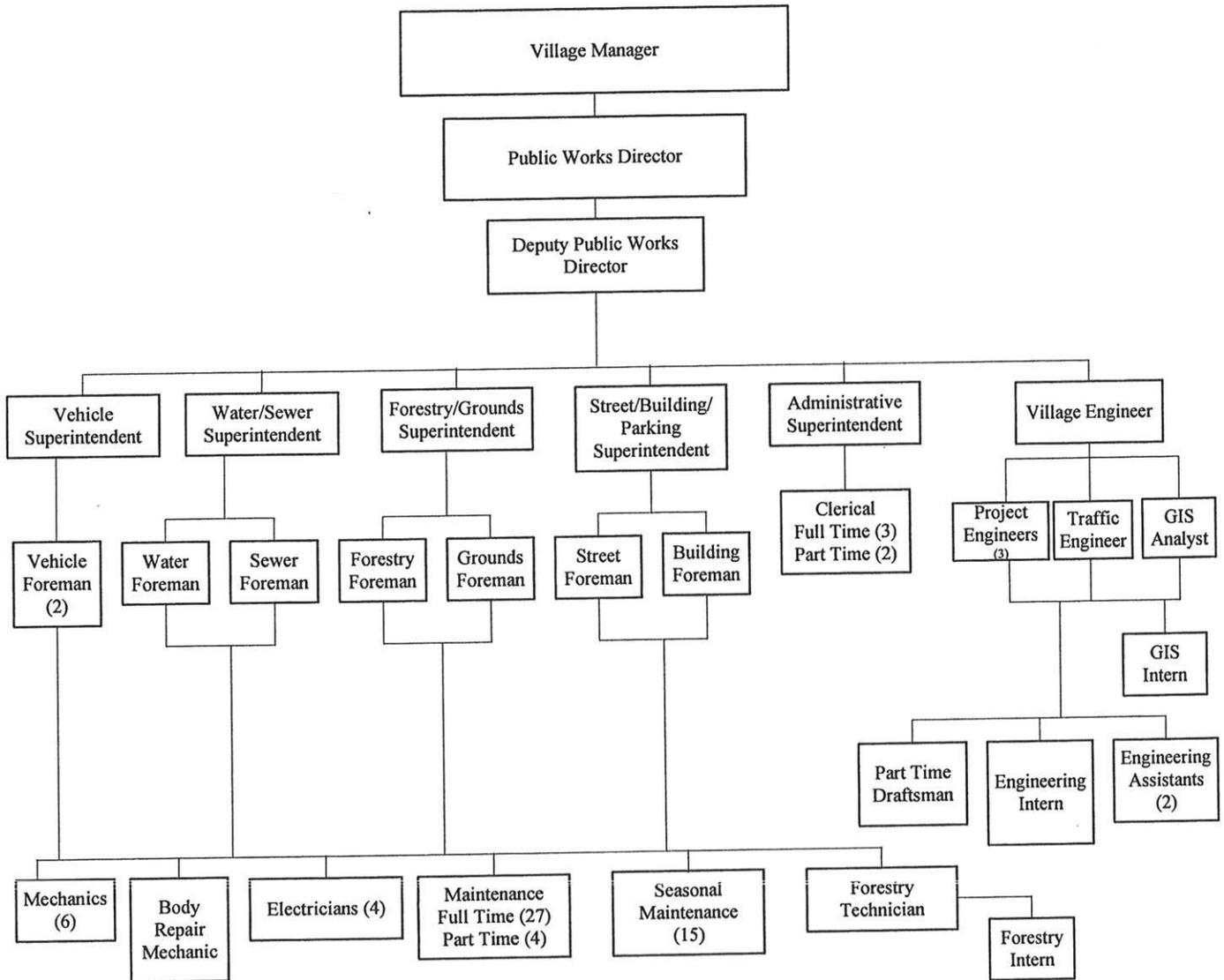
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>OTHER COMPENSATION</b>						
Overtime Earnings				525,120	390,920	383,009
Specialty Pay				71,645	13,100	12,353
Holiday Pay				296,992	300,615	287,300
Longevity Pay				37,800	39,600	35,500
				<u>931,557</u>	<u>744,235</u>	<u>718,162</u>
<b>TOTAL</b>	<b>82.00</b>	<b>82.20</b>	<b>74.75</b>	<b>7,377,011</b>	<b>7,375,167</b>	<b>7,044,131</b>

(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	81.00	81.00	74.00
Part-Time	1.00	1.00	-
Seasonal	20.00	20.00	20.00



# VILLAGE OF MOUNT PROSPECT PUBLIC WORKS DEPARTMENT



The Public Works Department consists of five 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 18 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  
2011 BUDGET  
PUBLIC WORKS DEPARTMENT**

The Public works Department consists of five divisions: 1) Streets, Buildings and Parking, 2) Forestry and Grounds, 3) Engineering, 4) Water and Sewer, and 5) Vehicle Maintenance. The first three divisions are included in this section and the last two are included as separate sections. Additionally, general administration and the Refuse Disposal Program are presented with separate budget totals. The appropriations for general administration are included in this section and Refuse Disposal is presented as a separate section because of the significance of the dollars expended.

**STATEMENT OF ACTIVITIES**

It is the responsibility of the Streets, Forestry and Engineering Divisions to manage, maintain, repair, operate, and improve the Village's public streets, street lights, signage, storm sewer system, parkways, parkway tree, public grounds, municipal buildings, and traffic signals in a manner consistent with Village Board policy and regulatory agency requirements.

**2009 ACCOMPLISHMENTS**

Cleaned 3,865 miles of Village streets and removed 18,970 cubic yards of leaves.

Completed seven miles of street resurfacing for year thirteen of the accelerated street resurfacing program were completed.

Public works crews were used to demo and build the new Community Connection Center at 1711 S. Algonquin Road.

Major construction projects for 2009 included building a new Fire Station #14, adding a new EOC to the Public Works building and expanding the garage replacing the old wash bay and spray painting booth. All door locks at the Public Works Building and outlying Well Houses were replaced, a new storage building at Well 16 was built and the Levee 37 project started on the Des Plaines River which also includes a new pumping station.

Installed rear mount spray units on salting vehicles for Geomelt application to reduce salt usage with a more environmentally safer product.

**2010 ACCOMPLISHMENTS**

Design and inspect seven miles of street resurfacing for year fourteen of the accelerated street resurfacing program.

Clean 5,000 miles of Village Streets and remove 16,000 cubic yards of leaves.

Remodeled the front desk area at the Police Department and remodeled the Public Works front administrative area and entrance.

Buildings division assisted with the installation of security cameras at the Village Hall/Parking Deck and upgrading of the Railroad Depot.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
PUBLIC WORKS DEPARTMENT**

**2011 OBJECTIVES**

Clean 5,000 miles of Village streets and remove 18,000 cubic yards of leaves.

Install approximately 55,000 lbs. of crack filling material.

Construct larger capacity road salt storage facility.

Have the Fire Department roof and lower parking garage ramp heater replaced at Public Safety Building.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Public Works Administration	1,352,871	982,823	979,127	1,228,174	1,377,810
	<u>1,352,871</u>	<u>982,823</u>	<u>979,127</u>	<u>1,228,174</u>	<u>1,377,810</u>
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	218,339	220,511	220,511	222,166	228,783
PSU - Personal Services, Unscheduled	4,494	4,308	4,308	4,469	4,469
EB - Employee Benefits	154,166	158,819	155,123	134,800	136,876
OEC - Other Employee Costs	24,219	25,802	25,802	25,802	26,319
CS - Contractual Services	919,334	538,489	538,489	804,843	944,548
UT - Utilities	18,086	19,470	19,470	19,470	19,859
CSU - Commodities & Supplies	13,978	15,169	15,169	15,169	15,472
OEQ - Office Equipment	-	-	-	1,200	1,224
OTE - Other Equipment	255	255	255	255	260
	<u>1,352,871</u>	<u>982,823</u>	<u>979,127</u>	<u>1,228,174</u>	<u>1,377,810</u>
<b>SOURCE OF FUNDS</b>					
001 - General Fund	1,352,871	982,823	979,127	1,228,174	1,377,810
	<u>1,352,871</u>	<u>982,823</u>	<u>979,127</u>	<u>1,228,174</u>	<u>1,377,810</u>

**BUDGET DISCUSSION AND ANALYSIS**

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. One (1) full-time position (Administrative Analyst) was eliminated resulting in a salary savings of \$49,124. All other employee costs, contractual services, utilities, and commodity accounts were held at 2010 levels (no increases). A \$189,300 vehicle lease payment, which was eliminated from the 2010 budget, has been added back in for 2011.

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	205,329	203,539	203,539	204,805	210,949
501.001 Part-Time Earnings	11,660	15,622	15,622	15,761	16,234
506.001 Longevity Pay	1,350	1,350	1,350	1,600	1,600
	218,339	220,511	220,511	222,166	228,783
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	4,494	4,308	4,308	4,469	4,469
	4,494	4,308	4,308	4,469	4,469
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	35,005	38,046	34,350	25,463	26,322
510.002 Life Insurance	279	327	327	-	-
510.003 Workers' Compensation	68,138	71,542	71,542	59,242	59,242
511.001 FICA Costs - Social Security	12,316	13,089	13,089	12,781	13,164
511.002 FICA Costs - Medicare	3,384	3,398	3,398	3,425	3,528
512.001 IMRF Pension Expense	21,345	22,917	22,917	24,389	25,120
513.001 Sick Leave Incentive	2,277	2,000	2,000	2,000	2,000
513.002 Vacation/Personal Leave Incent.	11,422	7,500	7,500	7,500	7,500
	154,166	158,819	155,123	134,800	136,876
<b>OEC - Other Employee Costs</b>					
517.001 CDL Reimbursement	1,220	1,400	1,400	1,400	1,428
521.001 Other Employee Expenses	3,714	2,730	2,730	2,730	2,785
522.001 Travel & Meetings	1,293	1,333	1,333	1,333	1,360
524.001 Uniform Expense	12,766	14,039	14,039	14,039	14,320
525.004 Training	5,226	6,300	6,300	6,300	6,426
	24,219	25,802	25,802	25,802	26,319
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	-	1,336	1,336	1,336	1,363
544.002 Postage Expense	8,343	5,700	5,700	5,700	5,814
551.001 Copier Lease Payment	3,516	6,442	6,442	6,442	6,571
553.001 Vehicle Lease Payment	286,900	-	-	189,300	313,400
554.001 Vehicle Maintenance Payment	607,505	510,708	510,708	587,762	602,811
562.002 Records Management Printing Expense	1,522	1,741	1,741	1,741	1,776
574.005 Contractual Uniform Rental & Cleaning	11,548	12,562	12,562	12,562	12,813
	919,334	538,489	538,489	804,843	944,548

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS DEPARTMENT  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	12,622	13,970	13,970	13,970	14,249
590.001 Telephone - Cellular	5,464	5,500	5,500	5,500	5,610
	18,086	19,470	19,470	19,470	19,859
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	7,945	8,214	8,214	8,214	8,378
608.001 Other Supplies	1,033	618	618	618	630
614.001 Training Supplies	854	1,339	1,339	1,339	1,366
616.001 Vehicle Registration/License	140	878	878	878	896
622.001 Open House Supplies	4,006	4,120	4,120	4,120	4,202
	13,978	15,169	15,169	15,169	15,472
<b>OEQ - Office Equipment</b>					
656.005 Office Equipment - PW	-	-	-	1,200	1,224
	-	-	-	1,200	1,224
<b>OTE - Other Equipment</b>					
668.002 Radio Equipment Public Works	255	255	255	255	260
	255	255	255	255	260
<b>TOTAL PUBLIC WORKS - ADMINISTRATION</b>	<b>1,352,871</b>	<b>982,823</b>	<b>979,127</b>	<b>1,228,174</b>	<b>1,377,810</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS ADMINISTRATION  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Public Works Director	0.50	0.50	0.50	70,380	70,720	70,720
Deputy Public Works Director	0.50	0.50	0.50	58,649	58,649	58,649
Administrative Analyst	0.50	0.50	-	24,562	-	-
Administrative Coordinator	1.50	1.50	1.50	72,884	74,170	75,436
	<u>3.00</u>	<u>3.00</u>	<u>2.50</u>	<u>226,475</u>	<u>203,539</u>	<u>204,805</u>
<b>PART TIME</b>						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,253	15,622	15,761
	<u>0.35 (0.7)</u>	<u>0.35 (0.7)</u>	<u>0.35 (0.7)</u>	<u>14,253</u>	<u>15,622</u>	<u>15,761</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				4,162	4,308	4,469
Longevity Pay				1,350	1,350	1,600
				<u>5,512</u>	<u>5,658</u>	<u>6,069</u>
<b>TOTAL</b>	<b>3.35</b>	<b>3.35</b>	<b>2.85</b>	<b>246,240</b>	<b>224,819</b>	<b>226,635</b>

(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	3.00	3.00	2.50
Part-Time	0.70	0.70	0.70

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS/PARKING**

**2009 ACCOMPLISHMENTS**

Village crews cleaned 3,365 miles of Village streets removing 505 cubic yards of debris and 18,970 cubic yards of leaves.

Cleaned 679 storm sewer inlets and catch basins.

Replaced or repaired 694 street signs.

Village Crews installed 181 tons of asphalt patching street openings and filling potholes.

**2010 ACCOMPLISHMENTS**

Clean approximately 5,000 miles of Village streets and remove approximately 18,000 cubic yards of leaves.

Clean approximately 650 storm sewer inlets and catch basins.

Replace or repair approximately 800 street signs.

Install approximately 55,000 lbs. of crack filling material.

Remodeled the front desk area at the Police Department and assisted with the remodeling of the front administrative area at Public Works.

Buildings division assisted with the installation of security cameras at the Village Hall and Parking Deck.

Had the parking lot repaved at Public Works and the fuel island upgraded and painted.

**2011 OBJECTIVES**

Clean 5,000 miles of Village streets and remove 18,000 cubic yards of leaves.

Clean approximately 650 storm sewer inlets and catch basins.

Replace or repair 1,000 street signs.

Install approximately 55,000 lbs. of crack filling material.

Have a new salt storage dome installed at Public Works.

Have the Fire Department roof and lower parking garage ramp heater replaced at Public Safety Building.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PUBLIC WORKS DEPARTMENT - STREETS/BUILDINGS/PARKING**

**PERFORMANCE MEASURES**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Projected</b>
<b>Street Maintenance</b>				
Streets Cleaned (miles)	5,361	3,865	5,000	5,000
Leaves Removed (cubic yards)	16,272	18,970	18,000	18,000
Signs Replaced	691	694	700	700
Pavement markings (lineal feet)	127,034	71,896	100,000	100,000
Asphalt Patching (tons)	55	181	150	150
Crack Filling (lbs.)	n/a	57,118	55,000	55,000
Storm Sewer Repairs (number of locations)	7	6	10	10
Storm Sewer Inlet/Catch Basin Cleaning	674	679	650	650
Storm Sewer Inlet/Catch Basin Repair	31	32	30	30
Service Requests	2,102	1,410	1,400	1,400

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Street Division Administration	158,589	161,866	160,634	158,447	162,641
Street Maintenance	495,776	418,912	416,694	303,841	312,286
State Highway Maintenance	69,871	70,394	70,024	87,892	90,561
Traffic Sign Maintenance	118,780	122,044	120,812	113,666	121,015
Storm Sewer & Basin Maintenance	150,784	112,657	110,563	101,913	110,656
Snow Removal Program	886,085	669,384	667,659	673,676	698,017
Maintenance of Public Buildings	915,383	1,010,405	1,004,245	1,060,607	1,084,447
Village Parking Lot Maintenance	70,142	175,098	137,178	210,017	149,643
Parking Lot Maintenance	149,774	149,597	148,693	237,295	167,312
	3,015,184	2,890,357	2,836,502	2,947,354	2,896,578

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	947,202	912,905	912,905	828,186	852,693
PSU - Personal Services, Unscheduled	375,472	315,150	315,150	325,976	325,976
EB - Employee Benefits	390,956	400,210	384,070	327,076	337,300
CS - Contractual Services	680,122	722,159	697,509	775,001	811,139
UT - Utilities	37,506	79,230	79,230	83,510	85,129
IN - Infrastructure	1,598	1,894	1,894	1,766	1,782
CSU - Commodities & Supplies	445,907	394,954	394,944	418,039	431,559
OE - Other Expenditures Equipment	-	4,000	4,000	4,000	4,000
OTE - Other Equipment	-	-	-	-	13,500
BI - Building Improvements	-	19,855	6,800	6,800	13,500
INF - Infrastructure	136,421	40,000	40,000	177,000	20,000
	3,015,184	2,890,357	2,836,502	2,947,354	2,896,578

<b>SOURCE OF FUNDS</b>					
001 - General Fund	2,398,789	2,266,230	2,251,199	2,200,610	2,274,202
041 - Motor Fuel Tax Fund	396,479	299,432	299,432	299,432	305,421
051 - Village Parking System Fund	70,142	175,098	137,178	210,017	149,643
052 - Parking System Revenue Fund	149,774	149,597	148,693	237,295	167,312
	3,015,184	2,890,357	2,836,502	2,947,354	2,896,578

**BUDGET DISCUSSION AND ANALYSIS**

The Streets/Building/Parking Division includes programs related to the maintenance of public buildings, streets, state highway maintenance, storm sewers, traffic signs, snow removal, and parking lot maintenance. This division is funded by general fund, motor fuel tax funds, and Village parking system enterprise funds. In the Streets Maintenance program, two (2) full-time employee positions and four (4) seasonal employee positions have been eliminated saving \$142,548. In addition, new sidewalk construction has been eliminated (\$30,000) and the sidewalk cost-share program has also been eliminated (\$33,000). In the Traffic Sign Maintenance, one (1) seasonal position has been eliminated saving \$6,470. The State Highway Maintenance program is fully funded and completely off-set 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/PARKING  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	99,652	100,444	100,444	102,159	105,224
504.001 Specialty Pay	1,501	2,110	2,110	501	516
506.001 Longevity Pay	6,100	6,820	6,820	600	600
	107,253	109,374	109,374	103,260	106,340
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	11,668	12,682	11,450	17,064	17,576
510.002 Life Insurance	93	109	109	-	-
511.001 FICA Costs - Social Security	7,367	7,396	7,396	7,251	7,468
511.002 FICA Costs - Medicare	1,753	1,847	1,847	1,760	1,812
512.001 IMRF Pension Expense	11,161	12,458	12,458	11,112	11,445
513.001 Sick Leave Incentive	7,205	6,000	6,000	6,000	6,000
513.002 Vacation/Personal Leave	10,839	10,000	10,000	10,000	10,000
513.005 Insurance Opt-Out Incentive	1,250	2,000	2,000	2,000	2,000
	51,336	52,492	51,260	55,187	56,301
<b>Total Street Division Administration</b>	<b>158,589</b>	<b>161,866</b>	<b>160,634</b>	<b>158,447</b>	<b>162,641</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**STREET MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 001 - General Fund</b>					
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	118,864	121,055	121,055	59,545	61,331
502.001 Seasonal Earnings	17,358	19,151	19,151	5,000	5,000
504.001 Specialty Pay	-	-	-	251	259
506.001 Longevity Pay	-	-	-	500	500
	136,222	140,206	140,206	65,296	67,090
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	41,510	43,010	43,010	44,525	44,525
	41,510	43,010	43,010	44,525	44,525
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	21,003	22,828	20,610	11,199	11,573
510.002 Life Insurance	168	196	196	-	-
511.001 FICA Costs - Social Security	10,832	11,464	11,464	4,332	4,461
511.002 FICA Costs - Medicare	2,531	2,657	2,657	1,593	1,641
512.001 IMRF Pension Expense	14,257	16,046	16,046	11,291	11,630
	48,791	53,191	50,973	28,415	29,305
<b>CS - Contractual Services</b>					
547.001 Other Equipment Rental	414	561	561	561	572
569.008 Refuse Disposal	2,624	5,624	5,624	5,624	5,736
574.008 Contract Hauling	7,000	7,000	7,000	7,000	7,140
575.001 Brick Sidewalk Maintenance	5,000	5,000	5,000	10,000	10,000
	15,038	18,185	18,185	23,185	23,448
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	70	561	561	561	572
624.003 Refuse Containers	-	-	-	500	500
624.006 Guard Rail Supplies	-	-	-	600	612
624.008 Patching Materials	16,292	18,672	18,672	18,672	19,045
624.011 Street Sweeper Supplies	2,000	5,655	5,655	5,655	5,768
	18,362	24,888	24,888	25,988	26,497
<b>INF - Infrastructure</b>					
675.001 Sidewalk Construction	60,202	-	-	-	-
675.003 Sidewalk Share-Cost Program	76,219	40,000	40,000	17,000	20,000
	136,421	40,000	40,000	17,000	20,000
<b>Total Fund 001 - General</b>	<b>396,344</b>	<b>319,480</b>	<b>317,262</b>	<b>204,409</b>	<b>210,865</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - STREETS/BUILDINGS/PARKING  
STREET MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 041 - Motor Fuel Tax Fund</b>					
CS - Contractual Services					
575.002 Crack Filling	52,448	52,448	52,448	52,448	53,497
575.004 Pavement Markings	46,984	46,984	46,984	46,984	47,924
	99,432	99,432	99,432	99,432	101,421
<b>Total Fund 041 - Motor Fuel Tax Fund</b>	<b>99,432</b>	<b>99,432</b>	<b>99,432</b>	<b>99,432</b>	<b>101,421</b>
<b>Total Street Maintenance</b>	<b>495,776</b>	<b>418,912</b>	<b>416,694</b>	<b>303,841</b>	<b>312,286</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**STATE HIGHWAY MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	20,961	21,243	21,243	22,372	23,043
504.001 Specialty Pay	-	-	-	50	52
506.001 Longevity Pay	-	-	-	210	210
	20,961	21,243	21,243	22,632	23,305
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	2,569	3,752	3,752	3,900	3,900
	2,569	3,752	3,752	3,900	3,900
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	3,500	3,805	3,435	4,903	5,109
510.002 Life Insurance	28	33	33	-	-
511.001 FICA Costs - Social Security	1,424	1,566	1,566	1,428	1,471
511.002 FICA Costs - Medicare	333	363	363	385	397
512.001 IMRF Pension Expense	2,092	2,445	2,445	2,857	2,943
	7,377	8,212	7,842	9,573	9,920
<b>CS - Contractual Services</b>					
547.001 Other Equipment Rental	211	1,159	1,159	1,159	1,182
569.008 Refuse Disposal	-	1,509	1,509	1,509	1,539
571.005 Catch Basin Cleaning	6,334	6,226	6,226	6,226	6,350
574.008 Contract Hauling	2,848	2,848	2,848	2,848	2,905
575.002 Crack Filling	5,902	-	-	6,000	6,000
	15,295	11,742	11,742	17,742	17,976
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	133	577	577	577	589
622.007 Snow Plow Blades	1,094	1,332	1,332	1,332	1,359
624.007 Inlet/Catch Basin Supplies	-	778	778	778	794
624.008 Patching Materials	5,352	5,356	5,356	5,356	5,463
624.009 Salt/Calcium Chloride	14,700	14,700	14,700	23,300	24,500
624.010 Salt Spreader Parts	1,097	1,226	1,226	1,226	1,250
624.011 Street Sweeper Supplies	1,293	1,476	1,476	1,476	1,505
	23,669	25,445	25,445	34,045	35,460
<b>Total State Highway Maintenance</b>	<b>69,871</b>	<b>70,394</b>	<b>70,024</b>	<b>87,892</b>	<b>90,561</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**TRAFFIC SIGN MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	63,532	64,376	64,376	67,816	69,850
502.001 Seasonal Earnings	11,782	6,470	6,470	-	-
506.001 Longevity Pay	-	-	-	700	700
	75,314	70,846	70,846	68,516	70,550
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	8,878	10,875	10,875	11,213	11,213
	8,878	10,875	10,875	11,213	11,213
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	11,668	12,682	11,450	6,000	6,180
510.002 Life Insurance	93	109	109	-	-
511.001 FICA Costs - Social Security	5,243	5,110	5,110	4,321	4,449
511.002 FICA Costs - Medicare	1,212	1,185	1,185	1,157	1,191
512.001 IMRF Pension Expense	6,437	7,360	7,360	8,582	8,839
	24,653	26,446	25,214	20,060	20,659
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	98	500	500	500	510
622.006 Emergency Barricades	1,797	1,800	1,800	1,800	1,836
622.008 Sign Making Materials	7,667	11,000	11,000	11,000	11,220
624.001 School Crossing Signs	-	-	-	-	3,450
624.004 Folding Stop Signs	-	-	-	-	1,000
624.012 Traffic Marking Paint	373	577	577	577	577
	9,935	13,877	13,877	13,877	18,593
<b>Total Traffic Sign Maintenance</b>	<b>118,780</b>	<b>122,044</b>	<b>120,812</b>	<b>113,666</b>	<b>121,015</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**STORM SEWER AND BASIN MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	94,814	49,629	49,629	51,975	53,533
504.001 Specialty Pay	-	-	-	351	362
506.001 Longevity Pay	-	-	-	370	370
	94,814	49,629	49,629	52,696	54,265
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	10,503	11,664	11,664	12,025	12,025
	10,503	11,664	11,664	12,025	12,025
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	19,837	21,559	19,465	7,038	7,326
510.002 Life Insurance	158	185	185	-	-
511.001 FICA Costs - Social Security	6,451	3,835	3,835	3,344	3,444
511.002 FICA Costs - Medicare	1,490	889	889	940	967
512.001 IMRF Pension Expense	9,363	5,995	5,995	6,969	7,177
	37,299	32,463	30,369	18,291	18,914
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	2,590	2,575	2,575	2,575	2,627
571.004 Storm Sewer Repairs	1,106	1,792	1,792	1,792	8,000
574.008 Contract Hauling	2,807	2,807	2,807	2,807	2,863
574.013 Opus Ponds - Maintenance	-	4,496	4,496	4,496	4,586
	6,503	11,670	11,670	11,670	18,076
<b>CSU - Commodities &amp; Supplies</b>					
624.005 Detention/Retention Supplies	65	1,226	1,226	1,226	1,251
624.007 Inlet/Catch Basin Supplies	1,600	6,005	6,005	6,005	6,125
	1,665	7,231	7,231	7,231	7,376
<b>Total Storm Sewer &amp; Basin Maintenance</b>	<b>150,784</b>	<b>112,657</b>	<b>110,563</b>	<b>101,913</b>	<b>110,656</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**SNOW REMOVAL PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 001 - General Fund</b>					
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	104,103	97,848	97,848	103,051	106,143
504.001 Specialty Pay	-	-	-	201	207
506.001 Longevity Pay	-	-	-	780	780
	104,103	97,848	97,848	104,032	107,130
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	273,964	207,000	207,000	214,094	214,094
	273,964	207,000	207,000	214,094	214,094
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	16,336	17,755	16,030	9,410	9,884
510.002 Life Insurance	130	153	153	-	-
511.001 FICA Costs - Social Security	23,429	18,961	18,961	7,808	8,042
511.002 FICA Costs - Medicare	5,385	4,421	4,421	4,613	4,751
512.001 IMRF Pension Expense	33,619	29,815	29,815	34,288	35,317
	78,899	71,105	69,380	56,119	57,994
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	8,733	5,665	5,665	5,665	5,778
547.001 Equipment Rental	3,284	3,296	3,296	3,296	3,362
574.006 Weather Forecasting	2,200	3,492	3,492	3,492	3,562
574.008 Contract Hauling	-	4,723	4,723	4,723	4,817
575.011 Snow Removal	93,696	50,000	50,000	56,000	57,000
576.016 Plow Damage Seeding	12,000	13,400	13,400	13,400	13,668
	119,913	80,576	80,576	86,576	88,187
<b>CSU - Commodities &amp; Supplies</b>					
622.005 Restoration Materials	5,364	3,800	3,800	3,800	3,876
622.007 Snow Plow Blades	4,104	4,530	4,530	4,530	4,621
624.010 Salt Spreader Parts	2,691	3,275	3,275	3,275	3,340
624.013 Snow Blowers	-	1,250	1,250	1,250	1,275
	12,159	12,855	12,855	12,855	13,112
<b>OTE - Other Equipment</b>					
665.037 Salt Spreader Replacement	-	-	-	-	3,500
665.039 Snowplows - Replacement	-	-	-	-	10,000
	-	-	-	-	13,500
<b>Total Fund 001 - General Fund</b>	<b>589,038</b>	<b>469,384</b>	<b>467,659</b>	<b>473,676</b>	<b>494,017</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - STREETS/BUILDINGS/PARKING  
SNOW REMOVAL PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 041 - Motor Fuel Tax Fund</b>					
CSU - Commodities & Supplies					
624.009 Salt/Calcium Chloride	297,047	200,000	200,000	200,000	204,000
	297,047	200,000	200,000	200,000	204,000
<b>Total Fund 041 - Motor Fuel Tax Fund</b>	<b>297,047</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>204,000</b>
<b>Total Snow Removal Program</b>	<b>886,085</b>	<b>669,384</b>	<b>667,659</b>	<b>673,676</b>	<b>698,017</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**MAINTENANCE OF PUBLIC BUILDINGS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	342,024	349,571	349,571	332,412	342,384
501.001 Part-Time Earnings	17,674	22,878	22,878	23,269	23,967
504.001 Specialty Pay	-	-	-	201	207
506.001 Longevity Pay	-	-	-	2,830	2,830
	359,698	372,449	372,449	358,712	369,388
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	38,048	38,849	38,849	40,219	40,219
	38,048	38,849	38,849	40,219	40,219
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	58,342	63,410	57,250	47,577	49,302
510.002 Life Insurance	465	545	545	-	-
511.001 FICA Costs - Social Security	23,874	25,700	25,700	22,496	23,171
511.002 FICA Costs - Medicare	5,693	5,964	5,964	5,787	5,961
512.001 IMRF Pension Expense	35,328	40,225	40,225	42,937	44,225
	123,702	135,844	129,684	118,797	122,659
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	6,142	8,240	8,240	8,240	8,405
532.002 Equipment Maintenance	81,331	80,000	80,000	93,000	94,860
533.002 Cleaning Service	107,073	123,000	123,000	135,000	137,700
533.003 Roof Repairs	565	1,689	1,689	1,689	1,723
533.007 HVAC Repairs	55,346	46,000	46,000	60,000	60,000
533.008 Overhead Door Repair	19,119	14,000	14,000	18,000	18,360
533.009 General Store Maintenance	4,225	3,800	3,800	3,800	3,800
533.010 Historical Building	350	10,000	10,000	10,000	10,000
574.002 Contractual Reseal Floors	-	-	-	22,000	22,440
574.004 Contractual Lock Replacement	9,518	-	-	-	-
	283,669	286,729	286,729	351,729	357,288
<b>UT - Utilities</b>					
585.001 Natural Gas	27,461	70,000	70,000	70,000	71,400
591.001 Water & Sewer	3,086	3,193	3,193	3,193	3,257
	30,547	73,193	73,193	73,193	74,657

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - STREETS/BUILDINGS/PARKING  
MAINTENANCE OF PUBLIC BUILDINGS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	350	453	453	453	462
624.002 Custodial Supplies	47,304	44,000	44,000	50,000	51,000
627.002 Gas Generators	767	-	-	3,000	3,060
628.001 M & R Supplies Village Hall	5,724	21,218	21,218	21,218	21,642
628.002 M & R Supplies Police & Fire	9,500	10,702	10,702	10,702	10,916
628.003 M & R Supplies Public Works	13,546	14,000	14,000	16,000	16,320
628.004 M & R Supplies Station 12	1,435	3,384	3,384	3,384	3,452
628.005 M & R Supplies Station 14	1,093	3,384	3,384	7,000	7,140
628.006 M & R Supplies Community	-	2,200	2,200	2,200	2,244
	79,719	99,341	99,341	113,957	116,236
<b>OE - Other Expenditures</b>					
636.003 General Store Property Taxes	-	4,000	4,000	4,000	4,000
	-	4,000	4,000	4,000	4,000
<b>Total Maintenance of Public Buildings</b>	<b>915,383</b>	<b>1,010,405</b>	<b>1,004,245</b>	<b>1,060,607</b>	<b>1,084,447</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**VILLAGE PARKING LOT MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	18,091	30,786	30,786	28,456	29,310
504.001 Specialty Pay	-	-	-	61	63
505.001 Holiday Pay	-	-	-	487	502
506.001 Longevity Pay	-	-	-	172	172
	18,091	30,786	30,786	29,176	30,047
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	6,301	6,848	6,183	5,773	6,095
510.002 Life Insurance	39	45	45	-	-
511.001 FICA Costs - Social Security	1,312	1,925	1,925	1,809	1,863
511.002 FICA Costs - Medicare	307	447	447	424	437
512.001 IMRF Pension Expense	1,767	3,011	3,011	3,140	3,234
513.009 NOPEBO Expense	380	-	-	-	-
	10,106	12,276	11,611	11,146	11,629
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	-	500	500	500	510
532.002 Equipment Maintenance	3,095	3,492	3,492	3,492	3,562
533.002 Cleaning Service	-	48,400	24,200	24,200	24,684
553.001 Vehicle Lease Payment	5,900	4,320	4,320	8,040	17,640
554.001 Vehicle Maintenance Payment	4,473	4,332	4,332	4,328	4,438
555.001 Service Charge - Village	24,000	25,000	25,000	27,000	28,000
575.007 Parking Lot Sealcoating	-	21,219	21,219	10,609	10,821
575.008 Striping Parking Lots	3,471	3,471	3,471	3,471	3,540
	40,939	110,734	86,534	81,640	93,195
<b>IN - Insurance</b>					
596.001 Premiums Liability Insurance	959	947	947	755	762
	959	947	947	755	762
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	47	500	500	500	510
	47	500	500	500	510
<b>BI - Building Improvements</b>					
647.006 Police & Fire	-	19,855	6,800	6,800	13,500
	-	19,855	6,800	6,800	13,500
<b>INF - Infrastructure</b>					
679.003 Parking Lot Improvements	-	-	-	80,000	-
	-	-	-	80,000	-
<b>Total Village Parking Lot Maintenance</b>	<b>70,142</b>	<b>175,098</b>	<b>137,178</b>	<b>210,017</b>	<b>149,643</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - STREETS/BUILDINGS/PARKING**  
**PARKING LOT MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	30,746	20,524	20,524	23,189	23,885
504.001 Specialty Pay	-	-	-	41	42
505.001 Holiday Pay	-	-	-	488	503
506.001 Longevity Pay	-	-	-	148	148
	30,746	20,524	20,524	23,866	24,578
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	4,201	4,566	4,122	5,091	5,391
510.002 Life Insurance	22	26	26	-	-
511.001 FICA Costs - Social Security	1,617	1,283	1,283	1,481	1,525
511.002 FICA Costs - Medicare	378	298	298	347	357
512.001 IMRF Pension Expense	2,575	2,008	2,008	2,569	2,646
	8,793	8,181	7,737	9,488	9,919
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	6,180	6,180	6,180	6,180	6,300
533.002 Cleaning Service	3,887	3,942	3,492	3,492	3,560
550.001 Metra Land Lease	36,767	33,000	33,000	33,000	33,660
553.001 Vehicle Lease Payment	4,000	2,880	2,880	5,360	11,760
554.001 Vehicle Maintenance Payment	4,473	4,332	4,332	4,328	4,438
556.001 Service Charge - Parking	16,000	16,500	16,500	17,500	18,000
574.010 Beautify RR Right of Way	15,580	15,759	15,759	15,759	16,074
575.007 Parking Lot Sealcoating	10,128	12,000	12,000	12,000	12,240
575.008 Striping Parking Lots	2,318	2,318	2,318	2,318	2,364
575.011 Snow Removal	-	6,180	6,180	3,090	3,152
	99,333	103,091	102,641	103,027	111,548
<b>UT - Utilities</b>					
585.001 Natural Gas	2,298	2,517	2,517	2,517	2,567
586.001 Electricity	4,358	3,220	3,220	7,500	7,600
591.001 Water & Sewer	303	300	300	300	305
	6,959	6,037	6,037	10,317	10,472
<b>IN - Insurance</b>					
596.001 Premiums Liability Insurance	639	947	947	1,011	1,020
	639	947	947	1,011	1,020

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - STREETS/BUILDINGS/PARKING  
PARKING LOT MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	3,304	6,180	6,180	6,180	6,300
622.011 Miscellaneous Expense	-	-	-	-	-
624.014 Bicycle Racks	-	2,462	2,452	1,231	1,256
624.015 Parking Bumpers	-	600	600	600	612
628.007 Railroad Stations	-	1,575	1,575	1,575	1,607
	3,304	10,817	10,807	9,586	9,775
<b>INF - Infrastructure</b>					
679.003 Parking Lot Improvements	-	-	-	80,000	-
	-	-	-	80,000	-
<b>Total Parking Lot Maintenance</b>	<b>149,774</b>	<b>149,597</b>	<b>148,693</b>	<b>237,295</b>	<b>167,312</b>
<b>TOTAL PUBLIC WORKS - STREETS/BUILDINGS/PARKING</b>	<b>3,015,184</b>	<b>2,890,357</b>	<b>2,836,502</b>	<b>2,947,354</b>	<b>2,896,578</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - STREETS/BUILDINGS/PARKING  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Street/Bldg/Parking Superintendent	1.00	1.00	1.00	98,703	100,444	102,158
Foreman	2.10	2.10	2.10	172,681	175,726	184,980
Maintenance Personnel	7.10	7.10	5.10	450,555	391,535	342,710
Electricians	2.40	2.40	1.90	160,135	162,890	135,821
Community Service Officers	0.50	0.50	0.50	24,450	24,881	25,306
	<u>13.10</u>	<u>13.10</u>	<u>10.60</u>	<u>906,524</u>	<u>855,476</u>	<u>790,975</u>

<b>PART TIME</b>						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	17,985	22,878	23,269
	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>17,985</u>	<u>22,878</u>	<u>23,269</u>

<b>SEASONAL</b>						
Seasonal/Intern	1.20 (6)	1.20 (6)	0.25 (1)	30,933	25,621	5,000
	<u>1.20 (6)</u>	<u>1.20 (6)</u>	<u>0.25 (1)</u>	<u>30,933</u>	<u>25,621</u>	<u>5,000</u>

<b>OTHER COMPENSATION</b>						
Overtime Earnings				304,493	315,150	325,976
Specialty Pay				1,530	2,110	1,657
Holiday Pay				-	-	975
Longevity Pay				7,320	6,820	6,310
				<u>313,343</u>	<u>324,080</u>	<u>334,918</u>

<b>TOTAL</b>	<b>14.80</b>	<b>14.80</b>	<b>11.35</b>	<b>1,268,785</b>	<b>1,228,055</b>	<b>1,154,162</b>
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(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	13.10	13.10	10.60
Part-Time	1.00	1.00	1.00
Seasonal	6.00	6.00	1.00

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – FORESTRY & GROUNDS**

**2009 ACCOMPLISHMENTS**

Received Tree City USA designation for the 24<sup>th</sup> consecutive year and Growth Award for the 8<sup>th</sup> time.

Maintained five-year parkway tree pruning cycle.

Participated in conversion of Tree Manager data to Hansen; began revising numerous procedures/processes to improve efficiency, record-keeping and response to citizens.

Continued Emerald Ash Borer activities including ash population reduction. Prepared EAB Management Plan, which was adopted by the Village Board. Planted first round of ash replacements.

Streamlined procedures for updating and improving accuracy of GIS tree layer; now being done concurrently with annual tree inventory update.

Continued improving streetscape landscaping and contractually maintained numerous flowering baskets in downtown.

Began contractual treatment of public and private trees for Gypsy Moth; found many more infestations. Continued trapping for Gypsy Moth to try to predict next year's infestation level.

Began a trial wood utilization project at the EOC and Public Works using lumber from removed ash trees.

Forestry/Grounds Superintendent was awarded the 2009 International Society of Arboriculture's "True Professionals of Arboriculture" Award.

Expanded public education efforts by significant upgrades to several Open House displays.

**2010 ACCOMPLISHMENTS**

Received Tree City USA designation for the 25<sup>th</sup> consecutive year.

Maintained five-year parkway tree pruning cycle.

Continued procedure implementation and modifications to fully utilize additional Hansen features, including Tree Assets Module, Work Management and Customer Service Management modules.

Continued Emerald Ash Borer preparation activities (including ash population reduction/replacement, to a limited extent).

Continued contractual treatment of public and private trees for Gypsy Moth; found many more infestations, continued working with Morton Arboretum staff to devise management strategy.

Completed a wood utilization demo project, which involved production of a video by MPTV17 and creation of an ash wall, furniture, baseboard and a key for Lee DeWyze. Hosted a meeting of area municipal foresters about urban wood utilization.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – FORESTRY & GROUNDS**

Worked with Dr. John Dwyer on his Tree Growth Research Project; results were presented at the 2010 International Society of Arboriculture Conference.

Updated forestry information available on the Village website.

Updated "EAB in Mount Prospect" brochure and distributed at various public locations.

**2011 OBJECTIVES**

Receive Tree City USA award and Growth Award.

Maintain five-year pruning cycle.

Update "The Trees of Mount Prospect" booklet, and make available online.

Present ordinance for removal of private infested ashes to Board for adoption.

Finish obtaining GIS coordinates for Grounds Assets.

Search for grant programs that could help us update our 1993 Urban Forest Management Plan.

If necessary and approved by Board, treat selected areas aurally for Gypsy Moth.

If budget allows, plant additional reforestation trees to offset removals done the last few years.

Continue EAB preparation activities including ash reduction and replacement, if budget allows.

Upgrade several landscape irrigation systems, if budget allows.

Superintendent will chair Northeast Municipal Foresters' meetings (a subcommittee of the Illinois Arborist Association).

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS DEPARTMENT - FORESTRY AND GROUNDS**

**PERFORMANCE MEASURES**

	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Estimated</b>	<b>2011 Projected</b>
<b>Forestry and Grounds Maintenance</b>				
Service Requests	3,249	2,651	3,000	3,200
Acres of Turf Maintained*	53	53	53	53
Trees Trimmed (custom)	5,225	4,730	4,773	4,747
<b>Plantings</b>				
Trees	901	564	322	450
Flowers, Annual	8,759	6,908	9,759	9,000
Flowers, Bulbs	15,020	-	-	-
Shrubs	674	175	169	175
Perennials/Ground Cover	10,830	3,288	6,684	6,000
<b>Total Plantings</b>	<b>36,184</b>	<b>10,935</b>	<b>16,934</b>	<b>15,625</b>
<b>Removals</b>				
Trees	604	664	400	400
Stumps	450	451	300	300
Shrubs	481	89	170	200
<b>Total Removals</b>	<b>1,535</b>	<b>1,204</b>	<b>870</b>	<b>900</b>

\* Does not include sites which only receive mowing

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - FORESTRY AND GROUNDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
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<b>PROGRAMS</b>					
Forestry Division Administration	230,180	237,763	235,299	241,316	248,982
Forestry Program	922,998	1,002,138	951,482	851,701	1,094,204
Maintenance of Grounds	446,770	473,321	469,502	539,836	536,768
Public Grounds Beautification	74,701	68,010	71,640	74,565	79,410
	1,674,649	1,781,232	1,727,923	1,707,418	1,959,364

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	693,290	707,283	707,283	724,731	745,414
PSU - Personal Services, Unscheduled	47,280	49,796	49,796	51,514	51,514
EB - Employee Benefits	229,816	250,830	239,495	267,890	278,598
OEC - Other Employee Costs	3,680	3,662	3,662	3,662	3,735
CS - Contractual Services	630,863	718,112	676,138	538,972	782,273
CSU - Commodities & Supplies	53,220	51,549	51,549	51,549	52,580
OTE - Other Equipment	16,500	-	-	69,100	45,250
	1,674,649	1,781,232	1,727,923	1,707,418	1,959,364

<b>SOURCE OF FUNDS</b>					
001 - General Fund	1,670,449	1,762,432	1,709,123	1,695,918	1,947,864
063 - Risk Management Fund	4,200	18,800	18,800	11,500	11,500
	1,674,649	1,781,232	1,727,923	1,707,418	1,959,364

**BUDGET DISCUSSION AND ANALYSIS**

The Forestry and Grounds Division budget includes the costs associated with the forestry program, maintenance of grounds, and public grounds beautification. Expenditures for all public properties, except the grounds of the Water and Sewer Fund properties, are included in this division. In the Forestry and Grounds programs, two (2) seasonal employee positions have been eliminated saving \$11,411. In the Maintenance of Grounds program, there is a \$16,000 reduction in contractual grounds maintenance. In the Forestry program, new parkway tree planting has been reduced by \$33,000 and the share-cost tree planting program has been eliminated (\$40,000). Additional reductions include a \$13,000 reduction in tree trimming, \$50,000 in tree removals, \$30,000 in stump removals, and a \$5,000 reduction in contractual spraying.

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - FORESTRY AND GROUNDS  
FORESTRY DIVISION ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	166,183	167,856	167,856	170,722	175,844
504.001 Specialty Pay	3,408	4,120	4,120	1,001	1,031
506.001 Longevity Pay	4,400	4,580	4,580	1,100	1,100
	173,991	176,556	176,556	172,823	177,975
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	23,337	25,364	22,900	31,963	33,518
510.002 Life Insurance	186	218	218	-	-
511.001 FICA Costs - Social Security	10,167	10,791	10,791	10,860	11,185
511.002 FICA Costs - Medicare	2,448	2,626	2,626	2,573	2,649
512.001 IMRF Pension Expense	15,844	17,708	17,708	18,597	19,155
513.001 Sick Leave Incentive	1,883	2,000	2,000	2,000	2,000
513.002 Vacation/Personal Leave Incent.	2,324	2,500	2,500	2,500	2,500
	56,189	61,207	58,743	68,493	71,007
<b>Total Forestry Division Admin</b>	<b>230,180</b>	<b>237,763</b>	<b>235,299</b>	<b>241,316</b>	<b>248,982</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - FORESTRY AND GROUNDS  
FORESTRY PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 001 - General Fund</b>					
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	249,477	260,071	260,071	273,917	282,135
502.001 Seasonal Earnings	4,982	6,113	6,113	5,002	5,000
504.001 Specialty Pay	-	-	-	1,451	1,495
506.001 Longevity Pay	-	-	-	2,160	2,160
	254,459	266,184	266,184	282,530	290,790
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	27,921	28,923	28,923	29,900	29,900
	27,921	28,923	28,923	29,900	29,900
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	44,340	48,192	43,510	43,725	45,228
510.002 Life Insurance	353	414	414	-	-
511.001 FICA Costs - Social Security	17,201	18,521	18,521	17,707	18,237
511.002 FICA Costs - Medicare	4,009	4,280	4,280	4,531	4,666
512.001 IMRF Pension Expense	24,661	28,264	28,264	33,088	34,081
	90,564	99,671	94,989	99,051	102,212
<b>OEC - Other Employee Costs</b>					
522.001 Travel & Meetings	3,680	3,662	3,662	3,662	3,735
	3,680	3,662	3,662	3,662	3,735
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	849	4,227	4,227	4,227	4,312
560.012 Computer Software	11,906	-	-	-	1,035
569.008 Refuse Disposal	1,949	4,496	4,496	4,496	4,586
574.008 Contract Hauling	2,120	4,120	4,120	4,120	4,202
576.001 Reforestation	6,954	6,604	6,604	6,604	33,530
576.003 Tree Replacement - Village	31,878	53,321	41,000	20,321	21,387
576.004 Tree Replacement - Cost Recovery	27,122	65,653	36,000	25,653	26,966
576.005 Private Tree Removal	9,000	5,175	5,175	5,175	5,278
576.006 Tree Removal	128,296	136,400	136,400	86,400	89,128
576.007 Stump Removal	68,002	85,000	85,000	55,000	56,700
576.008 Perennial Flower	-	3,000	3,000	3,000	3,060
576.009 EAB Ash Reduction	20,596	-	-	-	119,375
576.010 EAB Reforestation	20,018	-	-	-	71,885
576.011 Tree Trimming	176,277	173,600	173,600	160,600	164,072
576.013 Gypsy Moth Spraying	26,901	32,600	28,600	38,760	39,635
	531,868	574,196	528,222	414,356	645,151

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - FORESTRY AND GROUNDS  
FORESTRY PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
605.001 Other Equipment	8,683	7,916	7,916	7,916	8,074
622.005 Restoration Materials	1,623	1,684	1,684	1,684	1,718
623.001 Fertilizer	-	1,102	1,102	1,102	1,124
	10,306	10,702	10,702	10,702	10,916
<b>Total Fund 001 - General Fund</b>	<b>918,798</b>	<b>983,338</b>	<b>932,682</b>	<b>840,201</b>	<b>1,082,704</b>
<b>Fund: 063 - Risk Management Fund</b>					
<b>CS - Contractual Services</b>					
576.012 Tree Hazard Study	4,200	18,800	18,800	11,500	11,500
	4,200	18,800	18,800	11,500	11,500
<b>Total Fund 063 - Risk Mgmt Fund</b>	<b>4,200</b>	<b>18,800</b>	<b>18,800</b>	<b>11,500</b>	<b>11,500</b>
<b>Total Forestry Program</b>	<b>922,998</b>	<b>1,002,138</b>	<b>951,482</b>	<b>851,701</b>	<b>1,094,204</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - FORESTRY AND GROUNDS**  
**MAINTENANCE OF GROUNDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	205,204	205,901	205,901	216,875	223,381
502.001 Seasonal Earnings	35,620	35,528	35,528	24,999	25,000
504.001 Specialty Pay	-	-	-	1,026	1,057
506.001 Longevity Pay	-	-	-	1,920	1,920
	240,824	241,429	241,429	244,820	251,358
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	19,158	19,850	19,850	20,557	20,557
	19,158	19,850	19,850	20,557	20,557
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	36,172	39,314	35,495	46,187	49,419
510.002 Life Insurance	289	338	338	-	-
511.001 FICA Costs - Social Security	15,549	16,380	16,380	15,310	15,768
511.002 FICA Costs - Medicare	3,636	3,789	3,789	3,849	3,964
512.001 IMRF Pension Expense	19,946	22,079	22,079	25,871	26,647
	75,592	81,900	78,081	91,217	95,798
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	5,493	6,654	6,654	6,654	6,787
574.011 Streetscape Corridor Maint.	19,984	23,000	23,000	23,000	23,460
574.014 Grounds Maintenance	42,105	72,000	72,000	56,000	57,500
575.010 Railroad Station Maintenance	-	-	-	-	7,000
576.014 Contract Spraying	11,345	11,345	11,345	11,345	11,572
576.015 Contract Sprinkler Maintenance	8,487	8,487	8,487	8,487	8,657
	87,414	121,486	121,486	105,486	114,976
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	458	458	458	458	467
622.003 Grounds Maintenance Supplies	5,213	7,210	7,210	7,210	7,354
622.004 Lawn Care Equipment	-	788	788	788	804
623.001 Fertilizer	1,611	200	200	200	204
	7,282	8,656	8,656	8,656	8,829
<b>OTE - Other Equipment</b>					
665.014 Expand Sprinkler Systems	-	-	-	31,600	7,000
665.041 Street Furniture - Replacement	16,500	-	-	37,500	38,250
	16,500	-	-	69,100	45,250
<b>Total Maintenance of Grounds</b>	446,770	473,321	469,502	539,836	536,768

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - FORESTRY AND GROUNDS  
PUBLIC GROUNDS BEAUTIFICATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	24,016	23,114	23,114	24,332	25,062
504.001 Specialty Pay	-	-	-	106	109
506.001 Longevity Pay	-	-	-	120	120
	24,016	23,114	23,114	24,558	25,291
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	201	1,023	1,023	1,057	1,057
	201	1,023	1,023	1,057	1,057
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	3,500	3,805	3,435	4,470	4,782
510.002 Life Insurance	28	33	33	-	-
511.001 FICA Costs - Social Security	1,451	1,503	1,503	1,530	1,576
511.002 FICA Costs - Medicare	339	350	350	372	383
512.001 IMRF Pension Expense	2,153	2,361	2,361	2,757	2,840
	7,471	8,052	7,682	9,129	9,581
<b>CS - Contractual Services</b>					
574.010 Beautify RR Right of Way	1,875	2,400	2,400	2,400	2,448
576.002 Tree Replacement - Pub.	5,506	1,230	5,230	5,230	8,198
	7,381	3,630	7,630	7,630	10,646
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	191	191	191	191	195
623.002 Trees/Bushes/Flowers	35,441	32,000	32,000	32,000	32,640
	35,632	32,191	32,191	32,191	32,835
<b>Total Public Grounds Beautification</b>	<b>74,701</b>	<b>68,010</b>	<b>71,640</b>	<b>74,565</b>	<b>79,410</b>
<b>TOTAL PUBLIC WORKS - FORESTRY AND GROUNDS</b>	<b>1,674,649</b>	<b>1,781,232</b>	<b>1,727,923</b>	<b>1,707,418</b>	<b>1,959,364</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - FORESTRY & GROUNDS  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Forestry/Grounds Superintendent	1.00	1.00	1.00	103,687	105,516	107,317
Foreman	1.60	1.60	1.60	131,566	128,581	135,354
Maintenance Personnel	5.60	5.60	5.60	353,085	360,505	379,771
Forestry Technician	1.00	1.00	1.00	61,261	62,340	63,404
	<u>9.20</u>	<u>9.20</u>	<u>9.20</u>	<u>649,599</u>	<u>656,942</u>	<u>685,846</u>
<b>SEASONAL</b>						
Seasonal/Intern	1.60 (8)	1.60 (8)	1.50 (6)	41,641	41,641	30,001
	<u>1.60 (8)</u>	<u>1.60 (8)</u>	<u>1.50 (6)</u>	<u>41,641</u>	<u>41,641</u>	<u>30,001</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				48,112	49,796	51,514
Specialty Pay				2,700	4,120	3,584
Longevity Pay				5,040	4,580	5,300
				<u>55,852</u>	<u>58,496</u>	<u>60,398</u>
<b>TOTAL</b>	<b>10.80</b>	<b>10.80</b>	<b>10.70</b>	<b>747,092</b>	<b>757,079</b>	<b>776,245</b>

(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	9.20	9.20	9.20
Seasonal	8.00	8.00	6.00

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
PUBLIC WORKS DEPARTMENT – ENGINEERING**

**2009 ACCOMPLISHMENTS**

Designed and inspected the construction of 5 miles of Village Street Resurfacing for year 13 of the accelerated Street Resurfacing Program.

Coordinated the following sidewalk programs: 2009 Shared Cost Sidewalk Program, the 2009 New Sidewalk Construction Program, the CDBG Sidewalk Improvement Program and the Safe Routes to School Sidewalk Improvement Program.

Coordinated Village construction inspection of the Army Corps of Engineers Levee 37 Project.

Completed the intersection study, speed limit study, public open houses, and installation of recommended sign modifications in Zones 1, 2, 3, 4, 5, 6 and 10 and the post studies for Zones 9, 11, 14, 15, 16, 17 and 18 for the Neighborhood Traffic Control Program.

Completed pedestrian signal and crosswalk improvements at the Rand/Central/Mount Prospect Road intersections.

Completed pedestrian signal and crosswalk improvements at the Algonquin/Busse/Dempster Road intersections.

Development review and construction inspection of Randhurst Village, Fire Station 14, Public Works Building expansion and Well House 16 improvements.

Completed construction at 11 sites as part of the Private Property Drainage Solutions Program.

Coordinated Phase I Engineering work for the Kensington Road Reconstruction Project.

Coordinated the Safety Commission Meetings and presented the recommendations to the Village Board.

Recertified as a Class 7 CRS Community.

**2010 ACCOMPLISHMENTS**

Designed and inspected the construction of 5 miles of Village Street Resurfacing for year 14 of the accelerated Street Resurfacing Program.

Utilized State of Illinois Emergency Repair Program (ERP) funds to design and complete construction of the Linneman Road Resurfacing Project.

Coordinated the following sidewalk programs: 2010 Shared Cost Sidewalk Program and the CDBG Sidewalk Improvement Program.

Completed the design and construction inspection of the Kensington Business Center Detention Pond Rehabilitation Program (Pond 5a).

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
PUBLIC WORKS DEPARTMENT – ENGINEERING**

Completed the design and coordination of the EECBG Street Light Project.

Continued Village construction inspection of the Army Corps of Engineers Levee 37 Project.

Provided Village coordination for Cook County Highway Department Dempster Street Reconstruction Project and IDOT Milwaukee Avenue Reconstruction Project.

Completed the Neighborhood Traffic Control Program including the post studies for Zones 1, 2, 3, 4, 5, 6 and 10.

Continued construction inspection of Randhurst Village.

Coordinated completion of Phase I Engineering work and began Phase II Project Design work for the Kensington Road Reconstruction Project.

Coordinated the Safety Commission Meetings and presented the recommendations to the Village Board.

Recertified as a Class 7 CRS Community.

**2011 OBJECTIVES**

Design and inspect the construction of 5 miles of the Village Street Resurfacing Program.

Coordinate the following sidewalk programs: 2010 Shared Cost Sidewalk Program and the CDBG Sidewalk Improvement Program.

Complete the design and construction inspection of the Kensington Business Center Detention Pond Rehabilitation Program (Pond 4).

Continue Village construction inspection of the Army Corps of Engineers Levee 37 Project.

Continue construction inspection of Randhurst Village.

Coordinate completion of Phase II Project Design work and initiate construction for the Kensington Road Reconstruction Project.

Coordinate the Safety Commission Meetings and present the recommendations to the Village Board.

Recertify as a Class 7 CRS Community.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS DEPARTMENT - ENGINEERING**

**PERFORMANCE MEASURES**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Projected</b>
<b>Engineering Division</b>				
Construction Project Inspections	125	60	40	50
Plan Reviews	200	151	135	150
Street Resurfacing (miles)	5.0	5.8	5.1	6.0
Shared Cost Sidewalk (square feet)	15,216	10,800	4,650	5,000
Residential Flood Plain Studies	55	22	30	30

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - ENGINEERING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Engineering Services	824,868	831,493	824,101	848,797	874,541
Traffic Control & Street Lighting	682,214	756,494	535,139	485,203	546,312
	1,507,082	1,587,987	1,359,240	1,334,000	1,420,853

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	660,830	663,938	663,938	666,680	686,270
PSU - Personal Services, Unscheduled	23,251	23,462	23,462	24,294	24,294
EB - Employee Benefits	215,050	225,200	216,453	225,293	232,417
OEC - Other Employee Costs	4,004	3,552	3,552	3,552	3,623
CS - Contractual Services	129,461	131,796	131,796	154,142	159,009
UT - Utilities	222,238	225,000	225,000	225,000	229,500
CSU - Commodities & Supplies	24,787	32,855	32,855	32,855	33,512
OEQ - Office Equipment	-	546	546	546	557
OTE - Other Equipment	1,326	1,638	1,638	1,638	1,671
INF - Infrastructure	226,135	280,000	60,000	-	50,000
	1,507,082	1,587,987	1,359,240	1,334,000	1,420,853

<b>SOURCE OF FUNDS</b>					
001 - General Fund	1,002,003	1,071,117	1,062,370	1,097,130	1,129,246
041 - Motor Fuel Tax Fund	505,079	516,870	296,870	236,870	291,607
	1,507,082	1,587,987	1,359,240	1,334,000	1,420,853

**BUDGET DISCUSSION AND ANALYSIS**

The Engineering Division budget includes the costs associated with the municipal engineering, infrastructure improvements, public and private site improvement plan reviews and inspections, utility permitting, drainage, traffic control, and streetlighting. Two (2) seasonal employee positions have been eliminated from the Engineering Division budget saving \$9,575. All other employee costs, contractual services, utilities, and commodity accounts were held at 2010 levels (no increases). An \$11,100 vehicle lease payment, which was eliminated from the 2010 budget, has been added back in for 2011.

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - ENGINEERING**  
**ENGINEERING SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	514,623	521,090	521,090	529,982	545,881
501.001 Part-Time Earnings	23,398	18,480	18,480	18,796	19,360
502.001 Seasonal Earnings	18,218	19,150	19,150	10,001	10,000
504.001 Specialty Pay	-	50	50	501	516
506.001 Longevity Pay	3,300	3,440	3,440	3,100	3,100
	<u>559,539</u>	<u>562,210</u>	<u>562,210</u>	<u>562,380</u>	<u>578,857</u>

<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	23,251	23,462	23,462	24,294	24,294
	<u>23,251</u>	<u>23,462</u>	<u>23,462</u>	<u>24,294</u>	<u>24,294</u>

<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	70,010	76,092	68,700	65,823	68,586
510.002 Life Insurance	558	654	654	-	-
511.001 FICA Costs - Social Security	35,956	37,143	37,143	36,528	37,623
511.002 FICA Costs - Medicare	8,535	8,696	8,696	8,908	9,174
512.001 IMRF Pension Expense	51,853	56,776	56,776	62,058	63,920
513.001 Sick Leave Incentive	5,102	5,500	5,500	5,500	5,500
513.002 Vacation/Personal Leave	13,596	8,500	8,500	8,500	8,500
	<u>185,610</u>	<u>193,361</u>	<u>185,969</u>	<u>187,317</u>	<u>193,303</u>

<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	790	1,308	1,308	1,308	1,334
525.004 Training	3,214	2,244	2,244	2,244	2,289
	<u>4,004</u>	<u>3,552</u>	<u>3,552</u>	<u>3,552</u>	<u>3,623</u>

<b>CS - Contractual Services</b>					
530.006 Other Professional Services	4,321	7,210	7,210	7,210	7,354
532.002 Equipment Maintenance	222	1,344	1,344	1,344	1,371
547.003 Vehicle Rental	-	4,517	4,517	4,517	4,607
551.001 Copier Lease Payment	496	2,534	2,534	2,534	2,585
553.001 Vehicle Lease Payment	11,800	-	-	11,100	11,800
554.001 Vehicle Maintenance Payment	28,992	16,804	16,804	28,050	28,768
560.002 Computer Programming	-	-	-	-	1,150
562.004 Maps & Plats	-	1,030	1,030	1,030	1,050
577.004 ROW Reforestation	-	6,180	6,180	6,180	6,304
	<u>45,831</u>	<u>39,619</u>	<u>39,619</u>	<u>61,965</u>	<u>64,989</u>

<b>CSU - Commodities &amp; Supplies</b>					
603.001 Clothing Supplies	2,222	3,000	3,000	3,000	3,060
608.001 Other Supplies	453	1,020	1,020	1,020	1,040
626.002 Engineering Supplies	2,632	3,085	3,085	3,085	3,147
	<u>5,307</u>	<u>7,105</u>	<u>7,105</u>	<u>7,105</u>	<u>7,247</u>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - ENGINEERING  
ENGINEERING SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OEQ - Office Equipment</b>					
656.002 Office Equipment -	-	546	546	546	557
	-	546	546	546	557
<b>OTE - Other Equipment</b>					
665.012 Engineering Equipment	1,326	1,638	1,638	1,638	1,671
	1,326	1,638	1,638	1,638	1,671
<b>Total Engineering Services</b>	<b>824,868</b>	<b>831,493</b>	<b>824,101</b>	<b>848,797</b>	<b>874,541</b>

**TRAFFIC CONTROL AND STREET LIGHTING**

**Fund: 001 - General Fund**

<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	101,291	101,728	101,728	103,710	106,821
504.001 Specialty Pay	-	-	-	50	52
506.001 Longevity Pay	-	-	-	540	540
	101,291	101,728	101,728	104,300	107,413

<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	12,835	13,950	12,595	18,771	19,333
510.002 Life Insurance	102	120	120	-	-
511.001 FICA Costs - Social Security	6,099	6,344	6,344	6,468	6,662
511.002 FICA Costs - Medicare	1,426	1,476	1,476	1,513	1,558
512.001 IMRF Pension Expense	8,978	9,949	9,949	11,224	11,561
	29,440	31,839	30,484	37,976	39,114

<b>CS - Contractual Services</b>					
577.001 Streetlight Maintenance	-	3,000	3,000	3,000	3,060
577.003 Traffic Signal Preemptive	4,494	2,307	2,307	2,307	2,353
	4,494	5,307	5,307	5,307	5,413

<b>UT - Utilities</b>					
587.001 Electricity - Street Lights	22,430	75,000	75,000	75,000	76,500
	22,430	75,000	75,000	75,000	76,500

<b>CSU - Commodities &amp; Supplies</b>					
622.010 Street Light Supplies	19,480	25,750	25,750	25,750	26,265
	19,480	25,750	25,750	25,750	26,265

<b>Total Fund 001 - General Fund</b>	<b>177,135</b>	<b>239,624</b>	<b>238,269</b>	<b>248,333</b>	<b>254,705</b>
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**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - ENGINEERING  
TRAFFIC CONTROL AND STREET LIGHTING**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>Fund: 041 - Motor Fuel Tax Fund</b>					
<b>CS - Contractual Services</b>					
577.002 Traffic Light Maintenance	79,136	86,870	86,870	86,870	88,607
	79,136	86,870	86,870	86,870	88,607
<b>UT - Utilities</b>					
588.001 Electricity - NW Highway	199,808	150,000	150,000	150,000	153,000
	199,808	150,000	150,000	150,000	153,000
<b>INF - Infrastructure</b>					
676.003 Traffic Signal Replacement	226,135	280,000	60,000	-	50,000
	226,135	280,000	60,000	-	50,000
<b>Total Fund 041 - Motor Fuel Tax Fund</b>	<b>505,079</b>	<b>516,870</b>	<b>296,870</b>	<b>236,870</b>	<b>291,607</b>
<b>Total Traffic Control/Street Lighting</b>	<b>682,214</b>	<b>756,494</b>	<b>535,139</b>	<b>485,203</b>	<b>546,312</b>
<b>TOTAL PUBLIC WORKS - ENGINEERING</b>	<b>1,507,082</b>	<b>1,587,987</b>	<b>1,359,240</b>	<b>1,334,000</b>	<b>1,420,853</b>

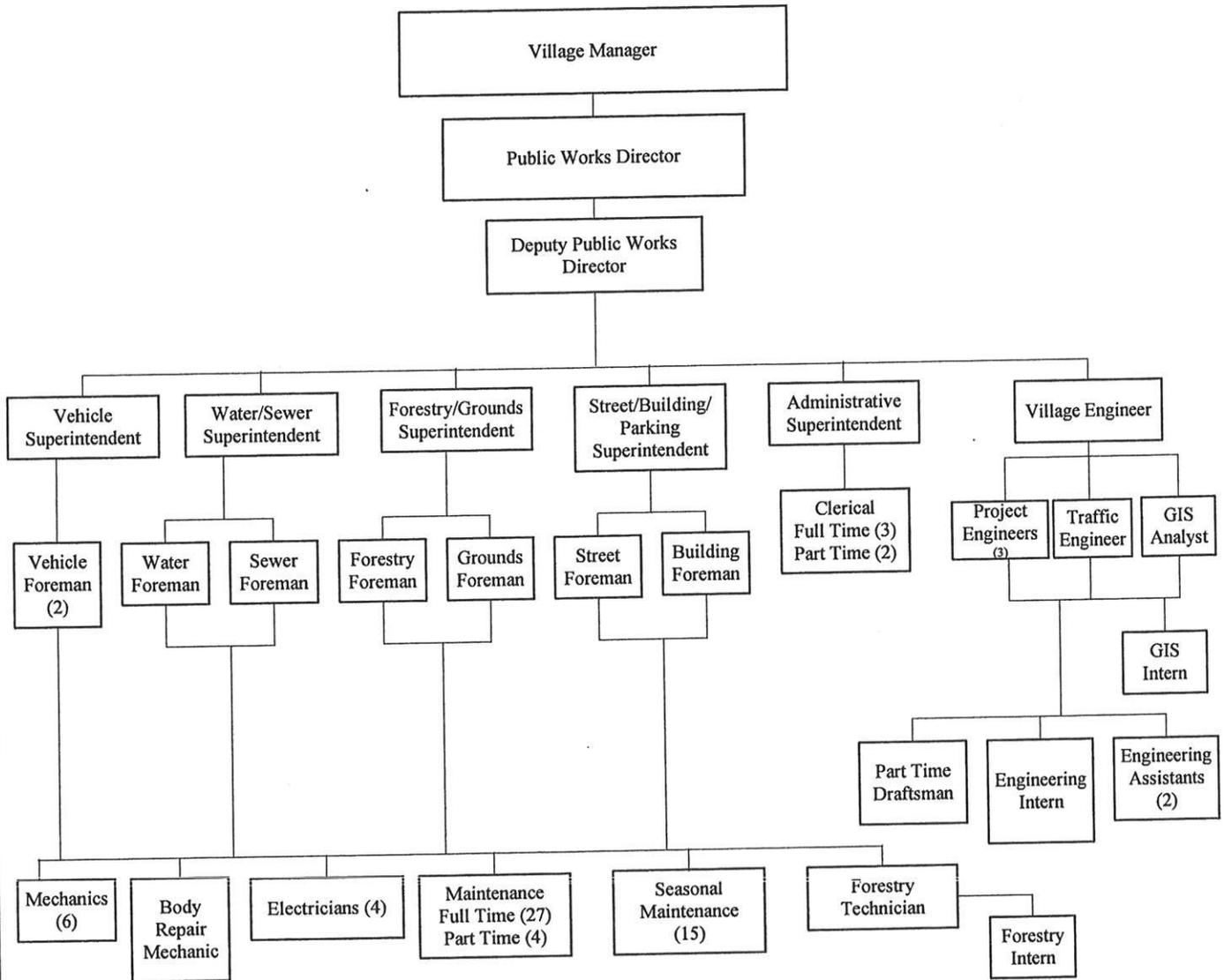
**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - ENGINEERING  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Village Engineer	1.00	1.00	1.00	103,191	105,011	106,804
Project Engineers	3.00	3.00	3.00	267,561	272,281	276,926
Traffic Engineer	1.00	1.00	1.00	93,295	94,941	96,560
Electrician	0.10	0.10	0.10	6,672	6,787	7,149
Engineering Assistants	2.00	2.00	2.00	138,688	143,798	146,253
	<u>7.10</u>	<u>7.10</u>	<u>7.10</u>	<u>609,407</u>	<u>622,818</u>	<u>633,692</u>
<b>PART TIME</b>						
Draftsman	0.40 (1)	0.40 (1)	0.40 (1)	18,159	18,480	18,796
	<u>0.40 (1)</u>	<u>0.40 (1)</u>	<u>0.40 (1)</u>	<u>18,159</u>	<u>18,480</u>	<u>18,796</u>
<b>SEASONAL</b>						
Seasonal/Intern	0.80 (4)	0.80 (4)	0.50 (2)	19,150	19,150	10,001
	<u>0.80 (4)</u>	<u>0.80 (4)</u>	<u>0.50 (2)</u>	<u>19,150</u>	<u>19,150</u>	<u>10,001</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				22,669	23,462	24,294
Specialty Pay				30	50	551
Longevity Pay				3,340	3,440	3,640
				<u>26,039</u>	<u>26,952</u>	<u>28,485</u>
<b>TOTAL</b>	<b>8.30</b>	<b>8.30</b>	<b>8.00</b>	<b>672,755</b>	<b>687,400</b>	<b>690,974</b>

(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	4.00	4.00	2.00

# VILLAGE OF MOUNT PROSPECT PUBLIC WORKS DEPARTMENT



The Public Works Department consists of five 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 18 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**  
**2011 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.

**2009 ACCOMPLISHMENTS**

The Water and Sewer Division replaced 5,475 feet of old water main and installed ten (10) new fire hydrants to replace older defective units. Other work includes replacement of 100 defective B-boxes, survey of 1,100 existing commercial B-boxes, painting of 400 fire hydrants and replacement of 220 commercial wireless AMR water meter modules and 400 residential water meters. Crews flushed 2,213 fire hydrants and performed spring and fall leak detection on the same amount of hydrants.

Sewer crews cleaned and televised 55,150 feet of sewer. Over 370 private building inspections of commercial and residential properties are expected to be performed. Crews inspected 216 manholes and repaired 64 manholes with new seal-tight lids and frames.

More than 15,000 feet of main sewer was lined using the cured-in-place pipe lining (CIPP) method and 10 sanitary sewer spot relays were performed under this multi-year program.

The Division installed thirteen (13) new roadway streetlight poles and one new streetlight controller along Northwest Highway.

**2010 ACCOMPLISHMENTS**

The Division began emergency generator installation for all of the sanitary lift stations. The design for the next diesel-fueled, 750 kW generators at Station 11 and Station 17 are to be completed and ready for bid.

With the economy in a slump, Utility locating (JULIE) requests dropped slightly around 5,500.

The Division will begin to implement water system improvements suggested from the computerized water system model with the installation of approximately 1,500 feet of replacement water main on Northwest Highway and on South Maple Street. The painting of and minor repairs to the elevated tank will be bid in fall 2010 for work in 2011.

The Division began a three-year schedule to flow monitor the sanitary sewer basins. Also, the Division is investigating wet weather flooding in the Briarwoods area (Basin 37).

The Division televised and cleaned over 55,000 lineal feet of sanitary sewer, along with lining an expected 20,000 lineal feet of sewer using the cured-in-place pipe lining (CIPP) method.

The Department provided sanitary basin relief with the removal of footing drains and installation of overhead sewers as part of a pilot grant/loan program in Basin 14 (Lancaster – We Go area). Basin 14 and Basin 37 (Briarwoods) were smoke tested as part of an ongoing investigation into resident flooding during wet weather in those areas.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

The Division assisted Illinois American Water in their rehabilitation of the emergency interconnect on Highland Avenue.

The Division assisted with the re-development of Randhurst Village and the installation of several thousand feet of private water and sewer mains.

In 2010, the Division proposed replacement of the Village's obsolete automated water meter reading system with a fixed-based automated meter reading and automated meter information (AMR/AMI) system.

**2011 OBJECTIVES**

The Division will continue providing emergency standby power to booster stations. The next diesel-fueled, 750 kW generators will be installed at Station 11 and at Station 17.

The Division is expected to complete the installation of emergency backup power for the sanitary sewer lift and relief stations.

Utility locating (JULIE) requests should level off at around the 5,500 mark.

The painting of and minor repairs to the elevated tank will be performed in the spring of 2011.

The Division with the assistance of a consultant will continue with the second year of a three-year schedule to flow monitor the sanitary sewer basins.

The Division is expected to televise and clean over 50,000 lineal feet of sanitary sewer, along with lining an expected 20,000 lineal feet of sewer using the cured-in-place pipe lining (CIPP) method.

In 2011, the Division will begin installation of the new AMR/AMI system in the commercial/ multi-family areas of the village.

The Illinois Environmental Protection Agency will be implementing the Revised Total Coliform Rule which will require additional monitoring for potential contaminants in the public water supply.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - WATER AND SEWER**

**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimated	2011 Projected
<b>Water Mains</b>				
Installed (feet)	8,079	5,475	1,500	1,000
Valves Replaced	24	1	10	10
Valves Repaired	10	2	6	10
Main Leaks Repaired	80	55	80	80
Service Leaks Repaired	20	4	20	20
<b>Water Meters Installed</b>	<b>588</b>	<b>620</b>	<b>400</b>	<b>800</b>
<b>Fire Hydrants</b>				
Replaced	15	2	10	10
Repaired	25	19	15	15
Painted	750	400	650	650
<b>JULIE Markings</b>				
Calls	5,320	4,350	5,000	5,500
Flagged	5,000	2,700	3,000	3,500
<b>Water Samples</b>				
Water Quality	550	620	700	700
Lead/Copper	30	-	-	30
<b>Water Purchased (1,000 gallons)</b>	<b>1,369,479</b>	<b>1,346,272</b>	<b>1,306,500</b>	<b>1,300,000</b>
<b>Unaccounted Water</b>	<b>0.0%</b>	<b>1.7%</b>	<b>1.5%</b>	<b>1.5%</b>
<b>Meter Readings</b>				
Special / Final Reads	400	1,000	1,000	1,000
Summer Reads	2,100	1,850	2,000	2,000
<b>Water / Sewer Service Requests</b>	<b>456</b>	<b>398</b>	<b>350</b>	<b>400</b>
<b>Sanitary Sewers</b>				
Cleaned (ft)	30,000	55,150	55,000	50,000
Televised (ft)	30,000	55,150	55,000	50,000
Relined (ft)	17,265	15,300	20,000	20,000
<b>Private Building Inspections</b>	<b>596</b>	<b>378</b>	<b>627</b>	<b>800</b>

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PUBLIC WORKS - WATER AND SEWER**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Water and Sewer Administration	1,286,482	1,415,111	1,399,869	1,390,327	1,431,907
Equipment Maintenance	669,823	514,668	514,668	572,649	724,162
Maintenance of Buildings	261,412	284,997	264,533	252,732	249,032
Maintenance of Grounds	108,186	136,428	135,812	228,600	200,270
Lake Michigan Water Supply	3,492,490	4,030,000	3,680,000	3,701,500	3,774,280
Water Supply Maint & Repair	596,567	1,585,848	1,581,918	758,318	846,893
Water Distribution Maint & Repair	627,049	868,982	865,532	798,347	1,049,338
Water Meter Maint & Repair	278,636	963,266	955,726	507,514	417,868
Water Valve/Hydrant Maint & Repair	343,037	413,162	409,466	439,337	451,702
Water System Improvements	470,814	2,315,515	2,127,515	1,708,000	1,505,000
Sanitary Sewer Maint & Repair	438,886	1,021,772	1,036,446	473,110	485,143
	8,573,382	13,549,749	12,971,485	10,830,434	11,135,595

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	1,609,945	1,712,651	1,712,651	1,790,680	1,843,042
PSU - Personal Services, Unscheduled	175,092	174,201	174,201	180,295	180,295
EB - Employee Benefits	636,843	685,063	655,618	726,681	750,402
OEC - Other Employee Costs	24,106	57,336	57,336	35,941	36,661
CS - Contractual Services	5,601,176	6,260,726	5,887,773	5,571,684	5,831,616
UT - Utilities	150,125	185,406	193,006	198,006	203,066
IN - Insurance	70,276	66,295	66,295	76,838	77,485
CSU - Commodities & Supplies	177,135	291,120	286,120	302,620	291,845
OEQ - Office Equipment	4,431	7,652	1,344	1,344	6,571
OTE - Other Equipment	52,128	1,238,953	1,254,795	288,345	424,612
DS - Distribution Systems	72,125	2,870,346	2,682,346	1,658,000	1,490,000
	8,573,382	13,549,749	12,971,485	10,830,434	11,135,595

<b>SOURCE OF FUNDS</b>					
050 - Water and Sewer Fund	8,573,382	13,549,749	12,971,485	10,830,434	11,135,595
	8,573,382	13,549,749	12,971,485	10,830,434	11,135,595

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

<b>BUDGET DISCUSSION AND ANALYSIS</b>
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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.

In response to basement back-up complaints, sewer improvements in the Lake Briarwood residential area in the amount of \$611,000 (2011) and \$325,000 (2012) have been included in the current budget. Work will include the replacement of sewer mains and manhole structures. In order to help fund this project, several other Water and Sewer Division capital projects have been reduced including sewer repair/replacement (reduced \$200,000) and water main replacement (reduced \$303,000).

Other significant capital projects funded by the Water and Sewer Fund include Automated Meter Reading (AMR) (\$100,000), Emergency Generator (\$125,000), and Combined Sewer/Rear Yard Drainage Improvements (\$1,000,000).

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	354,217	355,102	355,102	358,954	369,722
501.001 Part-Time Earnings	11,660	15,622	15,622	15,761	16,234
504.001 Specialty Pay	3,501	3,520	3,520	501	516
506.001 Longevity Pay	8,950	9,640	9,640	1,700	1,700
	378,328	383,884	383,884	376,916	388,172
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	5,266	5,864	5,864	6,093	6,093
	5,266	5,864	5,864	6,093	6,093
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	64,176	69,751	62,975	60,836	62,756
510.002 Life Insurance	506	600	600	-	-
510.003 Workers' Compensation	41,927	40,387	40,387	39,495	39,495
511.001 FICA Costs - Social Security	21,849	22,868	22,868	22,803	23,487
511.002 FICA Costs - Medicare	5,614	5,848	5,848	5,751	5,923
512.001 IMRF Pension Expense	35,962	39,438	39,438	41,215	42,451
513.001 Sick Leave Incentive	10,512	3,500	3,500	3,500	3,500
513.002 Vacation/Pers Leave Incent.	19,473	10,000	10,000	10,000	10,000
513.009 NOPEBO Expense	(5,046)	-	-	-	-
	194,973	192,392	185,616	183,600	187,612
<b>OEC - Other Employee Costs</b>					
518.001 Dues & Memberships	1,618	3,178	3,178	3,178	3,242
521.001 Other Employee Expenses	3,292	3,039	3,039	3,039	3,100
522.001 Travel & Meetings	1,635	4,244	4,244	4,244	4,329
524.001 Uniform Expense	9,880	38,918	38,918	17,523	17,874
525.004 Training	7,681	7,957	7,957	7,957	8,116
	24,106	57,336	57,336	35,941	36,661
<b>CS - Contractual Services</b>					
530.002 Auditing Services	9,160	9,625	9,625	9,625	9,818
530.006 Other Professional Services	20,754	26,713	26,713	26,713	27,247
532.002 Equipment Maintenance	-	1,154	1,154	1,154	1,177
544.002 Postage Expense	33,394	37,209	37,209	37,209	37,953
551.001 Copier Lease Payment	3,516	8,683	8,683	8,683	8,857
552.001 Computer Lease Payment	14,641	-	-	16,065	16,713
557.001 Service Charge - Water	460,000	476,000	476,000	490,000	505,000
560.002 Computer Programming	601	1,195	1,195	1,195	1,219
560.007 Computer Maintenance	-	2,575	2,575	2,575	2,626
560.009 GIS Maintenance	-	40,600	40,600	20,600	21,012
562.002 Records Management Printing	4,318	5,614	5,614	5,614	5,726
563.002 Bank & Fiscal Fees	-	2,060	2,060	2,060	2,101
574.005 Uniform Rental & Cleaning	9,966	9,831	9,831	9,831	10,028
	556,350	621,259	621,259	631,324	649,477

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	34,827	59,050	59,050	59,050	60,231
590.001 Telephone - Cellular	6,954	8,905	8,905	8,905	9,083
	41,781	67,955	67,955	67,955	69,314
<b>IN - Insurance</b>					
596.001 Premiums Liability Insurance	67,776	65,045	65,045	74,338	74,985
596.008 Premiums Other Insurance	2,500	1,250	1,250	2,500	2,500
	70,276	66,295	66,295	76,838	77,485
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	3,757	3,811	3,811	3,811	3,887
608.001 Other Supplies	1,018	1,092	1,092	1,092	1,114
611.001 Photo Supplies	845	870	870	870	887
614.001 Training Supplies	396	649	649	649	662
616.001 Vehicle Registration/License	-	515	515	515	525
622.001 Open House Supplies	2,607	2,730	2,730	2,730	2,785
626.002 Engineering Supplies	717	1,123	1,123	1,123	1,146
626.004 Water Conservation Supplies	831	870	870	870	887
	10,171	11,660	11,660	11,660	11,893
<b>OEQ - Office Equipment</b>					
655.002 Computer Equipment - New	4,431	5,000	-	-	5,200
656.007 Office Equipment - Water	-	1,308	-	-	-
	4,431	6,308	-	-	5,200
<b>OTE - Other Equipment</b>					
668.005 Radio Equipment Water	800	2,158	-	-	-
	800	2,158	-	-	-
<b>Total Administration</b>	<b>1,286,482</b>	<b>1,415,111</b>	<b>1,399,869</b>	<b>1,390,327</b>	<b>1,431,907</b>

**EQUIPMENT MAINTENANCE**

<b>CS - Contractual Services</b>					
553.001 Vehicle Lease Payment	209,100	68,500	68,500	126,900	267,000
554.001 Vehicle Maintenance Payment	460,723	446,168	446,168	445,749	457,162
	669,823	514,668	514,668	572,649	724,162
<b>Total Equipment Maintenance</b>	<b>669,823</b>	<b>514,668</b>	<b>514,668</b>	<b>572,649</b>	<b>724,162</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
MAINTENANCE OF BUILDINGS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	127,064	128,752	128,752	135,632	139,701
504.001 Specialty Pay	-	-	-	1,001	1,031
506.001 Longevity Pay	-	-	-	900	900
	127,064	128,752	128,752	137,533	141,632
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	4,758	5,008	5,008	5,200	5,200
	4,758	5,008	5,008	5,200	5,200
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	23,337	25,364	22,900	34,128	35,151
510.002 Life Insurance	184	218	218	-	-
511.001 FICA Costs - Social Security	7,974	8,404	8,404	8,561	8,818
511.002 FICA Costs - Medicare	1,865	1,940	1,940	2,070	2,132
512.001 IMRF Pension Expense	11,719	13,082	13,082	15,361	15,822
	45,079	49,008	46,544	60,120	61,923
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	60,991	-	-	-	-
533.003 Roof Repairs	4,760	7,529	7,529	30,000	20,000
533.005 Building Repairs	6,357	34,800	16,800	6,365	6,492
574.004 Lock Replacement	6,786	46,386	46,386	-	-
	78,894	88,715	70,715	36,365	26,492
<b>UT - Utilities</b>					
585.001 Natural Gas	4,451	12,391	12,391	12,391	12,639
	4,451	12,391	12,391	12,391	12,639
<b>CSU - Commodities &amp; Supplies</b>					
628.003 Maintenance & Repair	1,166	1,123	1,123	1,123	1,146
	1,166	1,123	1,123	1,123	1,146
<b>Total Maintenance of Buildings</b>	<b>261,412</b>	<b>284,997</b>	<b>264,533</b>	<b>252,732</b>	<b>249,032</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
MAINTENANCE OF GROUNDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	33,351	35,739	35,739	103,198	106,294
502.001 Seasonal Earnings	31,935	31,517	31,517	24,849	24,849
504.001 Specialty Pay	-	-	-	421	434
506.001 Longevity Pay	-	-	-	780	780
	65,286	67,256	67,256	129,248	132,357
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	684	1,398	1,398	1,463	1,463
	684	1,398	1,398	1,463	1,463
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	5,834	6,341	5,725	7,778	8,321
510.002 Life Insurance	46	55	55	-	-
511.001 FICA Costs - Social Security	4,048	4,262	4,262	8,023	8,264
511.002 FICA Costs - Medicare	947	996	996	1,896	1,953
512.001 IMRF Pension Expense	3,018	3,632	3,632	11,393	11,735
	13,893	15,286	14,670	29,090	30,273
<b>CS - Contractual Services</b>					
574.012 Landscape & Fence	8,269	39,000	39,000	42,000	8,262
574.014 Grounds Maintenance	6,299	7,689	7,689	21,000	22,000
	14,568	46,689	46,689	63,000	30,262
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	185	191	191	191	195
622.003 Grounds Maintenance	3,148	2,312	2,312	2,312	2,358
622.004 Lawn Care Equipment	425	438	438	438	447
622.007 Snow Plow Blades	9,997	2,858	2,858	2,858	2,915
	13,755	5,799	5,799	5,799	5,915
<b>Total Maintenance of Grounds</b>	<b>108,186</b>	<b>136,428</b>	<b>135,812</b>	<b>228,600</b>	<b>200,270</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
LAKE MICHIGAN WATER SUPPLY**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
570.001 JAWA - Water Purchase	2,415,740	2,975,000	2,625,000	2,562,500	2,612,500
570.002 JAWA - Power Cost	145,146	155,000	155,000	158,000	161,160
570.003 JAWA - O&M Cost	282,203	315,000	315,000	330,000	336,600
570.004 JAWA - Fixed Cost	649,401	585,000	585,000	651,000	664,020
	3,492,490	4,030,000	3,680,000	3,701,500	3,774,280
<b>Total Lake Michigan Water Supply</b>	<b>3,492,490</b>	<b>4,030,000</b>	<b>3,680,000</b>	<b>3,701,500</b>	<b>3,774,280</b>

**WATER SUPPLY MAINTENANCE AND REPAIR**

<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	249,255	295,120	295,120	333,048	343,039
504.001 Specialty Pay	-	-	-	1,151	1,186
506.001 Longevity Pay	-	-	-	2,330	2,330
	249,255	295,120	295,120	336,529	346,555

<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	57,986	53,973	53,973	55,819	55,819
	57,986	53,973	53,973	55,819	55,819

<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	61,842	67,215	60,685	79,309	82,402
510.002 Life Insurance	488	578	578	-	-
511.001 FICA Costs - Social Security	18,581	21,857	21,857	21,219	21,856
511.002 FICA Costs - Medicare	4,353	5,062	5,062	5,690	5,861
512.001 IMRF Pension Expense	27,182	34,142	34,142	42,232	43,499
	112,446	128,854	122,324	148,450	153,618

<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	-	20,000	20,000	20,000	20,400
533.004 Emergency Repairs	2,910	2,997	2,997	2,997	3,057
533.006 Electrical Repairs	7,200	30,000	30,000	7,000	7,140
569.003 Water Sample Testing	8,921	8,000	8,000	12,000	12,000
569.004 Water Tank Repairs	6,668	5,341	5,341	5,341	5,448
569.005 DB/P2 Compliance	5,476	-	-	-	-
	31,175	66,338	66,338	47,338	48,045

<b>UT - Utilities</b>					
586.001 Electricity	102,846	82,400	90,000	95,000	98,000
	102,846	82,400	90,000	95,000	98,000

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
WATER SUPPLY MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CSU - Commodities &amp; Supplies</b>					
622.009 Repair/Maintenance Supplies	9,139	15,182	15,182	15,182	15,486
626.005 Water Treatment Chemicals	1,538	13,500	13,500	30,000	13,770
627.002 Gas Generators	7,906	35,000	30,000	30,000	30,600
	18,583	63,682	58,682	75,182	59,856
<b>DS - Distribution Systems</b>					
671.001 Tank Repair/Renovation	9,070	800,000	800,000	-	-
671.002 Tank Repair/Inspection	7,056	-	-	-	45,000
671.004 Tank Design Engineering	8,150	95,481	95,481	-	40,000
	24,276	895,481	895,481	-	85,000
<b>Total Water Supply Maint. &amp; Repair</b>	<b>596,567</b>	<b>1,585,848</b>	<b>1,581,918</b>	<b>758,318</b>	<b>846,893</b>

**VILLAGE OF MOUNT PROSPECT**  
**PUBLIC WORKS - WATER AND SEWER**  
**WATER DISTRIBUTION MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	224,191	254,714	254,714	197,731	203,663
501.001 Part-Time Earnings	17,713	22,878	22,878	23,270	23,968
504.001 Specialty Pay	-	-	-	501	516
506.001 Longevity Pay	-	-	-	700	700
	241,904	277,592	277,592	222,202	228,847
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	67,454	66,127	66,127	68,413	68,413
	67,454	66,127	66,127	68,413	68,413
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	32,671	35,510	32,060	36,217	38,136
510.002 Life Insurance	258	306	306	-	-
511.001 FICA Costs - Social Security	18,979	21,407	21,407	14,211	14,637
511.002 FICA Costs - Medicare	4,389	4,984	4,984	4,215	4,341
512.001 IMRF Pension Expense	27,497	33,616	33,616	31,289	32,228
	83,794	95,823	92,373	85,932	89,342
<b>CS - Contractual Services</b>					
530.005 Control System Programming	13,172	38,000	38,000	38,000	38,760
530.006 Other Professional Services	10,500	-	-	-	-
532.002 Equipment Maintenance	3,705	5,212	5,212	5,212	5,316
569.006 Parkway Restoration	27,209	58,350	58,350	58,350	59,517
569.007 Pavement Restoration	13,282	25,235	25,235	25,235	25,740
569.008 Refuse Disposal	5,830	6,005	6,005	6,005	6,125
571.006 Backflow Prevention Program	78,792	71,065	71,065	71,065	72,486
574.007 Julie Service Charges	5,014	10,600	10,600	10,600	10,812
574.008 Contract Hauling	11,330	11,670	11,670	11,670	11,903
	168,834	226,137	226,137	226,137	230,659
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	596	484	484	484	494
622.005 Restoration Materials	23,844	26,523	26,523	26,523	27,054
622.006 Emergency Barricades	1,756	1,854	1,854	1,854	1,891
622.009 Repair/Maintenance Supplies	28,027	38,192	38,192	38,192	38,956
627.003 Gas Water - Gas	-	2,266	2,266	2,266	2,311
	54,223	69,319	69,319	69,319	70,706
<b>OEQ - Office Equipment</b>					
656.007 Office Equipment - Water	-	1,344	1,344	1,344	1,371
	-	1,344	1,344	1,344	1,371

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
WATER DISTRIBUTION MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OTE - Other Equipment</b>					
665.025 Leak Detection Equipment	10,840	-	-	-	-
665.047 Video Security Cameras	-	8,000	8,000	-	-
666.002 Emergency Generators/Wells	-	124,640	124,640	125,000	360,000
	10,840	132,640	132,640	125,000	360,000
<b>Total Water Distribution Maint. &amp; Rep.</b>	<b>627,049</b>	<b>868,982</b>	<b>865,532</b>	<b>798,347</b>	<b>1,049,338</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
WATER METER MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	127,657	132,390	132,390	138,468	142,622
501.001 Part-Time Earnings	21,219	24,231	24,231	23,812	24,526
502.001 Seasonal Earnings	14,687	13,094	13,094	10,150	10,150
504.001 Specialty Pay	-	-	-	501	516
506.001 Longevity Pay	-	-	-	770	770
	163,563	169,715	169,715	173,701	178,584
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	3,723	3,085	3,085	3,169	3,169
	3,723	3,085	3,085	3,169	3,169
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	24,504	26,632	24,045	29,351	30,482
510.002 Life Insurance	194	229	229	-	-
511.001 FICA Costs - Social Security	10,258	10,793	10,793	10,790	11,114
511.002 FICA Costs - Medicare	2,399	2,506	2,506	2,565	2,642
512.001 IMRF Pension Expense	13,557	15,620	15,620	17,941	18,479
	50,912	55,780	53,193	60,647	62,717
<b>CS - Contractual Services</b>					
547.003 Vehicle Rental	-	6,953	2,000	6,953	7,092
560.002 Computer Programming	-	1,199	1,199	10,000	10,200
569.001 Meter Installation	8,044	121,855	121,855	60,000	61,200
569.002 Meter Testing & Repair	12,582	36,135	36,135	24,750	25,245
	20,626	166,142	161,189	101,703	103,737
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	580	175	175	175	179
626.008 Water Meter Repair Parts	1,184	4,774	4,774	4,774	4,870
	1,764	4,949	4,949	4,949	5,049
<b>OTE - Other Equipment</b>					
665.001 Automatic Meter Reading	-	465,000	465,000	100,000	-
665.050 Water Meters	38,048	98,595	98,595	63,345	64,612
	38,048	563,595	563,595	163,345	64,612
<b>Total Water Meter Maint. &amp; Repair</b>	<b>278,636</b>	<b>963,266</b>	<b>955,726</b>	<b>507,514</b>	<b>417,868</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
WATER VALVE/HYDRANT MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	201,508	204,106	204,106	214,974	221,423
506.001 Longevity Pay	-	-	-	1,820	1,820
	201,508	204,106	204,106	216,794	223,243
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	18,055	18,821	18,821	19,500	19,500
	18,055	18,821	18,821	19,500	19,500
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	35,005	38,046	34,350	47,728	50,113
510.002 Life Insurance	277	327	327	-	-
511.001 FICA Costs - Social Security	13,277	13,935	13,935	13,565	13,972
511.002 FICA Costs - Medicare	3,105	3,233	3,233	3,427	3,530
512.001 IMRF Pension Expense	19,522	21,803	21,803	25,432	26,195
	71,186	77,344	73,648	90,152	93,810
<b>CS - Contractual Services</b>					
574.001 Contractual Painting Services	-	2,758	2,758	2,758	2,813
574.008 Contractual Contract Hauling	-	1,697	1,697	1,697	1,731
	-	4,455	4,455	4,455	4,544
<b>CSU - Commodities &amp; Supplies</b>					
622.005 Restoration Materials	8,190	8,436	8,436	8,436	8,605
622.009 Repair/Maintenance Supplies	7,390	19,000	19,000	19,000	19,380
626.001 Painting Supplies	692	1,000	1,000	1,000	1,020
626.006 Water Hydrants	24,995	45,000	45,000	45,000	45,900
626.007 Water Valves	11,021	35,000	35,000	35,000	35,700
	52,288	108,436	108,436	108,436	110,605
<b>Total Water Valve/Hydrant Maintenance and Repair</b>	<b>343,037</b>	<b>413,162</b>	<b>409,466</b>	<b>439,337</b>	<b>451,702</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
WATER SYSTEM IMPROVEMENTS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
571.001 Sewer Repair/Replacement	422,965	340,650	340,650	50,000	100,000
	<u>422,965</u>	<u>340,650</u>	<u>340,650</u>	<u>50,000</u>	<u>100,000</u>
<b>DS - Distribution Systems</b>					
671.003 Water Main Replacement	12,776	423,590	423,590	47,000	80,000
672.001 Basin 37 Foot Tile/OH Sewer	-	468,000	280,000	611,000	325,000
672.002 Lift Station Rehab	-	10,000	10,000	-	-
672.003 Combined Sewer	35,073	1,073,275	1,073,275	1,000,000	1,000,000
	<u>47,849</u>	<u>1,974,865</u>	<u>1,786,865</u>	<u>1,658,000</u>	<u>1,405,000</u>
<b>Total Water System Improvements</b>	<b>470,814</b>	<b>2,315,515</b>	<b>2,127,515</b>	<b>1,708,000</b>	<b>1,505,000</b>

**SANITARY SEWER MAINTENANCE AND REPAIR**

<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	183,037	186,226	186,226	195,916	201,793
504.001 Specialty Pay	-	-	-	601	619
506.001 Longevity Pay	-	-	-	1,240	1,240
	<u>183,037</u>	<u>186,226</u>	<u>186,226</u>	<u>197,757</u>	<u>203,652</u>
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	17,166	19,925	19,925	20,638	20,638
	<u>17,166</u>	<u>19,925</u>	<u>19,925</u>	<u>20,638</u>	<u>20,638</u>
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	31,505	34,241	30,915	30,246	31,509
510.002 Life Insurance	249	295	295	-	-
511.001 FICA Costs - Social Security	12,171	12,888	12,888	11,886	12,243
511.002 FICA Costs - Medicare	2,837	2,990	2,990	3,052	3,144
512.001 IMRF Pension Expense	17,798	20,162	20,162	23,506	24,211
	<u>64,560</u>	<u>70,576</u>	<u>67,250</u>	<u>68,690</u>	<u>71,107</u>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER AND SEWER  
SANITARY SEWER MAINTENANCE AND REPAIR**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	1,150	3,500	3,500	3,500	3,570
569.008 Refuse Disposal	1,455	1,499	1,499	1,499	1,529
571.001 Sewer Repair/Replacement	57,614	38,110	38,110	38,110	38,872
571.002 Building Sewer Inspections	19,737	43,390	43,390	24,930	25,429
571.003 Sewer Cleaning	39,620	40,973	40,973	40,973	41,793
571.007 Flow Monitoring Analysis	25,000	25,750	25,750	25,750	26,265
574.008 Contractual Contract Hauling	875	2,451	2,451	2,451	2,500
	145,451	155,673	155,673	137,213	139,958
<b>UT - Utilities</b>					
586.001 Electricity	1,047	22,660	22,660	22,660	23,113
	1,047	22,660	22,660	22,660	23,113
<b>CSU - Commodities &amp; Supplies</b>					
622.005 Restoration Materials	3,450	3,698	3,698	3,698	3,772
622.009 Repair/Maintenance Supplies	14,935	15,450	15,450	15,450	15,759
626.003 Manhole Frame Supplies	6,800	7,004	7,004	7,004	7,144
	25,185	26,152	26,152	26,152	26,675
<b>OTE - Other Equipment</b>					
665.026 Lift Station Standby Generator	2,440	540,560	558,560	-	-
	2,440	540,560	558,560	-	-
<b>Total Sanitary Sewer Maint. &amp; Repair</b>	<b>438,886</b>	<b>1,021,772</b>	<b>1,036,446</b>	<b>473,110</b>	<b>485,143</b>
<b>TOTAL PUBLIC WORKS - WATER AND SEWER</b>	<b>8,573,382</b>	<b>13,549,749</b>	<b>12,971,485</b>	<b>10,830,434</b>	<b>11,135,595</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - WATER & SEWER  
PERSONAL SERVICES**

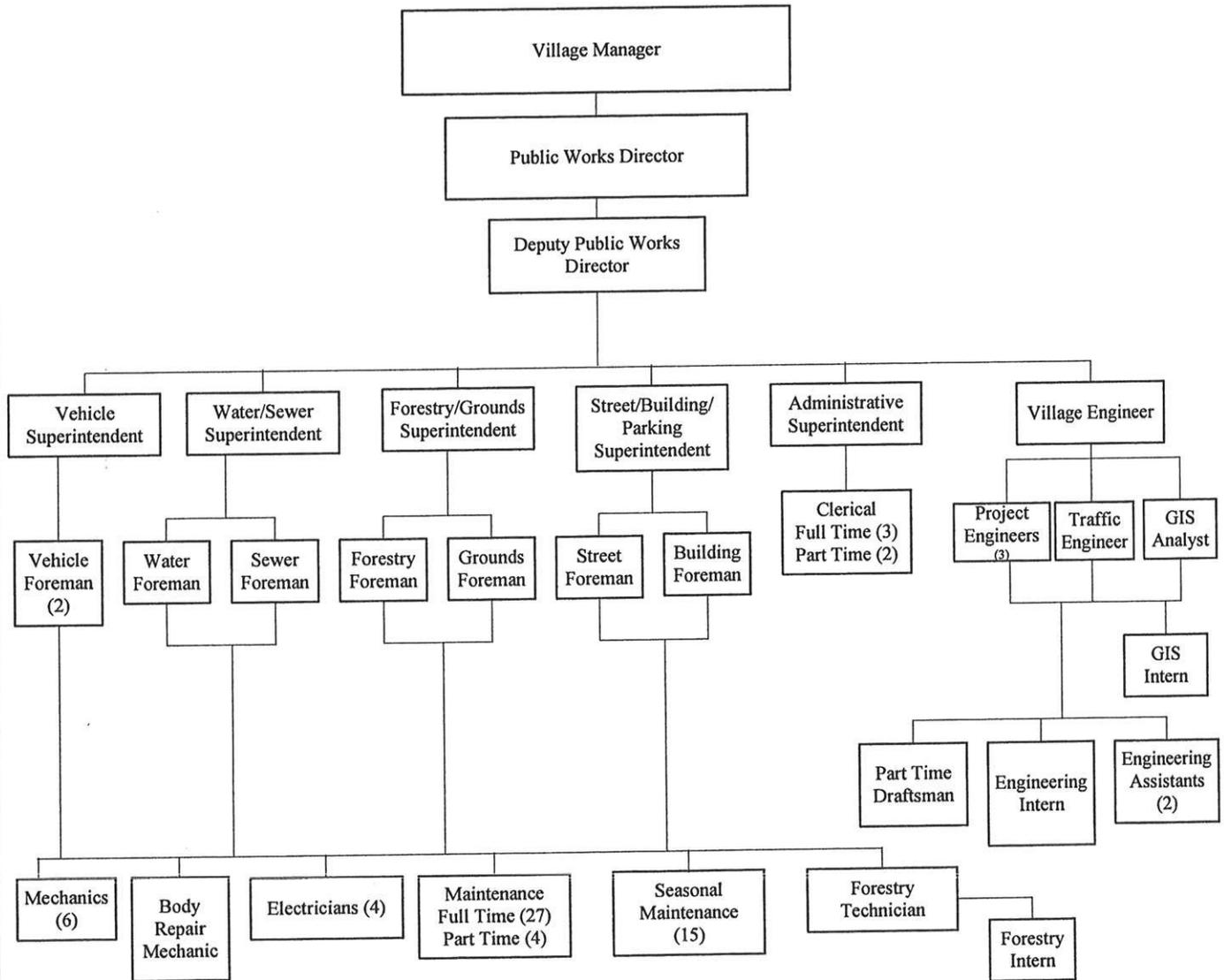
Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Public Works Director	0.50	0.50	0.50	70,380	70,720	70,720
Deputy Public Works Director	0.50	0.50	0.50	58,649	58,649	58,649
Water/Sewer Superintendent	1.00	1.00	1.00	95,935	97,628	99,293
Foreman	2.20	2.20	2.20	173,878	181,760	191,333
Electricians	1.50	1.50	2.00	100,085	101,807	142,968
Maintenance Personnel	14.70	14.70	14.70	909,614	953,480	984,668
GIS Analyst	1.00	1.00	1.00	67,274	65,617	66,737
Administrative Analyst	0.50	0.50	-	24,562	-	-
Administrative Coordinator	1.50	1.50	1.50	59,956	62,488	63,553
	<u>23.40</u>	<u>23.40</u>	<u>23.40</u>	<u>1,560,333</u>	<u>1,592,149</u>	<u>1,677,921</u>
<b>PART TIME</b>						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,253	15,621	15,760
Maintenance Personnel	1.00 (2.0)	1.00 (2.0)	1.00 (2.0)	46,292	47,110	47,083
	<u>1.35 (2.7)</u>	<u>1.35 (2.7)</u>	<u>1.35 (2.7)</u>	<u>60,545</u>	<u>62,731</u>	<u>62,843</u>
<b>SEASONAL</b>						
Seasonal/Intern	1.40 (7)	1.40 (7)	1.75 (7)	44,611	44,611	34,999
	<u>1.40 (7)</u>	<u>1.40 (7)</u>	<u>1.75 (7)</u>	<u>44,611</u>	<u>44,611</u>	<u>34,999</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				168,339	174,201	180,295
Specialty Pay				2,640	3,520	4,677
Longevity Pay				7,980	9,640	10,240
				<u>178,959</u>	<u>187,361</u>	<u>195,212</u>
<b>TOTAL</b>	<b>26.15</b>	<b>26.15</b>	<b>26.50</b>	<b>1,844,448</b>	<b>1,886,852</b>	<b>1,970,975</b>

(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	23.40	23.40	23.40
Part-Time	2.70	2.70	2.70
Seasonal	7.00	7.00	7.00



# VILLAGE OF MOUNT PROSPECT PUBLIC WORKS DEPARTMENT



The Public Works Department consists of five 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 18 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**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL PROGRAM**

**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 contract as well as public education on environmental issues, waste minimization, resource recovery, and medical and household hazardous waste.

**2009 ACCOMPLISHMENTS**

Implemented a new exclusive commercial solid waste collection program for all commercial properties. Program is to include free recycling for all commercial properties.

Developed a comprehensive community education campaign for new commercial solid waste contract; contingent on changes to existing solid waste program.

Promoted and coordinated recycling services for all community events.

Researched available grant funding for residential/commercial recycling education.

Using current technologies (GIS and Hansen) developed an electronic inventory of all commercial waste and recycling containers.

Implemented a Village wide prescription drug and sharps recycling program with the goal of preventing prescription drugs from being disposed of in local waterways. In addition the program provides a safe method for disposal of sharps.

**2010 ACCOMPLISHMENTS**

Developed a comprehensive community education campaign to promote the Village's commercial recycling program with the purpose of increasing commercial recycling.

Promoted and coordinate recycling services for all community events.

Researched available grant funding for residential/commercial recycling education.

Hosted a one day document destruction event for Village residents to safely dispose of personal documents. The event attracted approximately 400 vehicles and collected 13,900 pounds of paper.

**2011 OBJECTIVES**

Develop a Village wide recycling program for household batteries including alkaline and rechargeable.

Host a one day event or permanent drop off location for electronic waste.

Promote and coordinate recycling services for all community events.

Research available grant funding for residential/commercial recycling education.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS DEPARTMENT - FORESTRY AND GROUNDS**

**PERFORMANCE MEASURES**

	2008 Actual	2009 Actual	2010 Estimated	2011 Projected
<b>Solid Waste Collected (1)</b>				
Landfilled	20,302	18,819	19,474	20,317
Recycled	6,644	6,155	6,000	5,880
Yardwaste	5,155	5,258	5,363	5,256
<b>Total Waste Collected (tons)</b>	32,101	30,232	30,837	31,453
<b>Solid Waste Diverted</b>				
Recycling Program (2)				
Comingled (aluminum, glass, plastics, tin/steel)	1,472	1,360	1,364	1,337
Mixed Paper	1,731	1,600	1,547	1,516
Newspaper	3,441	3,194	3,089	3,027
<b>Total Recycling Program (tons)</b>	6,644	6,154	6,000	5,880
Yardwaste Program (3)	5,155	5,258	5,363	5,470
<b>Total Diverted (tons)</b>	11,799	11,412	11,363	11,350
<b>Percentage Diverted</b>	37%	38%	37%	36%

- (1) Single Family and Multi-Family Residential
- (2) Single Family, Multi-Family, Schools and Municipal
- (3) Single Family

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - REFUSE DISPOSAL**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
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<b>PROGRAMS</b>					
Refuse Disposal Program	3,834,863	4,019,373	3,985,295	4,132,667	4,295,268
Refuse Leaf Removal Program	227,157	221,568	219,720	246,227	251,291
	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	181,508	190,696	190,696	197,495	203,376
PSU - Personal Services, Unscheduled	69,109	59,746	59,746	61,832	61,832
EB - Employee Benefits	75,340	78,648	75,445	90,328	92,991
OEC - Other Employee Costs	199	1,200	1,200	1,200	1,224
CS - Contractual Services	3,685,460	3,853,608	3,820,885	3,968,555	4,126,741
IN - Insurance	26,535	22,734	22,734	25,175	25,394
UT - Utilities	388	572	572	572	583
CSU - Commodities & Supplies	23,481	33,737	33,737	33,737	34,418
	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559

<b>SOURCE OF FUNDS</b>					
040 - Refuse Disposal Fund	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559
	4,062,020	4,240,941	4,205,015	4,378,894	4,546,559

**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 13,595 single-family residents and 8,351 multi-family units. Recycling pickup includes all the single-family properties and 6,617 multi-family units.

2011 will be the sixth year of a 10-year exclusive residential refuse collection contract with Arc Disposal Company. 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%. 2010 was a 2% increase.

The Village also has an exclusive commercial refuse collection contract with Arc Disposal. 2011 will be the third year of a 7-year contract. Both the residential and commercial contracts will expire simultaneously. All businesses are directly billed by Arc Disposal.

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - REFUSE DISPOSAL  
REFUSE DISPOSAL PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	76,653	77,296	77,296	78,849	81,214
501.001 Part-Time Earnings	6,652	13,336	13,336	13,173	13,568
504.001 Specialty Pay	-	100	100	-	-
506.001 Longevity Pay	1,000	1,470	1,470	460	460
	84,305	92,202	92,202	92,482	95,242
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	-	1,300	1,300	1,382	1,382
	-	1,300	1,300	1,382	1,382
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	12,835	13,950	12,595	18,771	19,333
510.002 Life Insurance	82	105	105	-	-
511.001 FICA Costs - Social Security	5,174	5,822	5,822	5,836	6,011
511.002 FICA Costs - Medicare	1,210	1,378	1,378	1,383	1,424
512.001 IMRF Pension Expense	7,797	9,292	9,292	10,101	10,404
513.001 Sick Leave Incentive	1,006	1,000	1,000	1,000	1,000
513.002 Vacation/Personal Leave Incent.	2,395	500	500	500	500
	30,499	32,047	30,692	37,591	38,672
<b>OEC - Other Employee Costs</b>					
522.001 Travel & Meetings	199	1,200	1,200	1,200	1,224
	199	1,200	1,200	1,200	1,224
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	2,711	1,385	1,385	1,385	1,413
544.002 Postage Expense	3,857	3,000	3,000	3,000	3,060
552.001 Computer Lease Payment	570	-	-	682	720
568.001 S/F Refuse Collection	1,175,856	1,231,800	1,200,000	1,261,178	1,311,751
568.002 M/F Refuse Collection	426,682	472,000	472,000	459,321	477,694
568.004 Refuse Collection/Stickers	188,587	208,000	208,000	214,000	223,000
568.005 Tipping Fees - SWANCC	1,099,550	1,100,000	1,100,000	1,163,550	1,205,400
568.006 Fixed Costs - SWANCC	112,030	113,600	113,600	112,425	121,050
568.007 Sticker Commission	4,150	5,923	5,000	5,000	5,000
568.008 S/F Recycling	592,737	628,600	628,600	639,614	665,717
568.009 M/F Recycling	78,730	89,300	89,300	98,400	101,936
	3,685,460	3,853,608	3,820,885	3,958,555	4,116,741
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	388	572	572	572	583
	388	572	572	572	583

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - REFUSE DISPOSAL  
REFUSE DISPOSAL PROGRAM**

	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate</b>	<b>2011 Budget</b>	<b>2012 Forecast</b>
<b>IN - Insurance</b>					
596.001 Liability Insurance	26,535	22,734	22,734	25,175	25,394
	<u>26,535</u>	<u>22,734</u>	<u>22,734</u>	<u>25,175</u>	<u>25,394</u>
<b>CSU - Commodities &amp; Supplies</b>					
623.006 Recycling Supplies	7,477	12,360	12,360	12,360	12,610
623.007 Yard Waste Stickers	-	3,350	3,350	3,350	3,420
	<u>7,477</u>	<u>15,710</u>	<u>15,710</u>	<u>15,710</u>	<u>16,030</u>
<b>Total Refuse Disposal Program</b>	<b>3,834,863</b>	<b>4,019,373</b>	<b>3,985,295</b>	<b>4,132,667</b>	<b>4,295,268</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - REFUSE DISPOSAL  
REFUSE LEAF REMOVAL PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	97,203	98,494	98,494	103,752	106,865
504.001 Specialty Pay	-	-	-	251	259
506.001 Longevity Pay	-	-	-	1,010	1,010
	97,203	98,494	98,494	105,013	108,134
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	69,109	58,446	58,446	60,450	60,450
	69,109	58,446	58,446	60,450	60,450
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	17,503	19,023	17,175	25,596	26,364
510.002 Life Insurance	112	144	144	-	-
511.001 FICA Costs - Social Security	10,087	9,809	9,809	6,914	7,121
511.002 FICA Costs - Medicare	2,352	2,276	2,276	2,406	2,478
512.001 IMRF Pension Expense	14,787	15,349	15,349	17,821	18,356
	44,841	46,601	44,753	52,737	54,319
<b>CS - Contractual Services</b>					
568.011 Street Sweeper Rental	-	-	-	10,000	10,000
	-	-	-	10,000	10,000
<b>CSU - Commodities &amp; Supplies</b>					
622.009 Repair/Maintenance Supplies	1,725	2,884	2,884	2,884	2,942
623.003 Street Sweeper Broom	4,700	4,841	4,841	4,841	4,938
623.004 Leaf Machine Parts	8,678	9,002	9,002	9,002	9,182
623.005 Leaf Truck Boxes	901	1,300	1,300	1,300	1,326
	16,004	18,027	18,027	18,027	18,388
<b>Total Refuse Leaf Removal Program</b>	<b>227,157</b>	<b>221,568</b>	<b>219,720</b>	<b>246,227</b>	<b>251,291</b>
<b>TOTAL PUBLIC WORKS - REFUSE DISPOSAL</b>	<b>4,062,020</b>	<b>4,240,941</b>	<b>4,205,015</b>	<b>4,378,894</b>	<b>4,546,559</b>

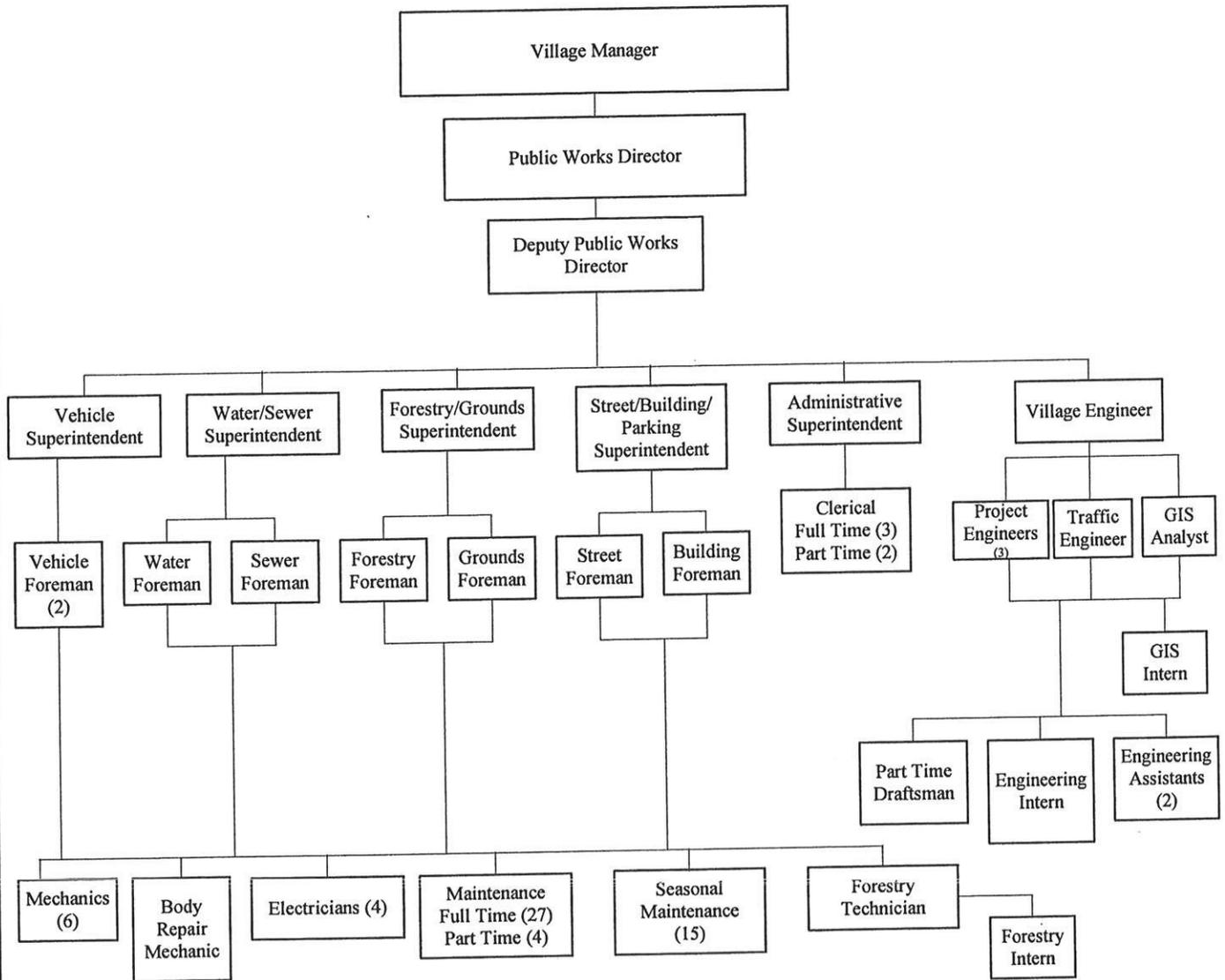
**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - REFUSE DISPOSAL  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Administrative Superintendent	1.00	1.00	1.00	69,630	70,858	72,067
Foreman	0.10	0.10	0.10	8,223	8,368	8,809
Maintenance Personnel	1.50	1.50	1.50	94,935	96,564	101,725
	<u>2.60</u>	<u>2.60</u>	<u>2.60</u>	<u>172,788</u>	<u>175,790</u>	<u>182,601</u>
<b>PART TIME</b>						
Secretary	0.30 (0.6)	0.30 (0.6)	0.30 (0.6)	10,789	13,336	13,173
	<u>0.30 (0.6)</u>	<u>0.30 (0.6)</u>	<u>0.30 (0.6)</u>	<u>10,789</u>	<u>13,336</u>	<u>13,173</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				57,480	59,746	61,832
Specialty Pay				-	100	251
Longevity Pay				1,470	1,470	1,470
				<u>58,950</u>	<u>61,316</u>	<u>63,553</u>
<b>TOTAL</b>	<b>2.90</b>	<b>2.90</b>	<b>2.90</b>	<b>242,527</b>	<b>250,442</b>	<b>259,327</b>

(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 PUBLIC WORKS DEPARTMENT



The Public Works Department consists of five 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 18 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**  
**2011 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 with safe, efficient and reliable service life.

**2009 ACCOMPLISHMENTS**

Continued mechanics' training: Proper Engine Coolant, Hybrid, International Electronics and IFAMA Aerial training.

Vehicle Superintendent realized benefits from a course on Effective Practices for Public and Private Fleets.

Initiated and provided the complete maintenance and repair of all Fire Department vehicles at Public Works.

Hired two mechanics to replace vacant Fire mechanic positions.

Installed dump bodies/auxiliary equipment on two new large snow/ice control International trucks and placed in service.

Installed new tailgate type salt spreader on vehicle 2742 and sold older "V" type salt spreader.

Modified and installed five new tailgate salt pre-wet systems for snow and ice control dump trucks.

Continued to evaluate alternative fuels and vehicles - E-85 - Hybrid, while using 5% bio-diesel successfully.

Coordinated and monitored the Vehicle Maintenance Expansion, including upgrading the fuel island and shop equipment.

Procured and replaced 4502 sweeper and 2745 staff vehicles for Public Works.

Purchased four single axle cab and chassis for Public Works to replace dump trucks 2755, 2756, 4518 and 4550.

Procured and replaced twelve depreciated Police Department vehicles.

Inspected and installed new equipment in Fire Department new Tower/Aerial 530 & Ambulance 524 and placed in service.

Hosted annual NWMC auction while realizing savings on the disposal of our retired vehicles.

Revised and extended scheduled replacements for Police, Public Works, Pool and Fire vehicles for 2010 and beyond.

Continued to "implement and/or continue fuel saving policies".

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

**2010 ACCOMPLISHMENTS**

- Continue mechanics' training: Ford Diesel Engine, C.E. Niehoff Electrical, Bendix Brake and Elgin Sweeper NP.
- Install dump bodies and auxiliary equipment on two new single axle snow and ice control International 7400 trucks.
- Evaluate, prepare bid specs and procure pricing of add-on equipment for new tow truck 2712.
- Procure and replace Trackless 4548 for snow removal used by Public Works.
- Procure and replace nine depreciated Police Department vehicles.
- Inspected and installed new equipment in two new Fire Department Ambulances 525 & 526 and placed in service.
- Coordinated and monitored the Vehicle Maintenance Expansion, including upgrading the fuel island and shop equipment.
- Purchase, coordinate and monitor the construction of our new spray paint booth.
- Research, demonstrate, prepare bid specs and purchase mobile column lifting systems for the new fire bays.
- Continue to evaluate and implement cost saving measures, including alternative fuels and vehicles.
- Rebuild two tailgate type spreaders.
- Rebuild three snow plows and purchase a different design of snow plows for new trucks to reduce cost and downtime.
- Continue to rebuild, fabricate and repair Ford leaf machines that are no longer produced.
- Utilize the annual NWMC auction at a discounted fee for the disposal of our retired vehicles.
- Implemented and evaluated Hansen fleet management software for vehicle maintenance tracking.
- Continue to "implement and/or continue fuel saving policies"

**2011 OBJECTIVES**

- Continue mechanics' training: Hydraulic Control Trouble Shooting, Multiplex, International and Ford electronic training.
- Install dump bodies and auxiliary equipment on two new single axle snow and ice control International 7400 trucks.
- Procure and replace four depreciated Police Department vehicles.
- Procure and replace two depreciated Fire Department staff vehicles.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

Continue to evaluate and implement cost saving measures, including alternative fuels and vehicles.

Research options and analyze cost effectiveness of future Ambulance replacements.

Rebuild one "V" type spreader - 4528.

Rebuild two tailgate type spreaders and two snow plows.

Continue to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Evaluate options and procure pricing for the replacement of three Public Works Ford leaf loaders.

Utilize the annual fall NWMC auction and evaluate on-line auctions for the disposal of our retired vehicles.

Fully implement conversion from CFA to Hansen fleet management software for vehicle maintenance tracking.

Continue to "implement and/or continue fuel saving policies".

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**PUBLIC WORKS DEPARTMENT - VEHICLE MAINTENANCE**

**PERFORMANCE MEASURES**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Projected</b>
<b>Fleet Maintenance</b>				
Number of Vehicles Maintained	195	225	224	222
Preventive Maintenance - Completed	329	425	420	415
Preventive Maintenance - Hours	5,793	7,380	7,300	7,250
Work Orders - Completed	826	870	860	850
Unleaded Fuel Used	103,314	100,789	100,000	98,000
Diesel Fuel Used	73,320	52,351	50,000	45,000
<b>Repairs</b>				
Small Engine Repairs	70	60	65	62
Body Repairs	21	24	32	25
<b>Total Repairs</b>	<b>91</b>	<b>84</b>	<b>97</b>	<b>87</b>
<b>Equipment Rebuilding</b>				
Vehicles	4	4	2	2
Snow Plows	3	4	3	2
Salt Spreaders	3	2	2	2
<b>Total Equipment Rebuilds</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>6</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PUBLIC WORKS - VEHICLE MAINTENANCE**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
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<b>PROGRAMS</b>					
Vehicle Maintenance Admin	172,220	180,836	179,604	173,133	178,138
Vehicle Maintenance Program	1,585,175	1,633,875	1,662,787	1,730,669	1,774,382
	1,757,395	1,814,711	1,842,391	1,903,802	1,952,520

<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	752,458	798,134	798,134	793,652	817,188
PSU - Personal Services, Unscheduled	71,495	66,138	66,138	68,250	68,250
EB - Employee Benefits	287,119	317,309	304,989	332,734	343,633
OEC - Other Employee Costs	2,706	2,315	2,315	2,315	2,361
CS - Contractual Services	102,374	95,738	95,738	98,464	100,532
UT - Utilities	970	993	993	993	1,013
CSU - Commodities & Supplies	538,824	530,039	570,039	603,349	615,417
OEQ - Office Equipment	-	545	545	545	556
OTE - Other Equipment	1,449	3,500	3,500	3,500	3,570
	1,757,395	1,814,711	1,842,391	1,903,802	1,952,520

<b>SOURCE OF FUNDS</b>					
060 - Vehicle Maintenance Fund	1,757,395	1,814,711	1,842,391	1,903,802	1,952,520
	1,757,395	1,814,711	1,842,391	1,903,802	1,952,520

**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 two seasonal employees; 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, leaf machines, etc.

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 used.

The expenditures for this division are anticipated to increase by 5% in 2010 primarily due to the increased costs of fuel. All other commodities, contractual services, and equipment have been held at 2010 levels. The average price per gallon of unleaded fuel in 2010 was \$2.44. The projected price per gallon in 2011 is \$2.61. The average price per gallon for 5% bio-diesel fuel in 2010 was \$2.57. The projected cost in 2011 is \$2.81 per gallon.

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - VEHICLE MAINTENANCE  
ADMINISTRATION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	95,121	97,367	97,367	99,030	102,001
504.001 Specialty Pay	3,680	5,000	5,000	501	516
506.001 Longevity Pay	3,800	3,800	3,800	-	-
	102,601	106,167	106,167	99,531	102,517
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	11,668	12,682	11,450	14,899	15,942
510.002 Life Insurance	98	107	107	-	-
510.003 Workers' Compensation	22,145	22,501	22,501	16,878	16,878
511.001 FICA Costs - Social Security	6,234	6,533	6,533	6,637	6,836
511.002 FICA Costs - Medicare	1,458	1,649	1,649	1,553	1,600
512.001 IMRF Pension Expense	9,486	11,117	11,117	10,829	11,154
513.001 Sick Leave Incentive	2,317	2,500	2,500	2,500	2,500
513.002 Vacation/Personal Leave Incent.	8,284	5,000	5,000	5,000	5,000
513.009 NOPEBO Expense	(4,588)	-	-	-	-
	57,102	62,089	60,857	58,296	59,910
<b>OEC - Other Employee Costs</b>					
525.004 Training	2,706	2,315	2,315	2,315	2,361
	2,706	2,315	2,315	2,315	2,361
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	6,217	7,155	7,155	7,155	7,298
552.001 Computer Lease Payment	2,279	-	-	2,726	2,879
	8,496	7,155	7,155	9,881	10,177
<b>UT - Utilities</b>					
589.001 Telephone - Land Lines	970	993	993	993	1,013
	970	993	993	993	1,013
<b>CSU - Commodities &amp; Supplies</b>					
606.001 Office Supplies	90	582	582	582	594
608.001 Other Supplies	255	990	990	990	1,010
	345	1,572	1,572	1,572	1,604
<b>OEQ - Office Equipment</b>					
656.001 Office Equipment	-	545	545	545	556
	-	545	545	545	556
<b>Total Vehicle Maintenance Admin</b>	<b>172,220</b>	<b>180,836</b>	<b>179,604</b>	<b>173,133</b>	<b>178,138</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - VEHICLE MAINTENANCE  
VEHICLE MAINTENANCE PROGRAM**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	610,455	649,179	649,179	657,249	676,966
501.001 Part-Time Earnings	21,919	22,878	22,878	23,269	23,967
502.001 Seasonal Earnings	17,483	19,910	19,910	5,000	5,000
504.001 Specialty Pay	-	-	-	4,503	4,638
506.001 Longevity Pay	-	-	-	4,100	4,100
	649,857	691,967	691,967	694,121	714,671
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	71,495	66,138	66,138	68,250	68,250
	71,495	66,138	66,138	68,250	68,250
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	105,016	114,138	103,050	125,914	131,074
510.002 Life Insurance	680	961	961	-	-
511.001 FICA Costs - Social Security	43,574	48,012	48,012	43,811	45,125
511.002 FICA Costs - Medicare	10,185	11,109	11,109	11,136	11,470
512.001 IMRF Pension Expense	62,573	72,980	72,980	82,577	85,054
513.004 Employee Allowances	7,989	8,020	8,020	11,000	11,000
	230,017	255,220	244,132	274,438	283,723
<b>CS - Contractual Services</b>					
532.002 Equipment Maintenance	91,717	86,078	86,078	86,078	87,800
532.004 Radio Maintenance	-	545	545	545	556
574.009 Fuel System Maintenance	2,161	1,960	1,960	1,960	1,999
	93,878	88,583	88,583	88,583	90,355
<b>CSU - Commodities &amp; Supplies</b>					
622.002 Small Tools	2,848	3,680	3,680	3,680	3,754
625.001 Fuel System Repair Parts	1,175	1,090	1,090	1,090	1,112
625.002 Steam Cleaner Chemicals	1,732	1,197	1,197	1,197	1,221
625.003 Vehicle Maintenance Supplies	237,571	182,500	182,500	182,500	186,150
627.001 Gas Vehicles	295,153	340,000	380,000	413,310	421,576
	538,479	528,467	568,467	601,777	613,813
<b>OTE - Other Equipment</b>					
665.030 Oil Pump Replacement	-	770	770	770	785
668.004 Radio Equipment	1,449	2,730	2,730	2,730	2,785
	1,449	3,500	3,500	3,500	3,570
<b>Total Vehicle Maintenance Program</b>	<b>1,585,175</b>	<b>1,633,875</b>	<b>1,662,787</b>	<b>1,730,669</b>	<b>1,774,382</b>
<b>TOTAL PUBLIC WORKS - VEHICLE MAINTENANCE</b>	<b>1,757,395</b>	<b>1,814,711</b>	<b>1,842,391</b>	<b>1,903,802</b>	<b>1,952,520</b>

**VILLAGE OF MOUNT PROSPECT  
PUBLIC WORKS - VEHICLE MAINTENANCE  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Vehicles Superintendent	1.00	1.00	1.00	102,206	97,367	99,029
Foreman	2.00	2.00	2.00	156,731	165,679	168,758
Body Repair Mechanic	1.00	1.00	1.00	73,394	74,659	71,485
Mechanics	6.00	6.00	6.00	407,009	408,841	417,007
	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>739,340</u>	<u>746,546</u>	<u>756,279</u>
<b>PART TIME</b>						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	22,481	22,878	23,269
	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>22,481</u>	<u>22,878</u>	<u>23,269</u>
<b>SEASONAL</b>						
Seasonal/Intern	0.40 (2)	0.40 (2)	0.40 (2)	19,910	19,910	5,000
	<u>0.40 (2)</u>	<u>0.40 (2)</u>	<u>0.40 (2)</u>	<u>19,910</u>	<u>19,910</u>	<u>5,000</u>
<b>OTHER COMPENSATION</b>						
Overtime Earnings				64,401	66,138	68,250
Specialty Pay				2,400	5,000	5,004
Longevity Pay				5,200	3,800	4,100
				<u>72,001</u>	<u>74,938</u>	<u>77,354</u>
<b>TOTAL</b>	<b>10.90</b>	<b>10.90</b>	<b>10.90</b>	<b>853,732</b>	<b>864,272</b>	<b>861,902</b>

(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	2.00	2.00	2.00



**VILLAGE OF MOUNT PROSPECT  
2001 BUDGET  
COMMUNITY AND CIVIC SERVICES**

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 2011 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 4<sup>th</sup> Fireworks Display  
Special Events Commission  
Veterans of Foreign Wars – Memorial Day Parade  
Youth 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 2011 budget is \$104,197 for salaries and benefits for Police and Public Works personnel.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
COMMUNITY AND CIVIC SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Community Groups & Misc	116,929	136,400	116,700	116,700	117,250
Blood Donor Program	2,715	2,774	2,024	1,986	2,045
4th of July & Civic Events	172,303	167,252	170,352	169,716	181,147
Holiday Decorations	66,260	81,330	81,207	80,969	82,656
	358,207	387,756	370,283	369,371	383,098
<b>EXPENDITURE CLASSIFICATION</b>					
PS - Personal Services, Scheduled	7,600	8,011	8,011	8,321	8,570
PSU - Personal Services, Unscheduled	85,912	92,720	92,720	95,876	95,876
EB - Employee Benefits	13,202	18,660	18,537	14,159	14,602
CS - Contractual Services	191,367	207,785	188,085	188,085	200,022
CSU - Commodities & Supplies	53,738	52,580	54,930	54,930	56,028
OE - Other Expenditures	6,388	8,000	8,000	8,000	8,000
	358,207	387,756	370,283	369,371	383,098
<b>SOURCE OF FUNDS</b>					
001 - General Fund	358,207	387,756	370,283	369,371	383,098
	358,207	387,756	370,283	369,371	383,098

**BUDGET DISCUSSION AND ANALYSIS**

The Community & Civic Services Program section of the budget accounts for Village financed social and civic activities. Total expenditures are expected to be \$369,371 in 2011 compared to \$387,756 in 2010. Some of the more significant allocations include the following:

Police and Public Works Overtime – July 4 <sup>th</sup> Parade	94,169
Holiday Decorations (including White Lights)	80,969
Contributions to Mount Prospect Historical Society	40,000
Special Events Commission Activities	36,000
Village Flags and Light Pole Banners	22,800
Contributions to July 4 <sup>th</sup> Parade	19,570
Mid-Summer Block Party	13,100
Property Tax Rebate Program	8,000
July 4 <sup>th</sup> Fireworks	3,500
Blood Donor Program	1,986

An annual event that will no longer be funded is the Winter Festival Parade. Priority for funding was given to the other civic events that have a longer history with the Village. A decision to hold the event in the future will be made when sufficient funding becomes available after other higher priorities are addressed.

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY AND CIVIC SERVICES  
COMMUNITY GROUPS AND MISCELLANEOUS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
578.001 Community Groups & Other	18,131	2,500	2,500	2,500	2,500
578.002 Youth Commission	585	1,500	1,500	1,500	1,500
578.004 Memorial Day Parade	1,100	1,200	1,200	1,200	1,200
578.005 Mid-Summer Block Party	12,134	11,200	21,000	21,000	21,420
578.006 MP Historical Society	40,000	40,000	40,000	40,000	40,000
578.007 MP Downtown Merchants	1,860	2,000	2,000	2,000	2,040
578.008 Winter Festival Parade	4,075	29,500	-	-	-
579.001 Celestial Celebrations	27,766	36,000	36,000	36,000	36,000
579.003 Fine Arts/Blues Festival	4,890	4,500	4,500	4,500	4,590
	110,541	128,400	108,700	108,700	109,250
<b>OE - Other Expenditures</b>					
636.010 Property Tax Rebate	6,388	8,000	8,000	8,000	8,000
	6,388	8,000	8,000	8,000	8,000
<b>Total Community Groups &amp; Misc</b>	<b>116,929</b>	<b>136,400</b>	<b>116,700</b>	<b>116,700</b>	<b>117,250</b>

**BLOOD DONOR PROGRAM**

<b>PS - Personal Services, Scheduled</b>					
501.001 Part-Time Earnings	1,843	1,880	1,880	1,844	1,899
	1,843	1,880	1,880	1,844	1,899
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	114	117	117	115	118
511.002 FICA Costs - Medicare	27	27	27	27	28
	141	144	144	142	146
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	731	750	-	-	-
	731	750	-	-	-
<b>Total Blood Donor Program</b>	<b>2,715</b>	<b>2,774</b>	<b>2,024</b>	<b>1,986</b>	<b>2,045</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY AND CIVIC SERVICES  
4TH OF JULY AND CIVIC EVENTS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime	83,733	91,054	91,054	94,169	94,169
	<u>83,733</u>	<u>91,054</u>	<u>91,054</u>	<u>94,169</u>	<u>94,169</u>
<b>EB - Employee Benefits</b>					
511.001 FICA Costs - Social Security	3,910	5,646	5,646	598	616
511.002 FICA Costs - Medicare	1,147	1,321	1,321	1,366	1,407
512.001 IMRF Pension Expense	5,560	8,906	8,906	10,158	10,463
	<u>10,617</u>	<u>15,873</u>	<u>15,873</u>	<u>12,122</u>	<u>12,486</u>
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	925	925	925	925	943
578.003 Community Groups & Other	21,000	19,570	19,570	19,570	19,961
580.002 Street Banner Installation	-	-	-	-	9,800
580.005 Barricade Rental	1,999	2,000	2,000	2,000	2,040
580.006 Fireworks - Lions Club	13,500	3,500	3,500	3,500	3,570
	<u>37,424</u>	<u>25,995</u>	<u>25,995</u>	<u>25,995</u>	<u>36,314</u>
<b>CSU - Commodities &amp; Supplies</b>					
617.001 Civic Events Sign	530	530	530	530	540
617.002 Light Pole Banners	26,000	20,000	20,000	20,000	20,400
617.003 Supplies for Parade/Block	10,460	10,000	13,100	13,100	13,362
617.004 Village Flags	2,539	2,800	2,800	2,800	2,856
622.008 Sign Making Materials	1,000	1,000	1,000	1,000	1,020
	<u>40,529</u>	<u>34,330</u>	<u>37,430</u>	<u>37,430</u>	<u>38,178</u>
<b>Total 4th of July &amp; Civic Events, etc.</b>	<b>172,303</b>	<b>167,252</b>	<b>170,352</b>	<b>169,716</b>	<b>181,147</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY AND CIVIC SERVICES  
HOLIDAY DECORATIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PS - Personal Services, Scheduled</b>					
500.001 Full-Time Earnings	5,757	6,131	6,131	6,387	6,579
504.001 Specialty Pay	-	-	-	50	52
506.001 Longevity Pay	-	-	-	40	40
	5,757	6,131	6,131	6,477	6,671
<b>PSU - Personal Services, Unscheduled</b>					
503.001 Overtime Earnings Overtime	2,179	1,666	1,666	1,707	1,707
	2,179	1,666	1,666	1,707	1,707
<b>EB - Employee Benefits</b>					
510.001 Medical Insurance	1,167	1,268	1,145	480	513
510.002 Life Insurance	10	11	11	-	-
511.001 FICA Costs - Social Security	449	487	487	413	425
511.002 FICA Costs - Medicare	113	114	114	119	123
512.001 IMRF Pension Expense	705	763	763	883	909
	2,444	2,643	2,520	1,895	1,970
<b>CS - Contractual Services</b>					
580.001 Holiday Wreath Installation	-	15,000	15,000	15,000	15,300
580.003 Holiday Banner Installation	4,992	5,000	5,000	5,000	5,100
580.004 White Light Installation	38,410	33,390	33,390	33,390	34,058
	43,402	53,390	53,390	53,390	54,458
<b>CSU - Commodities &amp; Supplies</b>					
617.005 Holiday Decorations	2,978	8,000	8,000	8,000	8,160
617.006 White Light Supplies	9,500	9,500	9,500	9,500	9,690
	12,478	17,500	17,500	17,500	17,850
<b>Total Holiday Decorations</b>	<b>66,260</b>	<b>81,330</b>	<b>81,207</b>	<b>80,969</b>	<b>82,656</b>
<b>TOTAL COMMUNITY AND CIVIC SERVICES</b>	<b>358,207</b>	<b>387,756</b>	<b>399,783</b>	<b>369,371</b>	<b>383,098</b>

**VILLAGE OF MOUNT PROSPECT  
COMMUNITY AND CIVIC SERVICES  
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2009 Budget	2010 Budget	2011 Budget	2009 Budget	2010 Budget	2011 Budget
<b>FULL TIME</b>						
Maintenance Personnel	0.10	0.10	0.10	5,736	6,131	6,387
	0.10	0.10	0.10	5,736	6,131	6,387
<b>PART TIME</b>						
Blood Donor Chairperson	0.10 (1.0)	0.10 (1.0)	0.10 (1.0)	1,910	1,880	1,844
	0.10 (1.0)	0.10 (1.0)	0.10 (1.0)	1,910	1,880	1,844
<b>OTHER COMPENSATION</b>						
Overtime Earnings				83,585	92,720	95,876
Specialty Pay				-	-	50
Longevity Pay				-	-	40
				83,585	92,720	95,966
<b>TOTAL</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>	<b>91,231</b>	<b>100,731</b>	<b>104,197</b>

(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	0.10	0.10	0.10
Part-Time	1.00	1.00	1.00

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
CAPITAL IMPROVEMENTS**

The Capital Improvements Section of the budget consists of separate programs for specific groupings of capital improvements included in the 2011 Budget. These programs are summarized below:

**Village-Wide Improvements and Equipment** – This program includes capital improvements and certain equipment items related to public buildings and village operations. Included in the 2011 allocation of \$975,500 are \$200,000 for completion of the village-wide ERP software system, \$150,000 to replace the flat roof on Fire Station #13, and \$119,000 for detention pond improvements. Community Improvement projects include \$75,000 for Streetlight Improvements. There is also \$70,000 budgeted for Kensington Road Turn Lanes.

**Fire Station #14, Emergency Operation Center (EOC) and Public Works Expansion** – Construction on these projects started in early 2009. The EOC and PW projects were completed during 2009. Only a portion of the Fire Station #14 project remained to be completed during 2010. The total combined cost for the three projects is \$14,522,000. A final accounting was not available as of the date of this report.

**Downtown Redevelopment Construction** – This program consists of costs associated with the Tax Increment Financing District (Downtown Redevelopment Plan). The primary expenditure planned for 2011 is the continuation of the downtown streetscape program at \$175,000. Two other ongoing programs included in this budget are the façade and interior build-out program and brick sidewalk program budgeted at \$60,000 and \$35,002 respectively.

**Street Improvements Projects** – In 1997, the Village began a \$20 million street improvements project aimed at reconstructing and resurfacing various streets in need of rehabilitation. The original program was expected to be completed over a period of ten years. Due to shortfalls in the home rule sales tax, the final years of the program were scaled back with completion now expected in 2011. The 2011 budget provides \$2,080,000 for street resurfacing, \$100,000 for the traffic study program and \$75,000 for Parking Lot improvements. Funding for these projects comes from the State Motor Fuel Tax and various other local taxes earmarked for the street improvement program.

**Flood Control Projects** – Projects totaling \$405,150 have been planned for Flood Control. \$250,000 is to go towards Prospect Meadows Flood Improvements, \$50,000 for Private Property Drainage Solutions, \$50,000 for the Levee 37 project and \$50,000 for creek tree trimming and bank stabilization.

**Parking System Improvements** – Various improvements to the downtown train station are planned for 2011. The total budget for these improvements is \$25,000.

**Motor Equipment 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 for each operating department scheduled to receive replacement vehicles in 2011 and 2012. A detailed schedule of all vehicles to be purchased appears at the end of this section. A total of \$613,650 is budgeted for new vehicles in 2011.

**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 \$194,950 has been budgeted in 2011 for computer hardware. A detailed listing of all computers budgeted for 2011 is included at the end of this section.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
CAPITAL IMPROVEMENTS**

The total Capital Improvements budget for 2011 is \$7,398,407. Following the Capital Improvements line item pages is a schedule identifying the major impact of 2011 budgeted capital expenditures on the operating budget. The long-term plan for all capital expenditures is published separately in the Village's five-year Capital Improvement Plan.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**CAPITAL IMPROVEMENTS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Village-Wide Improvements/Eqpt	756,025	2,130,265	1,846,530	975,500	2,528,000
Station 14, EOC, PW Expansion	10,373,967	2,183,633	3,637,940	-	-
Downtown Redevelopment	371,202	2,735,000	2,829,100	2,887,157	2,951,461
Street Improvement Projects	3,026,195	2,495,880	2,495,880	2,297,000	3,843,000
Flood Control Projects	734,097	161,425	121,900	405,150	655,253
Parking System Improvements	-	25,000	25,000	25,000	25,000
Motor Equipment Replacement	859,943	810,000	810,000	613,650	1,259,300
Computer Replacement	151,579	206,050	206,050	194,950	201,250
	16,273,008	10,747,253	11,972,400	7,398,407	11,463,264
<b>EXPENDITURE CLASSIFICATION</b>					
CS - Contractual Services	1,439,780	955,820	1,016,997	429,000	243,140
OE - Other Expenditures	968,530	2,470,150	2,534,250	2,595,305	2,657,874
LI - Land Improvements	36,733	26,065	26,065	-	370,000
BI - Building Improvements	9,499,961	1,237,003	2,616,290	396,000	960,000
OEQ - Office Equipment	151,579	438,050	438,050	302,950	201,250
ME - Motor Equipment	-	810,000	810,000	613,650	1,289,300
OTE - Other Equipment	349,982	1,741,150	1,581,258	32,500	758,000
INF - Infrastructure	3,826,443	3,069,015	2,949,490	3,029,002	4,983,700
	16,273,008	10,747,253	11,972,400	7,398,407	11,463,264
<b>SOURCE OF FUNDS</b>					
020 - Capital Improvement Fund	756,025	2,130,265	1,846,530	975,500	2,528,000
021 - Series 2009 Construction Fund	10,373,967	2,183,633	3,637,940	-	-
022 - Downtown Redevelopment Const	371,202	2,735,000	2,829,100	2,887,157	2,951,461
023 - Street Improvement Const Fund	2,060,370	1,575,880	1,575,880	1,747,000	2,523,000
024 - Flood Control Const Fund	734,097	161,425	121,900	405,150	655,253
041 - Motor Fuel Tax Fund	965,825	920,000	920,000	550,000	1,320,000
052 - Parking System Revenue Fund	-	25,000	25,000	25,000	25,000
061 - Vehicle Replacement Fund	859,943	810,000	810,000	613,650	1,259,300
062 - Computer Replacement Fund	151,579	206,050	206,050	194,950	201,250
	16,273,008	10,747,253	11,972,400	7,398,407	11,463,264

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
VILLAGE-WIDE IMPROVEMENTS & EQUIPMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	146	-	-	-	-
530.007 EECBG Grant Planning Services	30,878	-	6,157	-	-
561.001 Financial Software Applications	190,747	600,000	600,000	200,000	-
	221,771	600,000	606,157	200,000	-
<b>LI - Land Improvements</b>					
641.001 Corridor Improvements	36,733	26,065	26,065	-	200,000
641.002 KBC Jogging Path Rehab	-	-	-	-	170,000
	36,733	26,065	26,065	-	370,000
<b>BI - Building Improvements</b>					
645.001 Digital Cameras - Parking Deck	-	45,000	45,000	-	-
647.001 Replace Roof FS #13 (Flat)	-	-	-	150,000	-
647.004 Electronic Access System	22,937	-	-	-	-
647.009 Station #13 Restroom Renovations	-	-	-	46,000	-
649.003 PW Roof Repair	-	-	-	-	420,000
651.001 Other Public Buildings	86,005	206,790	206,790	95,000	95,000
651.002 Salt Storage Building	-	35,000	-	35,000	375,000
651.005 Civic Event Sign Replacements	-	35,000	20,000	-	-
651.006 Wireless Connectivity	12,587	119,500	119,500	-	-
651.010 Replace HVAC - Public Buildings	-	-	-	45,000	45,000
	121,529	441,290	391,290	371,000	935,000
<b>OEQ - Office Equipment</b>					
657.002 Desktop Operating System	-	81,000	81,000	35,000	-
657.005 Digital Surveillance Equipment	-	-	-	73,000	-
	-	81,000	81,000	108,000	-
<b>ME - Motor Equipment</b>					
660.009 Parking Enforcement Vehicles	-	-	-	-	30,000
	-	-	-	-	30,000

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
VILLAGE-WIDE IMPROVEMENTS & EQUIPMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OTE - Other Equipment</b>					
665.003 Breathing Air Compressor	42,611	-	-	-	-
665.009 Control Room Switcher	-	28,000	21,648	-	-
665.013 Evidence Lockers	19,060	-	-	-	-
665.022 Furniture Replacement	46,088	38,000	25,000	-	87,000
665.025 Leak Detection Equipment	-	136,000	-	-	-
665.027 Livescan Terminals	5,735	20,000	19,810	-	-
665.029 MPTV Cable - Bulletin Board	-	36,350	32,000	-	-
665.033 Patrol Citation Printing System	-	32,360	32,360	-	-
665.038 Server Virtualization	85,467	13,500	13,500	13,500	-
665.042 Telephone System - Village Hall	10,196	-	-	-	-
665.043 Thermal Imaging Cameras	22,522	-	-	-	33,000
665.044 Traffic Stop Data Collection	-	-	-	-	30,000
665.046 Video Conferencing	-	-	-	-	230,000
665.048 Village Warning Sirens	-	-	-	-	90,000
665.056 Digital Mobile Video Recorder	-	-	-	-	165,000
665.074 Avid Edit System	-	-	-	19,000	34,000
665.075 Board Room Cameras	-	-	-	-	89,000
666.001 Emergency Generator/PW	-	250,000	250,000	-	-
	231,679	554,210	394,318	32,500	758,000
<b>INF - Infrastructure</b>					
676.001 Streetlight Improvements	35,302	49,700	49,700	75,000	80,000
677.005 Detention Pond Improvements	-	128,000	128,000	119,000	175,000
678.005 Kensington Road Turn Lanes	109,011	170,000	170,000	70,000	-
679.002 Melas/Meadows Park Ped. Bridge	-	80,000	-	-	180,000
	144,313	427,700	347,700	264,000	435,000
<b>Total Village-Wide Improvements &amp; Equipment</b>	<b>756,025</b>	<b>2,130,265</b>	<b>1,846,530</b>	<b>975,500</b>	<b>2,528,000</b>

**VILLAGE OF MOUNT PROSPECT**  
**CAPITAL IMPROVEMENTS**  
**STATION 14, EMERGENCY OPERATION CENTER, AND PUBLIC WORKS EXPANSION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	713,556	74,980	100,000	-	-
564.001 Financing Costs	163,676	-	-	-	-
	877,232	74,980	100,000	-	-
<b>BI - Building Improvements</b>					
648.002 Station 14 Construction	5,462,487	770,713	2,200,000	-	-
649.002 PW Expansion Construction	1,782,604	-	-	-	-
650.002 EOC Construction	2,133,341	-	-	-	-
	9,378,432	770,713	2,200,000	-	-
<b>OEQ - Office Equipment</b>					
656.001 Office Equipment	-	151,000	151,000	-	-
	-	151,000	151,000	-	-
<b>OTE - Other Equipment</b>					
665.031 Other Equipment	118,303	813,940	813,940	-	-
667.001 Furnishings EOC	-	134,000	134,000	-	-
667.002 Furnishings Fire Station #14	-	45,000	45,000	-	-
667.003 Furnishings PW Expansion	-	194,000	194,000	-	-
	118,303	1,186,940	1,186,940	-	-
<b>Total Station 14, EOC, &amp; PW Expansion</b>	<b>10,373,967</b>	<b>2,183,633</b>	<b>3,637,940</b>	<b>-</b>	<b>-</b>

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
DOWNTOWN REDEVELOPMENT CONSTRUCTION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
530.006 Other Professional Services	14,487	20,000	20,000	20,000	20,000
564.001 Financing Costs	40,787	10,000	40,000	10,000	10,000
574.011 Streetscape Corridor Maint.	55,691	55,000	55,000	57,000	58,140
	110,965	85,000	115,000	87,000	88,140

<b>OE - Other Expenditures</b>					
636.005 Relocation Expense	-	50,000	-	-	-
636.006 Demolition Expense	18,035	-	-	-	-
636.007 Facade Program	-	60,000	60,000	60,000	60,000
636.013 NWE Sales Tax Rebate	84,912	92,000	80,000	83,000	86,000
637.001 Return of Increment Cook County Forest Preserve	-	2,263,000	18,611	19,063	19,526
637.002 Return of Increment Cook County	-	-	151,373	155,051	158,819
637.003 Return of Increment Elk Grove General Assistance	-	-	3,273	3,353	3,434
637.004 Return of Increment Elk Grove Township	-	-	14,956	15,319	15,691
637.005 Return of Increment Harper College SD #512	-	-	93,366	95,635	97,959
637.006 Return of Increment High SD # 214	-	-	578,855	592,921	607,329
637.007 Return of Increment Mount Prospect Public Library	-	-	160,858	164,767	168,771
637.008 Return of Increment Mount Prospect Park District	-	-	148,459	152,067	155,762
637.009 Return of Increment Mount Prospect SSA #5	-	-	35,024	35,875	36,747
637.010 Return of Increment NW Mosquito Abatement	-	-	2,915	2,986	3,059
637.011 Return of Increment Road & Bridge Elk Grove	-	-	3,273	3,353	3,434
637.012 Return of Increment School District #57	-	-	819,222	839,129	859,520
637.015 Return of Increment Water Reclamation District	-	-	91,909	94,142	96,430
637.016 Return of Increment Village of Mount Prospect	-	-	267,006	273,494	280,140
	102,947	2,465,000	2,529,100	2,590,155	2,652,621

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
DOWNTOWN REDEVELOPMENT CONSTRUCTION**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>INF - Infrastructure</b>					
675.007 Brick Sidewalks	36,642	35,000	35,000	35,002	35,700
679.001 D/T Streetscape Program	120,648	150,000	150,000	175,000	175,000
	157,290	185,000	185,000	210,002	210,700
<b>Total Downtown Redevelopment Const</b>	<b>371,202</b>	<b>2,735,000</b>	<b>2,829,100</b>	<b>2,887,157</b>	<b>2,951,461</b>

**STREET IMPROVEMENT PROJECTS**

**Fund: 023 - Street Improvement Construction Fund**

<b>CS - Contractual Services</b>					
565.002 Traffic Study/Improvements	190,162	134,840	134,840	100,000	100,000
575.003 Pavement Evaluation Study	16,236	35,000	35,000	-	-
575.006 Resurface Testing	23,414	26,000	26,000	42,000	55,000
	229,812	195,840	195,840	142,000	155,000
<b>INF - Infrastructure</b>					
676.001 Streetlight Improvements	-	220,600	220,600	-	-
678.003 Streets Resurfacing - Str. Contr. Fund	1,743,154	1,076,845	1,076,845	1,530,000	2,368,000
679.003 Parking Lot Improvements	87,404	82,595	82,595	75,000	-
	1,830,558	1,380,040	1,380,040	1,605,000	2,368,000
<b>Total Fund 23 Street Imp Const Fund</b>	<b>2,060,370</b>	<b>1,575,880</b>	<b>1,575,880</b>	<b>1,747,000</b>	<b>2,523,000</b>

**Fund: 041 - Motor Fuel Tax Fund**

<b>INF - Infrastructure</b>					
676.001 Streetlight Improvements	15,825	-	-	-	-
678.002 Resurfacing - MFT Fund	950,000	920,000	920,000	550,000	1,320,000
	965,825	920,000	920,000	550,000	1,320,000
<b>Total Fund 41 Motor Fuel Tax Fund</b>	<b>965,825</b>	<b>920,000</b>	<b>920,000</b>	<b>550,000</b>	<b>1,320,000</b>
<b>Total Street Improvement Projects</b>	<b>3,026,195</b>	<b>2,495,880</b>	<b>2,495,880</b>	<b>2,297,000</b>	<b>3,843,000</b>

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
FLOOD CONTROL PROJECTS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OE - Other Expenditures</b>					
636.009 Residential Reimbursement	5,640	5,150	5,150	5,150	5,253
	5,640	5,150	5,150	5,150	5,253
<b>INF - Infrastructure</b>					
677.001 Creek Bank Stabilization	13,725	36,275	36,750	25,000	25,000
677.002 Creek Tree Trimming	24,661	25,000	25,000	25,000	25,000
677.003 Levee 37	503,910	50,000	50,000	50,000	50,000
677.004 Private Prop. Drainage Solutions	186,161	45,000	5,000	50,000	50,000
677.006 Prospect Meadows Flood Impr.	-	-	-	250,000	500,000
	728,457	156,275	116,750	400,000	650,000
<b>Total Flood Control Projects</b>	<b>734,097</b>	<b>161,425</b>	<b>121,900</b>	<b>405,150</b>	<b>655,253</b>

**PARKING SYSTEM IMPROVEMENTS**

<b>BI - Building Improvements</b>					
651.004 Train Station Improvements	-	25,000	25,000	25,000	25,000
	-	25,000	25,000	25,000	25,000
<b>Total Parking System Improvements</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**VILLAGE OF MOUNT PROSPECT  
CAPITAL IMPROVEMENTS  
MOTOR EQUIPMENT REPLACEMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>OE - Other Expenditures</b>					
638.001 Depreciation	859,943	-	-	-	-
	859,943	-	-	-	-
<b>ME - Motor Equipment</b>					
660.003 Replace Police Dept. Vehicles	-	315,000	315,000	134,000	389,000
660.004 Replace Pool Vehicles	-	-	-	23,500	19,500
660.005 Replace Fire Dept. Vehicles	-	125,000	125,000	57,600	171,800
660.006 Replace Public Works Vehicles	-	370,000	370,000	398,550	679,000
	-	810,000	810,000	613,650	1,259,300
<b>Total Motor Equipment Replacement</b>	<b>859,943</b>	<b>810,000</b>	<b>810,000</b>	<b>613,650</b>	<b>1,259,300</b>

**COMPUTER REPLACEMENT**

<b>OEQ - Office Equipment</b>					
655.001 Computer Equipment - IT	151,579	206,050	206,050	194,950	201,250
	151,579	206,050	206,050	194,950	201,250
<b>Total Computer Replacement</b>	<b>151,579</b>	<b>206,050</b>	<b>206,050</b>	<b>194,950</b>	<b>201,250</b>
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>16,273,008</b>	<b>10,747,253</b>	<b>11,972,400</b>	<b>7,398,407</b>	<b>11,463,264</b>

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	2011 Budget	Impact
<b>VILLAGE-WIDE IMPROVEMENTS AND EQUIPMENT</b>			
647.001	Replace Roof FS #13 (Flat)	150,000	
647.009	Station #13 Restroom Renovations	46,000	
651.001	Other Public Buildings	95,000	
651.002	Salt Storage Building	35,000	
651.010	Replace HVAC - Public Buildings	45,000	
657.002	Desktop Operating System	35,000	
657.005	Digital Surveillance Equipment	73,000	
665.038	Server Virtualization	13,500	
665.074	Avid Edit System	19,000	
676.001	Streetlight Improvements	75,000	\$3,000 per year for energy costs
677.005	Detention Pond Improvements	119,000	
678.005	Kensington Road Turn Lanes	70,000	\$7,000 per year for energy costs
Total		775,500	
<b>DOWNTOWN REDEVELOPMENT CONSTRUCTION</b>			
636.007	Facade Program	60,000	\$52,000 for crack sealing
675.007	Brick Sidewalks	35,002	
679.001	D/T Streetscape Program	175,000	
Total		270,002	
<b>STREET IMPROVEMENT PROJECTS</b>			
678.003	Streets Resurfacing - Str. Contr. Fund	1,530,000	\$39,000 for crack sealing
678.002	Resurfacing - MFT Fund	550,000	\$13,000 for crack sealing
679.003	Parking Lot Improvements	75,000	\$2,000 for ramp maintenance
Total		2,155,000	
<b>FLOOD CONTROL PROJECTS</b>			
677.001	Creek Bank Stabilization	25,000	
677.002	Creek Tree Trimming	25,000	
677.003	Levee 37	50,000	\$10,000 for inspection/repairs
677.004	Private Prop. Drainage Solutions	50,000	
677.006	Prospect Meadows Flood Impr.	250,000	
Total		400,000	
<b>PARKING SYSTEM IMPROVEMENTS</b>			
651.004	Train Station Improvements	25,000	
Total		25,000	
<b>TOTAL</b>		<b>3,625,502</b>	

All other capital expenditures were determined to have a negligible impact on the operating budget.

**VILLAGE OF MOUNT PROSPECT**  
**CAPITAL IMPROVEMENTS**  
**2011 BUDGET**  
**CAPITAL EXPENDITURE REQUESTS 2011 - 2014**  
**MOTOR EQUIPMENT**

Description	2011	2012	2013	2014
<b>Pool Cars</b>				
4 Door Sedan #300	23,500	-	-	-
4 Door Sedan #321	-	19,500	-	-
GMC Van	-	-	30,000	-
Ford Van #311	-	-	-	25,900
Pool Cars Total	23,500	19,500	30,000	25,900
<b>Police Department</b>				
3 Squad Cars	105,000	-	-	-
10 Squad Cars	-	360,000	-	-
8 Squad Cars	-	-	292,000	-
4 Squad Cars	-	-	-	148,000
1 Staff/Detective Car	29,000	29,000	35,000	-
2 Staff/Detective Cars	-	-	80,000	-
7 Staff/Detective Cars	-	-	-	210,000
3 CSO Vehicles	-	-	-	112,500
Police Department Totals	134,000	389,000	407,000	470,500
<b>Fire Department</b>				
Scuba Trailer	-	10,000	-	-
Car #501	30,000	-	-	-
Car #502	27,600	-	-	-
Car #503	-	49,000	-	-
Car #504	-	27,600	-	-
Car #505	-	30,000	-	-
Car #506	-	-	-	49,000
Car #507	-	27,600	-	-
Car #509	-	27,600	-	-
Hose Wagon #546	-	-	-	125,000
Ambulance #521	-	-	145,000	-
Ambulance #523	-	-	-	-
Squad #544	-	-	225,000	-
Fire Department Totals	57,600	171,800	370,000	174,000
<b>Public Works Department</b>				
Ariel #4523	160,800	-	-	-
Step Van #2730	110,000	-	-	-
Pickup w/Utility Body #2731	37,250	-	-	-
Pickup w/Utility Body #4539	37,250	-	-	-
Pickup Truck #2722	37,250	-	-	-
Scissor Lift #4572	16,000	-	-	-

**VILLAGE OF MOUNT PROSPECT**  
**CAPITAL IMPROVEMENTS**  
**2011 BUDGET**  
**CAPITAL EXPENDITURE REQUESTS 2011 - 2014**  
**MOTOR EQUIPMENT**

Description	2011	2012	2013	2014
<b>Public Works Department (continued)</b>				
Dump Truck #2754		125,000		
Dump Truck #4517		125,000		
Flatbed/Crane #2723		115,000		
Sign Truck #2719		115,000		
Dump Truck #2729		55,000		
Pickup Truck #2732		36,000		
Pickup Truck #2759		36,000		
Pickup Truck #4534		36,000		
Pickup Truck #4554		36,000		
Explorer SUV #2708			30,000	
Trailer #4556			7,000	
Leaf Loader #4530			47,500	
Leaf Loader #4532			47,500	
Leaf Loader #4546			47,500	
Aerial #2721			160,800	
Skid Loader #4564			95,000	
Dump Truck #4522			130,000	
Dump Truck #4528			150,000	
Aerial #4541			170,000	
Pickup Truck #2709			37,300	
Cargo Trailer #2762			10,000	
Leaf Loader #4547				49,000
Leaf Loader #4560				49,000
Dump Truck #2757				135,000
Dump Truck #4509				135,000
Dump Truck #2718				60,000
Dump Truck #2734				60,000
Dump Truck #2740				60,000
Compressor #2740				18,000
Sweeper #4501				182,000
Pickup w/Utility Body #2710				42,600
Pickup w/Utility Body #2715				42,600
Pickup Truck #4500				38,000
Pickup Truck #4526				38,000
Pickup Truck #4529				38,000
Pickup Truck #4540				38,000
U.S. Cargo Trailer #4544				10,000
<b>Public Works Department Totals</b>	<b>398,550</b>	<b>679,000</b>	<b>932,600</b>	<b>995,200</b>
<b>TOTAL MOTOR EQUIPMENT</b>	<b>613,650</b>	<b>1,259,300</b>	<b>1,739,600</b>	<b>1,665,600</b>

**VILLAGE OF MOUNT PROSPECT**  
**CAPITAL IMPROVEMENTS**  
**2011 BUDGET**  
**CAPITAL EXPENDITURE REQUESTS 2011 - 2014**  
**COMPUTER REPLACEMENT**

Description	2011	2012	2013	2014
<b>Information Technology</b>				
61 PCs and Monitors	64,050	-	-	-
33 PCs and Monitors	-	38,100	-	-
54 PCs and Monitors	-	-	56,700	-
11 PCs and Monitors	-	-	-	17,850
20 Laptops	29,000	-	-	-
8 Laptops	-	11,600	-	-
11 Laptops	-	-	15,950	-
7 Laptops	-	-	-	10,150
7 Rugged Laptops	29,400	-	-	-
11 Rugged Laptops	-	47,400	-	-
10 Rugged Laptops	-	-	51,200	-
13 Rugged Laptops	-	-	-	65,200
22 Printers	32,100	-	-	-
12 Printers	-	17,500	21,500	-
15 Printers	-	-	-	27,500
5 Servers	28,500	-	-	-
4 Servers	-	35,650	-	-
1 Server	-	-	10,000	-
3 Servers	-	-	-	29,500
2 SANS	-	45,000	-	60,000
2 Scanners	9,200	-	8,800	3,900
1 Scanner	-	6,000	-	-
2 Tablet PC's	-	-	9,000	-
3 Tablet PC's	-	-	-	13,500
2 Projectors	2,700	-	-	-
2 Projectors	-	-	2,700	-
1 Projector	-	-	-	1,600
1 Plotter	-	-	16,500	-
13 WAPs	-	-	15,600	-
1 Handheld	-	-	-	2,150
<b>Information Technology Totals</b>	<b>194,950</b>	<b>201,250</b>	<b>207,950</b>	<b>231,350</b>
<b>TOTAL COMPUTER REPLACEMENT</b>	<b>324</b>	<b>194,950</b>	<b>201,250</b>	<b>207,950</b>
		<b>231,350</b>		

**VILLAGE OF MOUNT PROSPECT**  
**2011 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 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 two general obligation (G.O.) bonds issues 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.

**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 3.36%. The semi-annual principal and interest payments will be paid from the proceeds of the first 1/4¢ home rule sales tax.

Total Debt Service Funds expenditures of \$2,416,548 for 2011 are made up of \$1,803,193 for General Obligation Debt and \$613,355 for Installment Contracts.

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

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET SUMMARY**  
**DEBT SERVICE FUNDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Series 1987A B&I, PW Facility	6,334	-	-	-	-
Series 2001 B&I, Village Hall	3,895,265	382,203	-	-	-
Series 2003 B&I, Village Hall	910,506	912,658	912,658	914,108	913,482
Series 2009 B&I, FD/PW	505,690	417,663	417,663	417,663	417,663
Series 2009B B&I, FD/PW	38,237	-	99,840	336,000	380,250
Series 2009C B&I, FD/PW	-	-	127,546	135,423	135,423
IEPA Flood Control Loans B&I	613,354	613,356	613,356	613,354	613,354
SSA #6 George/Albert B&I	3,556	-	-	-	-
	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172
<b>EXPENDITURE CLASSIFICATION</b>					
CS - Contractual Services	38,237	-	-	-	-
BP - Bond Principal	4,939,144	1,271,204	1,046,204	1,312,701	1,399,732
IE - Interest Expense	984,471	1,053,076	1,123,059	1,102,047	1,058,640
BFF - Bank & Fiscal Fees	1,200	1,600	1,800	1,800	1,800
IT - Interfund Transfers	9,890	-	-	-	-
	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172
<b>SOURCE OF FUNDS</b>					
001 - General Fund	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172
	5,972,942	2,325,880	2,171,063	2,416,548	2,460,172

**VILLAGE OF MOUNT PROSPECT  
DEBT SERVICE FUNDS  
SERIES 1987A B&I, PUBLIC WORKS FACILITY**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
IT - Interfund Transfers					
697.001 Transfer Out	6,334	-	-	-	-
	6,334	-	-	-	-
<b>Total Series 1987A B&amp;I, PW Facility</b>	<b>6,334</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**SERIES 2001 B&I, VILLAGE HALL**

BP - Bond Principal					
685.006 2001 GO Bond Principal	215,000	225,000	-	-	-
694.006 2001 G.O. Bond Payment	3,513,925	-	-	-	-
	3,728,925	225,000	-	-	-
IE - Interest Expense					
690.006 2001 GO Bond Interest	165,740	156,603	-	-	-
	165,740	156,603	-	-	-
BFF - Bank & Fiscal Fees					
695.006 2001 GO Bank Fee	600	600	-	-	-
	600	600	-	-	-
<b>Total Series 2001 B&amp;I, Village Hall</b>	<b>3,895,265</b>	<b>382,203</b>	<b>-</b>	<b>-</b>	<b>-</b>

**VILLAGE OF MOUNT PROSPECT**  
**DEBT SERVICE FUNDS**  
**SERIES 2003 B&I, VILLAGE HALL**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>BP - Bond Principal</b>					
685.007 2003 GO Bond Principal	510,000	530,000	530,000	550,000	570,000
	510,000	530,000	530,000	550,000	570,000
<b>IE - Interest Expense</b>					
690.007 2003 GO Bond Interest	399,906	382,058	382,058	363,508	342,882
	399,906	382,058	382,058	363,508	342,882
<b>BFF - Bank &amp; Fiscal Fees</b>					
695.007 2003 GO Bank Fee	600	600	600	600	600
	600	600	600	600	600
<b>Total Series 2003 B&amp;I, Village Hall</b>	<b>910,506</b>	<b>912,658</b>	<b>912,658</b>	<b>914,108</b>	<b>913,482</b>

**SERIES 2009 B&I, FIRE DEPT/PUBLIC WORKS**

<b>BP - Bond Principal</b>					
685.008 2009 GO Bond Principal	200,000	-	-	-	-
	200,000	-	-	-	-
<b>IE - Interest Expense</b>					
690.008 2009 GO Bond Interest	305,690	417,263	417,263	417,263	417,263
	305,690	417,263	417,263	417,263	417,263
<b>BFF - Bank &amp; Fiscal Fees</b>					
695.008 2009 GO Bank Fee	-	400	400	400	400
	-	400	400	400	400
<b>Total 2009 B&amp;I, FD/PW</b>	<b>505,690</b>	<b>417,663</b>	<b>417,663</b>	<b>417,663</b>	<b>417,663</b>

**VILLAGE OF MOUNT PROSPECT**  
**DEBT SERVICE FUNDS**  
**SERIES 2009B B&I, FIRE DEPARTMENT/PUBLIC WORKS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
564.001 Financing Costs	38,237	-	-	-	-
	38,237	-	-	-	-
<b>BP - Bond Principal</b>					
685.009 2009B GO BOND Principal	-	-	-	230,000	280,000
	-	-	-	230,000	280,000
<b>IE - Interest Expense</b>					
690.009 2009B GO Bond Interest	-	-	99,440	105,600	99,850
	-	-	99,440	105,600	99,850
<b>BFF - Bank &amp; Fiscal Fees</b>					
695.009 2009B GO Bank Fee	-	-	400	400	400
	-	-	400	400	400
<b>Total Series 2009B B&amp;I, FD/PW</b>	<b>38,237</b>	<b>-</b>	<b>99,840</b>	<b>336,000</b>	<b>380,250</b>

**SERIES 2009C B&I, FIRE DEPARTMENT/PUBLIC WORKS**

<b>IE - Interest Expense</b>					
690.010 2009C GO Bond Interest	-	-	127,146	135,023	135,023
	-	-	127,146	135,023	135,023
<b>BFF - Bank &amp; Fiscal Fees</b>					
695.010 2009C GO Bank Fee	-	-	400	400	400
	-	-	400	400	400
<b>Total Series 2009C B&amp;I, FD/PW</b>	<b>-</b>	<b>-</b>	<b>127,546</b>	<b>135,423</b>	<b>135,423</b>

**VILLAGE OF MOUNT PROSPECT  
DEBT SERVICE FUNDS  
IEPA FLOOD CONTROL LOANS B&I**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>BP - Bond Principal</b>					
687.001 EPA Loan #1	99,329	102,695	102,695	106,174	109,772
687.002 EPA Loan Principal #2	33,539	34,675	34,675	35,850	37,065
687.003 EPA Loan Principal #3	215,347	222,644	222,644	230,187	237,986
687.004 EPA Loan Principal #4	62,825	64,654	64,654	66,536	68,472
687.005 EPA Loan Principal #5	89,179	91,536	91,536	93,954	96,437
	500,219	516,204	516,204	532,701	549,732
<b>IE - Interest Expense</b>					
692.001 EPA Loan #1 Interest	20,972	17,607	17,607	14,127	10,530
692.002 EPA Loan #2 Interest	5,750	4,614	4,614	3,439	2,224
692.003 EPA Loan #3 Interest	41,159	33,862	33,862	26,319	18,519
692.004 EPA Loan #4 Interest	17,928	16,099	16,099	14,217	12,280
692.005 EPA Loan #5 Interest	27,326	24,970	24,970	22,551	20,069
	113,135	97,152	97,152	80,653	63,622
<b>Total IEPA Flood Control Loans B&amp;I</b>	<b>613,354</b>	<b>613,356</b>	<b>613,356</b>	<b>613,354</b>	<b>613,354</b>
<b>SSA #6 GEORGE/ALBERT B&amp;I</b>					
<b>IT - Interfund Transfers</b>					
697.001 Transfer Out	3,556	-	-	-	-
	3,556	-	-	-	-
<b>Total SSA #6 George/Albert B&amp;I</b>	<b>3,556</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>5,972,942</b>	<b>2,325,880</b>	<b>2,171,063</b>	<b>2,416,548</b>	<b>2,460,172</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
LONG-TERM DEBT - ANNUAL PRINCIPAL REQUIREMENTS**

	2011	2012	2013	2014	2015 - 2029	Totals
<b>Debt To Be Paid From Property Taxes</b>						
<b>General Obligation Bonds</b>						
Series 2003 - Village Hall	550,000	570,000	595,000	615,000	6,030,000	8,360,000
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B - Series 2001 Refunding	230,000	280,000	285,000	295,000	2,340,000	3,430,000
Series 2009C - Fire Station #14/EOC	-	-	-	25,000	2,625,000	2,650,000
<b>Total</b>	<b>780,000</b>	<b>850,000</b>	<b>880,000</b>	<b>935,000</b>	<b>20,795,000</b>	<b>24,240,000</b>
<b>Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)</b>						
<b>Installment Contracts</b>						
IEPA Loan #1	106,174	109,772	113,491	117,336	-	446,773
IEPA Loan #2	35,850	37,065	38,320	-	-	111,235
IEPA Loan #3	230,187	237,986	246,050	126,134	-	840,357
IEPA Loan #4	66,536	68,472	70,465	72,517	230,463	508,453
IEPA Loan #5	93,954	96,437	98,985	101,600	491,462	882,438
<b>Total</b>	<b>532,701</b>	<b>549,732</b>	<b>567,311</b>	<b>417,587</b>	<b>721,925</b>	<b>2,789,256</b>
<b>TOTAL VILLAGE DEBT SERVICE</b>	<b>1,312,701</b>	<b>1,399,732</b>	<b>1,447,311</b>	<b>1,352,587</b>	<b>21,516,925</b>	<b>27,029,256</b>
<b>Debt To Be Paid By Mount Prospect Public Library</b>						
<b>General Obligation Bonds</b>						
Series 2002 Library Bonds	920,000	965,000	1,000,000	1,000,000	845,000	5,780,000
Series 2006 Library Refunding Bonds	45,000	50,000	50,000	55,000	9,610,000	9,810,000
	965,000	1,015,000	1,050,000	1,055,000	10,455,000	15,590,000
<b>TOTAL DEBT SERVICE PAYMENTS</b>	<b>2,277,701</b>	<b>2,414,732</b>	<b>2,497,311</b>	<b>2,407,587</b>	<b>31,971,925</b>	<b>42,619,256</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
LONG-TERM DEBT - ANNUAL DEBT SERVICE REQUIREMENTS**

	2011	2012	2013	2014	2015- 2029	Totals
<b>Debt To Be Paid From Property Taxes</b>						
<b>General Obligation Bonds</b>						
Series 2003 - Village Hall	913,508	912,882	915,082	911,282	7,344,657	10,997,411
Series 2009 - Fire Station #14/EOC	417,263	417,263	417,263	417,263	14,745,736	16,414,788
Series 2009B - Series 2001 Refunding	335,600	379,850	377,850	380,725	2,683,399	4,157,424
Series 2009C - Fire Station #14/EOC	135,023	135,023	135,023	160,023	4,032,201	4,597,293
<b>Total</b>	<b>1,801,394</b>	<b>1,845,018</b>	<b>1,845,218</b>	<b>1,869,293</b>	<b>28,805,993</b>	<b>36,166,916</b>
<b>Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)</b>						
<b>Installment Contracts</b>						
IEPA Loan #1	120,301	120,301	120,301	120,301	-	481,206
IEPA Loan #2	39,289	39,289	39,289	-	-	117,867
IEPA Loan #3	256,506	256,506	256,506	128,253	-	897,770
IEPA Loan #4	80,753	80,753	80,753	80,753	242,258	565,268
IEPA Loan #5	116,506	116,506	116,506	116,506	524,275	990,297
<b>Total</b>	<b>613,354</b>	<b>613,354</b>	<b>613,354</b>	<b>445,813</b>	<b>766,533</b>	<b>3,052,408</b>
<b>TOTAL VILLAGE DEBT SERVICE</b>	<b>2,414,748</b>	<b>2,458,372</b>	<b>2,458,572</b>	<b>2,315,106</b>	<b>29,572,526</b>	<b>39,219,324</b>
<b>Debt To Be Paid By Mount Prospect Public Library</b>						
<b>General Obligation Bonds</b>						
Series 2002 Library Bonds	1,187,900	1,191,500	1,183,075	1,188,075	1,972,013	6,722,563
Series 2006 Library Refunding Bonds	433,709	437,078	435,265	438,453	11,678,809	13,423,314
	1,621,609	1,628,578	1,618,340	1,626,528	13,650,822	20,145,877
<b>TOTAL DEBT SERVICE PAYMENTS</b>	<b>4,036,357</b>	<b>4,086,950</b>	<b>4,076,912</b>	<b>3,941,634</b>	<b>43,223,348</b>	<b>59,365,201</b>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION LIBRARY BONDS, SERIES 2002  
December 31, 2010**

Date of Issue:	June 1, 2002	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2022	Principal Maturity Date:	December 1
Authorized Issue:	\$20,500,000	Payable At:	American Nat'l Bank
Partial Advance Refunded - December, 2006. \$9,380,000 bond #'s 2225-4100			
Purpose:	Library Expansion		

Interest Rates:	1069-1252	4.500%	1446-1645	4.500%	1856-2074	4.750%
	1253-1445	4.500%	1646-1855	4.625%	2075-2224	5.000%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	1069-1252	920,000	267,900	1,187,900	2011	133,950	2011	133,950
2011	1253-1445	965,000	226,500	1,191,500	2012	113,250	2012	113,250
2012	1446-1645	1,000,000	183,075	1,183,075	2013	91,538	2013	91,538
2013	1646-1855	1,050,000	138,075	1,188,075	2014	69,038	2014	69,038
2014	1856-2074	1,095,000	89,513	1,184,513	2015	44,756	2015	44,756
2015	2075-2224	750,000	37,500	787,500	2016	18,750	2016	18,750
		<u>5,780,000</u>	<u>942,563</u>	<u>6,722,563</u>		<u>471,281</u>		<u>471,281</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION BONDS, SERIES 2003  
DECEMBER 31, 2010**

Date of Issue:	February 1, 2003	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2022	Principal Maturity Date:	December 1
Authorized Issue:	\$12,235,000	Payable At:	Bank One
Purpose:	Village Hall/Parking Deck		

Interest Rates:	0776-0885	3.75%	1242-1370	4.125%	1791-1943	4.50%
	0886-0999	4.00%	1371-1504	4.25%	1944-2103	4.625%
	1000-1118	4.00%	1505-1644	4.375%	2104-2271	4.75%
	1119-1241	4.00%	1645-1790	4.50%	2272-2447	4.75%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	0776-0885	550,000	363,508	913,508	2011	181,754	2011	181,754
2011	0886-0999	570,000	342,882	912,882	2012	171,441	2012	171,441
2012	1000-1118	595,000	320,082	915,082	2013	160,041	2013	160,041
2013	1119-1241	615,000	296,282	911,282	2014	148,141	2014	148,141
2014	1242-1370	645,000	271,682	916,682	2015	135,841	2015	135,841
2015	1371-1504	670,000	245,075	915,075	2016	122,537	2016	122,538
2016	1505-1644	700,000	216,600	916,600	2017	108,300	2017	108,300
2017	1645-1790	730,000	185,975	915,975	2018	92,987	2018	92,988
2018	1791-1943	765,000	153,125	918,125	2019	76,562	2019	76,563
2019	1944-2103	800,000	118,700	918,700	2020	59,350	2020	59,350
2020	2104-2271	840,000	81,700	921,700	2021	40,850	2021	40,850
2021	2272-2447	880,000	41,800	921,800	2022	20,900	2022	20,900
		<u>8,360,000</u>	<u>2,637,411</u>	<u>10,997,411</u>		<u>1,318,704</u>		<u>1,318,707</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS**  
**LONG-TERM DEBT REQUIREMENTS**  
**GENERAL OBLIGATION LIBRARY REFUNDING BONDS, SERIES 2006**  
**December 31, 2010**

Date of Issue:	December 15, 2006	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2022	Principal Maturity Date:	December 1
Authorized Issue:	\$10,000,000	Payable At:	Wells Fargo Bank, N.A.
Purpose:	Library Refunding		

Interest Rates:	5-7	3.6250%	12	3.9000%
	8	3.7000%	13	3.9500%
	9	3.7500%	14	4.0000%
	10	3.8000%	15	4.0500%
	11	3.8500%	16	4.1000%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	5	45,000	388,709	433,709	2011	194,355	2011	194,355
2011	6	50,000	387,078	437,078	2012	193,539	2012	193,539
2012	7	50,000	385,265	435,265	2013	192,633	2013	192,633
2013	8	55,000	383,453	438,453	2014	191,727	2014	191,727
2014	9	55,000	381,418	436,418	2015	190,709	2015	190,709
2015	10	555,000	379,355	934,355	2016	189,678	2016	189,678
2016	11	1,360,000	358,265	1,718,265	2017	179,133	2017	179,133
2017	12	1,410,000	305,905	1,715,905	2018	152,953	2018	152,953
2018	13	1,465,000	250,915	1,715,915	2019	125,458	2019	125,458
2019	14	1,525,000	193,048	1,718,048	2020	96,524	2020	96,524
2020	15	1,585,000	132,048	1,717,048	2021	66,024	2021	66,024
2021	16	1,655,000	67,855	1,722,855	2022	33,928	2022	33,928
		<u>9,810,000</u>	<u>3,613,314</u>	<u>13,423,314</u>		<u>1,806,657</u>		<u>1,806,657</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION BONDS, SERIES 2009  
DECEMBER 31, 2010**

Date of Issue:	March 11, 2009	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2028	Principal Maturity Date:	December 1
Authorized Issue:	\$10,000,000	Payable At:	Bank of New York Mellon
Purpose:	Replacement Firs Station #14, Emergency Operations Center and Public Works Facility Expansion		

Interest Rates:	0041-0247	4.000%	0560-0889	4.200%	1240-1609	4.375%
	0248-0559	4.000%	0890-1239	4.300%	1610-2000	4.500%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	-	0	417,263	417,263	2011	208,631	2011	208,631
2011	-	0	417,263	417,263	2012	208,631	2012	208,631
2012	-	0	417,263	417,263	2013	208,631	2013	208,631
2013	-	0	417,263	417,263	2014	208,631	2014	208,631
2014	-	0	417,263	417,263	2015	208,631	2015	208,631
2015	-	0	417,263	417,263	2016	208,631	2016	208,631
2016	-	0	417,263	417,263	2017	208,631	2017	208,631
2017	-	0	417,263	417,263	2018	208,631	2018	208,631
2018	-	0	417,263	417,263	2019	208,631	2019	208,631
2019	-	0	417,263	417,263	2020	208,631	2020	208,631
2020	-	0	417,263	417,263	2021	208,631	2021	208,631
2021	-	0	417,263	417,263	2022	208,631	2022	208,631
2022	0041-0247	1,035,000	417,263	1,452,263	2023	208,631	2023	208,631
2023	0248-0559	1,560,000	375,863	1,935,863	2024	187,931	2024	187,931
2024	0560-0889	1,650,000	313,463	1,963,463	2025	156,731	2025	156,731
2025	0890-1239	1,750,000	244,163	1,994,163	2026	122,081	2026	122,081
2026	1240-1609	1,850,000	168,913	2,018,913	2027	84,456	2027	84,456
2027	1610-2000	1,955,000	87,975	2,042,975	2028	43,988	2028	43,988
		<u>9,800,000</u>	<u>6,614,788</u>	<u>16,414,788</u>		<u>3,307,394</u>		<u>3,307,394</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION BONDS, SERIES 2009B  
DECEMBER 31, 2010**

Date of Issue:	December 1, 2009	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2021	Principal Maturity Date:	December 1
Authorized Issue:	\$3,430,000	Payable At:	Bank of New York Mellon
Purpose:	Village Refunding (Series 2001)		

Interest Rates:	0001-0046	2.50%	0219-0279	2.50%	0473-0540	3.75%
	0047-0102	2.50%	0280-0342	3.00%	0541-0612	3.75%
	0103-0159	2.50%	0343-0406	3.00%	0613-0686	3.75%
	0160-0218	2.50%	0407-0472	3.50%		

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	0001-0046	230,000	105,600	335,600	2011	52,800	2011	52,800
2011	0047-0102	280,000	99,850	379,850	2012	49,925	2012	49,925
2012	0103-0159	285,000	92,850	377,850	2013	46,425	2013	46,425
2013	0160-0218	295,000	85,725	380,725	2014	42,863	2014	42,863
2014	0219-0279	305,000	78,350	383,350	2015	39,175	2015	39,175
2015	0280-0342	315,000	70,725	385,725	2016	35,363	2016	35,363
2016	0343-0406	320,000	61,275	381,275	2017	30,638	2017	30,638
2017	0407-0472	330,000	51,675	381,675	2018	25,838	2018	25,838
2018	0473-0540	340,000	40,125	380,125	2019	20,063	2019	20,063
2019	0541-0612	360,000	27,375	387,375	2020	13,688	2020	13,688
2020	0613-0686	370,000	13,874	383,874	2021	6,937	2021	6,937
		<u>3,430,000</u>	<u>727,424</u>	<u>4,157,424</u>		<u>363,712</u>		<u>363,712</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
GENERAL OBLIGATION BONDS, SERIES 2009C  
DECEMBER 31, 2010**

Date of Issue:	December 1, 2009	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2029	Principal Maturity Date:	December 1
Authorized Issue:	\$2,650,000	Payable At:	Bank of New York Mellon
Purpose:	Replacement Firs Station #14, Emergency Operations Center and Public Works Facility Expansion		

Interest Rates:	0001-0005	3.00%	0040-0058	4.50%	0143-0242	4.90%
	0006-0013	3.35%	0059-0082	4.40%	0243-0330	5.00%
	0014-0024	3.80%	0083-0110	4.70%	0331-0530	5.75%
	0025-0039	4.25%	0111-0142	4.70%		

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2010	-	0	135,023	135,023	2011	67,511	2011	67,511
2011	-	0	135,023	135,023	2012	67,511	2012	67,511
2012	-	0	135,023	135,023	2013	67,511	2013	67,511
2013	0001-0005	25,000	135,023	160,023	2014	67,511	2014	67,511
2014	0006-0013	40,000	134,273	174,273	2015	67,136	2015	67,136
2015	0014-0024	55,000	132,933	187,933	2016	66,455	2016	66,477
2016	0025-0039	75,000	130,843	205,843	2017	65,421	2017	65,421
2017	0040-0058	95,000	127,655	222,655	2018	63,828	2018	63,828
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	-	0	57,500	57,500	2024	28,750	2024	28,750
2024	-	0	57,500	57,500	2025	28,750	2025	28,750
2025	-	0	57,500	57,500	2026	28,750	2026	28,750
2026	-	0	57,500	57,500	2027	28,750	2027	28,750
2027	-	0	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
		<u>2,650,000</u>	<u>1,947,293</u>	<u>4,597,293</u>		<u>973,635</u>		<u>973,657</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
IEPA LOAN #1, 1994  
December 31, 2010**

Date of Issue: June 10, 1994  
 Date of Maturity: December 10, 2014  
 Authorized Issue: \$1,711,671.24  
 Purpose: Flood Control - Hatlen Heights  
 Contract No. L170857

Interest Dates: June 10 and December 10  
 Principal Maturity Date: June 10 and December 10  
 Payable At: Illinois EPA

Interest Rates: 3.36%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					June 10	Amount	Dec. 10	Amount
2011	33-34	106,174.30	14,127.16	120,301.46	2011	60,150.73	2011	60,150.73
2012	35-36	109,771.72	10,529.74	120,301.46	2012	60,150.73	2012	60,150.73
2013	37-38	113,491.04	6,810.42	120,301.46	2013	60,150.73	2013	60,150.73
2014	39-40	117,336.52	2,964.94	120,301.46	2014	60,150.73	2014	60,150.73
		<u>446,773.58</u>	<u>34,432.26</u>	<u>481,205.84</u>		<u>240,602.92</u>		<u>240,602.92</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS**  
**LONG-TERM DEBT REQUIREMENTS**  
**IEPA LOAN #2, 1994**  
**December 31, 2010**

Date of Issue: January 12, 1994  
Date of Maturity: July 12, 2013  
Authorized Issue: \$558,474.04  
Purpose: Flood Control - Fairview Gardens  
Contract No. L170856

Interest Dates: January 12 and July 12  
Principal Maturity Date: January 12 and July 12  
Payable At: Illinois EPA

Interest Rates: 3.36%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					Jan. 12	Amount	12-Jul	Amount
2011	34-35	35,849.97	3,438.87	39,288.84	2011	19,644.42	2011	19,644.42
2012	36-37	37,064.65	2,224.19	39,288.84	2012	19,644.42	2012	19,644.42
2013	38-39	38,320.47	968.37	39,288.84	2013	19,644.42	2013	19,644.42
		<u>111,235.09</u>	<u>6,631.43</u>	<u>117,866.52</u>		<u>58,933.26</u>		<u>58,933.26</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
IEPA LOAN #3, 1994  
December 31, 2010**

Date of Issue:	May 1, 1994	Interest Dates:	May 1 and November 1
Date of Maturity:	May 1, 2014	Principal Maturity Date:	May 1 and November 1
Authorized Issue:	\$3,695,353.72	Payable At:	Illinois EPA
Purpose:	Flood Control - Prospect Manor/N. Main		
Contract No.	L17074400		
Interest Rates:	3.36%		

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					May 1	Amount	Nov. 1	Amount
2011	34-35	230,187.23	26,318.55	256,505.78	2011	128,252.89	2011	128,252.89
2012	36-37	237,986.49	18,519.29	256,505.78	2012	128,252.89	2012	128,252.89
2013	38-39	246,050.00	10,455.78	256,505.78	2013	128,252.89	2013	128,252.89
2014	40	126,133.92	2,118.97	128,252.89	2014	128,252.89	2014	-
		<u>840,357.64</u>	<u>57,412.59</u>	<u>897,770.23</u>		<u>513,011.56</u>		<u>384,758.67</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
IEPA LOAN #4, 1997  
December 31, 2010**

Date of Issue: November 1, 1997  
 Date of Maturity: November 1, 2017  
 Authorized Issue: \$1,203,550.00  
 Purpose: Flood Control - See Gwun/Milburn  
 Contract No. L17085500  
  
 Interest Rates: 2.89%

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
2011	27-28	66,535.57	14,217.01	80,752.58	2011	40,376.29	2011	40,376.29
2012	29-30	68,472.34	12,280.24	80,752.58	2012	40,376.29	2012	40,376.29
2013	31-32	70,465.48	10,287.10	80,752.58	2013	40,376.29	2013	40,376.29
2014	33-34	72,516.65	8,235.93	80,752.58	2014	40,376.29	2014	40,376.29
2015	35-36	74,627.52	6,125.06	80,752.58	2015	40,376.29	2015	40,376.29
2016	37-38	76,799.84	3,952.74	80,752.58	2016	40,376.29	2016	40,376.29
2017	39-40	79,035.37	1,717.21	80,752.58	2017	40,376.29	2017	40,376.29
		<u>508,452.77</u>	<u>56,815.29</u>	<u>565,268.06</u>		<u>282,634.03</u>		<u>282,634.03</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS  
LONG-TERM DEBT REQUIREMENTS  
IEPA LOAN #5, 1999  
December 31, 2010**

Date of Issue: December 3, 1999  
 Date of Maturity: June 3, 2019  
 Authorized Issue: \$1,760,421.91  
 Purpose: Flood Control - Maple/Berkshire  
 Contract No. L17-1087

Interest Dates: June 3 and December 3  
 Principal Maturity Date: June 3 and December 3  
 Payable At: Illinois EPA

Interest Rates: 2.625%

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					June 3	Amount	Dec. 3	Amount
2011	23-24	93,954.14	22,551.44	116,505.58	2011	58,252.79	2011	58,252.79
2012	25-26	96,436.62	20,068.96	116,505.58	2012	58,252.79	2012	58,252.79
2013	27-28	98,984.69	17,520.89	116,505.58	2013	58,252.79	2013	58,252.79
2014	29-30	101,600.10	14,905.48	116,505.58	2014	58,252.79	2014	58,252.79
2015	31-32	104,284.60	12,220.98	116,505.58	2015	58,252.79	2015	58,252.79
2016	33-34	107,040.03	9,465.55	116,505.58	2016	58,252.79	2016	58,252.79
2017	35-36	109,868.27	6,637.31	116,505.58	2017	58,252.79	2017	58,252.79
2018	37-38	112,771.24	3,734.34	116,505.58	2018	58,252.79	2018	58,252.79
2019	39	57,498.16	754.63	58,252.79	2019	58,252.79	2019	-
		<u>882,437.85</u>	<u>107,859.58</u>	<u>990,297.43</u>		<u>524,275.11</u>		<u>466,022.32</u>



**VILLAGE OF MOUNT PROSPECT**  
**2011 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.

Police officers and firefighters 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.

Employees covered by IMRF 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 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.

The above plans are funded by contributions from both the members of the plans and 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.

The December 31, 2009 actuarial valuation for the Police and Fire Pension Funds were completed showing an increase from 58.9% to 60.6% in the funding level for Police Pension while the Fire Pension funding increased from 63.9% to 65.0%. Police and Fire investment returns were 15.51% and 13.77%, respectively. Returns for both pension funds came in significantly above the 8% assumption, but lag due to prior year losses. The Village's 2011 contribution from property tax levy proceeds to the Police Pension Fund is budgeted at \$2,362,000 and the Fire Pension Fund at \$2,059,000. The Village contributed 9.78% of the salaries of IMRF employees during 2010 and will contribute 10.76% in 2011 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 \$6,892,046 for 2011 and \$7,086,451 for 2012.

Actuarial information schedules for the Police and Fire Pension Funds are shown on the last two pages of this section. Estimates were used for 2010 and 2011.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
PENSION FUNDS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Miscellaneous Pensions	45,590	46,600	46,600	45,863	46,005
Police Pensions	3,096,471	3,242,300	3,232,061	3,577,110	3,635,526
Fire Pensions	2,991,393	3,121,500	3,134,800	3,269,073	3,404,920
	6,133,454	6,410,400	6,413,461	6,892,046	7,086,451
<b>EXPENDITURE CLASSIFICATION</b>					
PB - Pension Benefits	5,881,308	6,109,400	6,099,400	6,589,046	6,771,451
CS - Contractual Services	216,091	253,500	273,850	255,500	267,500
IN - Insurance	19,439	22,000	19,561	22,000	22,000
CSU - Commodities & Supplies	-	1,500	300	1,500	1,500
OE - Other Expenditures	16,616	24,000	20,350	24,000	24,000
	6,133,454	6,410,400	6,413,461	6,892,046	7,086,451
<b>SOURCE OF FUNDS</b>					
001 - General Fund	45,590	46,600	46,600	45,863	46,005
070 - Police Pension Fund	3,096,471	3,242,300	3,232,061	3,577,110	3,635,526
071 - Fire Pension Fund	2,991,393	3,121,500	3,134,800	3,269,073	3,404,920
	6,133,454	6,410,400	6,413,461	6,892,046	7,086,451

**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.

Miscellaneous Pensions include payments to two retired firefighters who were members of the Forest River Fire Protection District when the Village took over the District in 1970. The two individuals subsequently became Village employees. As a part of a court order, the Village is required to make supplemental payments in recognition for time served at the Fire District.

The Police Pension fund and the Fire Pension Fund cover sworn personnel of the Police and Fire Departments. At January 1, 2011, there will be 64 individuals receiving benefits from the Police Pension Fund and 61 receiving benefits from the Fire Pension Fund, compared to 61 and 60, respectively, as of January 1, 2010.

**VILLAGE OF MOUNT PROSPECT  
PENSION FUNDS  
MISCELLANEOUS PENSIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PB - Pension Benefits</b>					
528.001 Retirement Pensions	4,460	4,600	4,600	4,732	4,874
528.003 Surviving Spouse Pensions	41,130	42,000	42,000	41,131	41,131
	45,590	46,600	46,600	45,863	46,005
<b>Total Miscellaneous Pensions</b>	<b>45,590</b>	<b>46,600</b>	<b>46,600</b>	<b>45,863</b>	<b>46,005</b>

**POLICE PENSION FUND**

<b>PB - Pension Benefits</b>					
528.001 Retirement Pensions	2,353,338	2,420,000	2,420,000	2,786,441	2,838,858
528.002 Disability Pensions	341,553	372,000	372,000	373,872	373,871
528.003 Surviving Spouse Pensions	270,796	270,800	270,800	270,797	270,797
528.005 Refund of Contributions	-	10,000	10,000	-	-
528.006 Pension Portability Expense	-	20,000	20,000	-	-
	2,965,687	3,092,800	3,092,800	3,431,110	3,483,526

<b>CS - Contractual Services</b>					
530.001 Actuarial Services	1,100	2,500	1,500	1,500	1,500
530.003 Investment Advisors	86,607	93,000	87,000	90,000	96,000
530.006 Other Professional Services	400	1,000	1,000	1,000	1,000
530.008 Medical Expense	3,206	10,000	5,000	10,000	10,000
531.005 Legal - Pension	17,116	15,000	20,000	15,000	15,000
544.002 Postage Expense	88	500	100	500	500
549.001 Organizational Memberships	750	1,000	750	1,000	1,000
563.001 Banking Charges - Pension	3,840	4,000	4,300	4,500	4,500
	113,107	127,000	119,650	123,500	129,500

<b>IN - Insurance</b>					
594.001 Insurance Expense - Pension	9,061	10,000	9,061	10,000	10,000
	9,061	10,000	9,061	10,000	10,000

<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	-	500	200	500	500
	-	500	200	500	500

<b>OE - Other Expenditures</b>					
636.001 State of Illinois Fee - IDOI	8,000	8,000	8,000	8,000	8,000
636.002 Seminars/Associations -	616	4,000	2,350	4,000	4,000
	8,616	12,000	10,350	12,000	12,000

<b>Total Police Pensions</b>	<b>3,096,471</b>	<b>3,242,300</b>	<b>3,232,061</b>	<b>3,577,110</b>	<b>3,635,526</b>
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**VILLAGE OF MOUNT PROSPECT**  
**PENSION FUNDS**  
**FIRE PENSIONS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PB - Pension Benefits</b>					
528.001 Retirement Pensions	2,016,969	2,082,000	2,082,000	2,259,482	2,351,536
528.002 Disability Pensions	577,272	613,000	613,000	623,663	634,355
528.003 Surviving Spouse Pensions	242,925	243,000	243,000	201,912	229,013
528.004 Children's Pensions	21,871	22,000	22,000	27,016	27,016
528.005 Refund of Contributions	10,994	10,000	-	-	-
	2,870,031	2,970,000	2,960,000	3,112,073	3,241,920
<b>CS - Contractual Services</b>					
530.001 Actuarial Services	1,100	1,500	1,500	1,500	1,500
530.003 Investment Advisors	91,523	93,000	94,000	98,000	104,000
530.006 Other Professional Services	1,000	1,000	1,200	1,500	1,500
530.008 Medical Expense	1,850	10,000	50,000	10,000	10,000
531.005 Legal - Pension	2,750	15,000	2,800	15,000	15,000
544.002 Postage Postage Expense	637	1,000	100	1,000	1,000
563.001 Banking Charges - Pension	4,124	5,000	4,600	5,000	5,000
	102,984	126,500	154,200	132,000	138,000
<b>IN - Insurance</b>					
594.001 Insurance Expense - Pension	10,378	12,000	10,500	12,000	12,000
	10,378	12,000	10,500	12,000	12,000
<b>CSU - Commodities &amp; Supplies</b>					
608.001 Other Supplies	-	1,000	100	1,000	1,000
	-	1,000	100	1,000	1,000
<b>OE - Other Expenditures</b>					
636.001 State of Illinois Fee - IDOI	8,000	8,000	8,000	8,000	8,000
636.002 Seminars/Associations -	-	4,000	2,000	4,000	4,000
	8,000	12,000	10,000	12,000	12,000
<b>Total Fire Pensions</b>	<b>2,991,393</b>	<b>3,121,500</b>	<b>3,134,800</b>	<b>3,269,073</b>	<b>3,404,920</b>
<b>TOTAL PENSION FUNDS</b>	<b>6,133,454</b>	<b>6,410,400</b>	<b>6,413,461</b>	<b>6,892,046</b>	<b>7,086,451</b>

**VILLAGE OF MOUNT PROSPECT**  
**POLICE PENSION FUND**  
**APRIL 30, 1986 - DECEMBER 31, 2011**

Fiscal Year Ending	Number in Plan	Assets Available	Pension Liability	Excess or (Deficiency)	Percent Funded
April 30, 1986	61	8,670,470	10,627,875	(1,957,405)	81.60%
April 30, 1987	63	11,572,929	10,841,939	730,990	106.70%
April 30, 1988	63	12,564,350	11,695,647	868,703	107.40%
April 30, 1989	63	13,545,769	11,019,448	2,526,321	122.90%
April 30, 1990	69	14,674,462	11,914,797	2,759,665	123.20%
April 30, 1991	69	15,906,366	13,661,691	2,244,675	116.40%
April 30, 1992	69	17,527,304	14,834,554	2,692,750	118.20%
April 30, 1993	69	18,815,219	17,855,772	959,447	105.40%
April 30, 1994	72	19,997,115	19,788,272	208,843	101.10%
April 30, 1995	75	21,207,733	21,786,643	(578,910)	97.30%
December 31, 1995	78	23,126,360	23,511,239	(384,879)	98.40%
December 31, 1996	78	24,393,815	25,709,181	(1,315,366)	94.90%
December 31, 1997	79	26,632,406	27,925,613	(1,293,207)	95.40%
December 31, 1998	79	28,560,329	31,000,360	(2,440,031)	86.40%
December 31, 1999	80	28,700,234	33,235,857	(4,535,623)	86.40%
December 31, 2000	80	31,121,191	35,835,766	(4,714,575)	86.80%
December 31, 2001	80	31,396,220	38,213,704	(6,817,484)	82.20%
December 31, 2002	80	30,916,536	41,058,866	(10,142,330)	75.30%
December 31, 2003	82	33,520,535	43,278,648	(9,758,113)	77.50%
December 31, 2004	81	35,616,429	47,837,706	(12,221,277)	74.50%
December 31, 2005	83	37,284,555	50,333,889	(13,049,334)	74.10%
December 31, 2006	88	40,084,648	53,166,244	(13,081,596)	75.40%
December 31, 2007	90	42,963,185	56,873,906	(13,910,721)	75.50%
December 31, 2008	89	36,262,944	61,578,623	(25,315,679)	59.90%
December 31, 2009	88	41,020,478	67,715,945	(26,695,467)	60.60%
December 31, 2010 (1)	88	43,195,868	*	*	*
December 31, 2011 (1)	88	45,705,342	*	*	*

(1) Assets Available figures are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of December 21, 2010.

**VILLAGE OF MOUNT PROSPECT  
FIRE PENSION FUND  
APRIL 30, 1986 - DECEMBER 31, 2011**

Fiscal Year Ending	Number in Plan	Assets Available	Pension Liability	Excess or (Deficiency)	Percent Funded
April 30, 1986	63	10,227,234	9,411,964	815,270	108.7%
April 30, 1987	66	13,291,300	11,282,888	2,008,412	117.8%
April 30, 1988	66	14,442,292	12,278,716	2,163,576	117.6%
April 30, 1989	66	15,602,280	11,704,857	3,897,423	133.3%
April 30, 1990	71	16,566,696	12,427,200	4,139,496	133.3%
April 30, 1991	68	17,875,046	15,501,844	2,373,202	115.3%
April 30, 1992	68	19,381,754	16,871,221	2,510,533	114.9%
April 30, 1993	68	20,861,787	19,378,882	1,482,905	107.7%
April 30, 1994	68	23,001,233	19,562,034	3,439,199	117.6%
April 30, 1995	67	24,193,256	23,225,644	967,612	104.2%
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 (1)	72	42,771,476	*	*	*
December 31, 2011 (1)	72	44,916,856	*	*	*

(1) Assets Available figures are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of December 21, 2010.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
RISK MANAGEMENT**

The Risk Management Fund (an Internal Service Fund) was established to account for the Village's Protected 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 and \$500,000 for workers' compensation claims. In 2005, the Village began to self-insure for liability claims up to \$2,000,000. Previous to this change, the self-insurance level was \$250,000. The change was made after a claims reserve study was performed showing it more cost beneficial to self-insure up to the point where HELP (high-level excess liability pool) coverage kicks in. The Village carries \$68,222,039 in Excess Property Insurance, the statutory limit for Workers' Compensation, and \$10,000,000 for General Liability, Auto Liability, Police Liability and Public Officials Liability.

Cannon Cochran Management Services administers workers' compensation claims and GAB Robins Inc. 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.

In 1998 the Village ceased self insuring medical coverage for its employees and retirees and joined the Intergovernmental Personnel Benefit Cooperative (IPBC). The IPBC is an intergovernmental risk pool providing health and life insurance to its 43 municipal 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  
2011 BUDGET SUMMARY  
RISK MANAGEMENT**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Insurance Programs	6,367,162	6,853,598	6,001,580	6,787,343	7,213,601
	<u>6,367,162</u>	<u>6,853,598</u>	<u>6,001,580</u>	<u>6,787,343</u>	<u>7,213,601</u>
<b>EXPENDITURE CLASSIFICATION</b>					
CS - Contractual Services	500	2,000	-	2,000	2,000
IN - Insurance	6,366,662	6,851,598	6,001,580	6,785,343	7,211,601
	<u>6,367,162</u>	<u>6,853,598</u>	<u>6,001,580</u>	<u>6,787,343</u>	<u>7,213,601</u>
<b>SOURCE OF FUNDS</b>					
063 - Risk Management Fund	6,367,162	6,853,598	6,001,580	6,787,343	7,213,601
	<u>6,367,162</u>	<u>6,853,598</u>	<u>6,001,580</u>	<u>6,787,343</u>	<u>7,213,601</u>

**BUDGET DISCUSSION AND ANALYSIS**

The Risk Management budget for 2011 is \$6,787,343. This is a decrease of \$66,255, or just under 1.0% from the 2010. The cost of the Casualty and Property Insurance program was flat from the prior year while Medical Insurance program expenses were mostly offset utilizing reserves resulting from positive claims experience.

Liability claims in 2010 are expected to come in under budget by \$90,000 as a result of claims being settled at or below reserved levels during the year. No significant changes were made to the overall budget for the Casualty and Property Insurance program for 2011 as claims experience has been relatively level for the past several years. The workers' compensation claims budget for 2011 and 2012 will be lowered from \$500,000 to \$450,000 as this new level is sufficient to support ongoing claims. Premiums for PPO and HMO insurance coverage are scheduled to increase 3.0% and 7.0% respectively for 2011. The total medical insurance budget is \$5,888,643 for 2011 and \$6,311,901 for 2012.

**VILLAGE OF MOUNT PROSPECT  
RISK MANAGEMENT  
INSURANCE PROGRAMS**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>CS - Contractual Services</b>					
530.006 Professional Services Other	500	2,000	-	2,000	2,000
	500	2,000	-	2,000	2,000
<b>IN - Insurance</b>					
595.001 Claims Admin - Liability	25,509	27,000	24,109	24,200	24,200
595.002 Claims Admin. - Medical	268,809	320,845	287,146	309,089	333,405
596.002 Premiums Property Insurance	83,086	85,000	83,283	84,000	84,000
596.003 Premiums HELP Excess	73,305	76,500	75,833	79,000	82,000
596.004 Premiums Workers'	53,592	54,500	53,314	54,000	54,000
596.005 Premiums Faithful	2,423	2,500	2,450	2,500	2,500
596.006 Premiums Surety Bonds	1,950	2,000	1,950	2,000	2,000
596.007 Premiums Builders' Risk	14,870	-	838	-	-
596.008 Premiums Other Insurance	144	200	3,000	3,000	3,000
597.001 Medical Claims	3,405,938	3,820,038	3,485,273	3,854,048	4,079,187
597.002 Medical HMO	1,413,349	1,743,561	1,573,273	1,707,306	1,881,109
597.003 Life Insurance	34,128	34,954	28,896	18,200	18,200
598.001 Disability Insurance	-	1,500	-	-	-
599.001 Property Claims	-	1,000	-	1,000	1,000
599.002 Liability Claims	474,686	100,000	10,000	100,000	100,000
599.003 Workers' Compensation	453,505	500,000	300,000	450,000	450,000
599.004 Workers' Comp. - Medical	11,919	20,000	5,000	20,000	20,000
600.001 Village Property Damage	15,943	25,000	37,700	40,000	40,000
600.002 Auto Miscellaneous	15,908	20,000	10,000	20,000	20,000
600.004 Unemployment Comp. Claims	-	10,000	15,015	10,000	10,000
600.005 Other Claims	892	2,000	3,000	2,000	2,000
600.006 Other Medical Claims	16,706	5,000	1,500	5,000	5,000
	6,366,662	6,851,598	6,001,580	6,785,343	7,211,601
<b>Total Insurance Programs</b>	<b>6,367,162</b>	<b>6,853,598</b>	<b>6,001,580</b>	<b>6,787,343</b>	<b>7,213,601</b>
<b>TOTAL RISK MANAGEMENT</b>	<b>6,367,162</b>	<b>6,853,598</b>	<b>6,001,580</b>	<b>6,787,343</b>	<b>7,213,601</b>



**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
CONTINGENCIES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					
Contingencies	635,100	-	861,000	-	-
	635,100	-	861,000	-	-
<b>EXPENDITURE CLASSIFICATION</b>					
IT - Interfund Transfers	635,100	-	861,000	-	-
	635,100	-	861,000	-	-
<b>SOURCE OF FUNDS</b>					
001 - General Fund	635,100	-	861,000	-	-
	635,100	-	861,000	-	-

**BUDGET DISCUSSION AND ANALYSIS**

Interfund Transfers are listed under the Contingencies section of the budget as they do not reflect a true expense for any cost center of the Village. No transfers have been included in the 2011 or 2012 budget.

**VILLAGE OF MOUNT PROSPECT  
CONTINGENCIES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>IT - Interfund Transfers</b>					
697.001 Transfers Transfer Out	635,100	-	861,000	-	-
	635,100	-	861,000	-	-
<b>TOTAL CONTINGENCIES</b>	<b>635,100</b>	<b>-</b>	<b>861,000</b>	<b>-</b>	<b>-</b>

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET  
MOUNT PROSPECT PUBLIC LIBRARY**

The Mount Prospect Public Library is a separate and distinct governmental entity and is governed by a seven member Board of Trustees. The Library Trustees are elected for six-year terms and are responsible for establishing an annual operating budget as well as governing the Library's operations.

The Mount Prospect Public Library is a municipal library under Illinois Statutes with a service area that is co-terminus with the Village's boundaries. As a municipal library, the Village is required to levy property taxes for the Mount Prospect Library. Accordingly, the Mount Prospect Library is considered a component unit of the Village of Mount Prospect and included in the Village's Annual Budget.

As of December 31, 2009, the Mount Prospect Library had 70,133 registered borrowers and a collection size of 501,000 with a circulation of 1,013,687. The Library Staff consisted of 115 full-time equivalent employees.

**VILLAGE OF MOUNT PROSPECT  
2011 BUDGET SUMMARY  
MOUNT PROSPECT PUBLIC LIBRARY**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
<b>PROGRAMS</b>					(a)
Library Services	9,059,221	9,715,689	9,715,689	9,801,109	-
	9,059,221	9,715,689	9,715,689	9,801,109	-
<b>EXPENDITURE CLASSIFICATION</b>					(a)
CU - Component Unit Expenditures	9,059,221	9,715,689	9,715,689	9,801,109	-
	9,059,221	9,715,689	9,715,689	9,801,109	-
<b>SOURCE OF FUNDS</b>					(a)
090 - Mount Prospect Library Fund	9,059,221	9,715,689	9,715,689	9,801,109	-
	9,059,221	9,715,689	9,715,689	9,801,109	-

(a) Figures not available as of December 21, 2010.

**VILLAGE OF MOUNT PROSPECT  
MOUNT PROSPECT PUBLIC LIBRARY  
LIBRARY SERVICES**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	2012 Forecast
CU - Component Unit Expenditures					(a)
950.001 Library - Salaries	4,338,851	4,560,532	4,560,532	4,709,000	-
950.002 Library - IMRF Pension	621,719	711,643	711,643	775,300	-
950.003 Library - Medical Insurance	421,481	526,363	526,363	560,000	-
950.004 Library - Postage/Printing	56,926	65,675	65,675	56,400	-
950.005 Library - Program	104,695	99,325	99,325	89,100	-
950.006 Library - Outside Services	56,365	67,104	67,104	74,900	-
950.007 Library - Supplies	88,569	101,100	101,100	101,400	-
950.008 Library - Other Expenses	164,829	113,003	113,003	116,600	-
950.009 Library - Audit & Insurance	72,502	84,604	84,604	77,900	-
950.010 Library - Building	85,946	84,065	84,065	85,500	-
950.011 Library - Building Utilities	86,484	140,192	140,192	110,900	-
950.012 Library - Equipment Maint.	49,737	65,600	65,600	73,300	-
950.013 Library - Equipment	107,157	129,740	129,740	124,100	-
950.014 Library - Other Bldg Expenses	46,998	53,486	53,486	51,500	-
950.015 Library - Equipment Rental	29,318	32,818	32,818	30,000	-
950.017 Library - Books & Print Items	427,338	411,060	411,060	414,300	-
950.018 Library - Non-Print Items	179,720	167,349	167,349	165,900	-
950.019 Library - Other Materials	130,178	129,852	129,852	130,400	-
950.021 Library - Bldg & Equipment	332,943	464,000	464,000	332,000	-
950.023 Library - Gift Fund	26,431	75,000	75,000	100,000	-
950.024 Library - Bond & Interest	736,034	698,178	698,178	657,609	-
950.026 Library - Bond Principal	895,000	935,000	935,000	965,000	-
	<b>9,059,221</b>	<b>9,715,689</b>	<b>9,715,689</b>	<b>9,801,109</b>	<b>-</b>
<b>Total Library Services</b>	<b>9,059,221</b>	<b>9,715,689</b>	<b>9,715,689</b>	<b>9,801,109</b>	<b>(a)</b>
<b>Total Mount Prospect Library</b>	<b>9,059,221</b>	<b>9,715,689</b>	<b>9,715,689</b>	<b>9,801,109</b>	<b>(a)</b>

(a) Figures not available as of December 21, 2010.



**VILLAGE OF MOUNT PROSPECT**  
**2011 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.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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, reserves and balances 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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**Capital Expenditures**

Expenditures resulting in the acquisition of or addition to fixed assets such as land, buildings, machinery, and equipment.

**Capital Improvements Plan (CIP)**

A multi-year, prioritized plan for capital expenditures. The Village's Capital Improvements Plan 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 Capital Improvements Plan but are programmed for replacement through the Vehicle Replacement Fund. The Village uses the designation "(CIP)" in the budget to identify those line-items which are in the CIP.

**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 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.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**Component Units**

Legally separate organizations for which the elected officials of the primary government are financially accountable.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**Disaster Response Contingency**

A portion of the General Fund fund balance earmarked (designated) as a "reserve" for natural emergencies, such as floods.

**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 Fund 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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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 telephone, natural gas and 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 unreserved fund balance is the amount available for appropriation.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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 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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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 contributions to community organizations.

**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.

**Offset by Revenues (RO)**

Describes an expenditure which is funded by specific revenues such as charges for services or contributions which are restricted as to their use. The Village uses this designation to identify expenditures of its General Fund (Fund 01) and Capital Improvement Fund (Fund 51) which are fully offset by specific revenues.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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, FICA and Medicare costs.

**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, crossing guards, 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").

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**Proprietary Fund Types**

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.

**Reserved Fund Balance**

Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

**Resolution**

An order of a legislative body requiring less legal formality than an ordinance or statute. See **Ordinance**.

**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.

**VILLAGE OF MOUNT PROSPECT**  
**2011 BUDGET**  
**GLOSSARY**

**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 Financial Position**

See **Balance Sheet**.

**Statement of Revenues and Expenditures**

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 net current assets.

**Statement of Revenues and Expenses**

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.

**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.