

VILLAGE OF MOUNT PROSPECT ILLINOIS

2013 ANNUAL BUDGET



VILLAGE OF
MOUNT PROSPECT, ILLINOIS

ANNUAL BUDGET

FISCAL YEAR ENDING DECEMBER 31, 2013

SUBMITTED BY

MICHAEL E. JANONIS

VILLAGE MANAGER

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VILLAGE OF MOUNT PROSPECT, ILLINOIS

2013 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

Michael J. Semkiu

Police Chief

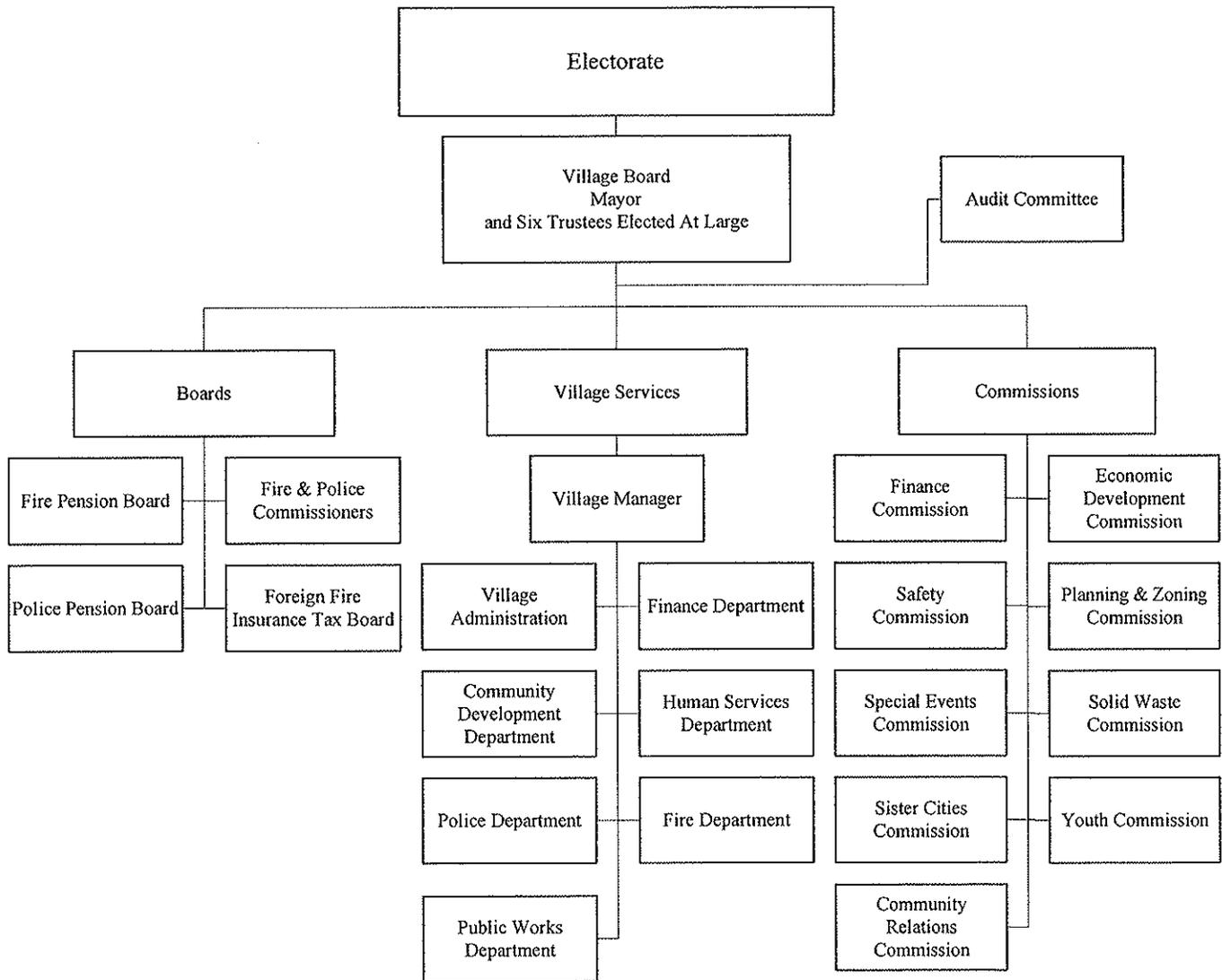
John J. Malcolm

Fire Chief

Sean P. Dorsey

Public Works Director

VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



ORDINANCE NO. 6046

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE VILLAGE OF MOUNT PROSPECT FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013 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, 2013 and ending December 31, 2013, 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 12, 2012 for public inspection, as provided by Statute; and

WHEREAS, pursuant to notice duly published on December 7, 2012, a public hearing was held by the President and Board of Trustees on said tentative annual budget on December 18, 2012, 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, 2013 and ending December 31, 2013, 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, 2013 and ending December 31, 2013, 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.

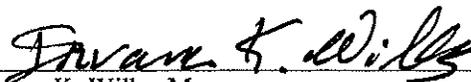
AYES: Hoefert, Juracek, Korn, Polit, Zadel

NAYS: None

ABSENT: Matuszak

PASSED AND APPROVED this 18th day of December, 2012.

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

Village of Mount Prospect

50 South Emerson Street, Mount Prospect, Illinois 60056

December 18, 2012

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 2013 Municipal Budget for the Village of Mount Prospect. The Budget incorporates all of the policies and directives established by the Mayor, Board of Trustees and Finance Commission during the August 2012 mid-year Budget review. The General Fund Budget, as presented, is balanced. The budget provides for a 3.95% increase in the property tax levy and a 9.5% water rate increase. The larger than usual increase to the water rate is necessary to cover the increased cost for water purchases that resulted from planned increases by the City of Chicago. No other tax or fee increases are proposed. Of note, a new sworn patrol officer position was approved in an effort to restart the Crime Prevention Unit (CPU).

Total projected expenditures for 2013 are \$93,142,048 and represents an increase of 2.0% from the amended 2012 Budget. The Village's Operating Budget will see an increase of \$2.9 million, or 5.0% from the preceding year. Over 44% of this increase is due to higher water charges reflected in the water and sewer budget. The Capital Budget decreased \$2.2 million from the prior year and totals \$12,248,178. Several larger Capital projects are expected to be completed during 2012 accounting for the decrease.

INTRODUCTION

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

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

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

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

Oversight comes through scrutiny of the Budget by the Village's elected officials and Finance Commission in the context of policy determinations arrived at over the course of the previous year and the Village's own internal controls. The decisions made during this planning and oversight process will necessarily have a profound effect on the Village's future direction particularly when viewed in the context of the four factors identified previously. More than ever the four factors presented a special challenges in the 2013 Budget review process.

While there are faint signs that the "Great Recession of 2008" may finally be subsiding, at least at the local level, continued gridlock at the Federal and State levels threaten to kill any chance for meaningful economic recovery in the short term. Partisan brinksmanship in Washington D.C. and debt ceiling impasse all but assure continued economic stagnation.

The General Assembly in Springfield continues to "kick the can" down the road on such critical subjects as Pension and Medicaid/Medicare reform. The State continues to be materially delinquent in remitting local revenues to municipalities while it constantly struggles to pay its own bills. It seems like every other day the State's bond rating is downgraded as Illinois becomes the national poster child for fiscal ineptness and a dearth of common sense political leadership.

And, to pile on, it is becoming very apparent that Cook County and the City of Chicago plan to fix their own long standing fiscal messes on the backs of suburban municipalities. Off-loading social services, reducing weekend access to the court system, looking for accelerated incorporation of County properties put greater stress on local operations. Chicago is actively looking to lure suburban business entities to the City in an effort to boost revenues while at the same time demanding a bigger share of limited Federal and State revenues.

It seems clear that the "common good" and "intergovernmental cooperation" have lost out to bickering and self-preservation.

Going into the 2013 Budget preparation process staff was faced again with a substantial (\$760,000) General Fund deficit. Through targeted expenditure reductions, modest revenue growth and refinement of key replacement and maintenance funds the Budget as presented is balanced. Staffing levels across the organization remain constant with the exception of a new patrol officer position intended to restart the CPU on a limited, but needed basis. Given the elimination of 30 positions across the organization in 2011 Village staff continues to show its unwavering commitment and dedication in filling gaps and continuing to serve the community.

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 2013 Budget coincides with the **calendar year**. It also includes a **Forecast Expenditure Plan** for the following year-2014. 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 computer replacement, vehicle replacement as well as ongoing vehicle 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 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.

In the General Fund, a slight budget surplus, \$219,395 or 0.5% is projected for 2012. General Fund fund balance is estimated to total \$10,997,937 by the end of the year. Maintaining a General Fund reserve of between 20% and 30% of subsequent year expenditures is the standing policy of the Village Board. Fund balance as a percent of expenditures at the end of 2012 comes within the policy benchmark set for this fund. Given the current revenue trends and projected expenditure growth, General Fund reserves will be under considerable stress over the next several years.

2012 YEAR END REVIEW

As 2012 draws to a close, it is important to pause and take into account what has transpired over the past year. Citizens, elected officials and staff need to have an understanding of our current financial condition, recent accomplishments, and unfinished business so as to have a common ground from which to consider our financial plan for 2013.

For the first time in a number of years, the 2012 year end review does not include a recitation of a series of severe weather events befalling the Village that taxed our finances and tested staff's and community's mettle. While we will close out the year on a relatively quiet note, Mother Nature was not kind to our urban forest. Between disease, drought and invasive species, the Village saw a significant spike in parkway tree loss.

As noted previously, 2011 saw the loss of some 30 positions across the organization. As a result, operations were impacted at all levels of the organization. Most significant was the disbanding of the Traffic and Crime Prevention units in the Police Department, changes in minimum manning levels and run configurations in the Fire Department, contracting out for building inspections in the Community Development Department and the elimination of a number of programs in Human Services. In the end, all departments and divisions were impacted at some level.

The soft economy and stagnant revenues remains the Village's single biggest challenge. The Village Board continues to be sensitive to the precarious financial circumstances of residents and businesses by limiting revenue increases to a modest property tax increase and a pass through of Chicago's recent water rate increase. Unfortunately, without some significant improvement in the economy soon, we may find ourselves again looking at the real likelihood of staff reductions and/or significant tax and fee increases.

A partial list of other significant activities and notable achievements in 2012, **along with looming challenges in 2013 and beyond include:**

- The Village's *STREET IMPROVEMENT PROGRAM* saw approximately five miles of local streets resurfaced at a cost of \$1,979,000. **It should be noted that due to dwindling revenues we currently have a \$5 million backlog of streets in need of resurfacing. An emphasis on finding a way to fund the backlog will need to be a priority in 2013.**
- 2012 saw the completion of the eighth year of a 15-year commitment to rehabilitate approximately 260,000 LF of *COMBINED SEWER MAINS* ranging in size from 8" to 72" diameter. As part of this year's effort, over 3,683 linear feet of combination sewer were repaired using the cured-in-place (CIPP) lining process. In addition, approximately 295 linear feet of severely failed (Category 3, 4 & 5) combination sewer pipe was excavated and replaced. In total, during the first eight years of this program, 70,991 linear feet of pipe has been lined and 1,157 linear feet of pipe has been replaced. 100% of all Category 4 and 5 defects and 20% of category 3 defects have been repaired to date. Total water and sewer funds expended during 2012 are projected to be approximately \$1,000,000.

- Staff also completed an expansive and *COMPREHENSIVE STUDY OF THE JULY 23, 2011 SEVERE RAIN EVENT* which resulted in widespread street and structure flooding throughout the Village. Almost 7 inches of rain deluged the Village in less than 3 hours during the early morning hours of July 23, 2011 making the storm the most intense ever recorded. The study included on-site examination of homes that flooded, inspection and assessment of sewer mains, and computerized hydraulic analysis of sewer basins. The study recommended almost \$25 million worth of improvements including almost \$15 million worth of public-sector improvements and approximately \$10 million worth of private-sector improvements. The Village Board authorized funding to construct \$2.5 million worth of public improvements in 2013. **However, the disposition and funding of the remaining \$12.5 million worth of public improvements and \$10 million worth of private-sector improvement will be a top priority in 2013.**
- 2012 has been devastating to the Village's *URBAN FOREST*. A myriad of threats converged during the year resulting in a dramatic spike in parkway tree removals. During the year, 1,246 Village-owned trees were lost to Dutch Elm Disease, Elm Yellows, Emerald Ash Borer, other diseases, and natural decline. Historically, only about 400 trees are lost in a typical year. Through efficient utilization of resources and tight fiscal management, the Village has been able to keep pace with the increased volume of removals. In addition, due to the availability of two large grants, as well as Village funds, and low market prices, we were able to plant 784 replacement trees – one of our largest plantings ever.
- *STAFF COMPLETED A 1,200 SQUARE FOOT EXPANSION OF THE COMMUNITY CONNECTIONS CENTER*. Work included complete demolition of the existing space, as well as extensive plumbing, electrical, HVAC, and interior build-out modifications. The new space features two private offices, washroom facilities, and large conference room/community room. These new areas will be utilized to supplement community outreach programs offered by the Mount Prospect Public Library and the Village. This expansion was accomplished with a State DECO grant. Expanded programming opportunities will be accomplished without additional staff.
- In cooperation with the Solid Waste Agency of Northern Cook County (SWANCC), the Village launched a *HOUSEHOLD ELECTRONICS RECYCLING PROGRAM* intended to help residents properly dispose of computers, televisions, and other household electronics. The program proved highly successful, yielding the highest average daily collection (2,585 lbs/day) among the three remote sites (Hoffman Estates - 1,337 lbs/day, Winnetka – 991lbs/day).
- On the *ECONOMIC DEVELOPMENT* front, activity is starting to pick up. Randhurst is nearing completion of construction. While final lease up is going slower than expected, the center should be close to 90% leased by the year end. Other significant developments include: United Airlines Data Center, Menards expansion, Niagra Math and Science Academy and the Meyer's Place Assisted Living development. Several annexation projects were also completed. Lastly, the 2011 outsourcing of building inspections was finalized with very satisfactory results.

- The *COMMUNITY CONNECTION CENTER (CCC)* celebrated its 3rd anniversary in August, 2012. First opened in August 2009, the CCC is a collaborative effort by the Village (Human Services and Police), the Library District and a number of Education and Social Services agencies to bring much needed social, educational and cultural services to an area of town with a high concentration of low/moderate income families and many recent immigrants. Since its opening, requests for assistance from constituents has been in the high six figures. The Human Services and Police Departments have worked diligently in the last year to enhance their partnership. Patrol Officers average 35-40 referrals to the Human Services Police Social Worker with the goal of preventing future criminal activity.
- The *POLICE AND FIRE DEPARTMENTS* continued to focus on their respective core missions with an emphasis on disaster preparedness training-including training specific to the NATO Summit in Chicago last May. The Police Department saw significant command staff changes with the internal appointments of a new Police Chief, Deputy Chief, Commander and Sergeant. The succession plan was seamlessly executed. The Fire Department conducted a new hire test to establish a new eligibility list. The Department also upgraded its radio system as well as replaced an ambulance and four thermal imaging cameras.
- While it has taken nearly three years, we are nearing the end of a successful Village-wide *ENTERPRISE RESOURCE PLANNING (ERP)* software system implementation. Since 2010, the Financial Management module has been managing business processes such as the annual budget, purchasing, accounts payable, miscellaneous billing, and revenue collections. The Human Resources module which includes position budgeting, employee and benefit administration, and payroll, recently received a facelift and improved functionality. With a couple of hiccups, the Community Development module went live late in 2011. Some service requests such as property maintenance and food related issues can now be submitted on-line and code enforcement inspections are being processed in the field. Staff has been working diligently throughout this year to bring the Utility Management (water/sewer and refuse billing) module live in January 2013 with several changes expected to improve business process efficiency. Additionally, staff continues to work closely with New World Systems to bring improvements to their suite of software, including upgrades to the Community Development module, improved mobility features, and enhanced on-line permitting and licensing. Related to the project, the Village spearheaded the formation of a new Illinois user group which meets regularly throughout the year with other municipalities to help each other address business process needs using the software, as well as advocate for software suggestions and address unresolved issues.

Beyond the highlights mentioned above all Village Departments and Divisions distinguished themselves by providing high quality services to our residents and businesses under difficult circumstances. Our senior population continues to receive heightened attention from the Human Services Department. We also endeavor to keep the community informed through the continual evolution of our cable television channels, web site, newsletter, numerous publications and the use of social media venues. The Village's Annual Budget and Audit Documents were again recognized for their clarity and usability and Mount Prospect was recognized as Tree City U.S.A. for the 27th consecutive year.

2013 BUDGET

The 2013 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 \$44,321,998.** The 2013 forecast budget for the General Fund in the 2012 Budget cycle originally anticipated a deficit of \$900,672.

Items of note regarding the 2013 Budget include:

- The total Budget represents a 2.0% increase from the amended 2012 Budget and totals \$93,142,048. The General Fund increased \$2,105,849, or 5.0% from the prior year. The Village's Operating Budget (that part which funds the Village's day-to-day operations) shows an increase of 5.0% and totals \$60,198,648. The Operating Budget includes all General Fund expenditures as well as refuse disposal, water and sewer service, and various special revenue activities.
- Projected revenue for the entire Village Budget are \$94,742,591. Total projected expenditures are \$93,142,048. The surplus reflected for 2013 can be wholly attributed to investment gains projected for the Police and Fire Pension Funds.
- Total revenues and other financing sources, excluding the Library, are estimated at \$94,472,591. This represents an increase of 2.9%. Funding for Internal Service Funds, general revenue growth and service charges related to water and sewer rates attributed to the increase.
- The increase in the 2012 **Property Tax Levy** (payable in 2013) is 3.95% for a total levy of \$16,477,872. That portion of the tax levy allocated for operations is set to increase 4.4% or \$332,847 from the prior year while the portion for debt service on municipal debt was essentially unchanged. It is important to note that the portion of the levy attributable to the payment of debt service is at 10.8% 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 increase to the portion of the levy allocated to pensions increased \$241,309 or 5.1% from the prior year. Favorable earnings when compared to actuary assumptions are attributable for this small increase.
- Personal service costs in 2013 are estimated to be \$39,495,393. This is an increase of \$1,735,171 or 4.6% from 2012. A 2.0% wage increase is included in the budget for all non-union employees while a wage increase of between 1% and 2% is assumed for all collectively bargained groups. Medical insurance expenditures are projected to increase between 6% and 9% while the IMRF contribution rate reflects an increase of 10.7%. Included is a new Police Patrol position to allow for a partial restart of the Crime Prevention Unit. This addition will be accomplished within the existing Police Department salary structure.
- The Capital Budget decreased \$2,210,448 or 15.3% from the prior year and totals \$12,248,278. Ongoing projects such as street improvement, flood control and water system improvements are included in this total.

- The Water and Sewer Fund budget for 2013 has **increased slightly (\$6,763)** from the prior year to \$12,842,921. The original 2012 budget was amended from \$12,007,174 to \$12,836,158 as a result of carryover capital projects. Projects planned for 2013 include \$800,000 for combined sewer improvements, \$775,000 for elevated water tank repairs and \$290,000 for AMR system improvements. A 9.5% water rate increase (per plan) is included in this Budget. As stated previously, this extraordinary increase is necessitated by the City of Chicago's announced increases in water rates.

2014 FORECAST

The 2014 Forecast Budget is currently showing total projected expenditures of \$103,878,578, excluding the Library. This represents an 11.5% increase from 2013. The increase is primarily due to capital projects and equipment purchases deferred from prior years. General Fund expenditures for 2014 are forecast to increase \$1.6 million or 3.7%.

The Property Tax increase for the 2013 Levy year (2014 Budget) is 4.72% with the portion allocated for operations increasing 3.5% and the public safety portion increasing 7.0%. **The 2014 General Fund Forecast Budget, as presented, is currently showing a deficit of \$323,900.** Staff will address the 2014 Budget deficit very early in 2013.

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 will strengthen 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 and Accountant Nancy Warnock as well as the entire Finance Department staff who labor under very trying conditions during the Budget preparation process. Last but not least, a big thank you to Doreen Jarosz who skillfully pieces together this Budget Message each year from many drafts and countless edits.

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 came, 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 many 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 continues to be viewed as an outstanding place to live, work, and raise a family.

As we move into 2013, 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 2014. The financial health of the Village must remain the #1 priority of the Village Board and Administration in 2013 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, unflinching 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 2013 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 2013 fiscal year, we can continue to expect extremely 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 that took place and the resulting decisions.

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
2013 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 several major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control, Water & Sewer and the Village's two (2) Parking Funds. The projections are updated annually as part of the *Five-Year 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 adheres to 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 from spikes in their tax bill.
- **Setting of fees and user charges.** The Village will set user fees for each enterprise fund (e.g., Water & Sewer) and funds supported by a dedicated funding source sufficient to support ongoing operations. This includes annual operating expenses and capital expenditures funded by debt service or on a pay as you go basis.
- **Use of one-time revenues.** The Village will not allocate one-time revenues towards the funding of continuing operating expenses. Any one-time revenue (e.g., sale of village property) will be used to fund a one-time capital expenditure.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

LONG-TERM FINANCIAL POLICIES (continued)

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

- **Annual budget with budget forecast.** The Village will prepare an annual budget document detailing approved expenses in year one along with a budget forecast for year two to help better project budget needs into the future.
- **Maintain the General Fund fund balance at 20% - 30% of subsequent year budgeted expenditures.** An adequate level of fund balance is essential to reduce potential current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates.
- **Maintain the fund balance of each debt service fund supported by property taxes at an amount equal to the next 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 several major operating and capital funds. This includes the General, Motor Fuel Tax, Capital Improvement, Downtown Redevelopment, Street Improvement, Flood Control, Water & Sewer and the Village's two (2) Parking Funds. The projections are updated annually as part of the *Five-Year 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 30% target.** In an effort to maintain fund balance at the policy benchmark, a commitment to a balanced budget under normal business conditions is necessary. The balanced budget shows prudent use of the Village's resources and helps instill a confidence in the public eye of the governing Board and management staff. A **balanced budget** is defined as a budget where estimated revenues equal estimated expenses during a single fiscal period.
- **Continue to include a forecast budget in the annual operating budget. (The forecast budget is a projection of the operating budget for the year after the budget year.)** The forecast expenditure plan proves helpful in planning for and bidding out capital projects, determining with greater accuracy property tax levy requirements and, in general, making the Budget document more useful as a planning tool.

**VILLAGE OF MOUNT PROSPECT
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LONG-TERM FINANCIAL POLICIES (continued)

- **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 2041. 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 maintains a Debt Service Policy implemented in 2009 that guides the decision-making process of its elected officials.
- **Annual review and utilization of fund balance.** The Village will conduct a review of all fund balances during the annual budget process. Should unassigned balances fall below the recommended level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level. Excess surplus fund balance will be utilized according to the Village's fund balance policy. A copy of the fund balance/net assets policy is included next in the introduction section of this document.

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

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FUND BALANCE/NET ASSETS POLICY

Purpose

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

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

Definitions

Governmental Funds

The fund balance will be composed of three primary categories:

- 1) **Nonspendable Fund Balance** – portion of a Governmental Fund's fund balance that are not available to be spent, either in the short-term or long-term, or through legal restrictions (e.g., inventories, prepaid items, land held for resale and endowments).
- 2) **Restricted Fund Balance** – portion of a Governmental Fund's fund balance that is subject to external enforceable legal restrictions (e.g., grantor, contributor and property tax levies).
- 3) **Unrestricted Fund Balance** – is made up of three components:
 - a. **Committed Fund Balance** – the portion of a Governmental Fund's fund balance with self-imposed constraints or limitations that have been placed at the highest level of decision making through formal Board action. The same action is required to remove the commitment of fund balance.
 - b. **Assigned Fund Balance** – the portion of a Governmental Fund's fund balance to denote an intended use of resources but with no formal Board action.
 - c. **Unassigned Fund Balance** – available expendable financial resources in a governmental fund that are not the object of tentative management plans.

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

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FUND BALANCE/NET ASSETS POLICY (continued)

Proprietary Funds

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

- 1) Invested in Capital Assets, Net of Related Debt – portion of a proprietary fund’s net assets that reflects the fund’s net investment in capital assets less any amount of outstanding debt related to the purchase/acquisition of said capital assets. Related debt, for this purpose, includes the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of capital assets of the Government.
- 2) Restricted Net Assets – portion of a proprietary fund’s net assets that are subject to external enforceable legal restrictions (e.g., grantor, contributor and bond covenants).
- 3) Unrestricted Net Assets – portion of a proprietary fund’s net assets that is neither restricted nor invested in capital assets (net of related debt).

Authority

Governmental Funds

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

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

Minimum Unrestricted Fund Balance/Net Assets Levels

Governmental Funds

General Fund

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

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

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FUND BALANCE/NET ASSETS POLICY (continued)

General Fund (continued)

Fund balance for the General fund will be capped at 50% of the subsequent fiscal year's expenditures. If at any time this fund balance exceeds the cap, the Village Board will be mandated to transfer excess funds in an amount sufficient to bring fund balance below the cap.

Special Revenue Funds (excluding CDBG Fund)

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

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

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

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

Debt Service Fund

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

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

Fund Balance – Fund balance derived from property taxes is legally restricted. Fund balance for debt service supported by property taxes shall be maintained at a level equal to 50% of the next interest payment. Any fund balance accumulation should not exceed the amount of the next principal and interest payment due. Fund balance for debt service supported by alternative revenues shall be maintained at a level equal to 50% of the next year's principal and interest payment. Should fund balance drop below the minimum level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time. Planned draw down of fund balance for debt service funds is permitted only to account for fluctuations in the bond repayment schedule. Surplus fund balance above the minimum level can be used to reduce the Debt Service portion of the property tax levy or the amount of alternative revenues needed to meet the current years budgeted expenditures.

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FUND BALANCE/NET ASSETS POLICY (continued)

Capital Projects Fund

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

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

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

Proprietary Funds

Enterprise Fund

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

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

Net Assets – Considered invested in capital assets net of related debt (for amounts capitalized as capital assets, less the outstanding debt related to the acquisition of said assets). Restricted net assets relate to bond covenant reserves as outlined in the bond ordinance. Unrestricted net asset targets should represent no less than two months of operating expenses (excluding debt service and capitalized asset expenses). The cash and investment balance shall be maintained at a level between 20% and 30% of subsequent fiscal year's budgeted expenditures, excluding capital improvements. Should the cash and investment balance drop below the 20% level, notification will be given to the Village Board and a plan developed to return the balance to the minimum level within a reasonable period of time.

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FUND BALANCE/NET ASSETS POLICY (continued)

Enterprise Fund (continued)

Planned drawdown of the cash and investment balance below the 20% level will be permitted for operational purposes to cover extraordinary expenditures or bridge a revenue shortfall. Reductions in the balance are meant to be short term only and must be resolved through a fee adjustment dictated by a water and sewer rate study, implementation of a new permanent revenue source or reduction in expenditure levels. Surplus cash and investment balances above the 30% level can be used to support ongoing water and sewer capital projects or to defer or decrease future rate increases.

Internal Service Fund

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

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

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

Fund balance for the Risk Management Fund shall be maintained at a level equal to unpaid claims liability (as prepared by enrolled actuary), plus 33% of the self-insured retention level for auto and general liability claims, plus 33% of the subsequent fiscal year's expenditures for workers' compensation claims. 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. 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. Surplus fund balance above the minimum level may be used to defer or reduce payments needed to support risk management operations.

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FUND BALANCE/NET ASSETS POLICY (continued)

Internal Service Fund (continued)

Fund balance for the Vehicle Maintenance, Vehicle Replacement and Computer Replacement Funds shall be maintained at a level sufficient for the ongoing maintenance of computer and motor vehicle machinery and equipment. Fund balances shall also support the replacement of machinery and equipment according to its designated replacement schedule. 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. Surplus fund balance above the minimum level can be used to reduce future lease payments.

Other Considerations

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

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

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

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DEBT SERVICE POLICY

Purpose and General Policies

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

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

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

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

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

1. Factors that favor pay-as-you-go financing:
 - a) Current revenues and/or adequate fund balances are available to finance the project.
 - b) Project phasing could allow the Village to finance the project over time without debt.
 - c) Additional debt would adversely affect the Village's credit rating.
 - d) Market conditions are unstable or the project presents marketing difficulties.
2. Factors that favor debt financing:
 - a) Revenues available for debt service are sufficient and reliable.
 - b) Issuance of debt will not jeopardize the Village's current credit rating.
 - c) Market conditions present favorable interest rates and good demand for municipal financing.
 - d) A project is mandated by state or federal requirements and current revenues and fund balances are insufficient to pay project costs.
 - e) A project is immediately required to meet or relieve infrastructure needs, and current revenues and fund balances are not sufficient to finance the project.
 - f) The life of the project or asset financed is ten years or longer.

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DEBT SERVICE POLICY (continued)

Debt Issuance Guidelines

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

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

Debt Structure Guidelines:

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

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

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

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

**VILLAGE OF MOUNT PROSPECT
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DEBT SERVICE POLICY (continued)

Maintenance of specific credit ratings:

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

Current and Advance Refunding of Debt:

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

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

Debt Capacity Guidelines for General Obligation Debt

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

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

**VILLAGE OF MOUNT PROSPECT
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DEBT SERVICE POLICY (continued)

Guidelines for Direct Debt:

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

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

Debt Administration

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

Monitoring Outstanding Debt:

1. The Village will monitor all forms of debt annually and include an analysis in the Village's annual budget; concerns and recommended remedies will be reported to the Village Board as necessary.
2. The Village will monitor bond covenants and federal regulations concerning debt, and adhere to those covenants and regulations at all times.
3. Investment of Bond Proceeds. The Village will invest bond proceeds in accordance with the Village's adopted investment policy and federal arbitrage regulations.

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

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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. Although long-term planning has long been a part of the annual budget process, a more formal program of incorporating non-financial goals and objectives was started in 2006.

Strategic and budget planning sessions are now held annually to discuss long-term priorities of the Village. Included in these meetings are members of the Board of Trustees, Village Manager's Office and senior department staff. These planning sessions are held specifically for the purpose of creating long-range goals and objectives that will 1) fulfill the Village's mission, 2) adapt to changing mandates, and 3) meet the needs of its constituents. The Village feels that a comprehensive strategic plan has improved on its 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. A S.W.O.T (Strengths, Weaknesses, Opportunities, and Threats) analysis was performed and issues were rated for a more detailed discussion at a follow-up planning meeting. A second strategic planning meeting was held later in the year where the priority issues identified at the earlier 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.

A follow-up workshop was held in 2007 to review results of operations from 2006 and to hold a first quarter review. Village Board members and staff discussed capital programming priorities, funding alternatives and how pending state legislation might impact municipal operations. Both financial and organizational priorities were discussed.

Ten (10) strategic goals have been identified as priorities for the Village moving forward. The strategic goals are as follows:

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

Following is an update on the progress of the aforementioned goals.

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LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES (continued)

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 0.25% 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 now generates approximately \$1.2 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 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
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LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES (continued)

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. The changes included 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 due to the downturn in the economy and collapse of the housing market. Parcels needed to commence the redevelopment were not able to be acquired so redevelopment of sub-area #1 will not be moving forward.

Work 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) were also part of this project. An architect and construction manager were hired and schematic design was completed. Construction was completed in 2010.

The 2009 budget addressed a number of the strategic goals and priorities. Priorities included: 1) the development of a Neighborhood Resource Center (NRC) to assist in bringing several 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. Work on the Center's expansion began in 2012. The square footage of the facility increased by 50% to 3,600 square feet.

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 G.O. issue totaling \$10 million was completed in February with a second G.O. issue totaling \$2.66 million being completed in December. An additional \$1.5 million in surplus reserves in the General Fund were allocated to the completion of this project

Although several strategic goals remain for the Village, revenue shortfalls during 2010 – 2012 have limited efforts. Instead, attention focused on balancing the budget and maintaining core services to residents. We believe we were able to accomplish this task. Efforts at addressing strategic goals during this period were also hampered by the elimination of approximately 10% of the total Village workforce.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES (continued)

Work on a village-wide ERP project (enterprise resource planning) commenced in 2010 to address the goal of process improvement. In October 2010, the Village went live with the Financial Management module. Major business processes affected by the transition to the new system included purchasing, invoice processing, miscellaneous billing, bank reconciliation, and revenue collections. The annual budgeting process was transitioned earlier in July in advance of the budget process. In June 2011, the Village went live with the HR/Payroll Module. Employees now have the ability to access their employee record and payroll information via eSuite's HR/Employee Portal. They can also change contacts, banking, and other personal information.

By going live with the new module, payroll processing was significantly streamlined, owing much of its success to initiatives that included: (1) reducing the number of payroll batches by moving all employees to the same payroll schedule; (2) time entry decentralization; (3) adding a new electronic time keeping system (for Public Works) that integrates with the ERP payroll process; and (4) simplifying overtime reporting and accounting requirements. In November 2011, the Village went live with the Community Development module, which included applications for projects, permits, licensing, service requests, cases, inspections, and parcel management. The IT Division set-up new cash collection stations in the Community Development department to collect revenue for all related fees. The final module to be implemented as part of the ERP is utility billing. It is expected that the village will go live with this module in January 2013. The project is expected to come in under budget when completed.

The next strategic planning meeting is scheduled for first quarter 2013. 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
2013 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 2013 calendar year budget and the tentative dates for the 2014 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's motor vehicle fleet, and all IT purchases for the coordination of the computer program. The replacement of vehicles existing in the fleet are not included in the CIP but are programmed for replacement through the Vehicle Replacement Fund. Prior to the commencement of work on the 2013 Budget, the 2013-2017 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
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

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 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.

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 2013 annual budget includes a 2014 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

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

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.

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

The Village uses the three following fund types:

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

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

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

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 shown only in the prior year's actual budget. Otherwise, the full purchase price of capital expenditures is included in the budget for current year and proposed and forecast budgets. 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

Under the Village's modified program budget structure, services or programs are designated within the departmental or divisional unit. Each program includes line-item costs which are categorized by personal services, employee benefits, other employee costs, contractual services and commodities and supplies. Capital expenditures are reported separately as part of the capital budget. All costs which can be reasonably identified with the program are included regardless of the source of funding. A summary page at the beginning of each budget expenditure section lists the program totals, expenditure category totals, the source of funding, and a brief budget discussion and analysis.

The Village complies with state and accounting mandated requirements to account for revenues and expenditures on the fund basis by identifying each line-item expenditure within a department or division with the fund that will provide the resources. These amounts are summarized at the beginning of each departmental or divisional section and then included as an overall fund total in the Budget Summaries Section. It should be noted that revenues are not departmentalized but are reported directly in the appropriate fund structure in the Revenues Section. As a result, the Village's annual budget fulfills legal reporting requirements and provides a meaningful way to present the costs associated with a service.

THE BUDGET DOCUMENT

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

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

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

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. The current year (2012) budget amounts reflect transfers and amendments as of November 30, 2012. 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 Property Taxes, Authorized Positions, Personal Services, Long-Term Debt, and finally, a profile of the Village of Mount Prospect.

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

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

Non-Departmental Expenditures - Expenditures which are not associated with an operating department or division are included in this section of the budget. Capital Improvements, Debt Service, Pensions, Insurance, Business District Fund and 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

THE BUDGET PROCESS (continued)

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, 2012. 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 2013 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, 2012

Christopher P. Moivell

President

Jeffrey R. Egan

Executive Director

**VILLAGE OF MOUNT PROSPECT
2013 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.

Justice Assistance Grant - To account for the revenue and expenditures of proceeds from Justice Assistance Grants. Expenditures are restricted for use in law enforcement activities.

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

Debt Service Fund

The Village maintains a single Fund to track monies for payment of principal and interest on various debt instruments. A detailed listing of current outstanding issues is listed below.

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. The bonds were issued February 1, 2003 and will mature December 1, 2022. These bonds have been completely refunded through advance refunding issues done in July 2011 (Series 2011B/Series 2012).

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

FUND DESCRIPTIONS - Debt Service Funds (continued)

IEPA Flood Control Loans, B&I - To accumulate monies for payment of principal and interest on loans from the Illinois Environmental Protection Agency for sewer and flood control improvements. The Village received three separate loans during 1994, another loan in 1997 and a fifth loan in 1999. The debt service on each loan spans approximately 20 years. The final installment payment on the loans will be December 3, 2019. Financing is being provided by a portion of home rule sales tax.

Series 2009 B&I, Fire Station/Public Works - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund 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 22, 2009 and will mature December 1, 2021.

Series 2009C B&I, Fire Station/Public Works - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund a portion of the costs associated with construction of a replacement Fire Station #14, Emergency Operations Center and Public Works Expansion. Financing is expected to be provided by an annual property tax levy. The bonds were issued December 22, 2009 and will mature December 1, 2029.

Series 2011B B&I, Refunding Bonds - To partially refund the Village's outstanding General Obligation Bonds, Series 2003, and to pay for certain costs associated with the issuance of the 2011B bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued July 29, 2011 and will mature December 1, 2020.

Series 2012 B&I, Refunding Bonds - To refund the balance of the Village's outstanding General Obligation Bonds, Series 2003, and to pay for certain costs associated with the issuance of the 2012 bonds. Financing is expected to be provided by an annual property tax levy. The bonds received Board approval on July 14, 2011 and were issued January 3, 2012. Maturity of the Series 2012 bonds will be December 1, 2022.

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 incremental property taxes. Other monies are provided by interest income.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

FUND DESCRIPTIONS - Capital Projects Funds (continued)

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, the local motor fuel tax and various other state and federal grants. Other monies will be provided by interest income.

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

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

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

Internal Service Funds

Vehicle Maintenance Fund - To account for the maintenance and repair of all Village vehicles. Financing is being provided by 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, 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUDGET INTRODUCTION**

FUND DESCRIPTIONS (continued)

Pension Trust Funds

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

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

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 2006 Refunding Bonds and Series 2011A Refunding Bonds issued by the Village.

VILLAGE OF MOUNT PROSPECT, ILLINOIS
BUDGET CALENDAR
2013 and 2014

2013 DATE	ACTION	2014 DATE
3/2/12	Capital Improvement Plan (CIP) Worksheets forwarded to Department Directors	3/1/13
3/16/12	Completed Computer CIP Worksheets returned to Finance Department	3/15/13
3/30/12	Remaining CIP Worksheets returned to Finance Department	3/29/13
4/24/12	Prior Year Budget Wrap-up and Preliminary Q1 Review	4/23/13
5/7/12 to 5/11/12	Department CIP reviews with Village Manger and Finance Director	5/7/13 to 5/9/13
5/18/12	Complete Proposed CIP Amounts	5/17/13
6/15/12	Deliver Proposed CIP to Village Board and Finance Commission	6/14/13
6/28/12	Review Proposed CIP with Finance Commission	6/27/13
7/10/12	Committee of the Whole - CIP Review Session	7/9/13
7/17/12	Acceptance of Proposed CIP at Village Board Meeting	7/16/13
7/11/12	Budget Kickoff Meeting - Access to Logos.NET Budget Software	7/10/13
8/14/12	Committee of the Whole - Mid-Year Budget Review and Pre-Budget Workshop	8/13/13
8/17/12	CIP available for distribution	8/16/13
8/10/12	Completed Departmental Budgets Advanced to Level 3 - Finance	8/9/13
8/10/12	Revenue Estimates completed by Finance Department	8/9/13
8/23/12	Personnel Budget Review	9/3/13

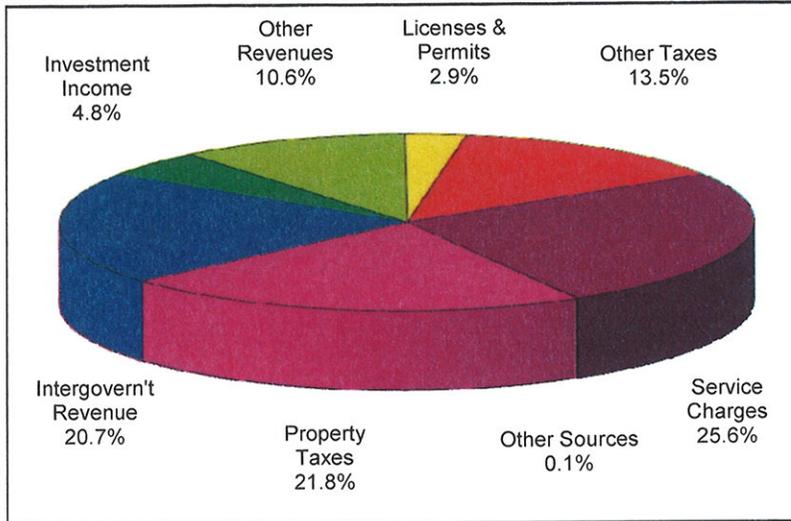
VILLAGE OF MOUNT PROSPECT, ILLINOIS
BUDGET CALENDAR
2013 and 2014

2013 DATE	ACTION	2014 DATE
-	Preliminary Budget Review - VMO and Finance	9/6/13
8/27/12 to 8/29/12	Department Budget reviews with Village Manager and Finance Director	9/10/13 to 9/12/2013
9/14/12	Complete Proposed Budget Amounts	9/20/13
10/12/12	Deliver Proposed Budget to Village Board and Finance Commission	10/11/13
10/12/12	Proposed Budget available for public inspection at the Village Clerk's Office and the the Mount Prospect Public Library	10/11/13
10/18/12 10/25/12 11/1/12	Review of Proposed Budget with the Finance Commission	10/17/13 10/24/13 10/31/13
10/23/12	Committee of the Whole - First Budget Hearing (7:00pm - 10:00pm) Overview, Departmental Presentations	10/22/13
11/13/12	Committee of the Whole - Second Budget Hearing (7:00pm - 10:00pm) Departmental Presentations	11/12/13
11/27/12	Committee of the Whole - Third Budget Hearing (7:00pm - 10:00pm) If Necessary	11/26/13
12/4/12	Truth in Taxation Public Hearing	12/3/13
12/4/12	First Reading of Proposed Budget Ordinance at Village Board Meeting	12/3/13
12/18/12	Public Hearing and Second Reading of Proposed Budget Ordinance at Village Board Board Meeting	12/17/13
1/18/13	Approved Budget available for distribution	1/17/14



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
TOTAL VILLAGE BUDGET**

2013 Revenues & Other Sources



January 1 - December 31, 2013

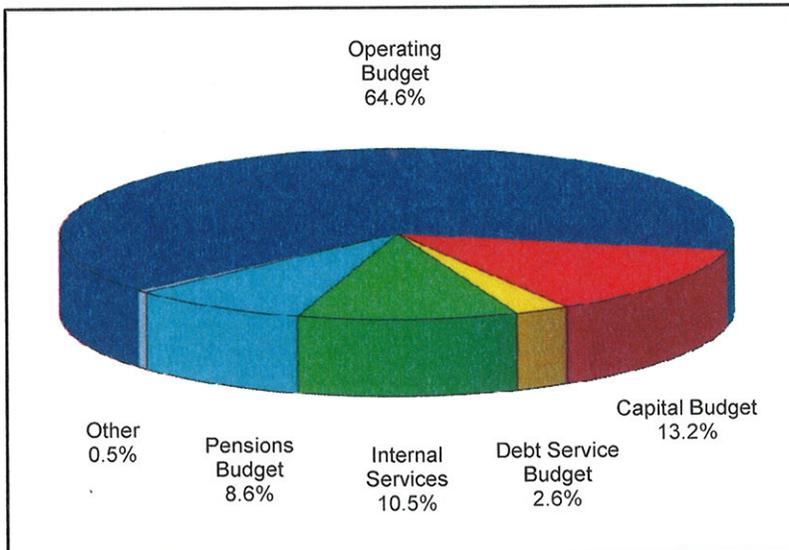
Other Taxes	12,784,000
Service Charges	24,246,914
Other Sources	50,000
Property Taxes	20,653,068
Intergovern't Revenue	19,658,091
Investment Income	4,578,500
Other Revenues	10,052,018
Licenses & Permits	2,720,000

Village Revenues	94,742,591
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Library Revenues	10,139,456
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Total Budget Revenues	104,882,047
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2013 Budget Expenditures



January 1 - December 31, 2013

Operating Budget	60,198,648
Capital Budget	12,248,178
Debt Service Budget	2,405,477
Internal Services	9,804,666
Pensions Budget	7,988,558
Other	496,521

Village Expenditures	93,142,048
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Library Expenditures	10,139,456
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Total Budget Expenditures	103,281,504
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The purpose of this graphic is to provide an overview of the total Village of Mount Prospect budget for January 1, 2013 through December 31, 2013. The schedule on the next page shows revenues and other sources of financing, budget expenditures and available fund balances for 2012 through 2014. More detailed schedules are included throughout the Budget Summaries section.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
TOTAL VILLAGE BUDGET**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
REVENUES AND OTHER SOURCES					
Property Taxes	19,622,916	19,882,500	19,877,112	20,653,068	21,404,774
Other Taxes	11,813,090	12,828,800	12,693,100	12,784,000	13,189,000
Licenses, Permits & Fees	2,670,733	2,751,000	2,739,000	2,720,000	2,595,000
Intergovernmental Revenue	19,020,799	19,258,627	19,159,319	19,658,091	20,070,189
Charges for Services	20,640,059	22,289,597	22,147,995	24,246,914	25,337,091
Fines & Forfeits	749,999	587,000	647,000	686,750	686,750
Investment Income	1,464,065	5,202,600	3,276,500	4,578,500	4,762,500
Reimbursements	231,000	253,500	250,021	305,000	308,000
Other Revenue	8,065,323	7,990,742	7,892,012	9,060,268	9,376,374
Other Financing Sources	5,304,570	988,000	50,000	50,000	50,000
Village Revenues & Other Sources	89,582,554	92,032,366	88,732,059	94,742,591	97,779,678
Mount Prospect Library Revenues	14,125,745	9,926,514	9,926,514	10,139,456	(a)
Total Revenues & Other Sources	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678

BUDGET EXPENDITURES					
Village Operating Budget	54,874,543	57,317,333	57,315,218	60,198,648	62,394,994
Village Capital Budget	10,649,704	14,458,626	12,578,251	12,248,178	20,115,007
Debt Services Budget	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
Pension Systems Budget	7,454,216	7,635,544	7,584,893	7,988,558	8,174,891
Internal Services Budget (b)	9,297,182	9,059,848	9,108,511	9,804,666	10,277,105
Business District Fund	-	414,587	414,587	496,521	671,000
Village Expenditures	89,850,392	91,295,733	89,411,258	93,142,048	103,878,578
Mount Prospect Library Expenditures	13,470,776	9,926,514	9,926,514	10,139,456	(a)
Total Expenditures	103,321,168	101,222,247	99,337,772	103,281,504	103,878,578

CHANGES IN FUND BALANCE					
Excess (Deficiency) of Revenues & Other Sources Over Expenditures (c)	387,131	736,633	(679,199)	1,600,543	(6,098,900)
Fund Balance					
Start of Budget Year	125,329,555	125,716,686	125,716,686	125,037,487	126,638,030
End of Budget Year	125,716,686	126,453,319	125,037,487	126,638,030	120,539,130
Less: Pension Fund Balances (d)	(88,642,124)	(92,291,885)	(90,469,448)	(93,405,009)	(96,708,489)
Mt Prospect Library Fund Balance	(5,381,931)	(5,381,931)	(5,381,931)	(5,381,931)	(5,381,931)
Available Fund Balance	31,692,631	28,779,503	29,186,108	27,851,090	18,448,710

(a) Not available as of December 18, 2012.

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

(c) Does not include the results of operation of the Mount Prospect Library for the 2014 Forecast.

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY REVENUE TYPE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
VILLAGE REVENUES BY TYPE:					
Property Taxes	19,622,916	19,882,500	19,877,112	20,653,068	21,404,774
Other Taxes	11,813,090	12,828,800	12,693,100	12,784,000	13,189,000
Licenses, Permits & Fees	2,670,733	2,751,000	2,739,000	2,720,000	2,595,000
Intergovernmental Revenue	19,020,799	19,258,627	19,159,319	19,658,091	20,070,189
Charges For Services	20,640,059	22,289,597	22,147,995	24,246,914	25,337,091
Fines & Forfeits	749,999	587,000	647,000	686,750	686,750
Investment Income	1,464,065	5,202,600	3,276,500	4,578,500	4,762,500
Reimbursements	231,000	253,500	250,021	305,000	308,000
Other Revenue	8,065,323	7,990,742	7,892,012	9,060,268	9,376,374
	84,277,984	91,044,366	88,682,059	94,692,591	97,729,678
OTHER FINANCING SOURCES					
Other Financing Sources	5,304,570	988,000	50,000	50,000	50,000
	5,304,570	988,000	50,000	50,000	50,000
TOTAL VILLAGE REVENUES AND OTHER SOURCES					
	89,582,554	92,032,366	88,732,059	94,742,591	97,779,678
MOUNT PROSPECT LIBRARY REVENUES					
	14,125,745	9,926,514	9,926,514	10,139,456	(a)
TOTAL REVENUES AND OTHER SOURCES VILLAGE AND LIBRARY (b)					
	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678
CHANGES IN FUND BALANCE					
Total Revenues & Other Sources	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678
Total Expenditures	103,321,168	101,222,247	99,337,772	103,281,504	103,878,578
Additions to(Use of) Fund Balances	387,131	736,633	(679,199)	1,600,543	(6,098,900)
ANALYSIS OF CHANGES IN FUND BALANCE					
Additions to (Use of) Pension Fund Balances	240,837	3,649,761	1,827,324	2,935,561	3,303,480
Additions to (Use of) Other Fund Balances	146,294	(2,913,128)	(2,506,523)	(1,335,018)	(9,402,380)
	387,131	736,633	(679,199)	1,600,543	(6,098,900)

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
BUDGET EXPENDITURES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
VILLAGE OPERATING BUDGET					
PUBLIC REPRESENTATION	454,867	528,525	554,113	556,686	562,949
VILLAGE ADMINISTRATION	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852
FINANCE DEPARTMENT	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	2,110,344	2,166,082	2,203,161	2,234,275	2,297,873
CDBG	354,577	502,750	406,111	290,203	296,331
	2,464,921	2,668,832	2,609,272	2,524,478	2,594,204
HUMAN SERVICES DEPARTMENT	981,385	1,119,094	1,092,320	1,062,725	1,093,283
PUBLIC SAFETY AND PROTECTION					
Police Department	14,691,051	15,429,753	15,339,668	15,868,202	16,389,222
Fire Department	11,452,139	11,970,653	11,858,054	12,605,442	13,018,037
	26,143,190	27,400,406	27,197,722	28,473,644	29,407,259
PUBLIC WORKS DEPARTMENT					
Administration	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186
Streets/Buildings	2,315,457	2,554,360	2,485,388	2,653,909	2,783,680
Forestry and Grounds	1,681,249	1,893,237	1,962,677	1,789,742	1,811,152
Engineering	1,294,164	1,378,733	1,394,818	1,450,900	1,490,532
Refuse Disposal	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274
Water and Sewer Division	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066
Parking	327,224	480,050	358,735	541,602	334,544
	19,779,613	21,275,399	21,592,450	22,997,858	24,031,434
EMERGENCY EVENTS	549,077	6,505	-	-	-
TOTAL OPERATING BUDGET	54,874,543	57,317,333	57,315,218	60,198,648	62,394,994

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
BUDGET EXPENDITURES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
VILLAGE CAPITAL BUDGET					
Capital Improvement Plan	5,205,038	10,011,836	8,240,051	8,444,297	15,041,025
Other Capital Fund Expenditures	5,444,666	4,446,790	4,338,200	3,803,881	5,073,982
	10,649,704	14,458,626	12,578,251	12,248,178	20,115,007
DEBT SERVICE BUDGET					
	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
PENSION SYSTEMS BUDGET					
Miscellaneous Pensions	45,861	46,005	46,005	46,151	46,297
Police Pensions	3,741,549	3,794,470	3,770,428	3,993,416	4,085,351
Fire Pensions	3,666,806	3,795,069	3,768,460	3,948,991	4,043,243
	7,454,216	7,635,544	7,584,893	7,988,558	8,174,891
VILLAGE INTERNAL SERVICES BUDGET					
Vehicle Maintenance	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114
Risk Management	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
	9,297,182	9,059,848	9,108,511	9,804,666	10,277,105
BUSINESS DISTRICT FUND					
	-	414,587	414,587	496,521	671,000
TOTAL VILLAGE EXPENDITURES					
	89,850,392	91,295,733	89,411,258	93,142,048	103,878,578
MOUNT PROSPECT LIBRARY BUDGET					
	13,470,776	9,926,514	9,926,514	10,139,456	(a)
TOTAL - BUDGET EXPENDITURES (b)					
	103,321,168	101,222,247	99,337,772	103,281,504	103,878,578

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FUND SUMMARIES**

EXPLANATION OF FUND SUMMARIES

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

Although the Village is required to account for revenues and expenditures on a fund basis, the Village's Annual Budget is not organized along fund lines. Revenues are recorded in the appropriate fund, but expenditures are reported by program within a department or division regardless of the fund that is providing the resources. All line-items are identified by a fund code and fund totals are summarized by department or division. 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 2011, budget and estimated amounts for 2012, budget amounts for 2013, and forecast amounts for 2014. 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, 2013 and December 31, 2014 are 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/Net Assets policy. The Village's Fund Balance/Net Assets policy 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
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
GENERAL FUND	41,172,986	42,435,544	42,381,362	44,321,998	45,633,574
DEBT SERVICE FUND	7,784,962	2,410,212	2,407,612	2,406,614	2,253,671
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	1,472,475	2,068,000	1,141,500	1,140,500	1,205,500
Series 2009 Construction Fund	27,165	-	-	-	-
Downtown Redevelopment Construct	2,821,541	2,605,000	2,606,000	2,682,000	2,761,000
Street Improvement Construc Fund	1,562,574	1,555,500	1,525,100	1,550,500	1,620,500
Flood Control Construction Fund	534,482	665,646	665,667	685,644	918,187
	6,418,237	6,894,146	5,938,267	6,058,644	6,505,187
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	4,033,821	4,469,150	4,398,700	4,458,500	4,530,500
Motor Fuel Tax Fund	1,660,794	1,711,000	1,702,500	1,705,100	1,460,100
Cmmty Development Block Grant	415,132	502,750	406,111	290,203	296,331
Asset Seizure Fund	4,261	3,500	3,000	3,100	3,100
DEA Shared Funds Fund	35	3,000	100	1,100	1,100
DUI Fine Fund	21,887	9,500	18,000	20,100	20,100
Foreign Fire Tax Board Fund	62,745	55,500	55,000	55,000	55,000
Justice Assistance Grant Fund	10,203	-	-	-	-
Business District Fund	77,195	630,800	630,800	671,000	689,000
	6,286,073	7,385,200	7,214,211	7,204,103	7,055,231
ENTERPRISE FUNDS					
Water and Sewer Fund	10,683,253	11,627,000	11,538,800	12,220,000	12,839,000
Village Parking System Fund	156,611	157,100	157,300	126,100	126,100
Parking System Revenue Fund	170,007	163,500	167,000	200,500	200,500
	11,009,871	11,947,600	11,863,100	12,546,600	13,165,600
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	1,903,537	2,011,205	2,010,205	2,193,313	2,210,114
Vehicle Replacement Fund	751,830	1,267,800	1,252,300	1,462,850	1,462,850
Computer Replacement Fund	267,714	1,000	500	1,000	1,000
Risk Management Fund	6,338,152	6,440,359	6,298,290	7,669,501	8,060,377
	9,261,233	9,720,364	9,561,295	11,326,664	11,734,341

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
FIDUCIARY FUNDS					
Police Pension Fund	3,978,388	5,867,000	4,867,586	5,690,721	5,970,832
Fire Pension Fund	3,670,804	5,372,300	4,498,626	5,187,247	5,461,242
	7,649,192	11,239,300	9,366,212	10,877,968	11,432,074
TOTAL REVENUES & OTHER SOURCES - VILLAGE FUNDS	89,582,554	92,032,366	88,732,059	94,742,591	97,779,678
MOUNT PROSPECT LIBRARY FUND	14,125,745	9,926,514	9,926,514	10,139,456	(a)
TOTAL REVENUES & OTHER SOURCES - VILLAGE & LIBRARY FUNDS (b)	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
EXPENDITURES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
GENERAL FUND	40,786,102	42,216,149	42,087,707	44,321,998	45,957,474
DEBT SERVICE FUND	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	839,523	2,759,399	1,677,742	1,674,747	4,249,986
Series 2009 Construction Fund	148,139	-	-	-	-
Downtown Redevelopment Construct	4,343,358	2,781,300	2,792,860	3,292,521	3,176,502
Street Improvement Construc Fund	2,001,296	1,788,239	1,655,339	1,495,500	2,693,100
Flood Control Construction Fund	57,241	730,710	228,000	757,150	482,190
	7,389,557	8,059,648	6,353,941	7,219,918	10,601,778
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	4,149,304	4,418,203	4,406,172	4,474,769	4,653,274
Motor Fuel Tax Fund	1,094,105	1,597,463	1,527,854	1,764,366	2,021,351
Cmmty Development Block Grant	415,132	502,750	406,111	290,203	296,331
Asset Seizure Fund	10,466	17,008	15,500	17,500	17,500
DEA Shared Funds Fund	11,875	3,000	1,100	5,000	1,000
DUI Fine Fund	19,057	15,925	10,000	11,000	11,000
Foreign Fire Tax Board Fund	7,849	28,500	8,170	28,500	28,500
Justice Assistance Grant Fund	-	13,599	10,203	-	-
Business District Fund	-	414,587	414,587	496,521	671,000
	5,707,788	7,011,035	6,799,697	7,087,859	7,699,956
ENTERPRISE FUNDS					
Water and Sewer Fund	10,444,248	12,836,158	13,235,270	12,842,921	16,388,816
Village Parking System Fund	114,406	254,402	182,507	296,350	185,391
Parking System Revenue Fund	212,818	275,648	226,228	295,252	199,153
	10,771,472	13,366,208	13,644,005	13,434,523	16,773,360
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114
Vehicle Replacement Fund	855,193	1,338,111	1,229,611	664,000	1,940,500
Computer Replacement Fund	51,404	233,900	233,900	246,200	239,230
Risk Management Fund	7,352,902	6,955,955	7,034,793	7,666,362	8,081,991
	10,212,371	10,643,359	10,577,222	10,729,866	12,471,835

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
EXPENDITURES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
FIDUCIARY FUNDS					
Police Pension Fund	3,741,549	3,794,470	3,770,428	3,993,416	4,085,351
Fire Pension Fund	3,666,806	3,795,069	3,768,460	3,948,991	4,043,243
	7,408,355	7,589,539	7,538,888	7,942,407	8,128,594
TOTAL EXPENDITURES - VILLAGE FUNDS	89,850,392	91,295,733	89,411,258	93,142,048	103,878,578
MOUNT PROSPECT LIBRARY FUND	13,470,776	9,926,514	9,926,514	10,139,456	(a)
TOTAL EXPENDITURES - VILLAGE AND LIBRARY FUNDS (b)	103,321,168	101,222,247	99,337,772	103,281,504	103,878,578

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2013**

	Estimated Balance 1/1/2013	2013 Budget Revenues	2013 Budget Expenditures	Estimated Balance 12/31/2013	Recommended Balance 12/31/2013
GENERAL FUND	10,997,937	44,321,998	44,321,998	10,997,937	9,191,495
DEBT SERVICE FUND	128,377	2,406,614	2,405,477	129,514	632,150
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	1,345,705	1,140,500	1,674,747	811,458	482,745
Series 2009 Construction Fund	36,858	-	-	36,858	-
Downtown Redevelopment Construct	1,108,028	2,682,000	3,292,521	497,507	67,350
Street Improvement Construc Fund	(135,168)	1,550,500	1,495,500	(80,168)	626,200
Flood Control Construction Fund	788,888	685,644	757,150	717,382	267,500
	3,144,311	6,058,644	7,219,918	1,983,037	1,443,795
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,993,422	4,458,500	4,474,769	1,977,153	465,327
Motor Fuel Tax Fund	511,040	1,705,100	1,764,366	451,774	202,135
Cmmty Development Block Grant	-	290,203	290,203	-	-
Asset Seizure Fund	41,500	3,100	17,500	27,100	27,100
DEA Shared Funds Fund	3,909	1,100	5,000	9	9
DUI Fine Fund	52,132	20,100	11,000	61,232	61,232
Foreign Fire Tax Board Fund	217,443	55,000	28,500	243,943	243,943
Justice Assistance Grant Fund	-	-	-	-	-
Business District Fund	293,408	671,000	496,521	467,887	467,887
	3,112,854	7,204,103	7,087,859	3,229,098	1,467,633
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	3,351,884	12,220,000	12,842,921	2,728,963	1,915,334
Village Parking System Fund	295,244	126,100	296,350	124,994	22,610
Parking System Revenue Fund	(260,047)	200,500	295,252	(354,799)	33,259
	3,387,081	12,546,600	13,434,523	2,499,158	1,971,203
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	438,268	2,193,313	2,153,304	478,277	478,277
Vehicle Replacement Fund	6,162,844	1,462,850	664,000	6,961,694	6,961,694
Computer Replacement Fund	625,141	1,000	246,200	379,941	379,941
Risk Management Fund	1,189,295	7,669,501	7,666,362	1,192,434	1,713,795
	8,415,548	11,326,664	10,729,866	9,012,346	9,533,707

(a) Estimated balances reflect unrestricted net assets only.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2013**

	Estimated Balance 1/1/2013	2013 Budget Revenues	2013 Budget Expenditures	Estimated Balance 12/31/2013	Recommended Balance 12/31/2013
FIDUCIARY FUNDS (b)					
Police Pension Fund	45,874,305	5,690,721	3,993,416	47,571,610	84,199,556
Fire Pension Fund	44,595,143	5,187,247	3,948,991	45,833,399	76,710,720
	90,469,448	10,877,968	7,942,407	93,405,009	160,910,276
TOTAL - VILLAGE FUNDS	119,655,556	94,742,591	93,142,048	121,256,099	185,150,259
Less: Fiduciary Funds (b)	(90,469,448)	(10,877,968)	(7,942,407)	(93,405,009)	(160,910,276)
TOTAL AVAILABLE BALANCES VILLAGE FUNDS	29,186,108	83,864,623	85,199,641	27,851,090	24,239,983
MOUNT PROSPECT LIBRARY FUND	5,381,931	10,139,456	10,139,456	5,381,931	5,381,931
TOTAL AVAILABLE BALANCES VILLAGE & LIBRARY FUNDS	34,568,039	94,004,079	95,339,097	33,233,021	29,621,914

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2014**

	Estimated Balance 1/1/2014	2014 Budget Revenues	2014 Budget Expenditures	Estimated Balance 12/31/2014	Recommended Balance 12/31/2014
GENERAL FUND	10,997,937	45,633,574	45,957,474	10,674,037	9,467,240
DEBT SERVICE FUND	129,514	2,253,671	2,245,581	137,604	495,492
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	811,458	1,205,500	4,249,986	(2,233,028)	482,745
Series 2009 Construction Fund	36,858	-	-	36,858	-
Downtown Redevelopment Construct	497,507	2,761,000	3,176,502	82,005	67,350
Street Improvement Construc Fund	(80,168)	1,620,500	2,693,100	(1,152,768)	626,200
Flood Control Construction Fund	717,382	918,187	482,190	1,153,379	267,500
	<u>1,983,037</u>	<u>6,505,187</u>	<u>10,601,778</u>	<u>(2,113,554)</u>	<u>1,443,795</u>
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,977,153	4,530,500	4,653,274	1,854,379	479,287
Motor Fuel Tax Fund	451,774	1,460,100	2,021,351	(109,477)	208,199
Cmmty Development Block Grant	-	296,331	296,331	-	-
Asset Seizure Fund	27,100	3,100	17,500	12,700	12,700
DEA Shared Funds Fund	9	1,100	1,000	109	109
DUI Fine Fund	61,232	20,100	11,000	70,332	70,332
Foreign Fire Tax Board Fund	243,943	55,000	28,500	270,443	270,443
Justice Assistance Grant Fund	-	-	-	-	-
Business District Fund	467,887	689,000	671,000	485,887	485,887
	<u>3,229,098</u>	<u>7,055,231</u>	<u>7,699,956</u>	<u>2,584,373</u>	<u>1,526,957</u>
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	2,728,963	12,839,000	16,388,816	(820,853)	1,972,794
Village Parking System Fund	124,994	126,100	185,391	65,703	23,289
Parking System Revenue Fund	(354,799)	200,500	199,153	(353,452)	34,256
	<u>2,499,158</u>	<u>13,165,600</u>	<u>16,773,360</u>	<u>(1,108,602)</u>	<u>2,030,339</u>
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	478,277	2,210,114	2,210,114	478,277	478,277
Vehicle Replacement Fund	6,961,694	1,462,850	1,940,500	6,484,044	6,484,044
Computer Replacement Fund	379,941	1,000	239,230	141,711	141,711
Risk Management Fund	1,192,434	8,060,377	8,081,991	1,170,820	1,713,795
	<u>9,012,346</u>	<u>11,734,341</u>	<u>12,471,835</u>	<u>8,274,852</u>	<u>8,817,827</u>

(a) Estimated balances reflect unrestricted net assets only.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
AVAILABLE FUND BALANCES/NET ASSETS 12/31/2014**

	Estimated Balance 1/1/2014	2014 Budget Revenues	2014 Budget Expenditures	Estimated Balance 12/31/2014	Recommended Balance 12/31/2014
FIDUCIARY FUNDS (b)					
Police Pension Fund	47,571,610	5,970,832	4,085,351	49,457,091	86,725,543
Fire Pension Fund	45,833,399	5,461,242	4,043,243	47,251,398	79,012,042
	93,405,009	11,432,074	8,128,594	96,708,489	165,737,585
TOTAL - VILLAGE FUNDS					
	121,256,099	97,779,678	103,878,578	115,157,199	189,519,235
Less: Fiduciary Funds (b)	(93,405,009)	(11,432,074)	(8,128,594)	(96,708,489)	(165,737,585)
TOTAL AVAILABLE BALANCES VILLAGE FUNDS					
	27,851,090	86,347,604	95,749,984	18,448,710	23,781,650
MOUNT PROSPECT LIBRARY FUND					
	5,381,931	(c)	(c)	5,381,931	5,381,931
TOTAL EXPENDITURES - VILLAGE AND LIBRARY FUNDS (d)					
	33,233,021	86,347,604	95,749,984	23,830,641	29,163,581

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

(c) Figures not available as of December 18, 2012.

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
SUPPLEMENTAL INFORMATION**

SUPPLEMENTAL SCHEDULES AND GRAPHICS

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

Real Estate Taxes - There are three graphics and schedules included which contain information on Real Estate Taxes. The first graphic, Village Property Tax Levies and Tax Rates, shows Village tax levies and tax rates from 2004 - 2013. The schedule also lists the equalized assessed valuation and the annual percentage change in the tax levies for the same period. The next schedule, Real Estate and Special Service Area Tax Levies and Tax Rate Comparisons, shows Village, Library and Special Service Area Tax Levies and Tax Rate comparisons by purpose for 2011, 2012, and 2013. The last graphic, Distribution of 2011 Property Taxes, shows how property taxes are distributed to the various taxing bodies and the actual distribution of the 2011 property tax rate.

Number of Authorized Positions - This schedule shows the number of full-time, part-time, seasonal and full-time equivalent positions for 2011, 2012, and 2013.

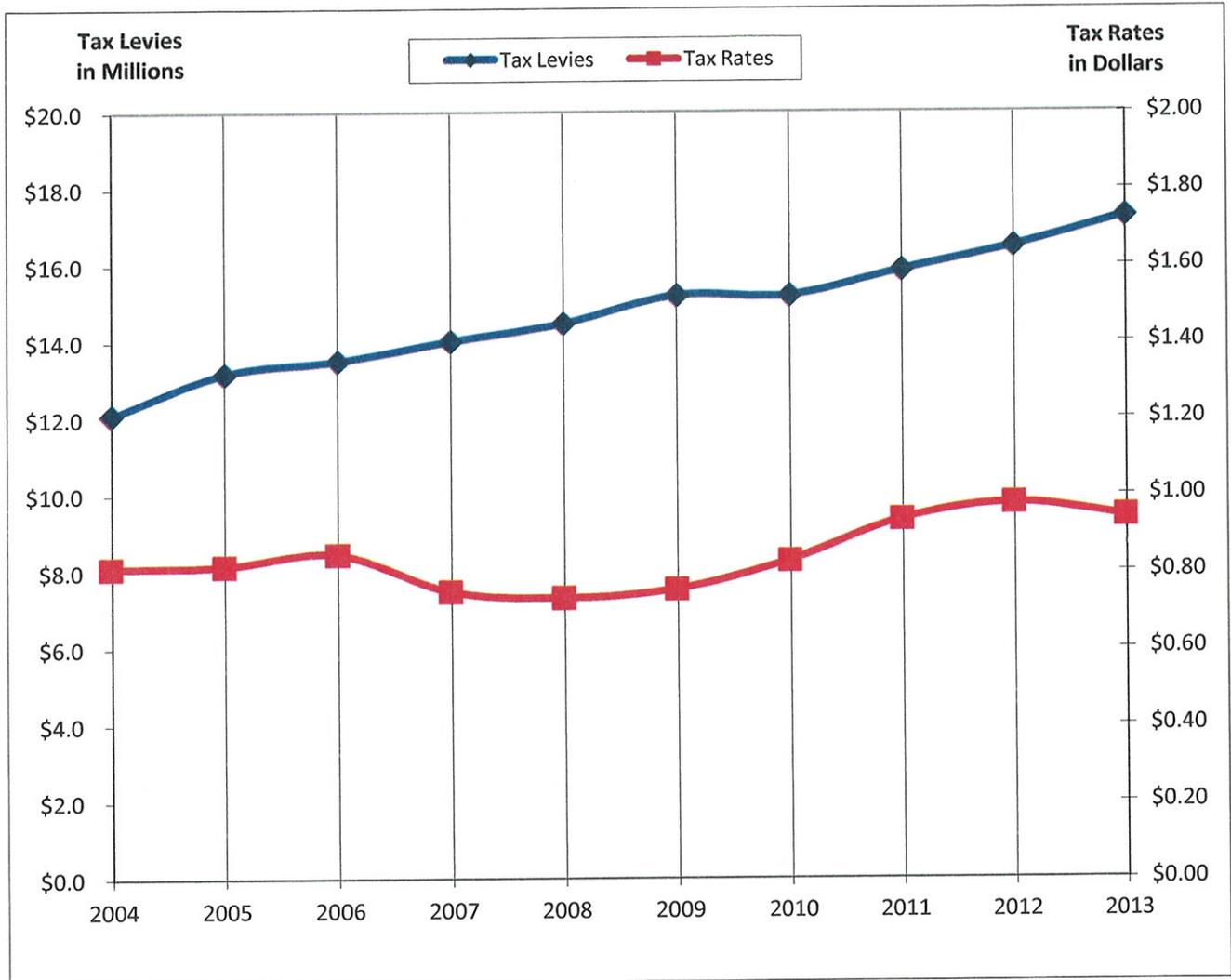
Personal Services - The payment of wages and employee benefits represent 63.4% of the operating budget. This schedule shows 2011 actual, 2012 budget and estimated amounts, budget amounts for 2013 and forecast amounts for 2014. The schedule organizes the personal service amounts by the type of Village Service provided.

Long-Term Debt - One graphic and two schedules are included. The graphic shows the relative speed of how outstanding debt issues will be paid. The first schedule shows the maturity dates, the original amounts issued and outstanding balances of current bond issues. The second schedule shows the Annual Principal Requirements for 2013 through 2016 and the balance of payments due from 2017 through 2029. This schedule classifies the various bond issues by the sources of revenue that will be used to fund the debt service payments.

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

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
VILLAGE PROPERTY TAX LEVIES AND TAX RATES**



Year	Equalized Assessed Valuation	Village Extended Tax Levies	Annual % Change	Village Tax Rates
2004	1,491,117,145	12,093,915	4.80%	0.811
2005	1,594,975,722	13,175,689	8.94%	0.816
2006	1,597,309,461	13,506,574	2.51%	0.847
2007	1,870,325,316	14,014,838	3.76%	0.749
2008	1,979,496,030	14,472,271	3.26%	0.732
2009	2,017,411,353	15,194,636	4.99%	0.754
2010	1,834,680,507	15,194,635	0.00%	0.828
2011	1,694,952,801	15,852,354	4.33%	0.935
2012	1,684,680,149	16,477,873	3.95%	0.978
2013	1,827,766,127	17,256,181	4.72%	0.944

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REAL ESTATE AND SPECIAL SERVICE AREA TAX LEVIES AND TAX RATE COMPARISONS (1)**

	2011 Tax Levy		2012 Tax Levy		2013 Tax Levy	
	Rate	Amount	Rate (2)	Amount	Rate (2)	Amount

Village Levies						
General Corporate	\$ 0.4438	\$ 7,521,422	\$ 0.4662	\$ 7,854,269	\$ 0.4536	\$ 8,290,450
Garbage	0.1085	1,838,550	0.1124	1,893,707	0.1067	1,950,517
G.O. Bonds	0.1052	1,782,245	0.1056	1,778,450	0.0977	1,786,251
Police Pension	0.1466	2,484,780	0.1550	2,612,079	0.1523	2,782,868
Fire Pension	0.1313	2,225,356	0.1389	2,339,366	0.1338	2,446,095
Village Totals	\$ 0.9353	\$ 15,852,353	\$ 0.9781	\$ 16,477,871	\$ 0.9441	\$ 17,256,181

Library Levies				
Operations	\$ 0.4866	\$ 8,247,107	(4)	(4)
Debt Service	0.0948	1,607,637		
Library Totals	\$ 0.5814	\$ 9,854,744	(4)	(4)

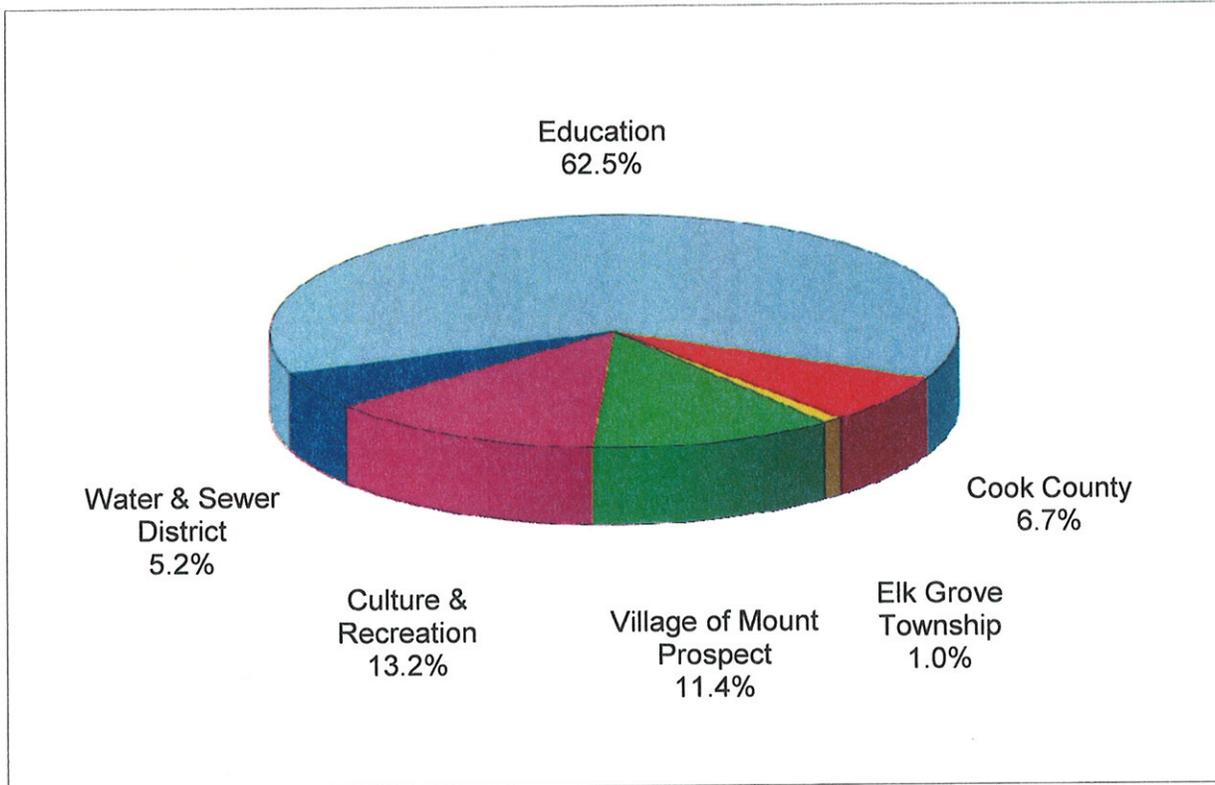
Totals - Village and Library	\$ 1.5167	\$ 25,707,097	\$ 0.9781	\$ 16,477,871	\$ 0.9441	\$ 17,256,181
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Equalized Assessed Valuation (EAV) (3)	\$1,694,952,801	\$1,684,680,149	\$1,827,766,127
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Special Service Area #5			
JAWA Water Agency	\$ 0.0995	\$ 1,545,773	\$ 0.1139 \$ 1,545,773 \$ 0.1049 \$ 1,545,773
Equalized Assessed Valuation (EAV) (3)	\$1,365,889,911	\$1,357,611,620	\$1,472,918,485

- (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
2013 BUDGET SUMMARY
DISTRIBUTION OF 2011 PROPERTY TAXES**



DISTRIBUTION OF 2011 PROPERTY TAX RATE (1)

	<u>Tax Rate</u>	<u>%</u>		<u>Tax Rate</u>	<u>%</u>
Education:			Village:		
School District 57	\$ 2.748	33.4%	Mount Prospect	\$ 0.936	11.4%
High School District 214	\$ 2.067	25.1%			
Harper District 512	\$ 0.334	4.1%	Culture and Recreation		
	<u>\$ 5.149</u>	<u>62.5%</u>	M.P. Park District	\$ 0.502	6.1%
Cook County:			M.P. Library	\$ 0.582	7.1%
County Government	\$ 0.462	5.6%		<u>\$ 1.084</u>	<u>13.2%</u>
Cook County Forest	\$ 0.058	0.7%	Water & Sewer District		
Other	\$ 0.035	0.4%	Water Reclamation	\$ 0.320	3.9%
	<u>\$ 0.555</u>	<u>6.7%</u>	SSA #5	\$ 0.114	1.4%
Elk Grove Township	\$ 0.081	1.0%		<u>\$ 0.434</u>	<u>5.2%</u>
			TOTAL	<u><u>\$ 8.239</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
2013 BUDGET SUMMARY
NUMBER OF AUTHORIZED POSITIONS**

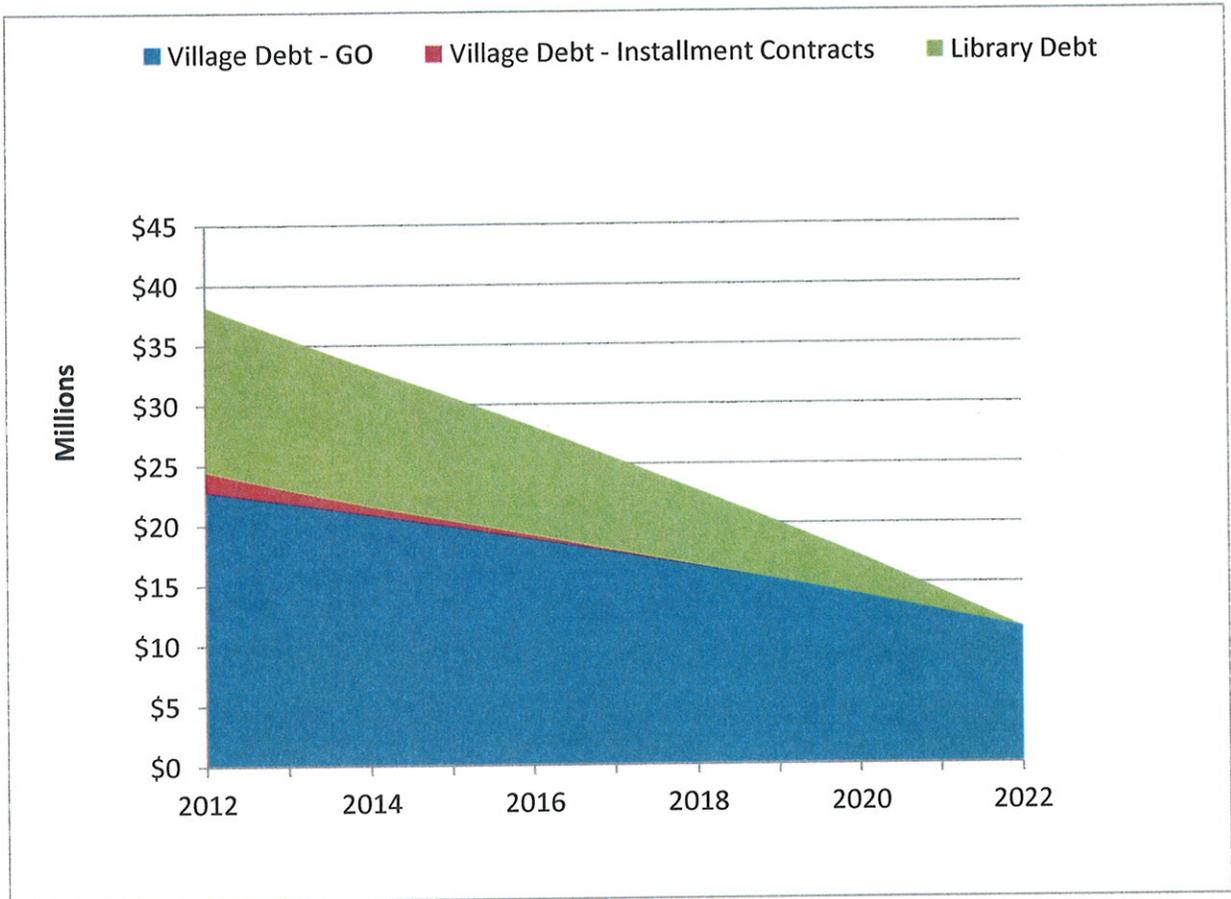
	Full-Time Employees			Part-Time Employees			Seasonal Employees			Full-Time Equivalent		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
PUBLIC REPRESENTATION	1.30	1.30	1.30	8.00	8.00	8.00	-	-	-	2.10	2.10	2.10
VILLAGE ADMINISTRATION	13.85	13.85	13.85	1.00	1.00	1.00	2.00	3.00	3.00	14.95	15.45	15.45
FINANCE	11.00	11.00	11.00	4.00	4.00	4.00	-	-	-	13.00	13.00	13.00
COMMUNITY DEVELOPMENT												
Community Development	22.00	17.00	16.25	1.00	-	3.00	3.00	3.00	3.00	20.48	17.75	18.50
Community Development/CDBG	1.00	1.00	0.75	-	-	-	1.00	1.00	1.00	1.25	1.25	1.00
	23.00	18.00	17.00	1.00	-	3.00	4.00	4.00	4.00	21.73	19.00	19.50
HUMAN SERVICES DEPARTMENT	8.00	8.00	8.00	2.00	2.00	2.00	1.00	1.00	1.00	9.50	9.50	9.50
PUBLIC SAFETY AND PROTECTION												
Police Department	98.00	98.50	99.50	2.00	2.00	2.00	-	-	-	97.83	99.50	100.50
Fire Department	74.00	74.00	74.00	-	-	-	20.00	16.00	16.00	74.75	74.50	74.50
	172.00	172.50	173.50	2.00	2.00	2.00	20.00	16.00	16.00	172.58	174.00	175.00
PUBLIC WORKS DEPARTMENT												
Administration	2.50	2.50	2.50	0.70	0.70	0.70	-	-	-	2.85	2.85	2.85
Streets/Bldgs	11.10	11.10	11.10	1.00	1.00	1.00	1.00	3.00	19.00	11.85	11.85	12.45
Forestry	8.25	8.25	8.25	-	-	-	6.00	7.00	3.00	9.75	9.75	9.25
Engineering	7.10	7.10	7.10	1.00	1.00	1.00	2.00	2.00	2.00	8.00	8.00	8.00
Refuse Disposal	2.60	2.60	2.60	0.60	0.60	0.60	-	-	-	2.90	2.90	2.90
Water/Sewer	21.90	21.90	21.90	2.70	2.70	2.70	7.00	2.00	6.00	25.00	25.00	24.75
Parking	0.90	0.90	0.90	-	-	-	-	-	-	0.90	0.90	0.90
Vehicle Maintenance	10.00	10.00	10.00	1.00	1.00	1.00	2.00	1.00	1.00	10.90	10.90	10.75
	64.35	64.35	64.35	7.00	7.00	7.00	18.00	15.00	31.00	72.15	72.15	71.85
VILLAGE TOTALS	293.50	289.00	289.00	25.00	24.00	27.00	45.00	39.00	55.00	306.01	305.20	306.40

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PERSONAL SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PUBLIC REPRESENTATION	192,710	201,120	206,594	192,891	198,159
VILLAGE ADMINISTRATION	1,597,171	1,709,781	1,697,450	1,777,644	1,828,838
FINANCE DEPARTMENT	1,012,879	1,096,742	1,093,119	1,135,337	1,171,940
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	1,665,841	1,595,739	1,633,211	1,691,249	1,744,685
CDBG	89,215	76,571	69,720	72,292	74,660
	1,755,056	1,672,310	1,702,931	1,763,541	1,819,345
HUMAN SERVICES DEPARTMENT	893,607	893,242	898,810	931,429	959,356
PUBLIC SAFETY AND PROTECTION					
Police Department	13,170,857	13,582,712	13,570,657	14,097,193	14,563,019
Fire Department	10,619,038	10,812,278	10,753,539	11,225,192	11,610,048
	23,789,895	24,394,990	24,324,196	25,322,385	26,173,067
PUBLIC WORKS DEPARTMENT					
Administration	325,094	317,784	318,059	366,331	375,870
Streets/Buildings	1,375,157	1,450,480	1,455,134	1,523,251	1,569,662
Forestry and Grounds	1,084,942	1,043,611	1,120,283	1,096,867	1,130,221
Engineering	931,662	964,102	979,777	1,023,790	1,055,524
Refuse Disposal	304,298	332,690	318,509	322,456	332,316
Water and Sewer Division	2,427,538	2,563,792	2,563,882	2,598,561	2,677,405
Parking	86,575	86,468	88,653	94,753	97,836
Vehicle Maintenance	1,244,207	1,308,953	1,309,388	1,346,157	1,387,062
	7,779,473	8,067,880	8,153,685	8,372,166	8,625,896
EMERGENCY EVENTS	132,535	-	-	-	-
VILLAGE TOTALS	37,153,326	38,036,065	38,076,785	39,495,393	40,776,601



**VILLAGE OF MOUNT PROSPECT
2013 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 \$38.2 million as of December 31, 2012 will be reduced to \$11.2 million by 2022. All current debt will be retired by the end of 2029.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
LONG-TERM DEBT**

Series	Purpose	Original Maturity Date	Original Par Amount	Current Balance 01/01/13
General Obligation Bonds - Village				
2009	Fire Station #14, EOC, PW Expansion	12/01/28	10,000,000	9,800,000
2009B	Series 2001 Refunding	12/01/21	3,430,000	2,920,000
2009C	Fire Station #14, EOC, PW Expansion	12/01/29	2,650,000	2,650,000
2011B	Village Refunding	12/01/20	5,160,000	5,055,000
2012	Village Refunding (issue date 1-3-12)	12/01/22	2,975,000	2,365,000
			<u>\$ 24,215,000</u>	<u>\$ 22,790,000</u>
Installment Contracts				
L 170744	Flood Control - Prospect Manor	05/01/14	\$ 3,695,354	\$ 372,184
L 170856	Flood Control - Fairview Gardens	07/12/13	558,474	38,320
L 170857	Flood Control - Hatlen Heights	12/10/14	1,711,671	230,827
L 170855	Flood Control - See Gwun/Milburn	11/01/17	1,203,550	373,445
L 171087	Flood Control - Maple/Berkshire	06/03/19	1,760,422	692,048
			<u>\$ 8,929,471</u>	<u>\$ 1,706,824</u>
TOTAL - VILLAGE DEBT ONLY			\$ 33,144,471	\$ 24,496,824
General Obligation Bonds - Library				
2006	Library Refunding	12/01/22	\$ 10,000,000	\$ 9,715,000
2011A	Library Refunding	12/01/16	4,100,000	3,975,000
			<u>\$ 14,100,000</u>	<u>\$ 13,690,000</u>
TOTAL - VILLAGE AND LIBRARY DEBT			<u>\$ 47,244,471</u>	<u>\$ 38,186,824</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 \$705 per capita and debt to be paid from property taxes at \$673 per capita as of December 31, 2012. 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
2013 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL PRINCIPAL REQUIREMENTS**

	2013	2014	2015	2016	2017 - 2029	Totals
Debt To Be Paid From Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B Village Refunding	285,000	295,000	305,000	315,000	1,720,000	2,920,000
Series 2009C - Fire Station #14/EOC	-	25,000	40,000	55,000	2,530,000	2,650,000
Series 2011B Village Refunding Bonds	40,000	660,000	680,000	695,000	2,980,000	5,055,000
Series 2012 Village Refunding Bonds	620,000	-	-	-	1,745,000	2,365,000
Total	945,000	980,000	1,025,000	1,065,000	18,775,000	22,790,000
Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #1	113,491	117,336	-	-	-	230,827
IEPA Loan #2	38,320	-	-	-	-	38,320
IEPA Loan #3	246,050	126,134	-	-	-	372,184
IEPA Loan #4	70,465	72,517	74,628	76,800	79,035	373,445
IEPA Loan #5	98,985	101,600	104,285	107,040	280,138	692,048
Total	567,311	417,587	178,913	183,840	359,173	1,706,824
TOTAL VILLAGE DEBT SERVICE	1,512,311	1,397,587	1,203,913	1,248,840	19,134,173	24,496,824
Debt To Be Paid By Mount Prospect Public Library						
General Obligation Bonds						
Series 2006 Library Refunding Bonds	50,000	55,000	55,000	555,000	9,000,000	9,715,000
Series 2011A Library Refunding Bonds	1,065,000	1,085,000	1,100,000	725,000	-	3,975,000
	1,115,000	1,140,000	1,155,000	1,280,000	9,000,000	13,690,000
TOTAL ANNUAL PRINCIPAL REQUIREMENTS	2,627,311	2,537,587	2,358,913	2,528,840	28,134,173	38,186,824

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE PROFILE**

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

The Village grew slowly from 1917 to 1950 with the 1950 population totaling 4,009. By 1960, the Village's population had increased to 18,905, then almost doubling to 34,995 at the 1970 Census and leveling off at 53,168 at the 1990 Census. The 2010 Census figure is 54,167. The Village's most notable characteristics are its residential streets which are shaded by approximately 25,000 parkway trees, outstanding schools and parks, Randhurst Village, 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.

VILLAGE FACILITIES AND SERVICES
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Number of Full-Time Employees in 2012	289
Number of Part-Time Employees in 2012	24
Miles of Streets & Roads	164
Number of Permits Issued in 2011	2,662
Value of Construction in 2011	\$56,045,517
Fire Protection	
Number of Firefighters	66
Number of Stations	3
Number of Fire Hydrants	2,291
I.S.O. Rating	Class 2
Police Protection	
Number of Police Officers	82
Number of Police Stations	1
Library Services	
Number of Libraries	2
Number of Registered Borrowers	58,981
Collection Size	508,817
Annual Circulation	1,081,378
Municipal Water Utility	
Average Daily Gallons Billed	3,375,307
Miles of Water Mains	162
Number of Metered Accounts	11,837
Elections	
Number of Registered Voters	29,582
Number of Votes Cast in Last Municipal Election	5,949
Percentage of Registered Voters Voting in Last Municipal Election	20.11%

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE PROFILE**

SOCIOECONOMIC INFORMATION

Median Home Value	\$337,700
Number of Single Family Homes	11,933
Percent of Homes Valued:	
Under \$50,000	0.82%
\$50,000 - \$99,999	1.36%
\$100,000 - \$149,999	4.31%
\$150,000 - \$199,999	9.83%
\$200,000 or more	83.68%
Total	<u>100.0%</u>
Median Family Income	\$81,836
Median Household Income	\$66,645
Per Capita Income	\$32,632

Employed Persons by Occupational Category

<u>Occupational Category</u>	<u>Number</u>	<u>Percent of Total</u>
Management, Professional and Related Occupations	11,088	39.93%
Sales and Office Occupations	7,119	25.64%
Service Occupations	4,009	14.44%
Production, Transportation, and Material Moving Occupations	3,720	13.40%
Construction, Extraction and Maintenance Occupations	1,818	6.55%
Farming, Fishing and Forestry Occupations	<u>12</u>	<u>.04%</u>
Total	<u>27,766</u>	<u>100.0%</u>

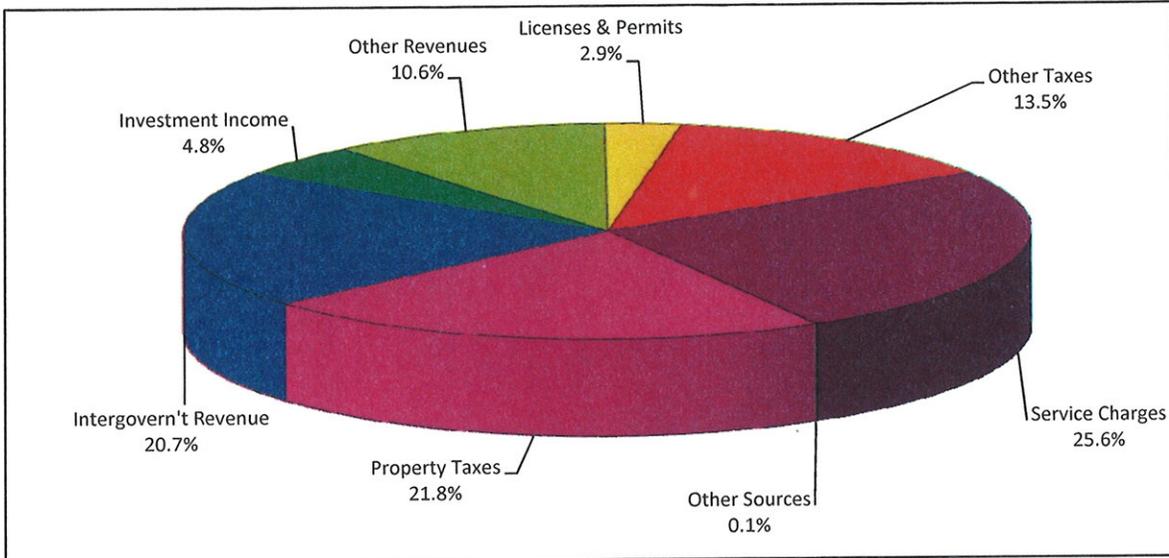
Employed Persons by Industry

<u>Industry</u>	<u>Number</u>	<u>Percent of Total</u>
Educational, Health and Social Services	5,223	18.81%
Manufacturing	4,271	15.38%
Professional, Scientific, Management, Administrative and Waste Management Services	3,271	11.78%
Retail Trade	2,890	10.41%
Arts, Entertainment, Recreation, Accommodation and Food Service	2,526	9.10%
Finance, Insurance, Real Estate and Rental and Leasing	2,157	7.77%
Transportation and Warehousing, and Utilities	2,031	7.31%
Construction	1,249	4.50%
Other Services (Except Public Administration)	1,494	5.38%
Wholesale Trade	1,161	4.18%
Information	798	2.88%
Public Administration	589	2.12%
Agriculture, Forestry, Fishing and Hunting, and Mining	<u>106</u>	<u>0.38%</u>
Total	<u>27,766</u>	<u>100.0%</u>

Source: U.S. Census Bureau



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES**



January 1 - December 31, 2013	
Other Taxes	12,784,000
Service Charges	24,246,914
Other Sources	50,000
Property Taxes	20,653,068
Intergovern't Revenue	19,658,091
Investment Income	4,578,500
Other Revenues	10,052,018
Licenses & Permits	2,720,000
Village Totals	94,742,591
Library Revenues	10,139,456
Budget Resources	104,882,047

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 2013 by the Village. Total Village revenue and other sources (including Library) are expected to be \$104,882,047.

**VILLAGE OF MOUNT PROSPECT
2013 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 2013 fiscal year along with forecast amounts for 2014. The first summary, Revenues and Other Sources by Revenue Type, shows the major revenues and other financing sources totaled by the type of revenue and the second summary, Revenues and Other Sources by Fund, shows revenues and other financing sources totaled by fund and by fund group. Each of the schedules report actual amounts for the 2011 fiscal year, amended budget and estimated amounts for 2012, budget amounts for 2013, and forecast amounts for 2014.

Total revenues and other financing sources for all Village funds, excluding the Mount Prospect Library Fund, for 2013 are expected to be \$94,742,591 compared to the amended 2012 budget of \$92,032,366. The following table summarizes the totals for each type of revenue and other financing category and indicates the increase or decrease for 2013 relative to 2012.

Revenue Type	2012 Budget	2013 Budget	Increase (Decrease)	Percent Change
Property Taxes	\$ 19,882,500	\$ 20,653,068	\$ 770,568	3.9%
Other Taxes	12,828,800	12,784,000	(44,800)	(0.3%)
Licenses, Permits, & Fees	2,751,000	2,720,000	(31,000)	(1.1%)
Intergovernmental Revenue	19,258,627	19,658,091	399,464	2.1%
Charges for Services	22,289,597	24,246,914	1,957,317	8.8%
Fines and Forfeits	587,000	686,750	99,750	17.0%
Investment Income	5,202,600	4,578,500	(624,100)	(12.0%)
Reimbursements	253,500	305,000	51,500	20.3%
Other Revenue	7,990,742	9,060,268	1,069,526	13.4%
Total Re-Occurring Revenues	\$ 91,044,366	\$ 94,692,591	\$ 3,648,225	4.0%
Trans/Other Financing Sources	988,000	50,000	(938,000)	(94.9%)
Total Revenues & Other Financing Sources	\$ 92,032,366	\$ 94,742,591	\$ 2,710,225	2.9%

Total re-occurring revenues for 2013 are estimated at \$94,692,591, an increase of 4.0% from 2012. Growth is projected in each of the revenue categories (excluding Other Taxes, licenses, Permits & Fees and Investment Income). Total revenues and other financing sources for 2013 are expected to be \$94,742,591 which is an increase of \$2.7 million (2.9%) from 2012. The decrease in other financing sources is due to the fact the 2012 budget included \$1.0 million in installment note financing, compared to none for 2013.

Property Taxes

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

In 2013, property tax revenues are expected to total \$20,653,068 compared to \$19,882,500 budgeted for 2012. This is an increase of 3.9%. The property taxes category includes TIF incremental taxes totaling \$2,681,000 and Special Service #5 taxes (water & sewer) totaling \$1,516,000. Property taxes derived from the annual property tax levy were \$16.5 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 2013 Budget represent receipts from the 2012 tax levy.

**VILLAGE OF MOUNT PROSPECT
2013 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 2007 through 2011 reflected the following increases:

2007	3.8%
2008	3.3%
2009	5.0%
2010	0.0%
2011	4.3%

The property tax levy supports different areas of operation and is broken down by 1) General Corporate; 2) Refuse Collection; 3) Debt Service; and 4) Pensions. The 2011 tax levy for the Village reflected a 4.33% increase over the 2010 levy. The General Corporate levy for increased 8.7% from the prior year while the Refuse levy increased 3.0%. Levies for Debt Service are based on the payment schedule set in the original bond ordinance. 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 2011, the Police and Fire Pension levies were essentially flat from the prior year due to changes by the State of Illinois in funding assumptions.

The 2012 tax levy for the Village reflects an overall increase of 3.95%. The general portion of the levy will increase 4.4%. The levy for debt service on general obligation bonds is decreasing \$3,796, or 0.2%. The refuse levy increases 3% while the Police and Fire Pension levies are projected to increase 5.1% collectively.

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 2012 property tax for the Mount Prospect Public Library is \$10,125,752. This is an increase of \$271,008 or 2.8% from their 2011 levy.

Other Taxes

Overall, revenues from Other Taxes are expected to total \$12,784,000, a slight decrease of \$44,800 (0.3%) from the 2012 budget. Following is a summary of some of the larger revenue sources categorized as Other Taxes.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**

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 is 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.

The current projection for the home-rule sales tax is \$4,860,000, right at the original 2012 budget. For 2013, the home-rule sales tax is expected to yield \$1,235,000 per each ¼ cent (or \$4,940,000 in total), an increase of just 1.6% from the prior year.

Telecommunication Tax – The telecommunication tax is expected to generate \$3,230,000 during 2012. This is higher than what can typically be expected due to a one-time catch payment that was credited to the Village in June 2012 (April liability). The projection for 2013 is more in line with historical receipts. The total projected for 2013 is \$2,935,000, an increase of 2.0% over 2011 actuals.

Utility Taxes – Utility taxes are generated from Com Ed electric and Nicor gas and gas use taxes. These receipts will fluctuate based on weather. Mild or extreme summer or winter seasons impact receipts most. Usage within the village is fairly constant. For 2012, \$1,675,000 is projected to be generated from these three sources. This is down from the \$1, 74,010 that was received in 2011. A milder winter resulted in lower than expected gas utility taxes. The budget for 2013 is \$1,833,500, an increase of \$158,500 9.5% from the prior year.

Licenses, Permits & Fees

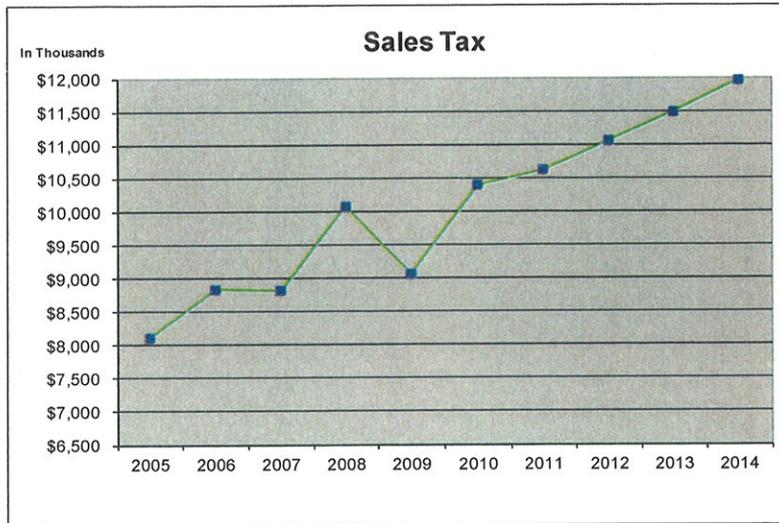
This category of revenue includes vehicle licenses, business licenses, building permits, franchise fees, infrastructure maintenance fees and other fees. Revenues in this category are estimated at \$2,720,000 for 2013, a decrease of \$31,000 from the 2012 budget.

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 \$19,658,091 in 2013, an increase of \$399,464 (2.1%) from 2012. The increase is primarily due to growth in sales and income tax revenue.

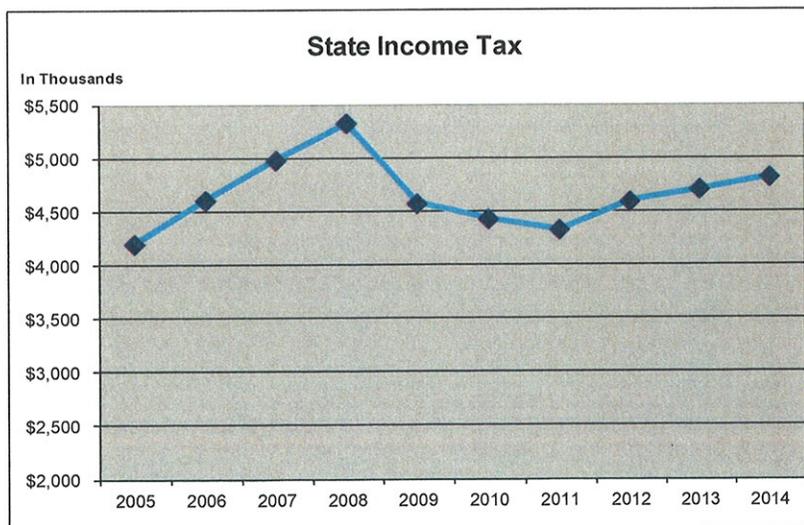
Sales Tax is the second largest source of revenue for the Village and is expected to reach \$11.0 million in 2012, representing 12.2% of Village re-occurring revenues. The State of Illinois remits 1% of the 6.25% state sales tax to local governments on a point-of-sale basis. Sales tax is recorded as revenue only in the General Fund. The following chart illustrates the annual changes in sales tax receipts from 2005 to 2014.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**



Sales tax receipts in 2005 grew slightly from \$7.9 million in 2004 to just \$8.1 million in 2005. 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 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 was 8.5% and totaled \$10.4 million. Sales tax receipts grew 2.2% in 2011 to \$10.6 million. Sales taxes for 2012 are estimated at \$11.0 million. Sales taxes are expected to grow by 4% on average during 2013 and 2014. The budget for 2013 and 2014 is \$11.5 million and \$11.9 million respectively.

State Income Tax receipts are estimated at \$4,590,000 for 2012, an increase of 6.0% from 2011. Between 2005 and 2008 there was regular growth in the income tax. After experiencing a significant drop in 2009 and similar smaller declines in 2010 and 2011, the tax is expected to grow at a rate of 2.5% for 2013 and 2014. Revenue projections for Income taxes were calculated using projections from the Illinois Municipal League. Based on these estimates, Income Tax revenue is estimated to be \$4,705,000 in 2013 and \$4,820,000 in 2014.



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**

State Motor Fuel Tax – Receipts from this state-shared tax are expected to come in at budget and total \$1,690,000 in 2012. Included in this amount is a supplemental payment from the state totaling \$244,000 as a result of the *Illinois Jobs Now* capital bill program. The *Illinois Jobs Now* program is slated to provide supplemental payments through 2014. Receipts for 2013 and 2014 outside the supplemental payment are estimated to be flat from the updated 2012 projections. Regular distributions of MFT are projected to be \$26.70 per capita. Proceeds from the state motor fuel tax are deposited in the Motor Fuel Tax Fund and are earmarked for street maintenance and repairs.

Charges for Services

Charges for Services for 2013 are estimated at \$24,246,914, an increase of \$1,957,317 or 8.8% over the amended budget for 2012. 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 2013, which is consistent with recent levels used for budgeting purposes. An increase in the water and sewer rate of 9.5% is built into the 2013 budget. The larger than usual increase to the water rate is necessary to cover the increased cost for water purchases that resulted from planned increases by the City of Chicago.

The current combined water and sewer rate is \$7.69 per 1,000 gallons of water consumed. The rate for 2013 is \$8.42, a 9.5% increase from the current rate. The sewer construction fee remains \$5 per month on all Village sewer accounts. Water and sewer charges for 2013 and 2014 are \$10,534,000 and \$11,269,000 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 \$2,190,000 is projected for 2013, compared to \$2,258,000 budgeted for 2012. Actual receipts for 2011 were \$1,889,237. An annual direct charge to single family households was implemented in 2006 to supplement the tax levy for refuse collection. The current annual rate, effective January 1, 2012, is \$100 per household.

Internal Service Fund Charges represent payments made by the main operating funds to the four internal service funds maintained by the Village. The four funds are: Risk Management, Vehicle Maintenance, Vehicle Replacement and Computer Replacement. The reason for using internal service funds is to be able to show an operating expenditure in the various operating departments and divisions and the aggregate cost in one location in an internal service fund. Total internal service charges for 2013 are budgeted at \$9,803,414, an increase of \$1,337,442 (15.8%) from the 2012 budget.

Risk Management Fund charges in 2013 total \$6,213,501, an increase of \$941,534 or 17.8% from 2012. Vehicle Maintenance Fund charges of \$2,193,313 reflects an increase of \$183,108, or 9.1% from 2012. Vehicle replacement charges to the various operating funds are budgeted at \$1,396,600 for 2013, an increase of \$212,800 from 2012. Computer replacement revenue in 2013 totals \$1,000 representing interest earnings only. Lease payments for computer replacement were eliminated for 2013 as a further cost cutting measure. Instead, reserves will be used to fund computer purchases during the year.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**

Fines & Forfeits

Income from fines and forfeits is derived from circuit court and local parking fines as well as local ordinance fines and water and sewer penalties. Total fines and forfeits for 2012 are estimated to come in at \$647,000. This is off slightly from the \$587,000 budgeted for the year. The amount projected in the 2013 Budget and 2014 Forecast is \$686,750.

Investment Income

All investments of general Village surplus funds are made in accordance with an investment policy that was adopted on July 2, 1985. The policy was last amended in 2012. 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 \$4,578,500 for 2013, a decrease of \$624,100 from the 2012 amended budget. A lower assumed rate of return was used for 2013 resulting in the decrease.

Reimbursements

The Village is expecting revenue from reimbursements to total \$305,000 for 2013, an increase of \$51,500 from 2012. 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 \$9,060,268 for 2013, which is an increase of \$1,069,526 (13.4%) over the 2012 amended budget.

Village contributions from property taxes to the Police and Firefighters' Pension Funds have been budgeted at \$4,830,000 for 2013 based upon a recent actuarial calculation. This represents an increase of \$120,000, or 2.5%, over the 2012 amended budget. Other contributions to the two pension funds from the Village include portions of the Personal Property Replacement Tax and incremental property taxes.

Interfund Transfers

There are no transfers budgeted for 2013 or 2014.

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 budgeted at \$50,000 for 2013 consisting of the sale of village property.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**

Changes in Fund Equity

For 2013, Village revenues and other financing sources are expected to come in at \$94,742,591 and total expenditures are budgeted at \$93,148,048. The net result is a projected increase in fund balance or retained earnings of \$1,594,543. The overall budget surplus for 2013 is primarily the result of a surplus in the Police and Fire Pension Funds. A surplus of \$2,935,561 is projected for these two funds in 2013.

The General Fund is showing a balanced 2013 budget with revenues and expenditures totaling \$44,321,998. Assuming no changes for 2014 the General Fund forecast budget shows a deficit of \$323,900. In the past, any surplus in the General Fund was transferred to the Capital Projects Fund to fund mid-range capital purchases and projects. The Fund Balance/Net Assets policy provides direction on how to handle budget surpluses moving forward.

The debt service funds are showing a total operating surplus of \$1,137 for 2013. Payments are based on the set repayment schedule for the various debt service issues. In the special revenue funds, revenues are expected to exceed expenditures in 2012 by \$116,244. Total fund balance in special revenue funds (excluding the funds not required to maintain a fund balance) is expected to be \$3,229,098 at December 31, 2013, representing 45.8% of 2014 expenditures. The 2013 budget for the Water and Sewer Fund reflects an operating deficit of \$622,921, bringing the ending unrestricted net asset balance to \$2,728,963.

The Police and Firefighters' Pension Funds are showing a combined operating surplus of \$2,935,561 for 2013. It is assumed that the funds' investment portfolios will yield 6% in 2013. As of January 1, 2012, the most recent actuarial calculation date, the Police Pension Fund was 59.2% funded and the Firefighters' Pension Fund was 63.3% funded. According to state statute, the Village has until the year 2042 to comply with funding requirements, but the Village expects to achieve that status before then.

Schedules showing the estimated fund balances of each fund for the years 2013 and 2014 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 through fluctuations in the economy. This revenue policy has proven valuable recently with the downturn in the economy.

The Village has also placed a much higher priority on economic development and redevelopment efforts as a means of growing its economic base. An emphasis on infrastructure improvements, streamlining the permitting process, and aggressively marketing the Village are some of the efforts being used to demonstrate that Mount Prospect is a good place in which to do business. 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
2013 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 by Cook County to assure the Village receives the base amount in the event of non-payment by property owners. It is expected that the Village will receive 98.5% of the total levy, including the loss and cost amount. The average amount received per levy year from 2001 – 2009 is 98.6%. The most recent levy year’s receipts (2010) were 98.5%. Receipts from the 2011 levy are not expected to be fully known until one year after the scheduled date for payment.
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 2011 the home rule tax was 45.0% of the state shared portion. The ratio used for the 2013 budget was a more conservative 43.0%.
 - 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 current property values. For the next year, growth in incremental taxes is expected to be 3.0%. Future years are expected to also come in at 3% annually based on historical trends.
 - 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 2012 the total value of real estate sales was \$138 million. For 2013 and 2014, the Village estimates the value of sales to grow to \$145 million and \$152 million, respectively.
3. **Licenses, Permits and Fees** – Includes licenses for vehicles, business and liquor as well as building related licenses and permits for remodeling and construction. Several planning and zoning related fees are included in this category along with franchise fees related to cable television.
 - a. **Vehicle license** revenue appears to have leveled off at \$1,385,000, down slightly from the \$1,405,000 received in the past. Estimates for 2013 and 2014 reflect a similar level as enforcement for non-compliance has slowed.
 - b. **Business and liquor license** revenue is expected to remain flat over the two-year period 2013-2014. Increases in the number of permits issued at the Randhurst Village development have been offset by declines in permits issued for other areas of the village.
 - c. **Building related permit fees** are expected to grow \$50,000 or 8.2% in 2012 as several larger reconstruction projects were started during the year. These fees are expected to see a slight drop off beginning in 2013 at \$625,000 then \$500,000 in 2014 based on projected permit activity.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
REVENUES AND OTHER SOURCES**

Revenue Assumptions (continued)

- d. **Cable franchise fees** have grown by over 8% over the past five years, but just 5.0% when excluding two years of above normal increases (12% in 2006 and 17% in 2007). Estimated receipt of this revenue in 2012 is \$632,500. 2013 and 2014 assumes an annual increase to this revenue of 4.3% and 4.8%, respectively.
4. **Intergovernmental Revenues** – Includes state shared revenues for sales tax, income tax, motor fuel tax and the Community Development Block Grant. Sales taxes are projected using historical trend data. Per capita estimates provided by the Illinois Municipal League (IML) are used for estimating income and motor fuel taxes. Block grant monies are based on funding requests of the Community Relations Commission.
- a. **Sales tax** growth averaged 5.6% annually from 2004 to 2008. 2009 saw a decrease of 10.1% due to the temporary closing of a major retailer and general slowing of the economy. For 2010, this revenue increased by 14.7%, the result of the reopening of this same retailer and a generally improved economy. Sales tax growth in 2011 was 2.2%. Current projections for 2012 show this revenue to grow 4.1%. Short-term growth in this revenue is expected to be 4.0% for 2013 and 2014 due to increased sales activity throughout the village. Growth is anticipated to return to a more typical 3% annually moving forward.
- b. **Income and motor fuel taxes** received by the Village are determined on a per capita basis. The Village's population set with the 2010 census is 54,167. Per capita estimates for income taxes for 2013 and 2014 are \$87 and \$89 respectively. The per capita estimate for motor fuel taxes for 2013 and 2014 is \$27. This per capita amount excludes the supplemental payment of \$244,000.
- c. **Community Development Block Grant** fund receipts are contingent upon approval from the U.S. Department of Housing & Urban Development. Budgets are recommended based on community needs. The Village had typically received \$300,000-\$500,000 each year to support the CDBG program. Future years are expected to decline due to fewer funds available for federal programs. The amount requested for the 2013 Budget and 2014 Forecast to support ongoing programs is \$230,203 and \$236,331, respectively.
5. **Service Charges** – Includes water and sewer fees, parking charges and refuse disposal fees.
- a. **Water and sewer fees** were increased 9.5% as part of the multi-year rate analysis conducted in 2012. A rate study to determine appropriate funding needs is completed each year during the budget process.
- b. **Parking rates** are set at \$1.50 per space, per day. It is assumed that approximately 2,700 parking spaces will be filled each week over the period of one year.
- c. **Refuse disposal fees** are set at \$100 per year, per residential unit. There are currently 13,586 residential units that are billed annually. We have assumed the uncollectable amount to be 3%. 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 2013 and 2014 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 held in funds other than fiduciary funds is assumed to be at a rate of 0.35% for 2013 and 2014. Interest income for the fiduciary funds during the same period is assumed at 6.0% due to the permitted investments.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY REVENUE TYPE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
VILLAGE REVENUES BY TYPE:					
Property Taxes	19,622,916	19,882,500	19,877,112	20,653,068	21,404,774
Other Taxes	11,813,090	12,828,800	12,693,100	12,784,000	13,189,000
Licenses, Permits & Fees	2,670,733	2,751,000	2,739,000	2,720,000	2,595,000
Intergovernmental Revenue	19,020,799	19,258,627	19,159,319	19,658,091	20,070,189
Charges For Services	20,640,059	22,289,597	22,147,995	24,246,914	25,337,091
Fines & Forfeits	749,999	587,000	647,000	686,750	686,750
Investment Income	1,464,065	5,202,600	3,276,500	4,578,500	4,762,500
Reimbursements	231,000	253,500	250,021	305,000	308,000
Other Revenue	8,065,323	7,990,742	7,892,012	9,060,268	9,376,374
	84,277,984	91,044,366	88,682,059	94,692,591	97,729,678
OTHER FINANCING SOURCES					
Other Financing Sources	5,304,570	988,000	50,000	50,000	50,000
	5,304,570	988,000	50,000	50,000	50,000
TOTAL VILLAGE REVENUES AND OTHER SOURCES					
	89,582,554	92,032,366	88,732,059	94,742,591	97,779,678
MOUNT PROSPECT LIBRARY REVENUES					
	14,125,745	9,926,514	9,926,514	10,139,456	(a)
TOTAL REVENUES AND OTHER SOURCES VILLAGE AND LIBRARY (b)					
	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678
CHANGES IN FUND BALANCE					
Total Revenues & Other Sources	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678
Total Expenditures	103,321,168	101,222,247	99,337,772	103,281,504	103,878,578
Additions to(Use of) Fund Balances	387,131	736,633	(679,199)	1,600,543	(6,098,900)
ANALYSIS OF CHANGES IN FUND BALANCE					
Additions to (Use of) Pension Fund Balances	240,837	3,649,761	1,827,324	2,935,561	3,303,480
Additions to (Use of) Other Fund Balances	146,294	(2,913,128)	(2,506,523)	(1,335,018)	(9,402,380)
	387,131	736,633	(679,199)	1,600,543	(6,098,900)

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
GENERAL FUND	41,172,986	42,435,544	42,381,362	44,321,998	45,633,574
DEBT SERVICE FUND	7,784,962	2,410,212	2,407,612	2,406,614	2,253,671
CAPITAL PROJECT FUNDS					
Capital Improvement Fund	1,472,475	2,068,000	1,141,500	1,140,500	1,205,500
Series 2009 Construction Fund	27,165	-	-	-	-
Downtown Redevelopment Construct	2,821,541	2,605,000	2,606,000	2,682,000	2,761,000
Street Improvement Construc Fund	1,562,574	1,555,500	1,525,100	1,550,500	1,620,500
Flood Control Construction Fund	534,482	665,646	665,667	685,644	918,187
	6,418,237	6,894,146	5,938,267	6,058,644	6,505,187
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	4,033,821	4,469,150	4,398,700	4,458,500	4,530,500
Motor Fuel Tax Fund	1,660,794	1,711,000	1,702,500	1,705,100	1,460,100
Cmmtty Development Block Grant	415,132	502,750	406,111	290,203	296,331
Asset Seizure Fund	4,261	3,500	3,000	3,100	3,100
DEA Shared Funds Fund	35	3,000	100	1,100	1,100
DUI Fine Fund	21,887	9,500	18,000	20,100	20,100
Foreign Fire Tax Board Fund	62,745	55,500	55,000	55,000	55,000
Justice Assistance Grant Fund	10,203	-	-	-	-
Business District Fund	77,195	630,800	630,800	671,000	689,000
	6,286,073	7,385,200	7,214,211	7,204,103	7,055,231
ENTERPRISE FUNDS					
Water and Sewer Fund	10,683,253	11,627,000	11,538,800	12,220,000	12,839,000
Village Parking System Fund	156,611	157,100	157,300	126,100	126,100
Parking System Revenue Fund	170,007	163,500	167,000	200,500	200,500
	11,009,871	11,947,600	11,863,100	12,546,600	13,165,600
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	1,903,537	2,011,205	2,010,205	2,193,313	2,210,114
Vehicle Replacement Fund	751,830	1,267,800	1,252,300	1,462,850	1,462,850
Computer Replacement Fund	267,714	1,000	500	1,000	1,000
Risk Management Fund	6,338,152	6,440,359	6,298,290	7,669,501	8,060,377
	9,261,233	9,720,364	9,561,295	11,326,664	11,734,341

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
REVENUES AND OTHER SOURCES BY FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
FIDUCIARY FUNDS					
Police Pension Fund	3,978,388	5,867,000	4,867,586	5,690,721	5,970,832
Fire Pension Fund	3,670,804	5,372,300	4,498,626	5,187,247	5,461,242
	7,649,192	11,239,300	9,366,212	10,877,968	11,432,074
TOTAL REVENUES & OTHER SOURCES - VILLAGE FUNDS	89,582,554	92,032,366	88,732,059	94,742,591	97,779,678
MOUNT PROSPECT LIBRARY FUND	14,125,745	9,926,514	9,926,514	10,139,456	(a)
TOTAL REVENUES & OTHER SOURCES - VILLAGE & LIBRARY FUNDS (b)	103,708,299	101,958,880	98,658,573	104,882,047	97,779,678

(a) Figures not available as of December 18, 2012.

(b) Does not include the Mount Prospect Public Library 2014 Forecast.

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

		2011	2012	2012	2013	2014
		Actual	Budget	Estimate	Budget	Forecast
PROPERTY TAXES						
001.400.001	Property Taxes - CY	6,806,830	7,371,000	7,371,000	7,804,000	8,166,000
001.400.002	Property Taxes - PY	20,878	10,000	-	12,500	12,500
001.400.003	Prop. Taxes-Police CY	2,490,899	2,435,000	2,435,000	2,560,000	2,741,000
001.400.004	Prop. Taxes-Police PY	13,802	50,000	10,000	10,000	10,000
001.400.005	Prop. Taxes-Fire CY	2,147,949	2,181,000	2,181,000	2,250,000	2,409,000
001.400.006	Prop. Taxes-Fire PY	8,026	44,000	10,000	10,000	10,000
001.400.009	Prop. Taxes - R&B CY	108,063	115,000	115,000	120,000	125,000
001.400.010	Prop. Taxes - R&B PY	381	500	500	500	500
001.400.011	Prop Tax Increment CY	84,875	-	84,612	86,668	88,774
001.400.012	Prop Tax Increment PY	68,819	-	-	-	-
		<u>11,750,522</u>	<u>12,206,500</u>	<u>12,207,112</u>	<u>12,853,668</u>	<u>13,562,774</u>

OTHER TAXES						
001.401.001	ComEd Electric Tax	1,160,415	1,197,000	1,228,500	1,228,500	1,228,500
001.401.002	Natural Gas Use Tax	104,108	105,000	89,500	105,000	105,000
001.401.003	NICOR Gas Tax	484,487	500,000	357,000	500,000	500,000
001.401.004	Telecomm. Tax	2,875,668	3,230,000	3,230,000	2,935,000	2,960,000
001.402.001	Auto Rental Tax	13,148	12,000	13,800	14,500	15,000
001.402.003	Food & Beverage Tax	867,630	695,000	695,000	740,000	775,000
001.402.005	Hotel/Motel Tax	99,425	180,000	181,000	190,000	200,000
001.402.007	Real Estate Trsfr Tax	363,194	400,000	415,000	435,000	455,000
001.403.003	Home Rule Sales - 3rd	1,195,178	1,215,000	1,215,000	1,235,000	1,300,000
001.404.001	Cable TV - Comcast	467,170	480,000	486,000	500,000	515,500
001.404.002	Cable TV - WOW	95,214	128,000	120,000	131,000	144,000
001.404.003	Cable TV - AT&T	22,014	21,000	26,500	29,000	32,000
		<u>7,747,651</u>	<u>8,163,000</u>	<u>8,057,300</u>	<u>8,043,000</u>	<u>8,230,000</u>

LICENSES, PERMITS & FEES						
001.409.001	Alarm Licenses	15,190	16,000	16,000	16,000	16,000
001.409.002	Business Licenses	143,998	145,000	145,000	145,000	145,000
001.409.003	Contractor Licenses	35,320	35,000	37,000	37,000	37,000
001.409.005	Elevator Licenses	20,470	20,000	20,000	20,000	20,000
001.409.006	Liquor Licenses	150,147	150,000	152,000	160,000	160,000
001.409.007	Utility Permit Fee	3,750	4,000	4,000	4,000	4,000
001.410.001	Building Permit	606,091	656,000	656,000	625,000	500,000
001.410.003	Electrical Permit	8,060	15,000	8,500	8,000	8,000
001.410.004	Lndlord/Rental Permit	267,687	265,000	265,000	265,000	265,000
001.410.005	Plumbing Permit	26,614	25,000	22,500	24,000	24,000
001.410.006	Public Imp Ins Permit	-	-	12,000	15,000	15,000
001.410.008	Vehicle License	1,376,506	1,405,000	1,385,000	1,385,000	1,385,000
		<u>2,653,833</u>	<u>2,736,000</u>	<u>2,723,000</u>	<u>2,704,000</u>	<u>2,579,000</u>

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

		2011	2012	2012	2013	2014
		Actual	Budget	Estimate	Budget	Forecast
INTERGOVERNMENTAL REVENUE						
001.415.001	Charitable Games Tax	3,986	2,000	4,000	4,000	4,000
001.415.002	State Income Tax	4,328,196	4,590,000	4,590,000	4,705,000	4,820,000
001.415.004	State Sales Tax	10,614,601	11,047,000	11,047,000	11,475,000	11,950,000
001.415.005	State Use Tax	797,180	836,000	836,000	895,000	955,000
001.416.001	Pers Prop Repl Tax	350,698	382,500	382,300	389,000	396,000
001.416.002	Pers Prop Repl Tx-R&B	6,898	7,000	7,000	10,000	10,000
001.417.001	Forest River Fire Dst	45,929	45,000	45,000	46,000	47,000
001.417.002	Maint of State	88,269	89,619	91,000	94,000	97,000
001.418.001	Body Armor Grant	2,810	8,500	3,000	5,000	5,000
001.418.003	FEMA Grant	142,767	-	-	-	-
001.418.012	Forest Restoration	30,000	30,000	30,000	-	-
001.419.005	IL Housing Dev.	11,000	10,000	10,000	10,000	10,000
001.419.007	IL DCEO Capital Grant	95,000	-	-	-	-
001.420.003	Other Grants	13,525	20,000	25,000	45,000	35,000
001.50.00.00.0.000.418.013	NACCHO Grant	-	5,000	5,000	5,000	5,000
001.50.00.00.0.000.419.011	SHAP Grant	250	250	250	230	200
001.60.00.00.0.000.418.001	Body Armor Grant	-	1,350	3,000	3,000	3,000
001.60.00.00.0.000.419.012	Tobacco Enf Grant	4,400	4,400	4,400	4,400	4,400
		16,535,509	17,078,619	17,082,950	17,690,630	18,341,600

CHARGES FOR SERVICES						
001.20.26.00.0.000.442.001	Mt Prospect Library	14,691	14,125	15,500	16,000	16,500
001.20.26.00.0.000.442.002	Mt Prospect Park	8,000	12,000	8,000	8,000	8,000
001.20.26.00.0.000.443.001	Other Intergov	-	3,000	-	-	-
001.449.003	Parking Fund	17,500	18,000	18,000	18,500	19,000
001.449.004	Permit Reinspection	68,283	65,000	75,000	75,000	75,000
001.449.005	Plan Examination Fees	17,405	20,000	12,000	15,000	15,000
001.449.006	Stormwater Det Fee	2,456	-	8,500	10,000	10,000
001.449.007	Street Opening Fee	3,200	2,000	2,000	2,000	2,000
001.449.008	Truck Fees	410	500	500	500	500
001.449.009	Vacant Structure Reg	3,500	1,000	10,000	5,000	5,000
001.449.010	Village Parking Fund	27,000	27,500	27,500	28,000	28,500
001.449.011	Water & Sewer Fund	490,000	500,000	500,000	510,000	520,000
001.449.012	ZBA Hearing Fees	13,150	5,000	15,000	15,000	15,000
001.60.61.00.0.000.444.001	Special Detail Revenue	37,238	40,000	40,000	40,000	40,000
001.70.00.00.0.000.449.001	Ambulance Transp Fee	783,391	700,000	700,000	750,000	750,000
		1,486,224	1,408,125	1,432,000	1,493,000	1,504,500

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

		2011	2012	2012	2013	2014
		Actual	Budget	Estimate	Budget	Forecast
FINES & FORFEITS						
001.40.43.00.0.000.453.003	Code Enforcement	32,507	20,000	20,000	30,000	30,000
001.453.008	Forfeited Escrow Funds	62,440	25,000	52,000	50,000	50,000
001.453.009	Local Ordinance Fines	13,225	5,000	5,000	5,000	5,000
001.453.011	Parking Fines	223,053	170,000	170,000	170,000	170,000
001.453.012	Permit Penalties	2,480	5,000	1,000	2,000	2,000
001.60.00.00.0.000.453.001	Circuit Court Fines	215,068	170,000	170,000	215,000	215,000
001.60.00.00.0.000.453.006	False Alarm Fees	7,700	10,000	5,000	5,000	5,000
001.60.00.00.0.000.453.007	Fines - Parental Resp	2,700	2,000	2,500	3,000	3,000
		<u>559,173</u>	<u>407,000</u>	<u>425,500</u>	<u>480,000</u>	<u>480,000</u>
INVESTMENT INCOME						
001.456.001	Interest Income	9,584	10,000	20,000	25,000	25,000
001.457.001	Interest Income-Esc	1,440	1,500	1,200	2,000	2,000
001.458.001	Bank Account Interest	11,961	12,500	6,000	7,500	7,500
001.459.001	IMET Market Val	82	1,000	100	500	500
		<u>23,067</u>	<u>25,000</u>	<u>27,300</u>	<u>35,000</u>	<u>35,000</u>
REIMBURSEMENTS						
001.473.005	Mt Prospect Library	20,057	24,000	20,000	20,000	20,000
001.473.006	Other Reimbursements	4,112	1,000	10,000	10,000	10,000
001.473.008	Property Damage	15,984	30,000	20,000	20,000	20,000
001.473.011	Sidewalk - Shared Cost	400	10,000	-	28,000	28,000
001.473.012	Tree Replacement	13,415	10,000	30,000	40,000	40,000
001.60.00.00.0.000.473.002	High School Youth	75,124	69,500	74,000	82,500	85,500
001.60.00.00.0.000.473.007	Police Training Reimb	4,652	15,000	17,000	20,000	20,000
001.70.00.00.0.000.473.001	Fire Training Reimb	15,256	10,000	10,000	10,000	10,000
		<u>149,000</u>	<u>169,500</u>	<u>181,000</u>	<u>230,500</u>	<u>233,500</u>

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

		2011	2012	2012	2013	2014
		Actual	Budget	Estimate	Budget	Forecast
OTHER REVENUE						
001.10.11.00.8.400.476.007	Street Banner Program	-	-	5,000	5,000	5,000
001.10.12.00.0.000.476.005	Sister City Events	2,827	2,000	2,000	5,000	2,000
001.479.001	Animal Release	525	500	500	500	500
001.479.002	Cash Over/Short	(194)	-	-	-	-
001.479.005	Miscellaneous Income	53,797	25,000	25,000	50,000	50,000
001.479.006	Police and Fire Reports	5,381	6,000	5,000	5,000	5,000
001.479.008	Sale of Property	125	-	1,000	2,000	2,000
001.479.009	Subpoena Fees	1,199	1,500	2,000	2,000	2,000
001.479.010	Advertising Revenue	-	10,000	10,000	10,000	10,000
001.479.011	ROW Restoration	9,750	-	1,000	1,000	1,000
001.479.012	Event Sponsorship	-	-	1,000	1,000	1,000
001.480.001	Cell Tower	118,260	123,000	123,000	126,000	130,000
001.480.002	General Store	14,851	16,200	16,200	16,200	16,200
001.495.001	Celestial Celebrations	19,890	22,000	20,000	40,000	40,000
001.495.002	Do-It-Yourself Sousa	160	200	200	200	200
001.495.004	Family Bike Ride	500	-	-	-	-
001.50.00.00.0.000.476.003	Human Services	10,683	1,000	1,000	1,000	1,000
001.50.00.00.0.000.477.003	Human Svs Donations	1,300	1,000	2,000	2,000	2,000
001.50.54.00.0.000.479.004	CC Center-Mbr Agency	16,126	16,400	16,400	6,800	6,800
001.60.00.00.0.000.477.005	Police Dept Donations	75	500	400	1,000	1,000
001.70.00.00.0.000.476.002	Fire Training Revenue	6,149	10,000	7,500	7,500	7,500
001.70.00.00.0.000.477.002	Fire Dept Donations	550	500	1,000	1,000	1,000
001.70.00.00.0.000.477.004	Paramedic Donations	1,900	2,000	2,000	2,000	2,000
001.80.00.00.0.000.477.006	Public Works	3,100	3,000	3,000	3,000	3,000
001.484.001	IPBC	-	-	-	504,000	378,000
		266,954	240,800	245,200	792,200	667,200
OTHER FINANCING SOURCES						
001.492.001	Sale of Property	1,053	1,000	-	-	-
		1,053	1,000	-	-	-
TOTAL GENERAL FUND		41,172,986	42,435,544	42,381,362	44,321,998	45,633,574

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROPERTY TAXES						
002.00.00.00.2.509.400.001	Prop Taxes-2003B CY	807,465	-	-	-	-
002.00.00.00.2.509.400.002	Prop Taxes-2003B PY	2,414	-	-	-	-
002.00.00.00.2.510.400.001	Prop Taxes-2009 CY	418,644	417,000	417,000	417,000	417,000
002.00.00.00.2.510.400.002	Prop Taxes-2009 PY	1,105	1,000	-	1,000	1,000
002.00.00.00.2.511.400.001	Prop Taxes-2009B CY	336,711	380,000	380,000	378,000	383,000
002.00.00.00.2.511.400.002	Prop Taxes-2009B PY	263	500	-	500	500
002.00.00.00.2.512.400.001	Prop Taxes-2009C CY	88,055	88,000	88,000	88,000	113,000
002.00.00.00.2.512.400.002	Prop Taxes-2009C PY	219	500	-	500	500
002.00.00.00.2.514.400.001	Prop Taxes-2011B CY	109,066	168,000	168,000	167,000	790,000
002.00.00.00.2.514.400.002	Prop Taxes-2011B PY	-	-	-	200	500
002.00.00.00.2.515.400.001	Prop Taxes-2012 CY	-	694,000	694,000	693,000	54,000
002.00.00.00.2.515.400.002	Prop Taxes-2012 PY	-	-	-	200	500
		<u>1,763,942</u>	<u>1,749,000</u>	<u>1,747,000</u>	<u>1,745,400</u>	<u>1,760,000</u>
OTHER TAXES						
002.00.00.00.2.650.403.001	Home Rule Sales - 1st	733,673	613,354	613,354	613,356	445,813
		<u>733,673</u>	<u>613,354</u>	<u>613,354</u>	<u>613,356</u>	<u>445,813</u>
INTERGOVERNMENTAL REVENUE						
002.00.00.00.2.512.417.003	BAB Subsidy	47,258	47,258	47,258	47,258	47,258
		<u>47,258</u>	<u>47,258</u>	<u>47,258</u>	<u>47,258</u>	<u>47,258</u>
INVESTMENT INCOME						
002.00.00.00.2.510.456.001	Interest Inc-2009	-	200	-	200	200
002.00.00.00.2.511.456.001	Interest Inc-2009B	-	200	-	200	200
002.00.00.00.2.512.456.001	Interest Inc-2009C	-	200	-	200	200
		<u>-</u>	<u>600</u>	<u>-</u>	<u>600</u>	<u>600</u>
OTHER FINANCING SOURCES						
002.00.00.00.2.605.487.001	Transfer In	9,414	-	-	-	-
002.00.00.00.2.606.487.001	Transfer In	70,675	-	-	-	-
002.488.001	Bond Proceeds	5,160,000	-	-	-	-
		<u>5,240,089</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL DEBT SERVICE FUND		7,784,962	2,410,212	2,407,612	2,406,614	2,253,671

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

			2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER TAXES							
020.403.004	Home Rule Sales - 4th		1,087,601	1,115,000	1,115,000	1,135,000	1,200,000
			<u>1,087,601</u>	<u>1,115,000</u>	<u>1,115,000</u>	<u>1,135,000</u>	<u>1,200,000</u>
INTERGOVERNMENTAL REVENUE							
020.418.008	EECBG Grant		286,574	-	25,000	-	-
020.419.002	DCEO Grants		47,870	-	-	-	-
			<u>334,444</u>	<u>-</u>	<u>25,000</u>	<u>-</u>	<u>-</u>
INVESTMENT INCOME							
020.456.001	Interest Income		-	1,000	500	500	500
			<u>-</u>	<u>1,000</u>	<u>500</u>	<u>500</u>	<u>500</u>
OTHER REVENUE							
020.420.015	Illinois Clean Energy		29,770	-	-	-	-
020.477.001	Developer Donations		20,660	15,000	1,000	5,000	5,000
			<u>50,430</u>	<u>15,000</u>	<u>1,000</u>	<u>5,000</u>	<u>5,000</u>
OTHER FINANCING SOURCES							
020.489.001	Installment Note		-	937,000	-	-	-
			<u>-</u>	<u>937,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CAPITAL IMPROVEMENT FUND			1,472,475	2,068,000	1,141,500	1,140,500	1,205,500

SERIES 2009 CONSTRUCTION FUND

INTERGOVERNMENTAL REVENUE							
021.419.002	DCEO Grants		27,164	-	-	-	-
			<u>27,164</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
INVESTMENT INCOME							
021.456.001	Interest Income		1	-	-	-	-
			<u>1</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SERIES 2009 CONSTRUCTION FUND			27,165	-	-	-	-

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROPERTY TAXES						
022.400.001	Property Taxes - CY	225,232	-	-	-	-
022.400.002	Property Taxes - PY	240,504	234,000	235,000	241,000	247,000
022.400.011	Prop Tax Increment CY	2,375,267	2,370,000	2,370,000	2,440,000	2,513,000
022.400.012	Prop Tax Increment PY	(19,804)	-	-	-	-
		<u>2,821,199</u>	<u>2,604,000</u>	<u>2,605,000</u>	<u>2,681,000</u>	<u>2,760,000</u>
INVESTMENT INCOME						
022.456.001	Interest Income	-	1,000	1,000	1,000	1,000
		<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
OTHER REVENUE						
022.479.005	Miscellaneous Income	342	-	-	-	-
		<u>342</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL DOWNTOWN REDEVELOPMENT CONSTRUCTION FUND		2,821,541	2,605,000	2,606,000	2,682,000	2,761,000

STREET IMPROVEMENT CONSTRUC FUND

OTHER TAXES						
023.402.006	Municipal MFT	339,966	335,000	305,000	310,000	315,000
023.403.002	Home Rule Sales - 2nd	1,195,178	1,215,000	1,215,000	1,235,000	1,300,000
		<u>1,535,144</u>	<u>1,550,000</u>	<u>1,520,000</u>	<u>1,545,000</u>	<u>1,615,000</u>
INTERGOVERNMENTAL REVENUE						
023.418.008	EECBG Grant	12,500	-	-	-	-
023.419.002	DCEO Grants	10,279	-	-	-	-
		<u>22,779</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
INVESTMENT INCOME						
023.456.001	Interest Income	-	500	100	500	500
		<u>-</u>	<u>500</u>	<u>100</u>	<u>500</u>	<u>500</u>
OTHER REVENUE						
023.479.005	Miscellaneous Income	4,651	5,000	5,000	5,000	5,000
		<u>4,651</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL STREET IMPROVEMENT CONSTRUC FUND		1,562,574	1,555,500	1,525,100	1,550,500	1,620,500

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

			2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER TAXES							
024.403.001	Home Rule Sales - 1st		461,504	601,646	601,646	621,644	854,187
			<u>461,504</u>	<u>601,646</u>	<u>601,646</u>	<u>621,644</u>	<u>854,187</u>
INTERGOVERNMENTAL REVENUE							
024.419.002	DCEO Grants		9,453	-	-	-	-
			<u>9,453</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CHARGES FOR SERVICES							
024.449.006	Stormwater Det Fee		6,781	7,500	7,500	7,500	7,500
			<u>6,781</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>
REIMBURSEMENTS							
024.473.009	Prospect Hts Levee 37		56,744	56,500	56,521	56,500	56,500
			<u>56,744</u>	<u>56,500</u>	<u>56,521</u>	<u>56,500</u>	<u>56,500</u>
TOTAL FLOOD CONTROL CONSTRUCTION FUND			534,482	665,646	665,667	685,644	918,187

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROPERTY TAXES						
040.400.001	Property Taxes - CY	1,755,792	1,802,000	1,802,000	1,856,000	1,921,000
040.400.002	Property Taxes - PY	4,633	5,000	-	1,000	1,000
		<u>1,760,425</u>	<u>1,807,000</u>	<u>1,802,000</u>	<u>1,857,000</u>	<u>1,922,000</u>
CHARGES FOR SERVICES						
040.80.85.00.0.000.445.001	Sgle Fam Ref Disp Chrg	975,376	1,275,000	1,275,000	1,275,000	1,275,000
040.80.85.00.0.000.445.002	Multi-Fam Ref Disp	913,861	983,000	915,000	915,000	915,000
		<u>1,889,237</u>	<u>2,258,000</u>	<u>2,190,000</u>	<u>2,190,000</u>	<u>2,190,000</u>
FINES & FORFEITS						
040.80.85.00.0.000.453.010	Multi-Fam Ref Disp	15,583	7,500	44,000	30,000	30,000
040.80.85.00.0.000.453.014	Sgle Fam Ref Disp Pen	13,959	14,000	17,000	15,000	15,000
		<u>29,542</u>	<u>21,500</u>	<u>61,000</u>	<u>45,000</u>	<u>45,000</u>
INVESTMENT INCOME						
040.456.001	Interest Income	-	1,000	100	500	500
		<u>-</u>	<u>1,000</u>	<u>100</u>	<u>500</u>	<u>500</u>
OTHER REVENUE						
040.479.005	Miscellaneous Income	64	500	100	500	500
040.80.85.00.0.000.479.003	Cmrci Contract Admn	146,934	155,000	150,000	155,000	162,000
040.80.85.00.0.000.481.001	Sale of Recycling Bins	450	650	500	500	500
040.80.85.00.0.000.482.001	Sale of Refuse Stickers	207,169	225,500	195,000	210,000	210,000
		<u>354,617</u>	<u>381,650</u>	<u>345,600</u>	<u>366,000</u>	<u>373,000</u>
TOTAL REFUSE DISPOSAL FUND		4,033,821	4,469,150	4,398,700	4,458,500	4,530,500

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
INTERGOVERNMENTAL REVENUE						
041.415.003	State Motor Fuel Tax	1,641,064	1,690,000	1,690,000	1,690,000	1,445,000
		<u>1,641,064</u>	<u>1,690,000</u>	<u>1,690,000</u>	<u>1,690,000</u>	<u>1,445,000</u>
INVESTMENT INCOME						
041.458.001	Bank Account Interest	-	500	-	100	100
		<u>-</u>	<u>500</u>	<u>-</u>	<u>100</u>	<u>100</u>
REIMBURSEMENTS						
041.473.004	MFT Projects Reimb	14,573	15,000	7,500	10,000	10,000
041.473.006	Other Reimbursements	5,157	5,500	5,000	5,000	5,000
		<u>19,730</u>	<u>20,500</u>	<u>12,500</u>	<u>15,000</u>	<u>15,000</u>
TOTAL MOTOR FUEL TAX FUND		1,660,794	1,711,000	1,702,500	1,705,100	1,460,100

CMMTY DEVELOPMENT BLOCK GRANT

INTERGOVERNMENTAL REVENUE						
042.418.002	Comm Dev Block Grant	392,925	442,750	314,111	230,203	236,331
		<u>392,925</u>	<u>442,750</u>	<u>314,111</u>	<u>230,203</u>	<u>236,331</u>
OTHER REVENUE						
042.476.001	CDBG Program Income	22,207	60,000	92,000	60,000	60,000
		<u>22,207</u>	<u>60,000</u>	<u>92,000</u>	<u>60,000</u>	<u>60,000</u>
TOTAL CMMTY DEVELOPMENT BLOCK GRANT		415,132	502,750	406,111	290,203	296,331

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
FINES & FORFEITS					
043.60.61.00.0.000.453.013 Seized Assets	4,261	3,000	3,000	3,000	3,000
	<u>4,261</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
INVESTMENT INCOME					
043.456.001 Interest Income	-	500	-	100	100
	<u>-</u>	<u>500</u>	<u>-</u>	<u>100</u>	<u>100</u>
TOTAL ASSET SEIZURE FUND	4,261	3,500	3,000	3,100	3,100

DEA SHARED FUNDS FUND

FINES & FORFEITS					
044.60.61.00.0.000.453.004 DEA Shared Seized	-	2,500	-	1,000	1,000
	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
INVESTMENT INCOME					
044.458.001 Bank Account Interest	35	500	100	100	100
	<u>35</u>	<u>500</u>	<u>100</u>	<u>100</u>	<u>100</u>
TOTAL DEA SHARED FUNDS FUND	35	3,000	100	1,100	1,100

DUI FINE FUND

FINES & FORFEITS					
045.60.61.00.0.000.453.005 DUI Fines	21,887	9,000	18,000	20,000	20,000
	<u>21,887</u>	<u>9,000</u>	<u>18,000</u>	<u>20,000</u>	<u>20,000</u>
INVESTMENT INCOME					
045.456.001 Interest Income	-	500	-	100	100
	<u>-</u>	<u>500</u>	<u>-</u>	<u>100</u>	<u>100</u>
TOTAL DUI FINE FUND	21,887	9,500	18,000	20,100	20,100

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER TAXES						
046.402.004	Foreign Fire Ins Tax	62,745	55,000	55,000	55,000	55,000
		<u>62,745</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>
INVESTMENT INCOME						
046.456.001	Interest Income	-	500	-	-	-
		<u>-</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FOREIGN FIRE TAX BOARD FUND		62,745	55,500	55,000	55,000	55,000

JUSTICE ASSISTANCE GRANT FUND

INTERGOVERNMENTAL REVENUE						
047.418.011	(JAG) Byrne Justice	10,203	-	-	-	-
		<u>10,203</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL JUSTICE ASSISTANCE GRANT FUND		10,203	-	-	-	-

BUSINESS DISTRICT FUND

OTHER TAXES						
048.00.00.00.0.775.402.003	Food & Beverage Tax	-	282,900	211,600	222,000	233,000
048.00.00.00.0.775.402.005	Hotel/Motel Tax	-	-	71,300	90,000	90,000
048.00.00.00.0.775.402.008	Movie Theatre Tax	77,195	119,200	119,200	125,000	125,000
048.00.00.00.0.775.405.001	Randhurst Business	-	228,700	228,700	234,000	241,000
		<u>77,195</u>	<u>630,800</u>	<u>630,800</u>	<u>671,000</u>	<u>689,000</u>
TOTAL BUSINESS DISTRICT FUND		77,195	630,800	630,800	671,000	689,000

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROPERTY TAXES						
050.400.007	Prop. Taxes - SSA CY	1,527,050	1,515,000	1,516,000	1,516,000	1,400,000
050.400.008	Prop. Taxes - SSA PY	(222)	1,000	-	-	-
		<u>1,526,828</u>	<u>1,516,000</u>	<u>1,516,000</u>	<u>1,516,000</u>	<u>1,400,000</u>
LICENSES, PERMITS & FEES						
050.409.004	Cross Conn Permit Fee	16,900	15,000	16,000	16,000	16,000
		<u>16,900</u>	<u>15,000</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
CHARGES FOR SERVICES						
050.80.84.87.0.000.446.001	Water Sales	6,275,237	6,903,000	7,067,000	7,739,000	8,474,000
050.80.84.87.0.000.446.004	Water Meter Fees	10,873	10,000	15,000	15,000	15,000
050.80.84.87.0.000.446.005	Water Tap Fees	14,630	15,000	20,000	15,000	15,000
050.80.84.88.0.000.446.002	Sewer Fees	1,874,233	2,223,000	1,956,000	1,960,000	1,960,000
050.80.84.88.0.000.446.003	Sewer Construction	789,451	786,000	803,200	805,000	805,000
		<u>8,964,424</u>	<u>9,937,000</u>	<u>9,861,200</u>	<u>10,534,000</u>	<u>11,269,000</u>
FINES & FORFEITS						
050.80.84.87.0.000.453.015	Water Penalties	117,307	120,000	125,000	125,000	125,000
		<u>117,307</u>	<u>120,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
INVESTMENT INCOME						
050.456.001	Interest Income	809	1,000	-	1,000	1,000
050.458.001	Bank Account Interest	-	1,000	-	1,000	1,000
050.459.001	IMET Market Val	27	1,000	100	1,000	1,000
		<u>836</u>	<u>3,000</u>	<u>100</u>	<u>3,000</u>	<u>3,000</u>
REIMBURSEMENTS						
050.80.84.00.0.000.473.013	Water Fund Reimb	-	1,000	-	1,000	1,000
		<u>-</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
OTHER REVENUE						
050.479.005	Miscellaneous Income	61,584	35,000	20,500	25,000	25,000
		<u>61,584</u>	<u>35,000</u>	<u>20,500</u>	<u>25,000</u>	<u>25,000</u>
OTHER FINANCING SOURCES						
050.494.001	Gain/Loss on Disposal	(4,626)	-	-	-	-
		<u>(4,626)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL WATER AND SEWER FUND		10,683,253	11,627,000	11,538,800	12,220,000	12,839,000

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER TAXES						
051.403.004	Home Rule Sales - 4th	48,410	45,000	45,000	10,000	10,000
		<u>48,410</u>	<u>45,000</u>	<u>45,000</u>	<u>10,000</u>	<u>10,000</u>
CHARGES FOR SERVICES						
051.448.001	Maple Street D	101,753	100,000	100,000	100,000	100,000
051.448.004	Wille Lot	4,798	5,000	9,000	9,000	9,000
		<u>106,551</u>	<u>105,000</u>	<u>109,000</u>	<u>109,000</u>	<u>109,000</u>
INVESTMENT INCOME						
051.456.001	Interest Income	-	500	-	500	500
		<u>-</u>	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>
OTHER REVENUE						
051.480.003	Train Depot	1,650	6,600	3,300	6,600	6,600
		<u>1,650</u>	<u>6,600</u>	<u>3,300</u>	<u>6,600</u>	<u>6,600</u>
TOTAL VILLAGE PARKING SYSTEM FUND		156,611	157,100	157,300	126,100	126,100

PARKING SYSTEM REVENUE FUND

OTHER TAXES						
052.403.004	Home Rule Sales - 4th	59,167	55,000	55,000	90,000	90,000
		<u>59,167</u>	<u>55,000</u>	<u>55,000</u>	<u>90,000</u>	<u>90,000</u>
CHARGES FOR SERVICES						
052.447.001	Meter Lot A	60,103	60,000	60,000	60,000	60,000
052.447.002	Meter Lot C	50,737	48,000	52,000	50,000	50,000
		<u>110,840</u>	<u>108,000</u>	<u>112,000</u>	<u>110,000</u>	<u>110,000</u>
INVESTMENT INCOME						
052.456.001	Interest Income	-	500	-	500	500
		<u>-</u>	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>
TOTAL PARKING SYSTEM REVENUE FUND		170,007	163,500	167,000	200,500	200,500

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

		2011	2012	2012	2013	2014
		Actual	Budget	Estimate	Budget	Forecast
CHARGES FOR SERVICES						
060.10.11.00.0.000.425.001	Mayor & Board	2,884	3,015	3,015	3,290	3,315
060.20.21.00.0.000.426.001	Manager's Office	2,884	3,015	3,015	3,290	3,315
060.20.26.00.0.000.427.001	TV Services	2,886	3,216	3,216	3,510	3,536
060.40.41.00.0.000.428.001	Planning & Zoning	2,884	3,015	3,015	3,290	3,315
060.40.42.00.0.000.429.001	Building Service	12,021	12,664	12,664	4,606	4,641
060.40.43.41.0.000.430.001	Housing Inspections	20,036	21,107	21,107	23,030	23,206
060.40.43.42.0.000.431.001	Health Inspections	2,884	3,015	3,015	3,290	3,315
060.423.001	Parking Fund	4,328	4,624	4,624	5,045	5,083
060.424.001	Village Parking	4,328	4,624	4,624	5,045	5,083
060.50.00.00.0.000.432.001	Human Services	2,885	-	3,015	-	-
060.60.00.00.0.000.433.001	Police Admin	483,257	510,592	510,592	559,513	563,801
060.70.00.00.0.000.434.001	Fire Admin	299,964	316,809	316,809	347,201	349,861
060.80.00.00.0.000.435.001	Public Works Admin	587,762	620,953	620,953	680,365	685,578
060.80.83.00.0.000.436.001	Public Works Engin	28,050	32,565	29,550	35,751	36,025
060.80.84.00.0.000.437.001	Public Works Water	445,749	470,991	470,991	516,087	520,040
		<u>1,902,802</u>	<u>2,010,205</u>	<u>2,010,205</u>	<u>2,193,313</u>	<u>2,210,114</u>
INVESTMENT INCOME						
060.456.001	Interest Income	360	500	-	-	-
		<u>360</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>
OTHER REVENUE						
060.479.005	Miscellaneous Income	375	500	-	-	-
		<u>375</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL VEHICLE MAINTENANCE FUND		1,903,537	2,011,205	2,010,205	2,193,313	2,210,114

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CHARGES FOR SERVICES						
061.10.11.00.0.000.425.002	Mayor & Board	1,500	1,100	1,100	2,300	2,300
061.20.21.00.0.000.427.002	TV Services	1,500	3,000	3,000	1,700	1,700
061.40.41.00.0.000.428.002	Planning & Zoning	1,500	1,500	1,500	1,500	1,500
061.40.42.00.0.000.429.002	Building Service	5,700	6,000	6,000	-	-
061.40.43.41.0.000.430.002	Housing Inspections	10,400	9,400	9,400	6,000	6,000
061.40.43.42.0.000.431.002	Health Inspections	1,500	1,500	1,500	1,500	1,500
061.423.002	Parking Fund	5,360	13,600	13,600	11,560	11,560
061.424.002	Village Parking	8,040	20,400	20,400	17,340	17,340
061.426.002	Manager's Office	2,300	3,300	3,300	2,700	2,700
061.50.00.00.0.000.432.002	Human Services	400	-	-	-	-
061.60.00.00.0.000.433.002	Police Admin	174,300	257,300	257,300	165,200	165,200
061.70.00.00.0.000.434.002	Fire Admin	157,800	318,700	318,700	561,700	561,700
061.80.00.00.0.000.435.002	Public Works Admin	189,300	260,500	260,500	353,000	353,000
061.80.83.00.0.000.436.002	Public Works Engin	11,100	10,000	10,000	8,900	8,900
061.80.84.00.0.000.437.002	Public Works Water	126,900	277,500	277,500	263,200	263,200
		<u>697,600</u>	<u>1,183,800</u>	<u>1,183,800</u>	<u>1,396,600</u>	<u>1,396,600</u>
FINES & FORFEITS						
061.60.00.00.0.000.453.002	Circuit Court Supv Fee	17,829	24,000	14,500	12,750	12,750
		<u>17,829</u>	<u>24,000</u>	<u>14,500</u>	<u>12,750</u>	<u>12,750</u>
INVESTMENT INCOME						
061.456.001	Interest Income	3,600	10,000	4,000	3,500	3,500
		<u>3,600</u>	<u>10,000</u>	<u>4,000</u>	<u>3,500</u>	<u>3,500</u>
OTHER FINANCING SOURCES						
061.493.001	Gain/Loss on Disposal	32,801	50,000	50,000	50,000	50,000
		<u>32,801</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
TOTAL VEHICLE REPLACEMENT FUND		751,830	1,267,800	1,252,300	1,462,850	1,462,850

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CHARGES FOR SERVICES						
062.20.24.00.0.000.438.001	IT Div Computer	212,193	-	-	-	-
062.20.26.00.0.000.438.003	TV Computer Service	255	-	-	-	-
062.80.84.00.0.000.438.005	Water Computer	16,065	-	-	-	-
062.80.85.00.0.000.438.002	Refuse Computer	682	-	-	-	-
062.80.86.00.0.000.438.004	Veh Maint Comp	2,726	-	-	-	-
		231,921	-	-	-	-
INVESTMENT INCOME						
062.456.001	Interest Income	540	1,000	500	1,000	1,000
		540	1,000	500	1,000	1,000
OTHER FINANCING SOURCES						
062.487.001	Transfer In	35,253	-	-	-	-
		35,253	-	-	-	-
TOTAL COMPUTER REPLACEMENT FUND		267,714	1,000	500	1,000	1,000

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CHARGES FOR SERVICES						
063.30.00.00.4.000.439.001	General Fund-Liability	735,048	343,062	343,062	749,858	758,084
063.440.010	Dept Charges-Medical	3,624,609	3,986,785	3,768,340	3,952,109	4,187,077
063.441.010	Dept Charges-Life	26,000	15,152	16,200	16,592	16,700
063.80.81.81.4.000.439.002	Parking Fund-Liability	1,011	1,138	1,138	1,387	1,418
063.80.81.81.4.000.439.005	Village Park-Liability	755	812	812	1,158	1,185
063.80.84.00.4.000.439.006	Water Fund-Liability	116,333	117,684	117,684	123,183	125,132
063.80.85.00.4.000.439.003	Refuse Fund-Liability	25,175	27,331	27,331	33,714	34,381
063.80.86.00.4.000.439.004	Veh Maint-Liability	16,878	19,573	19,573	21,900	22,000
063.90.00.00.4.000.440.003	MPPL-Medical	697,870	760,430	734,000	770,000	816,000
063.440.011	Medical - PW Charges	-	-	214,150	543,600	578,400
		<u>5,243,679</u>	<u>5,271,967</u>	<u>5,242,290</u>	<u>6,213,501</u>	<u>6,540,377</u>
INVESTMENT INCOME						
063.456.001	Interest Income	1,440	2,000	2,000	2,000	2,000
		<u>1,440</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
REIMBURSEMENTS						
063.473.008	Property Damage	5,459	5,000	-	1,000	1,000
063.473.016	Insurance Reimb	67	1,000	-	1,000	1,000
		<u>5,526</u>	<u>6,000</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>
OTHER REVENUE						
063.478.001	Employee Health	480,644	483,792	435,000	387,000	387,000
063.478.003	Flex Addl Life Contrib	6,500	6,600	9,000	9,000	9,000
063.478.008	Retiree Contributions	600,352	670,000	610,000	1,056,000	1,120,000
063.479.005	Miscellaneous Income	11	-	-	-	-
		<u>1,087,507</u>	<u>1,160,392</u>	<u>1,054,000</u>	<u>1,452,000</u>	<u>1,516,000</u>
TOTAL RISK MANAGEMENT FUND		6,338,152	6,440,359	6,298,290	7,669,501	8,060,377

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
INVESTMENT INCOME						
070.456.001	Interest Income	512	1,000	850	1,000	1,000
070.458.001	Bank Account Interest	1,268	1,500	1,100	1,500	1,500
070.460.001	Inv Inc-Mgr S	517,609	610,000	400,000	410,000	422,000
070.461.001	Wells Fargo Int-Mgr S	322	1,000	200	1,000	1,000
070.464.001	Inv Inc-Mgr M	581,546	490,000	520,000	320,000	330,000
070.465.001	Wells Fargo Int-Mgr M	47	1,000	300	1,000	1,000
070.466.001	Realized G/L-Mgr S	539,497	20,000	50,000	20,000	20,000
070.466.003	Realized G/L-Mgr M	152,004	20,000	80,000	20,000	20,000
070.467.001	Unrealized G/L-Mgr S	(106,381)	100,000	(700,000)	100,000	100,000
070.467.003	Unrealized G/L-Mgr M	47,461	100,000	(560,000)	100,000	100,000
070.468.001	Market G/L on Equities	(1,137,697)	1,278,000	1,800,000	1,300,000	1,360,000
		596,188	2,622,500	1,592,450	2,274,500	2,356,500
OTHER REVENUE						
070.478.005	Police Contributions	736,340	741,000	767,000	782,000	798,000
070.478.007	Repurchase Prior	40,139	-	-	-	-
070.478.009	Village Contrib - PPRT	18,500	18,500	18,500	18,500	18,500
070.478.010	Village Contrib - RE Tax	2,504,701	2,485,000	2,445,000	2,570,000	2,751,000
070.478.011	Village Contrib - Other	82,520	-	44,636	45,721	46,832
		3,382,200	3,244,500	3,275,136	3,416,221	3,614,332
TOTAL POLICE PENSION FUND		3,978,388	5,867,000	4,867,586	5,690,721	5,970,832

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

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
INVESTMENT INCOME						
071.456.001	Interest Income	622	2,000	500	1,000	1,000
071.458.001	Bank Account Interest	1,593	2,000	1,000	2,000	2,000
071.460.001	Inv Income-Mgr S	512,929	605,000	410,000	390,000	402,000
071.461.001	Wells Fargo Int-Mgr S	255	1,000	100	1,000	1,000
071.462.001	Inv Income-Mgr C	180,668	-	-	-	-
071.462.005	Inv Income-Mgr G	105,882	465,000	156,000	291,000	300,000
071.463.001	Wells Fargo Int-Mgr C	499	-	-	1,000	1,000
071.463.005	Wells Fargo Int-Mgr G	617	1,000	750	1,000	1,000
071.466.001	Realized G/L-Mgr S	544,592	20,000	72,000	20,000	20,000
071.466.002	Realized G/L-Mgr C	1,379	-	-	-	-
071.466.005	Realized G/L-Mgr G	24,183	10,000	92,000	10,000	10,000
071.467.001	Unrealized G/L-Mgr S	(128,242)	100,000	(690,000)	100,000	100,000
071.467.002	Unrealized G/L-Mgr C	99,373	-	-	-	-
071.467.005	Unrealized G/L-Mgr G	49,069	100,000	(173,000)	100,000	100,000
071.468.001	Market G/L on Equities	(555,421)	1,225,000	1,779,000	1,338,000	1,419,000
		837,998	2,531,000	1,648,350	2,255,000	2,357,000

OTHER REVENUE						
071.478.002	Fire Contributions	581,357	592,000	595,000	607,000	619,000
071.478.009	Village Contrib - PPRT	24,300	24,300	24,300	24,300	24,300
071.478.010	Village Contrib - RE Tax	2,155,975	2,225,000	2,191,000	2,260,000	2,419,000
071.478.011	Village Contrib - Other	71,174	-	39,976	40,947	41,942
		2,832,806	2,841,300	2,850,276	2,932,247	3,104,242

TOTAL FIRE PENSION FUND		3,670,804	5,372,300	4,498,626	5,187,247	5,461,242
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MOUNT PROSPECT LIBRARY FUND

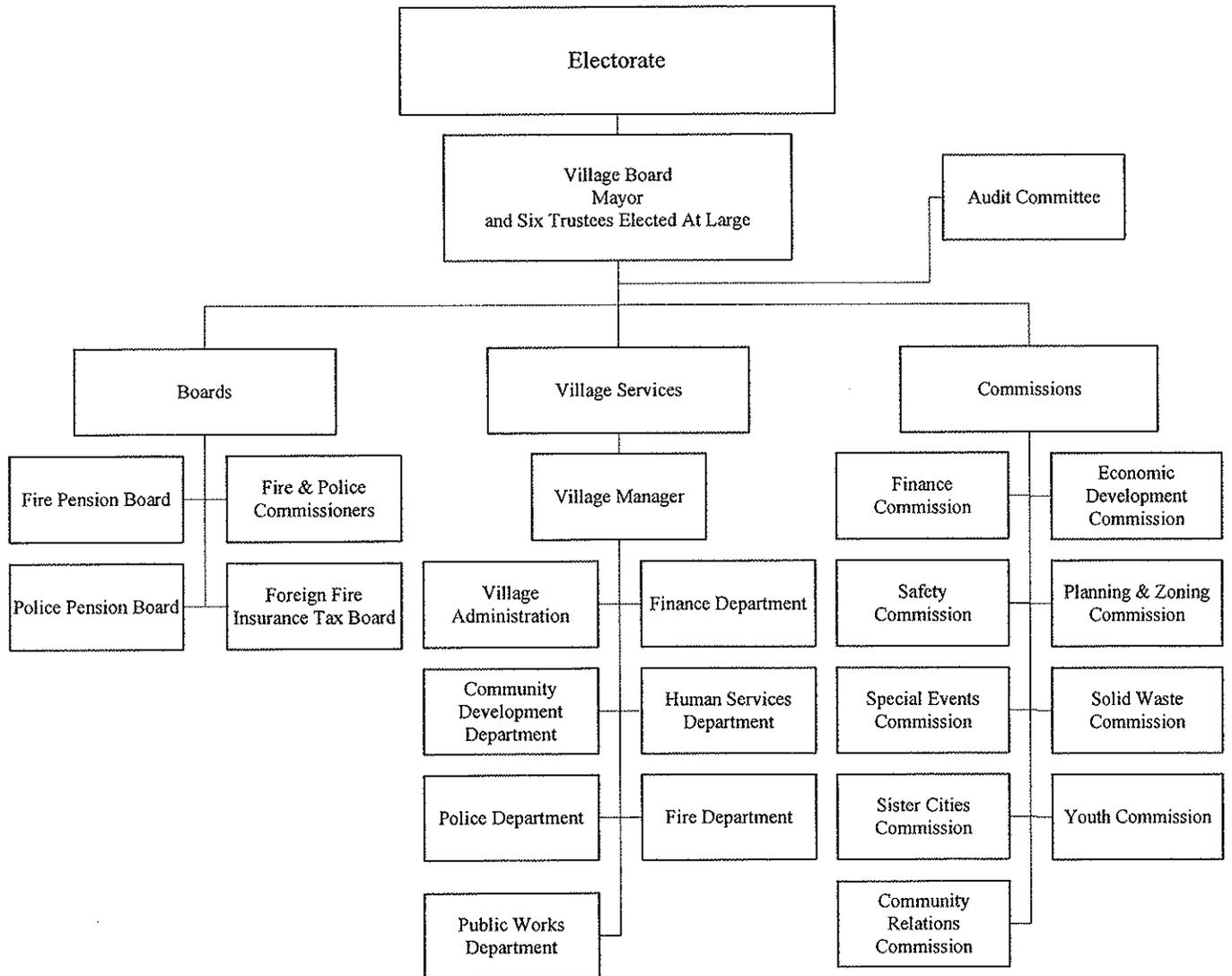
OTHER SOURCES						
090.499.001	Taxes - Library Fund	8,123,299	8,085,399	8,085,399	8,357,381	-
090.499.005	Taxes - Library Debt	1,646,048	1,576,115	1,576,115	1,569,826	-
090.499.006	Other Income	256,398	265,000	265,000	212,249	-
090.499.007	Debt Issuance	4,100,000	-	-	-	-
		14,125,745	9,926,514	9,926,514	10,139,456	(a)

TOTAL MOUNT PROSPECT LIBRARY FUND		14,125,745	9,926,514	9,926,514	10,139,456	(a)
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(a) Figures not available as of December 18, 2012.



VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



**VILLAGE OF MOUNT PROSPECT
2013 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.

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 2013 budget for modest financial support for those activities that benefit the entire community. Contributions to the following civic groups and activities are included.

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

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 2013 budget is \$147,345 for salaries and benefits for Police and Public Works personnel.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC REPRESENTATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Mayor & Board of Trustees	103,640	111,783	109,713	112,388	113,146
Community Groups & Misc.	95,485	114,835	120,150	127,000	124,500
Blood Donor Program	2,753	2,795	2,795	2,736	2,736
4th of July and Civics Events	201,272	222,572	219,633	228,711	234,837
Holiday Decorations	46,558	69,770	96,538	79,249	80,938
Advisory Boards & Commissions	5,159	6,770	5,284	6,602	6,792
	454,867	528,525	554,113	556,686	562,949

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	164,610	156,137	161,284	143,131	145,437
Personal Services-Employee Benefits	28,100	44,983	45,310	49,760	52,722
Other Employee Costs	1,660	1,950	1,955	1,950	2,200
Contractual Services	200,822	251,216	280,429	292,250	291,808
Utilities	297	455	455	415	424
Commodities & Supplies	51,151	66,784	57,680	62,180	63,358
Other Expenditures	8,227	7,000	7,000	7,000	7,000
	454,867	528,525	554,113	556,686	562,949

SOURCE OF FUNDS					
001 General Fund	454,867	528,525	554,113	556,686	562,949
	454,867	528,525	554,113	556,686	562,949

BUDGET DISCUSSION AND ANALYSIS

The Public Representation budget includes programs of Mayor & Board of Trustees, Community Groups & Miscellaneous, Blood Donor Program, 4th of July and Civic Events, Holiday Decorations, and Advisory Boards & Commissions.

Included in the Mayor & Board of Trustees program budget is the provision for the annual salaries of the Mayor, Trustees, Liquor Commissioner, and a portion of the salary of the Administrative Assistant in the Village Manager's Office. The Mayor currently serves as Local Liquor Commissioner.

The overall Public Representation budget increased \$ 28,161 or 5.33% from 2012. Included in the 2013 budget is additional funds allocated for the popular Concerts on the Green events held on Friday evenings throughout the summer. Also included is additional funding for Sister Cities Commission and Celestial Celebration. The 4th of July and Civic Events program budget increased for 2013. The Street Banner Installation has been added to the contractual services budget.

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.10.11.00.0.000.500.001 Full-Time Earnings	6,060	6,183	6,183	6,506	6,636
001.10.11.00.0.000.501.001 Part-Time Earnings	25,000	25,003	25,003	25,003	25,003
001.10.11.00.0.000.506.001 Longevity Pay	38	39	39	39	39
	31,098	31,225	31,225	31,548	31,678
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.10.11.00.0.000.510.001 Medical Insurance	1,639	1,778	1,803	2,079	2,204
001.10.11.00.0.000.511.001 Social Security	1,901	1,939	1,939	1,959	1,998
001.10.11.00.0.000.511.002 Medicare	444	455	455	459	467
001.10.11.00.0.000.512.001 IMRF Pension Expense	1,578	1,691	1,691	1,913	2,085
	5,562	5,863	5,888	6,410	6,754
OTHER EMPLOYEE COSTS					
001.10.11.00.0.000.516.001 Board/Comm Activities	1,039	1,160	1,200	1,200	1,200
001.10.11.00.0.000.522.001 Travel & Meetings	621	790	755	750	1,000
	1,660	1,950	1,955	1,950	2,200
CONTRACTUAL SERVICES					
001.10.11.00.0.000.530.002 Auditing Services	26,384	29,375	29,375	29,375	29,375
001.10.11.00.0.000.530.013 Hearing Expense	-	1,000	1,000	1,000	1,000
001.10.11.00.0.000.537.001 Meeting Expense	1,810	1,200	1,200	1,600	1,600
001.10.11.00.0.000.538.001 Memorial Gifts	1,622	1,000	1,000	1,000	1,000
001.10.11.00.0.000.539.001 Special Functions	1,014	1,000	1,000	1,000	1,000
001.10.11.00.0.000.543.001 Special Projects	-	1,839	1,000	1,000	1,000
001.10.11.00.0.000.549.001 Org Memberships	28,913	29,261	29,000	29,000	29,000
001.10.11.00.0.000.553.001 Vehicle Lease Payment	1,500	1,100	1,100	2,300	2,300
001.10.11.00.0.000.554.001 Vehicle Maint Payment	2,884	3,015	3,015	3,290	3,315
001.10.11.00.0.000.572.012 Civic Donations	400	500	500	500	500
	64,527	69,290	68,190	70,065	70,090
UTILITIES					
001.10.11.00.0.000.589.001 Telephone - Land Lines	297	455	455	415	424
	297	455	455	415	424
COMMODITIES & SUPPLIES					
001.10.11.00.0.000.608.001 Other Supplies	-	2,500	1,500	1,500	1,500
001.10.11.00.0.000.630.001 Recognition Supplies	496	500	500	500	500
	496	3,000	2,000	2,000	2,000
TOTAL MAYOR & BOARD OF TRUSTEES	103,640	111,783	109,713	112,388	113,146

**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION
COMMUNITY GROUPS & MISC.**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
001.10.11.00.0.001.578.001 Sister Cities Comm.	2,337	2,500	2,500	5,000	2,500
001.10.11.00.0.001.578.002 Youth Commission	292	1,500	1,500	1,500	1,500
001.10.11.00.0.001.578.004 Memorial Day Parade	1,100	1,200	1,200	1,200	1,200
001.10.11.00.0.001.578.005 Summer Block Party	20,904	28,835	28,650	21,000	21,000
001.10.11.00.0.001.578.006 MP Historical Society	40,000	40,000	40,000	40,000	40,000
001.10.11.00.0.001.578.007 MP Downtown Merch.	1,746	2,000	2,000	2,000	2,000
001.10.11.00.0.001.578.011 Concerts On The Green	-	-	-	8,000	8,000
001.10.11.00.0.001.579.001 Celestial Celebrations	15,566	30,390	36,000	40,000	40,000
001.10.11.00.0.001.579.002 Do-It-Yourself Sousa	975	1,110	1,000	1,000	1,000
001.10.11.00.0.001.579.003 Fine Arts/Blues Festival	1,600	-	-	-	-
001.10.11.00.0.001.579.004 Family Bike Ride	2,258	-	-	-	-
001.10.11.00.0.001.579.005 Other Expenses	480	300	300	300	300
	87,258	107,835	113,150	120,000	117,500

OTHER EXPENDITURES					
001.10.11.00.0.001.636.010 Property Tax Rebate	8,227	7,000	7,000	7,000	7,000
	8,227	7,000	7,000	7,000	7,000

TOTAL COMMUNITY GROUPS & MISC.	95,485	114,835	120,150	127,000	124,500
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BLOOD DONOR PROGRAM

PERSONAL SERVICES-SALARIES & WAGES					
001.10.11.00.0.002.501.001 Part-Time Earnings	1,843	1,899	1,899	1,844	1,844
	1,843	1,899	1,899	1,844	1,844

PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.10.11.00.0.002.511.001 Social Security	114	118	118	115	115
001.10.11.00.0.002.511.002 Medicare	27	28	28	27	27
	141	146	146	142	142

COMMODITIES & SUPPLIES					
001.10.11.00.0.002.608.001 Other Supplies	769	750	750	750	750
	769	750	750	750	750

TOTAL BLOOD DONOR PROGRAM	2,753	2,795	2,795	2,736	2,736
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**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION
4TH OF JULY AND CIVICS EVENTS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.10.11.00.8.400.500.001 Full-Time Earnings	77,980	79,799	79,799	81,093	82,715
001.10.11.00.8.400.503.001 Overtime	41,410	30,443	35,620	15,515	15,826
001.10.11.00.8.400.504.001 Specialty Pay	340	336	336	336	336
001.10.11.00.8.400.506.001 Longevity Pay	565	525	525	570	570
	<u>120,295</u>	<u>111,103</u>	<u>116,280</u>	<u>97,514</u>	<u>99,447</u>
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.10.11.00.8.400.510.001 Medical Insurance	-	15,198	15,748	17,982	19,061
001.10.11.00.8.400.511.001 Social Security	5,691	5,800	5,800	5,339	5,446
001.10.11.00.8.400.511.002 Medicare	1,366	1,622	1,622	1,443	1,472
001.10.11.00.8.400.512.001 IMRF Pension Expense	10,477	11,054	11,054	12,608	13,743
001.10.11.00.8.400.513.001 Sick Leave Incentive	324	525	525	600	600
001.10.11.00.8.400.513.002 Vac/Pers Leave Incent.	1,019	995	535	1,000	1,000
001.10.11.00.8.400.513.005 Ins. Opt-Out Incent.	50	50	40	-	-
	<u>18,927</u>	<u>35,244</u>	<u>35,324</u>	<u>38,972</u>	<u>41,322</u>
CONTRACTUAL SERVICES					
001.10.11.00.8.400.530.006 Other Prof. Serv.	-	925	-	925	943
001.10.11.00.8.400.578.003 July 4th Parade	21,331	24,570	25,099	19,570	19,961
001.10.11.00.8.400.580.002 Street Banner Inst.	-	296	-	28,800	29,376
001.10.11.00.8.400.580.005 Barricade Rental	633	2,000	2,000	2,000	2,040
001.10.11.00.8.400.580.006 Fireworks - Lions Club	3,500	3,500	3,500	3,500	3,570
	<u>25,464</u>	<u>31,291</u>	<u>30,599</u>	<u>54,795</u>	<u>55,890</u>
COMMODITIES & SUPPLIES					
001.10.11.00.8.400.617.001 Civic Events Sign	310	530	530	530	540
001.10.11.00.8.400.617.002 Light Pole Banners	19,414	27,504	20,000	20,000	20,400
001.10.11.00.8.400.617.003 Parade/Block Pty Supl.	13,100	13,100	13,100	13,100	13,362
001.10.11.00.8.400.617.004 Village Flags	2,762	2,800	2,800	2,800	2,856
001.10.11.00.8.400.622.008 Sign Making Materials	1,000	1,000	1,000	1,000	1,020
	<u>36,586</u>	<u>44,934</u>	<u>37,430</u>	<u>37,430</u>	<u>38,178</u>
TOTAL 4TH OF JULY AND CIVICS EVENTS	201,272	222,572	219,633	228,711	234,837

**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION
HOLIDAY DECORATIONS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.10.11.00.8.401.500.001 Full-Time Earnings	6,782	6,858	6,828	6,919	7,058
001.10.11.00.8.401.503.001 Overtime	1,058	1,451	1,451	1,523	1,554
001.10.11.00.8.401.504.001 Specialty Pay	62	61	61	61	61
001.10.11.00.8.401.506.001 Longevity Pay	40	40	40	40	40
	7,942	8,410	8,380	8,543	8,713
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.10.11.00.8.401.510.001 Medical Insurance	480	529	737	653	693
001.10.11.00.8.401.511.001 Social Security	485	442	442	451	461
001.10.11.00.8.401.511.002 Medicare	113	123	123	125	128
001.10.11.00.8.401.512.001 IMRF Pension Expense	857	966	966	1,087	1,185
	1,935	2,060	2,268	2,316	2,467
CONTRACTUAL SERVICES					
001.10.11.00.8.401.580.001 Holiday Wreath Inst.	9,024	13,000	15,000	14,000	14,280
001.10.11.00.8.401.580.003 Holiday Banner Inst.	-	-	5,000	4,500	4,590
001.10.11.00.8.401.580.004 White Light Inst.	14,432	28,800	48,390	28,390	28,958
	23,456	41,800	68,390	46,890	47,828
COMMODITIES & SUPPLIES					
001.10.11.00.8.401.617.005 Holiday Decorations	6,821	8,000	8,000	7,500	7,650
001.10.11.00.8.401.617.006 White Light Supplies	6,404	9,500	9,500	14,000	14,280
	13,225	17,500	17,500	21,500	21,930
TOTAL HOLIDAY DECORATIONS	46,558	69,770	96,538	79,249	80,938

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.10.12.00.0.000.500.001 Full-Time Earnings	3,410	3,478	3,478	3,660	3,733
001.10.12.00.0.000.506.001 Longevity Pay	22	22	22	22	22
	3,432	3,500	3,500	3,682	3,755
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.10.12.00.0.000.510.001 Medical Insurance	922	1,000	1,014	1,170	1,240
001.10.12.00.0.000.511.001 Social Security	197	217	217	228	232
001.10.12.00.0.000.511.002 Medicare	46	51	51	54	55
001.10.12.00.0.000.512.001 IMRF Pension Expense	370	402	402	468	510
	1,535	1,670	1,684	1,920	2,037
CONTRACTUAL SERVICES					
001.10.12.00.0.000.544.002 Postage Expense	117	1,000	100	500	500
	117	1,000	100	500	500
COMMODITIES & SUPPLIES					
001.10.12.00.0.000.606.001 Office Supplies	75	350	-	250	250
001.10.12.00.0.000.608.001 Other Supplies	-	250	-	250	250
	75	600	-	500	500
TOTAL ADVISORY BOARDS & COMMISSIONS	5,159	6,770	5,284	6,602	6,792
TOTAL PUBLIC REPRESENTATION	454,867	528,525	554,113	556,686	562,949

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

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget

FULL TIME						
Administrative Assistant	0.15	0.15	0.15	9,472	9,661	10,166
Forestry/Grounds Superintendent	0.05	0.05	0.05	5,422	5,505	5,615
Street/Bldg/Park Superintendent	0.05	0.05	0.05	5,162	4,915	5,345
Foreman	0.20	0.20	0.20	16,597	16,879	17,469
Electrician	0.15	0.15	0.15	10,956	11,204	11,305
Maintenance Personnel	0.65	0.65	0.65	45,046	44,920	44,979
Forestry Technician	0.05	0.05	0.05	3,204	3,234	3,299
	<u>1.30</u>	<u>1.30</u>	<u>1.30</u>	<u>95,859</u>	<u>96,318</u>	<u>98,178</u>

PART TIME						
Mayor/Liquor Commissioner	0.10 (1)	0.10 (1)	0.10 (1)	8,500	8,500	8,500
Trustees	0.60 (6)	0.60 (6)	0.60 (6)	16,500	16,503	16,503
Blood Donor Chairperson	0.10 (1)	0.10 (1)	0.10 (1)	1,844	1,899	1,844
	<u>0.80 (8)</u>	<u>0.80 (8)</u>	<u>0.80 (8)</u>	<u>26,844</u>	<u>26,902</u>	<u>26,847</u>

OTHER COMPENSATION						
Overtime Earnings				43,707	31,894	17,038
Specialty Pay				50	397	397
Longevity Pay				101	626	671
				<u>43,858</u>	<u>32,917</u>	<u>18,106</u>

EMPLOYEE BENEFITS						
Medical Insurance				3,041	18,505	21,884
Social Security				7,669	8,516	8,092
Medicare				2,015	2,279	2,108
IMRF Pension				12,983	14,113	16,076
Sick Leave Incentive				500	525	600
Vacation/Personal Leave Incentive				1,100	995	1,000
Insurance Opt-Out Incentive				100	50	-
				<u>27,408</u>	<u>44,983</u>	<u>49,760</u>

TOTAL	2.10	2.10	2.10	193,969	201,120	192,891
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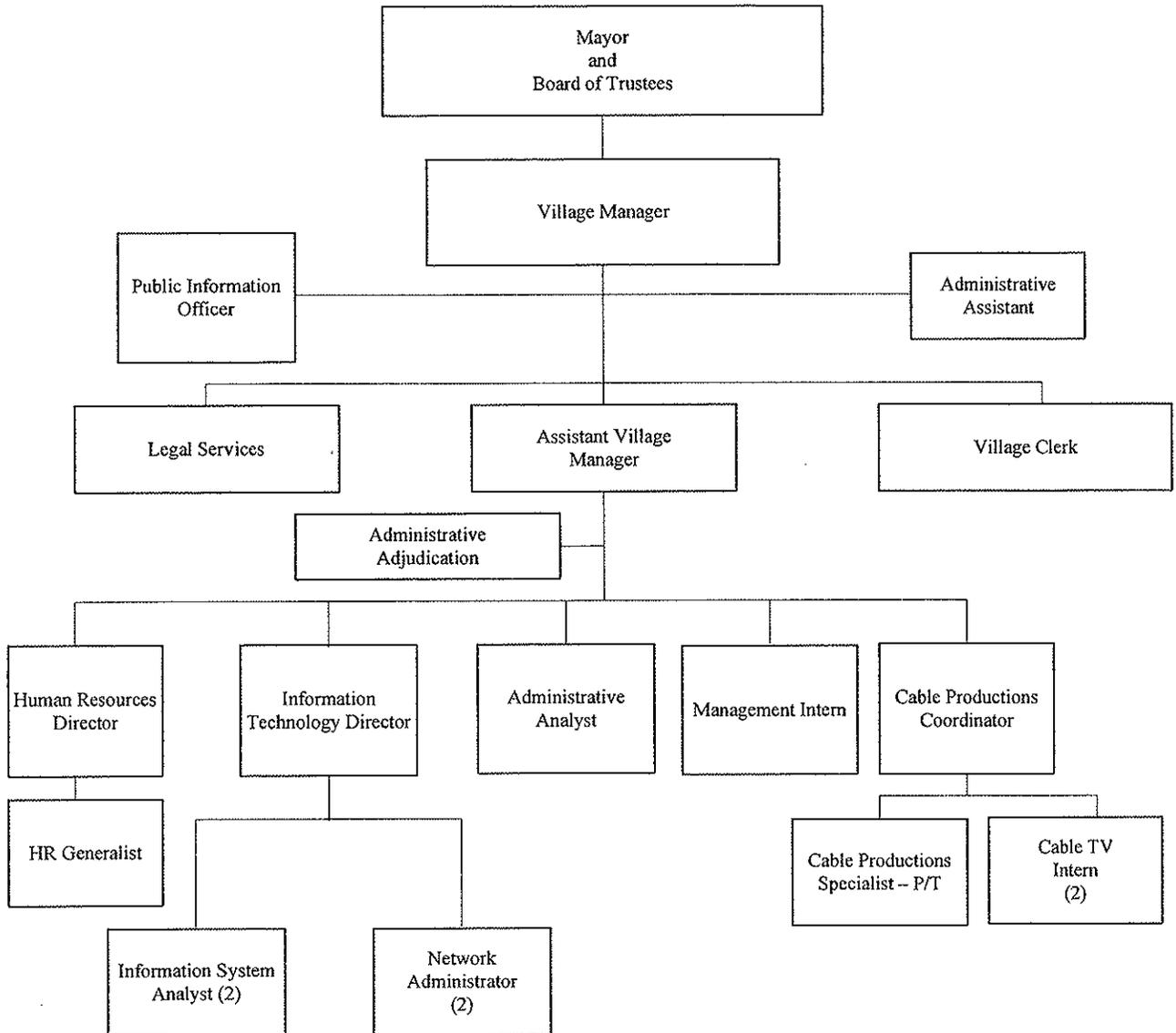
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	1.30	1.30	1.30
Part-Time	8.00	8.00	8.00



VILLAGE OF MOUNT PROSPECT

VILLAGE ADMINISTRATION



Village Administration includes the Village Manager's Office as well as the Human Resources Division, Television Services Division, Informational Technology Division, Administrative Adjudication Division and the Village Clerk's Office. There are 14 full-time employees, 1 part-time employee and 3 interns in Village Administration. Not reflected in this organizational chart is the Blood Donor Chairperson who is included in the Public Representation budget.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE ADMINISTRATION**

STATEMENT OF ACTIVITIES

The Village Administration administers the policies and programs adopted by the Village Board and is responsible for the efficient administration of each department. Included in the Village Administration are the activities of the Village Manager's Office, Village Clerk's Office, Human Resources, Information Technology Division, Public Information and Television Services Division. These activities include the administration of employment policies, the management and safeguarding of village records, the preparation of the annual budget and weekly Village Board and Committee of the Whole agendas, and the management and distribution of public information. Village Administration provides the infrastructure for automation, the governance for the use of the network and operating systems, and is responsible for the operation of government access (MPTV) and educational access (MPTV2) cable television channels.

2011 ACCOMPLISHMENTS

Executed an Intergovernmental Agreement with the Mount Prospect Public Library to deliver Sustainability Education Programming, primarily designed to educate residents and businesses regarding energy efficiency, recycling, and water conservation.

Co-hosted the 2011 Mount Prospect Green Fair with the Mount Prospect Public Library, an event that provided educational seminars and an exposition about topics such as home energy efficiency, alternative transportation, renewable energy, water conservation, and sustainable food.

Coordinated all project activities funded by the Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG).

Managed the implementation of the Enterprise Resource Planning software, which included successful "Go-Lives" for both the HR-Payroll and Community Development modules.

Completed transition to new HR-Payroll system that is part of the new ERP system. The new options allow on-line entry of work and benefit hours by the employee. In addition, employees have the ability to request benefits and changes on-line.

Distributed an updated Personnel Manual which superseded the previous 1999 Edition.

Submitted a successful application to use a Federal subsidy program, the Early Retiree Reinsurance Program (ARRP), and have been notified of a forthcoming reimbursement.

Formed working partnership with Chamber of Commerce and Downtown Merchants Association to improve climate for businesses in the community.

Developed Business Retention and Recruitment program.

Worked with Casto Lifestyle Properties to promote Randhurst Village as more stores opened.

Introduced "Friday on the Green" summer monthly Concert Series.

Introduced new Tree Lighting Ceremony.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE ADMINISTRATION**

2011 ACCOMPLISHMENTS (continued)

Produced French Market with Sister Cities Commission and Lions Club.

Created social media presence for the Village and Experience Mount Prospect on Facebook and Twitter.

Continued to produce Experience Mount Prospect web site and E-Newsletter promoting shopping, dining and events in Mount Prospect.

Village website revised to improve visual appearance and active links.

Produced quarterly Village Newsletter.

Replaced the voicemail server and upgraded the software to a current version.

Information Technology staff assisted with the implementation of the ERP software and replaced network switches that are no longer supported.

Implemented a pilot project for virtual desktops, providing network access to field inspectors from tablet PCs and iPads.

Reorganized Technical Focus Group into an IT Steering Committee that will provide strategic leadership for Village technology initiatives, provide recommendations and prioritize initiatives, and improve communication regarding those initiatives.

MPTV revamped its website to coincide with the new village website. All programming is on the website for viewing.

MPTV replaced two of its AVID editing workstations. Due to an improvement in technology and staff's self installation, the village saw a savings of \$10,000.

MPTV continued to see its Video On Demand viewership increase.

MPTV has begun a presence on Facebook and will use it to alert residents of new and future programming.

Village Clerk notarized 137 documents and accepted 198 passport applications for submittal to the U.S. Department of State.

Administered Freedom of Information Act Policy and Procedure and responded to approximately 404 Freedom of Information Requests (does not include Police and Fire FOIA responses).

Coordinated response to foreclosed and short-sale properties to comply with Village code and collect fees/judgments owed to the Village.

Continued digital archiving of Village Records – current and past documents.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE ADMINISTRATION**

2012 ACCOMPLISHMENTS

Continued the Village's partnership with the Mount Prospect Public Library to educate the community about energy efficiency and conservation, with more than 1,000 individuals attending educational events since the program's inception in 2011.

Co-hosted the 2012 Mount Prospect Green Fair, an event hosted at Mount Prospect's Farmers' Market to showcase gardening, composting, and food preservation techniques and equipment.

Coordinated all project activities funded by the Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG), closing-out the final year of the grant.

Created the 2013 medical benefit plans, life insurance, dental and flex plans in NexGen for Finance to begin the 2013 Position Budgeting process. This included 26 health plans which cover three PPO Plans and two HMO Plans for various groups such as Police, Fire and IMRF Pensions, PSEBA, Voluntary Retirees and Active Employees.

Successfully implemented a new Biometric Testing Program for employees through CHC Wellness. Over 100 employees participated in the testing which certainly exceeded previous years' wellness endeavors. This was more than a 37% enrollment in the first year for the CHC Wellness program, which is substantial.

Information Technology staff assisted with the implementation of the ERP software and replaced network switches that are no longer supported.

Continued work to evolve the Village Technology Advisory Group (VTAG) into a useful strategic tool for the Village.

Replaced disk storage system for backups and increased Internet bandwidth from 10 MB to 20 MB.

MPTV continued to prepare for the move from Standard Definition Television to High Definition Television with the purchase of new board room cameras.

Howard Kleinstein, Cable Production Coordinator, was elected president of the Illinois Chapter of NATOA (National Association of Television Operators and Advisors). Howard's service keeps MPTV one of the most well respected government access channels in Illinois.

MPTV continued as a learning and training center for college video students. MPTV internships are highly desirable by students living in the Chicago Area. MPTV had 22 applicants for two positions. Interns used real life situations to create videos for the people of Mount Prospect.

MPTV continued to see its Video On Demand viewership increase.

Village Clerk administered Freedom of Information Act Policy and Procedure and responded to approximately 435 Freedom of Information Requests (does not include Police and Fire FOIA responses).

Coordinated response to foreclosed and short-sale properties in compliance with Village code and collect fees/judgments owed the Village.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE ADMINISTRATION**

2012 ACCOMPLISHMENTS (continued)

Coordinated records management, codification, Public Notices and Recordings.

Continued digital archiving of Village Records – current and past documents.

Conducted State mandated Open Meeting Acts Training – public body members.

Assisted with production of first-ever Irish Fest (sponsored by the Chamber of Commerce).

Worked with Rainbow Hospice and Public Works Department on installation of Public Art project “Promises Take Flight” featuring butterfly sculptures.

Expanded Friday on the Green summer Concert Series to two concerts per month June – September.

Oversaw expanded Mount Prospect Downtown Block Party into a 2-day event.

Worked with Special Events Commission to add Christkindlmarket (holiday market) to Tree Lighting Ceremony.

Implemented Business Retention and Recruitment program and Entrepreneur’s Café series, aimed at attracting residents to open business in Mount Prospect, and providing support network for existing businesses.

Participated in steering committee for Strategic Downtown Implementation Plan.

Enhanced and continued to grow Village’s social media presence on Facebook and Twitter.

2013 OBJECTIVES

Continue to provide Sustainability Educational Programming to the community through the Village’s partnership with the Mount Prospect Public Library.

Complete the implementation of the Enterprise Resource Planning software and related projects, which includes any integrations.

Continue to monitor and stay abreast of compliance with the Health Care Reform Patient Protection and Affordable Health Care Act (PPACA) in order to determine how to best manage the Village’s health insurance funds and plan offerings over the next few years.

Expand the Wellness initiative by offering CHC Wellness biometric testing to employee’s spouses and possibly retirees who are on the Village’s medical insurance plan. Continue to implement programs to increase employee awareness about wellness and health and ultimately reduce overall medical insurance costs.

Upgrade phone system software and implement new email archiving solution.

Replace network switches that are no longer supported and increase drive space on storage area network.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
VILLAGE ADMINISTRATION**

2013 OBJECTIVES (continued)

Continue updating and enlarging MPTV's presence on social media and continue the expansion of public relations efforts for MPTV and MPTV2 within the community.

Continue the transition of MPTV to HDTV.

Coordinate annual Village-wide Records Management Day(s) and annual staff training - FOIA, Open Meetings Act and Records Retention.

Reorganize Village's file vault, expand digital archiving of Village records, and expand use of Laserfiche – public access to public documents.

Maximize utilization of Village ERP reporting system to coordinate FOIA compliance thereby enhancing the efficiency of staff time and resources.

Continue to develop and improve Business Retention and Recruitment, Entrepreneur's Café and Incubator Programs and continue to work with Chamber of Commerce and Downtown Merchants Association to promote businesses.

Continue to promote Randhurst Village as the center nears full occupancy.

Work with businesses and organizations to develop additional small scale events designed to bring people to the community.

Review web site content management system and consider possible upgrades.

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Village Clerk's Office				
Resolutions Prepared	43	38	44	43
Ordinances Drafted	43	68	67	60
Television Services Division				
Cable Casting				
Hours Played (average per month)	840	840	840	840
Internet Stream Views	25,939 *	1,943	1,750	2,000
Video-On-Demand Views	44,229 *	27,928	28,000	30,000
Cable Complaints	24	28	22	25
Meetings Cablecast	43	44	46	50

* Reporting for the first six months of 2010 was counted in a different way by the reporting program. Thus the figure is skewed. The second six months of 2010 and all of 2011 reflect more accurate reporting.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
VILLAGE ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Village Manager's Office	597,924	635,128	629,421	656,073	673,744
Legal Services	545,772	447,250	447,450	440,460	451,273
Village Clerk's Office	144,417	153,718	144,707	153,241	157,269
Human Resources	258,825	294,483	292,872	297,155	304,711
Information Technology	1,037,501	897,783	891,523	921,067	951,410
Public Information	205,332	203,696	203,756	206,231	209,752
TV Services	116,167	122,500	118,963	125,517	129,221
TV Intergovernmental Programs	33,789	46,985	43,465	50,096	49,472
	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	1,146,045	1,176,248	1,174,218	1,206,225	1,228,172
Personal Services-Employee Benefits	451,126	533,533	523,232	571,419	600,666
Other Employee Costs	20,958	26,510	25,150	22,415	23,030
Contractual Services	1,278,648	1,023,626	1,008,951	1,009,623	1,035,942
Utilities	8,323	12,856	11,606	10,258	10,407
Commodities & Supplies	10,765	17,700	17,100	16,500	16,603
Office Equipment	16,340	4,470	5,300	5,300	5,300
Other Equipment	7,522	6,600	6,600	8,100	6,732
	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852

SOURCE OF FUNDS					
001 General Fund	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852
	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852

BUDGET DISCUSSION AND ANALYSIS

Village Administration includes the Village Manager's Office, Legal Services, Village Clerk's Office, Human Resources, Information Technology, Public Information and TV Services programs. The 2013 Village Administration budget increased 1.7% from 2012. Personal Services and Employee Benefits primarily contribute to the increased budget. Budget cuts in Other Employee Costs, Contractual Services, Utilities, and Commodities & Supplies helped keep the budget increase at 1.7%. The computer lease payment which is typically included in the Information Technology budget for the Computer Replacement Fund has been eliminated for the 2013 budget. The Computer Replacement Fund currently has a sufficient fund balance level to support the program.

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.20.21.00.0.000.500.001 Full-Time Earnings	400,889	407,244	407,244	417,202	423,835
001.20.21.00.0.000.502.001 Seasonal Earnings	79	14,032	11,997	12,237	12,237
001.20.21.00.0.000.506.001 Longevity Pay	1,450	1,450	1,450	1,550	1,550
	<u>402,418</u>	<u>422,726</u>	<u>420,691</u>	<u>430,989</u>	<u>437,622</u>
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.21.00.0.000.510.001 Medical Insurance	64,733	68,693	69,973	80,128	84,936
001.20.21.00.0.000.511.001 Social Security	18,804	20,458	20,458	21,970	22,304
001.20.21.00.0.000.511.002 Medicare	6,116	6,625	6,625	6,752	6,862
001.20.21.00.0.000.512.001 IMRF Pension Expense	47,581	49,330	49,330	59,167	64,259
001.20.21.00.0.000.513.001 Sick Leave Incentive	4,420	6,500	6,500	3,500	3,500
001.20.21.00.0.000.513.002 Vac/Pers Leave Incent.	10,456	13,652	8,500	10,000	10,000
001.20.21.00.0.000.513.004 Employee Allowances	6,254	6,001	6,001	6,001	6,001
001.20.21.00.0.000.513.006 Other Compensation	16,212	15,001	15,001	15,001	15,001
	<u>174,576</u>	<u>186,260</u>	<u>182,388</u>	<u>202,519</u>	<u>212,863</u>
OTHER EMPLOYEE COSTS					
001.20.21.00.0.000.515.001 Board/Staff Wrkshps	153	300	300	-	325
001.20.21.00.0.000.518.001 Dues & Memberships	4,235	4,500	4,800	4,800	4,900
001.20.21.00.0.000.522.001 Travel & Meetings	2,450	3,200	3,200	2,200	2,244
	<u>6,838</u>	<u>8,000</u>	<u>8,300</u>	<u>7,000</u>	<u>7,469</u>
CONTRACTUAL SERVICES					
001.20.21.00.0.000.530.006 Other Prof. Serv.	538	500	500	500	500
001.20.21.00.0.000.532.002 Equipment Maint.	-	400	200	200	200
001.20.21.00.0.000.544.002 Postage Expense	915	800	1,000	1,000	1,050
001.20.21.00.0.000.553.001 Vehicle Lease Payment	2,300	3,300	3,300	2,700	2,700
001.20.21.00.0.000.554.001 Vehicle Maint Payment	2,884	3,015	3,015	3,290	3,315
	<u>6,637</u>	<u>8,015</u>	<u>8,015</u>	<u>7,690</u>	<u>7,765</u>
UTILITIES					
001.20.21.00.0.000.589.001 Telephone - Land Lines	749	2,277	2,277	825	842
001.20.21.00.0.000.590.001 Telephone - Cellular	1,785	2,000	2,000	2,000	2,040
	<u>2,534</u>	<u>4,277</u>	<u>4,277</u>	<u>2,825</u>	<u>2,882</u>
COMMODITIES & SUPPLIES					
001.20.21.00.0.000.604.001 Office Equipment	111	200	200	200	200
001.20.21.00.0.000.606.001 Office Supplies	3,906	4,600	4,600	3,900	3,978
001.20.21.00.0.000.612.001 Publications	904	750	750	750	765
	<u>4,921</u>	<u>5,550</u>	<u>5,550</u>	<u>4,850</u>	<u>4,943</u>

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OFFICE EQUIPMENT					
001.20.21.00.0.000.656.001 Office Eqpt	-	300	200	200	200
	-	300	200	200	200
TOTAL VILLAGE MANAGER'S OFFICE	597,924	635,128	629,421	656,073	673,744

LEGAL SERVICES

CONTRACTUAL SERVICES					
001.20.21.00.0.050.530.006 Other Prof. Serv.	2,909	1,500	3,700	600	612
001.20.21.00.0.050.531.001 Legal-General Counsel	504,496	400,000	400,000	400,000	408,000
001.20.21.00.0.050.531.002 Legal-Special Counsel	33,109	39,000	39,000	35,300	36,000
001.20.21.00.0.050.531.003 Legal-Adm.	5,037	4,500	4,500	4,500	4,600
001.20.21.00.0.050.544.001 Postage - Legal	221	250	250	60	61
001.20.21.00.0.050.560.012 Computer Software	-	2,000	-	-	2,000
	545,772	447,250	447,450	440,460	451,273
TOTAL LEGAL SERVICES	545,772	447,250	447,450	440,460	451,273

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.20.22.00.0.000.500.001 Full-Time Earnings	75,461	76,971	76,971	80,866	82,483
001.20.22.00.0.000.502.001 Seasonal Earnings	5,006	24	25	-	-
001.20.22.00.0.000.503.001 Overtime	-	336	336	336	343
001.20.22.00.0.000.506.001 Longevity Pay	700	700	700	700	700
	81,167	78,031	78,032	81,902	83,526
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.22.00.0.000.510.001 Medical Insurance	14,900	16,333	16,857	18,229	19,323
001.20.22.00.0.000.511.001 Social Security	5,192	4,915	4,915	5,358	5,465
001.20.22.00.0.000.511.002 Medicare	1,214	1,197	1,197	1,254	1,279
001.20.22.00.0.000.512.001 IMRF Pension Expense	8,814	8,956	8,956	10,983	11,971
001.20.22.00.0.000.513.001 Sick Leave Incentive	962	1,500	1,500	1,000	1,000
001.20.22.00.0.000.513.002 Vac/Pers Leave Incent.	4,577	4,522	3,000	3,500	3,500
	35,659	37,423	36,425	40,324	42,538
OTHER EMPLOYEE COSTS					
001.20.22.00.0.000.518.001 Dues & Memberships	350	315	350	315	315
001.20.22.00.0.000.522.001 Travel & Meetings	-	300	150	300	300
001.20.22.00.0.000.525.004 Training	97	300	300	300	300
	447	915	800	915	915
CONTRACTUAL SERVICES					
001.20.22.00.0.000.532.002 Equipment Maint.	-	4,500	-	4,500	4,500
001.20.22.00.0.000.541.001 Legal Notices	419	900	900	825	825
001.20.22.00.0.000.542.001 Recording Expense	5,018	5,000	4,000	5,000	5,000
001.20.22.00.0.000.544.002 Postage Expense	1,124	1,600	1,600	1,600	1,600
001.20.22.00.0.000.551.001 Copier Lease Payment	13,249	12,800	11,000	7,700	7,700
001.20.22.00.0.000.562.003 Codification	6,012	10,000	10,000	8,700	8,874
	25,822	34,800	27,500	28,325	28,499
UTILITIES					
001.20.22.00.0.000.589.001 Telephone - Land Lines	654	1,549	950	775	791
	654	1,549	950	775	791
COMMODITIES & SUPPLIES					
001.20.22.00.0.000.608.001 Other Supplies	668	1,000	1,000	1,000	1,000
	668	1,000	1,000	1,000	1,000
TOTAL VILLAGE CLERK'S OFFICE	144,417	153,718	144,707	153,241	157,269

**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
HUMAN RESOURCES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PERSONAL SERVICES-SALARIES & WAGES

001.20.23.00.0.000.500.001	Full-Time Earnings	167,277	174,258	174,258	178,343	181,910
001.20.23.00.0.000.502.001	Seasonal Earnings	11,680	56	60	-	-
001.20.23.00.0.000.506.001	Longevity Pay	490	490	490	890	890
		179,447	174,804	174,808	179,233	182,800

PERSONAL SERVICES-EMPLOYEE BENEFITS

001.20.23.00.0.000.510.001	Medical Insurance	28,367	27,729	30,992	29,007	30,748
001.20.23.00.0.000.511.001	Social Security	10,136	12,374	12,374	13,395	13,663
001.20.23.00.0.000.511.002	Medicare	2,448	3,115	3,115	3,192	3,256
001.20.23.00.0.000.512.001	IMRF Pension Expense	18,101	20,063	20,063	22,878	24,833
001.20.23.00.0.000.513.001	Sick Leave Incentive	-	168	170	250	250
001.20.23.00.0.000.513.002	Vac/Pers Leave Incent.	385	618	225	500	500
001.20.23.00.0.000.513.006	Other Compensation	1,144	1,462	975	-	-
001.20.23.00.0.000.513.007	Merit Pay Pool	-	20,000	20,000	20,000	20,000
001.20.23.00.0.000.513.008	Salary Adjustment Pool	-	20,000	20,000	20,000	20,000
		60,581	105,529	107,914	109,222	113,250

OTHER EMPLOYEE COSTS

001.20.23.00.0.000.518.001	Dues & Memberships	1,150	750	800	550	561
001.20.23.00.0.000.519.001	Employee Recognition	3,066	3,400	4,000	2,500	2,550
001.20.23.00.0.000.520.001	Medical Examinations	3,748	4,500	2,500	3,000	3,000
001.20.23.00.0.000.522.001	Travel & Meetings	64	-	-	300	300
001.20.23.00.0.000.525.003	Management Trng.	227	1,495	1,500	700	700
		8,255	10,145	8,800	7,050	7,111

CONTRACTUAL SERVICES

001.20.23.00.0.000.530.006	Other Prof. Serv.	2,478	-	-	-	-
001.20.23.00.0.000.544.002	Postage Expense	430	300	150	150	150
001.20.23.00.0.000.546.001	Employee Relations	1,004	-	-	-	-
001.20.23.00.0.000.546.002	Personnel Recruitment	6,630	3,505	1,000	1,200	1,200
		10,542	3,805	1,150	1,350	1,350

COMMODITIES & SUPPLIES

001.20.23.00.0.000.612.001	Publications	-	200	200	300	200
		-	200	200	300	200

TOTAL HUMAN RESOURCES		258,825	294,483	292,872	297,155	304,711
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**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
INFORMATION TECHNOLOGY**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.20.24.00.0.000.500.001 Full-Time Earnings	335,504	342,114	342,114	348,981	355,961
001.20.24.00.0.000.503.001 Overtime	865	6,146	6,146	8,946	9,125
001.20.24.00.0.000.506.001 Longevity Pay	1,400	1,500	1,500	2,000	2,000
	337,769	349,760	349,760	359,927	367,086
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.24.00.0.000.510.001 Medical Insurance	46,128	49,313	50,394	57,661	61,121
001.20.24.00.0.000.511.001 Social Security	20,622	21,347	21,347	23,031	23,492
001.20.24.00.0.000.511.002 Medicare	4,823	5,152	5,152	5,388	5,496
001.20.24.00.0.000.512.001 IMRF Pension Expense	37,178	40,476	40,476	47,212	51,462
001.20.24.00.0.000.513.001 Sick Leave Incentive	3,636	4,984	975	4,000	4,000
001.20.24.00.0.000.513.002 Vac/Pers Leave Incent.	3,864	16,661	12,400	7,500	7,500
	116,251	137,933	130,744	144,792	153,071
OTHER EMPLOYEE COSTS					
001.20.24.00.0.000.518.001 Dues & Memberships	200	500	500	500	500
001.20.24.00.0.000.522.001 Travel & Meetings	794	1,500	1,500	1,500	1,500
001.20.24.00.0.000.525.004 Training	2,714	3,500	3,500	3,500	3,570
	3,708	5,500	5,500	5,500	5,570
CONTRACTUAL SERVICES					
001.20.24.00.0.000.530.006 Other Prof. Serv.	1	5,000	5,000	5,000	5,000
001.20.24.00.0.000.532.005 Telephone Maint.	38,999	39,000	39,000	39,000	39,780
001.20.24.00.0.000.551.001 Copier Lease Payment	1,990	2,500	2,500	2,500	2,500
001.20.24.00.0.000.552.001 Computer Lease	212,193	-	-	-	-
001.20.24.00.0.000.560.007 Computer Maint.	260,638	299,990	299,990	299,990	316,000
001.20.24.00.0.000.560.011 Internet Service	34,327	35,000	35,000	35,000	36,000
001.20.24.00.0.000.560.012 Computer Software	9,708	10,000	10,000	15,000	12,000
	557,856	391,490	391,490	396,490	411,280
UTILITIES					
001.20.24.00.0.000.589.001 Telephone - Land Lines	131	250	250	150	153
001.20.24.00.0.000.590.001 Telephone - Cellular	3,695	4,530	4,529	4,958	5,000
	3,826	4,780	4,779	5,108	5,153
COMMODITIES & SUPPLIES					
001.20.24.00.0.000.604.001 Office Equipment	20	500	500	500	500
001.20.24.00.0.000.606.001 Office Supplies	230	1,600	1,600	1,600	1,600
001.20.24.00.0.000.608.001 Other Supplies	1,006	1,450	1,450	1,450	1,450
001.20.24.00.0.000.612.001 Publications	495	600	600	600	600
	1,751	4,150	4,150	4,150	4,150

**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
INFORMATION TECHNOLOGY**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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OFFICE EQUIPMENT						
001.20.24.00.0.000.655.003	Computer Eqpt - Other	15,340	4,100	4,100	4,100	4,100
001.20.24.00.0.000.656.001	Office Eqpt	1,000	70	1,000	1,000	1,000
		16,340	4,170	5,100	5,100	5,100

TOTAL INFORMATION TECHNOLOGY	1,037,501	897,783	891,523	921,067	951,410
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**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
PUBLIC INFORMATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.20.25.00.0.000.500.001 Full-Time Earnings	61,718	64,187	64,187	65,471	66,780
001.20.25.00.0.000.506.001 Longevity Pay	500	500	500	500	500
	62,218	64,687	64,687	65,971	67,280
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.25.00.0.000.510.001 Medical Insurance	14,899	16,333	16,593	18,229	19,323
001.20.25.00.0.000.511.001 Social Security	3,645	4,011	4,011	4,091	4,173
001.20.25.00.0.000.511.002 Medicare	852	938	938	957	976
001.20.25.00.0.000.512.001 IMRF Pension Expense	6,714	7,427	7,427	8,385	9,140
	26,110	28,709	28,969	31,662	33,612
OTHER EMPLOYEE COSTS					
001.20.25.00.0.000.518.001 Dues & Memberships	375	450	450	450	450
001.20.25.00.0.000.522.001 Travel & Meetings	146	350	350	350	350
001.20.25.00.0.000.525.004 Training	489	400	200	400	400
	1,010	1,200	1,000	1,200	1,200
CONTRACTUAL SERVICES					
001.20.25.00.0.000.530.006 Other Prof. Serv.	12,581	13,550	14,800	13,098	13,360
001.20.25.00.0.000.530.010 Marketing Services	32,756	22,800	22,800	22,800	22,800
001.20.25.00.0.000.544.002 Postage Expense	16,838	17,200	17,200	17,200	17,200
001.20.25.00.0.000.562.002 Printing Expense	53,510	53,600	53,600	53,600	53,600
	115,685	107,150	108,400	106,698	106,960
UTILITIES					
001.20.25.00.0.000.590.001 Telephone - Cellular	-	650	-	-	-
	-	650	-	-	-
COMMODITIES & SUPPLIES					
001.20.25.00.0.000.608.001 Other Supplies	-	600	-	-	-
001.20.25.00.0.000.610.001 Paper & Supplies	8	360	360	360	360
001.20.25.00.0.000.612.001 Publications	301	340	340	340	340
	309	1,300	700	700	700
TOTAL PUBLIC INFORMATION	205,332	203,696	203,756	206,231	209,752

**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
TV SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.20.26.00.0.000.500.001 Full-Time Earnings	52,785	53,841	53,841	54,918	56,016
001.20.26.00.0.000.502.001 Seasonal Earnings	4,426	5,000	5,000	5,000	5,000
001.20.26.00.0.000.503.001 Overtime	4,378	3,244	3,244	3,244	3,309
001.20.26.00.0.000.506.001 Longevity Pay	500	500	500	500	500
	62,089	62,585	62,585	63,662	64,825
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.26.00.0.000.510.001 Medical Insurance	17,065	18,516	18,780	21,656	22,956
001.20.26.00.0.000.511.001 Social Security	3,992	3,737	3,737	4,150	4,233
001.20.26.00.0.000.511.002 Medicare	934	941	941	973	993
001.20.26.00.0.000.512.001 IMRF Pension Expense	6,792	6,612	6,612	7,871	8,580
001.20.26.00.0.000.513.001 Sick Leave Incentive	541	800	800	750	750
001.20.26.00.0.000.513.002 Vac/Pers Leave Incent.	4,764	2,651	1,500	2,500	2,500
	34,088	33,257	32,370	37,900	40,012
OTHER EMPLOYEE COSTS					
001.20.26.00.0.000.518.001 Dues & Memberships	700	750	750	750	765
	700	750	750	750	765
CONTRACTUAL SERVICES					
001.20.26.00.0.000.530.006 Other Prof. Serv.	475	700	700	700	714
001.20.26.00.0.000.532.002 Equipment Maint.	475	3,500	1,000	2,000	2,040
001.20.26.00.0.000.540.001 Music Library	840	900	900	900	918
001.20.26.00.0.000.544.002 Postage Expense	40	200	50	200	210
001.20.26.00.0.000.552.001 Computer Lease	255	-	-	-	-
001.20.26.00.0.000.553.001 Vehicle Lease Payment	1,500	3,000	3,000	1,700	1,700
001.20.26.00.0.000.554.001 Vehicle Maint Payment	1,443	1,608	1,608	1,755	1,768
001.20.26.00.0.000.560.005 Internet Hosting	3,746	3,800	3,800	3,800	3,876
	8,774	13,708	11,058	11,055	11,226
UTILITIES					
001.20.26.00.0.000.589.001 Telephone - Land Lines	1,309	1,600	1,600	1,550	1,581
	1,309	1,600	1,600	1,550	1,581
COMMODITIES & SUPPLIES					
001.20.26.00.0.000.608.001 Other Supplies	3,116	4,000	4,000	4,000	4,080
	3,116	4,000	4,000	4,000	4,080

**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
TV SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EQUIPMENT					
001.20.26.00.0.000.665.007 Cable TV Equip - New	2,187	3,000	3,000	3,000	3,060
001.20.26.00.0.000.665.008 Cable TV Equip -Repl	3,904	3,600	3,600	3,600	3,672
	6,091	6,600	6,600	6,600	6,732

TOTAL TV SERVICES	116,167	122,500	118,963	125,517	129,221
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TV INTERGOVERNMENTAL PROGRAMS

PERSONAL SERVICES-SALARIES & WAGES					
001.20.26.00.0.051.501.001 Part-Time Earnings	20,937	21,924	21,924	22,810	23,267
001.20.26.00.0.051.503.001 Overtime	-	1,731	1,731	1,731	1,766
	20,937	23,655	23,655	24,541	25,033

PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.20.26.00.0.051.511.001 Social Security	1,298	1,363	1,363	1,523	1,554
001.20.26.00.0.051.511.002 Medicare	304	343	343	357	365
001.20.26.00.0.051.512.001 IMRF Pension Expense	2,259	2,716	2,716	3,120	3,401
	3,861	4,422	4,422	5,000	5,320

CONTRACTUAL SERVICES					
001.20.26.00.0.051.530.006 Other Prof. Serv.	5,856	15,000	12,000	15,000	15,000
001.20.26.00.0.051.532.002 Equipment Maint.	-	500	-	500	515
001.20.26.00.0.051.540.001 Music Library	261	300	280	300	306
001.20.26.00.0.051.554.001 Vehicle Maint Payment	1,443	1,608	1,608	1,755	1,768
	7,560	17,408	13,888	17,555	17,589

COMMODITIES & SUPPLIES					
001.20.26.00.0.051.608.001 Other Supplies	-	1,500	1,500	1,500	1,530
	-	1,500	1,500	1,500	1,530

OTHER EQUIPMENT					
001.20.26.00.0.051.665.007 Cable TV Equip - New	-	-	-	1,500	-
001.20.26.00.0.051.665.008 Cable TV Equip -Repl	1,431	-	-	-	-
	1,431	-	-	1,500	-

TOTAL TV INTERGOVERNMENTAL PROGRAMS	33,789	46,985	43,465	50,096	49,472
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TOTAL VILLAGE ADMINISTRATION	2,939,727	2,801,543	2,772,157	2,849,840	2,926,852
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**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
PERSONAL SERVICES**

Position Title	Positions (1)						Amounts		
	2011		2012		2013		2011	2012	2013
	Budget		Budget	Budget		Budget	Budget	Budget	
FULL TIME									
Village Manager	1.00		1.00		1.00		172,500	177,033	180,574
Assistant Village Manager	1.00		1.00		1.00		133,380	136,886	139,677
Human Resources Director	1.00		1.00		1.00		91,650	94,351	96,830
IT Director	1.00		1.00		1.00		88,210	90,528	92,365
Village Clerk	1.00		1.00		1.00		76,501	76,971	80,866
Administrative Assistant	0.85		0.85		0.85		53,665	54,738	57,600
Information System Analyst	2.00		2.00		2.00		126,675	129,208	131,792
Public Information Officer	1.00		1.00		1.00		62,929	64,187	65,471
Network Administrator	2.00		2.00		2.00		119,978	122,378	124,824
Administrative Analyst	1.00		1.00		1.00		57,960	59,120	60,303
HR Generalist	1.00		1.00		1.00		58,210	59,374	60,561
Cable Production Coordinator	1.00		1.00		1.00		52,787	53,841	54,918
	13.85		13.85		13.85		1,094,445	1,118,615	1,145,781
PART TIME									
Community Producer	0.50	(1)	0.50	(1)	0.50	(1)	22,043	21,924	22,810
	0.50	(1)	0.50	(1)	0.50	(1)	22,043	21,924	22,810
SEASONAL									
Interns	0.60	(2)	1.10	(3)	1.10	(3)	22,000	19,112	17,237
	0.60	(2)	1.10	(3)	1.10	(3)	22,000	19,112	17,237
OTHER COMPENSATION									
Overtime Earnings							17,912	11,457	14,257
Longevity Pay							5,040	5,140	6,140
							22,952	16,597	20,397

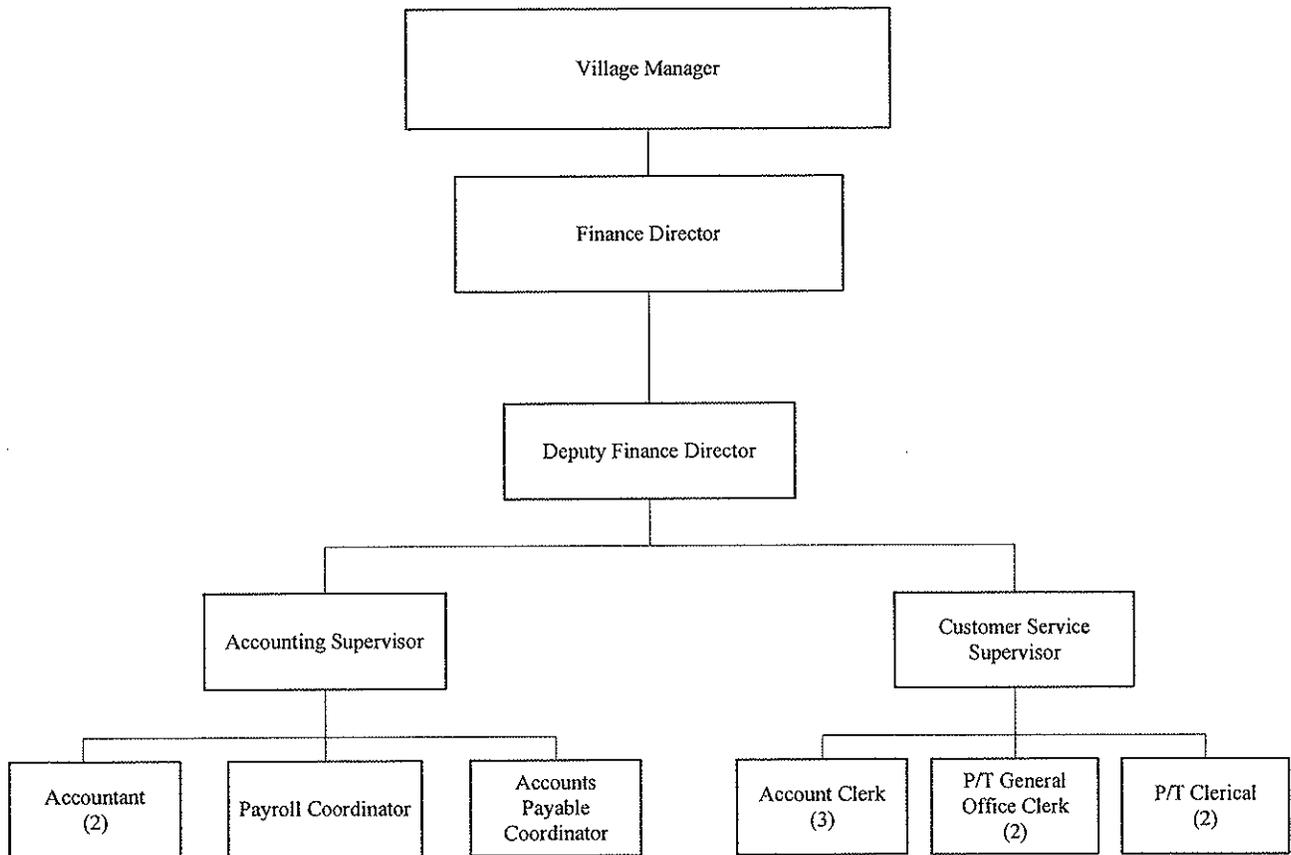
**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
EMPLOYEE BENEFITS						
Medical Insurance				186,092	196,917	224,910
Social Security				65,911	68,205	73,518
Medicare				17,248	18,311	18,873
IMRF Pension				124,734	135,580	159,616
Other Retirement Expense				3,208	-	-
Sick Leave Incentive				12,550	13,952	9,500
Vacation/Personal Leave Incentive				24,250	38,104	24,000
Employee Allowances				6,001	6,001	6,001
Other Compensation				15,001	16,463	15,001
Merit Pay Pool				-	20,000	20,000
Salary Adjustment Pool				-	20,000	20,000
				454,995	533,533	571,419
TOTAL	14.95	15.45	15.45	1,616,435	1,709,781	1,777,644

(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	13.85	13.85	13.85
Part-Time	1.00	1.00	1.00
Seasonal	2.00	3.00	3.00

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
2013 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.

2011 ACCOMPLISHMENTS

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

Prepared 2012 Annual Budget.

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

Received GFOA Distinguished Budget Award for the 2011 Budget.

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

Updated Village Fund Balance Policy.

Conducted the Village Fixed Asset Appraisal.

Successfully implemented the new ERP software in June for the Human Resource, Payroll, and E-Suite Employee and Time Sheet modules. Evaluated payroll process and implemented improvements through the implementation of the ERP project.

2012 ACCOMPLISHMENTS

Continually monitored the revenues and constrained spending to keep in line with current revenue streams.

Completed audit and preparation of the 2011 Comprehensive Annual Financial Report by June 30.

Prepared 2013 Annual Budget.

Prepared 2013 - 2017 Capital Improvements Plan and five year financial forecast.

Received GFOA Distinguished Budget Award for the 2012 Budget.

Received GFOA Certificate of Achievement for Excellence in Financial Reports for 2011 Comprehensive Annual Financial Report.

Coordinated ERP software implementation for the Utility Management and Community Development modules.

Evaluated the Utility Billing process and implemented improvements through the ERP project.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FINANCE DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

Selected and implemented firm for Utility Billing Production and Vehicle License Billing Production services.

Implemented new software for Vehicle License sales which allowed about 50% of the processing to be outsourced. This software improved the workflow within the department and provides on-line sales for the residents.

Conducted Annual Fixed Asset Appraisal. Successfully reviewed and adopted the Appraisal Report and adjusted Financial Statements.

Implemented Laserfische for Miscellaneous Billing invoice detail information.

Started housing all payroll processing files electronically rather than paper.

Implemented Image Direct Deposit with Chase Bank. The Village now scans checks rather than sending them to the bank for processing with the daily deposit.

Implemented iTerminal, online credit card payment processing.

Conducted annual review of standing financial policies.

Updated the Village Fund Balance/Net Assets Policy in November 2012.

2013 OBJECTIVES

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

Complete audit and preparation of the 2012 Comprehensive Annual Financial Report by June 30.

Prepare 2014 Annual Budget.

Prepare 2014 - 2018 Capital Improvements Plan and five year financial forecast.

Receive GFOA Distinguished Budget Award for the 2013 Budget.

Receive GFOA Certificate of Achievement for Excellence in Financial Reports for 2012 Comprehensive Annual Financial Report.

Coordinate ERP software implementation through all remaining phases of project.

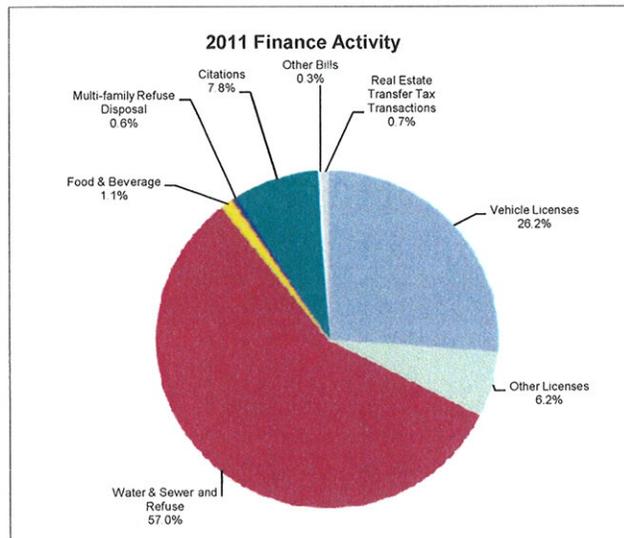
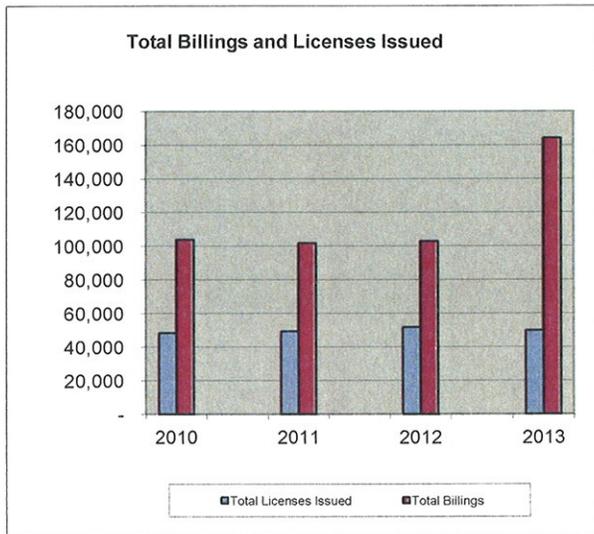
Evaluate process and implement improvements throughout the ERP project.

Conduct annual review of standing financial policies.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FINANCE DEPARTMENT**

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Licenses Issued				
Vehicle Licenses	40,018	39,834	42,224	40,700
Other Licenses	8,309	9,475	9,492	9,100
Total Licenses Issued	48,327	49,309	51,716	49,800
Billings				
Water & Sewer and Refuse	86,057	86,701	90,273	150,000
Food & Beverage	1,732	1,745	1,756	1,745
Multi-family Refuse Disposal	948	950	950	-
Citations	14,438	11,935	9,481	11,950
Other Bills	659	466	400	430
Total Billings	103,834	101,797	102,860	164,125
Real Estate Transfer Tax Transactions	1,086	1,022	899	1,000



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
FINANCE DEPARTMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	337,956	329,303	334,730	345,623	351,689
Insurance Programs	368,409	202,678	203,295	388,880	396,641
Cash Management	25,456	26,253	26,253	27,053	27,794
Accounting	397,413	465,678	457,516	477,495	493,354
Customer Service	432,529	493,117	475,390	494,366	509,535
	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	742,129	785,207	785,597	796,312	812,170
Personal Services-Employee Benefits	270,750	311,535	307,522	339,025	359,770
Other Employee Costs	7,144	10,750	8,100	9,100	9,150
Contractual Services	185,467	206,955	200,255	202,405	204,511
Utilities	3,683	4,720	4,900	4,750	4,810
Insurance	326,268	159,712	160,760	344,875	351,284
Commodities & Supplies	26,322	37,150	29,050	36,950	37,318
Office Equipment	-	1,000	1,000	-	-
	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013

SOURCE OF FUNDS					
001 General Fund	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013
	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013

BUDGET DISCUSSION AND ANALYSIS

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

The Finance Department overall budget increased 14.26%. While all program budgets within the Finance Department increased for 2013, the most significant increase is in the Insurance Program Budget. The Liability Insurance and the Worker's Compensation Insurance budgets reflect the full cost of the program for 2013.

**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT
ADMINISTRATION**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES						
001.30.01.00.0.000.500.001	Full-Time Earnings	117,562	118,921	118,921	121,476	123,906
001.30.01.00.0.000.506.001	Longevity Pay	400	400	400	400	400
		117,962	119,321	119,321	121,876	124,306
PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.30.01.00.0.000.510.001	Medical Insurance	11,177	12,250	12,247	13,244	14,039
001.30.01.00.0.000.511.001	Social Security	6,342	6,416	6,416	6,853	6,991
001.30.01.00.0.000.511.002	Medicare	1,645	1,797	1,797	1,808	1,845
001.30.01.00.0.000.512.001	IMRF Pension Expense	13,112	13,699	13,699	15,842	17,268
001.30.01.00.0.000.513.001	Sick Leave Incentive	732	1,000	1,000	750	750
001.30.01.00.0.000.513.002	Vac/Pers Leave Incent.	2,837	3,500	3,500	2,000	2,000
001.30.01.00.0.000.513.003	Retiree Sick Incentive	17,173	-	-	-	-
		53,018	38,662	38,659	40,497	42,893
OTHER EMPLOYEE COSTS						
001.30.01.00.0.000.518.001	Dues & Memberships	1,791	2,250	2,100	2,100	2,150
001.30.01.00.0.000.522.001	Travel & Meetings	4,808	6,250	4,500	5,500	5,500
001.30.01.00.0.000.525.004	Training	545	2,250	1,500	1,500	1,500
		7,144	10,750	8,100	9,100	9,150
CONTRACTUAL SERVICES						
001.30.01.00.0.000.530.001	Actuarial Services	2,650	2,400	2,400	2,400	2,400
001.30.01.00.0.000.530.004	Collection Services	608	250	-	250	250
001.30.01.00.0.000.530.006	Other Prof. Serv.	23,981	14,650	11,500	13,500	13,500
001.30.01.00.0.000.532.002	Equipment Maint.	3,360	2,950	1,250	2,850	2,900
001.30.01.00.0.000.535.001	Ambulance Billing	52,897	52,500	56,900	52,500	53,500
001.30.01.00.0.000.544.002	Postage Expense	2,357	3,500	2,800	4,000	4,000
001.30.01.00.0.000.551.001	Copier Lease Payment	4,771	5,500	5,900	5,900	5,900
001.30.01.00.0.000.562.002	Printing Expense	416	2,200	2,000	2,000	2,000
001.30.01.00.0.000.563.003	Bank Processing Fees	48,530	51,000	67,000	67,000	67,000
		139,570	134,950	149,750	150,400	151,450
UTILITIES						
001.30.01.00.0.000.589.001	Telephone - Land Lines	2,486	3,320	3,100	2,950	3,010
001.30.01.00.0.000.590.001	Telephone - Cellular	1,197	1,400	1,800	1,800	1,800
		3,683	4,720	4,900	4,750	4,810

**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.30.01.00.0.000.604.001 Office Equipment	39	500	500	500	500
001.30.01.00.0.000.606.001 Office Supplies	4,027	3,900	4,000	4,000	4,080
001.30.01.00.0.000.608.001 Other Supplies	1,491	1,250	1,250	1,250	1,250
001.30.01.00.0.000.610.001 Paper & Supplies	10,115	13,000	6,000	12,000	12,000
001.30.01.00.0.000.612.001 Publications	907	1,250	1,250	1,250	1,250
	16,579	19,900	13,000	19,000	19,080

OFFICE EQUIPMENT					
001.30.01.00.0.000.656.003 Office Eqpt - Fin	-	1,000	1,000	-	-
	-	1,000	1,000	-	-

TOTAL ADMINISTRATION	337,956	329,303	334,730	345,623	351,689
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INSURANCE PROGRAMS

PERSONAL SERVICES-SALARIES & WAGES					
001.30.01.00.0.100.500.001 Full-Time Earnings	32,667	32,328	32,328	33,034	33,695
001.30.01.00.0.100.506.001 Longevity Pay	100	100	100	100	100
	32,767	32,428	32,428	33,134	33,795

PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.30.01.00.0.100.510.001 Medical Insurance	3,726	4,084	4,082	4,415	4,680
001.30.01.00.0.100.511.001 Social Security	1,669	1,656	1,656	1,763	1,799
001.30.01.00.0.100.511.002 Medicare	444	471	471	481	491
001.30.01.00.0.100.512.001 IMRF Pension Expense	3,535	3,723	3,723	4,212	4,592
001.30.01.00.0.100.513.001 Sick Leave Incentive	-	174	175	-	-
001.30.01.00.0.100.513.002 Vac/Pers Leave Incent.	-	430	-	-	-
	9,374	10,538	10,107	10,871	11,562

INSURANCE					
001.30.01.00.0.100.596.001 Liability Insurance	243,821	113,221	113,221	266,033	272,084
001.30.01.00.0.100.596.004 Workers' Comp. Ins.	48,947	23,839	23,839	54,750	55,000
001.30.01.00.0.100.596.008 Other Insurance	7,500	7,500	7,500	7,500	7,500
001.30.01.00.0.100.597.003 Life Insurance	26,000	15,152	16,200	16,592	16,700
	326,268	159,712	160,760	344,875	351,284

TOTAL INSURANCE PROGRAMS	368,409	202,678	203,295	388,880	396,641
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**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT
CASH MANAGEMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.30.01.00.0.101.500.001 Full-Time Earnings	21,506	21,937	21,937	22,376	22,824
001.30.01.00.0.101.506.001 Longevity Pay	100	100	100	100	100
	21,606	22,037	22,037	22,476	22,924
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.30.01.00.0.101.511.001 Social Security	1,231	1,366	1,366	1,394	1,422
001.30.01.00.0.101.511.002 Medicare	288	320	320	326	333
001.30.01.00.0.101.512.001 IMRF Pension Expense	2,331	2,530	2,530	2,857	3,115
	3,850	4,216	4,216	4,577	4,870
TOTAL CASH MANAGEMENT	25,456	26,253	26,253	27,053	27,794

**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT
ACCOUNTING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.30.31.00.0.000.500.001 Full-Time Earnings	292,332	314,362	314,362	314,643	320,936
001.30.31.00.0.000.503.001 Overtime	62	218	218	218	223
001.30.31.00.0.000.506.001 Longevity Pay	900	900	900	1,000	1,000
	293,294	315,480	315,480	315,861	322,159
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.30.31.00.0.000.510.001 Medical Insurance	46,986	80,696	77,434	88,661	93,981
001.30.31.00.0.000.511.001 Social Security	16,912	19,550	19,550	19,586	19,978
001.30.31.00.0.000.511.002 Medicare	3,955	4,577	4,577	4,583	4,675
001.30.31.00.0.000.512.001 IMRF Pension Expense	31,703	36,220	36,220	40,149	43,763
	99,556	141,043	137,781	152,979	162,397
CONTRACTUAL SERVICES					
001.30.31.00.0.000.530.006 Other Prof. Serv.	505	505	505	505	515
001.30.31.00.0.000.544.002 Postage Expense	2,620	3,000	2,000	3,000	3,060
001.30.31.00.0.000.562.002 Printing Expense	58	500	-	500	510
	3,183	4,005	2,505	4,005	4,085
COMMODITIES & SUPPLIES					
001.30.31.00.0.000.604.001 Office Equipment	-	200	-	200	204
001.30.31.00.0.000.606.001 Office Supplies	593	750	750	750	765
001.30.31.00.0.000.608.001 Other Supplies	-	2,200	-	2,200	2,244
001.30.31.00.0.000.610.001 Paper & Supplies	787	2,000	1,000	1,500	1,500
	1,380	5,150	1,750	4,650	4,713
TOTAL ACCOUNTING	397,413	465,678	457,516	477,495	493,354

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.30.32.00.0.000.500.001 Full-Time Earnings	213,126	218,931	218,931	223,310	227,777
001.30.32.00.0.000.501.001 Part-Time Earnings	59,713	71,500	71,500	74,045	75,526
001.30.32.00.0.000.503.001 Overtime	1,761	3,610	4,000	3,610	3,683
001.30.32.00.0.000.506.001 Longevity Pay	1,900	1,900	1,900	2,000	2,000
	<u>276,500</u>	<u>295,941</u>	<u>296,331</u>	<u>302,965</u>	<u>308,986</u>
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.30.32.00.0.000.510.001 Medical Insurance	54,018	58,775	59,050	66,594	70,590
001.30.32.00.0.000.511.001 Social Security	16,400	18,133	18,133	18,882	19,260
001.30.32.00.0.000.511.002 Medicare	3,835	4,297	4,297	4,421	4,510
001.30.32.00.0.000.512.001 IMRF Pension Expense	29,920	33,979	33,979	38,704	42,188
001.30.32.00.0.000.513.001 Sick Leave Incentive	-	807	1,000	750	750
001.30.32.00.0.000.513.002 Vac/Pers Leave Incent.	779	1,085	300	750	750
	<u>104,952</u>	<u>117,076</u>	<u>116,759</u>	<u>130,101</u>	<u>138,048</u>
CONTRACTUAL SERVICES					
001.30.32.00.0.000.530.006 Other Prof. Serv.	14,734	35,700	15,700	15,700	16,020
001.30.32.00.0.000.544.002 Postage Expense	26,823	32,000	32,000	32,000	32,650
001.30.32.00.0.000.562.002 Printing Expense	1,157	300	300	300	306
	<u>42,714</u>	<u>68,000</u>	<u>48,000</u>	<u>48,000</u>	<u>48,976</u>
COMMODITIES & SUPPLIES					
001.30.32.00.0.000.606.001 Office Supplies	1,780	2,250	2,250	2,250	2,300
001.30.32.00.0.000.610.001 Paper & Supplies	181	2,800	5,650	4,650	4,650
001.30.32.00.0.000.618.001 Business Licenses	681	1,100	650	650	675
001.30.32.00.0.000.618.002 Vehicle Licenses	5,721	5,950	5,750	5,750	5,900
	<u>8,363</u>	<u>12,100</u>	<u>14,300</u>	<u>13,300</u>	<u>13,525</u>
TOTAL CUSTOMER SERVICE	432,529	493,117	475,390	494,366	509,535
TOTAL FINANCE DEPARTMENT	1,561,763	1,517,029	1,497,184	1,733,417	1,779,013

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

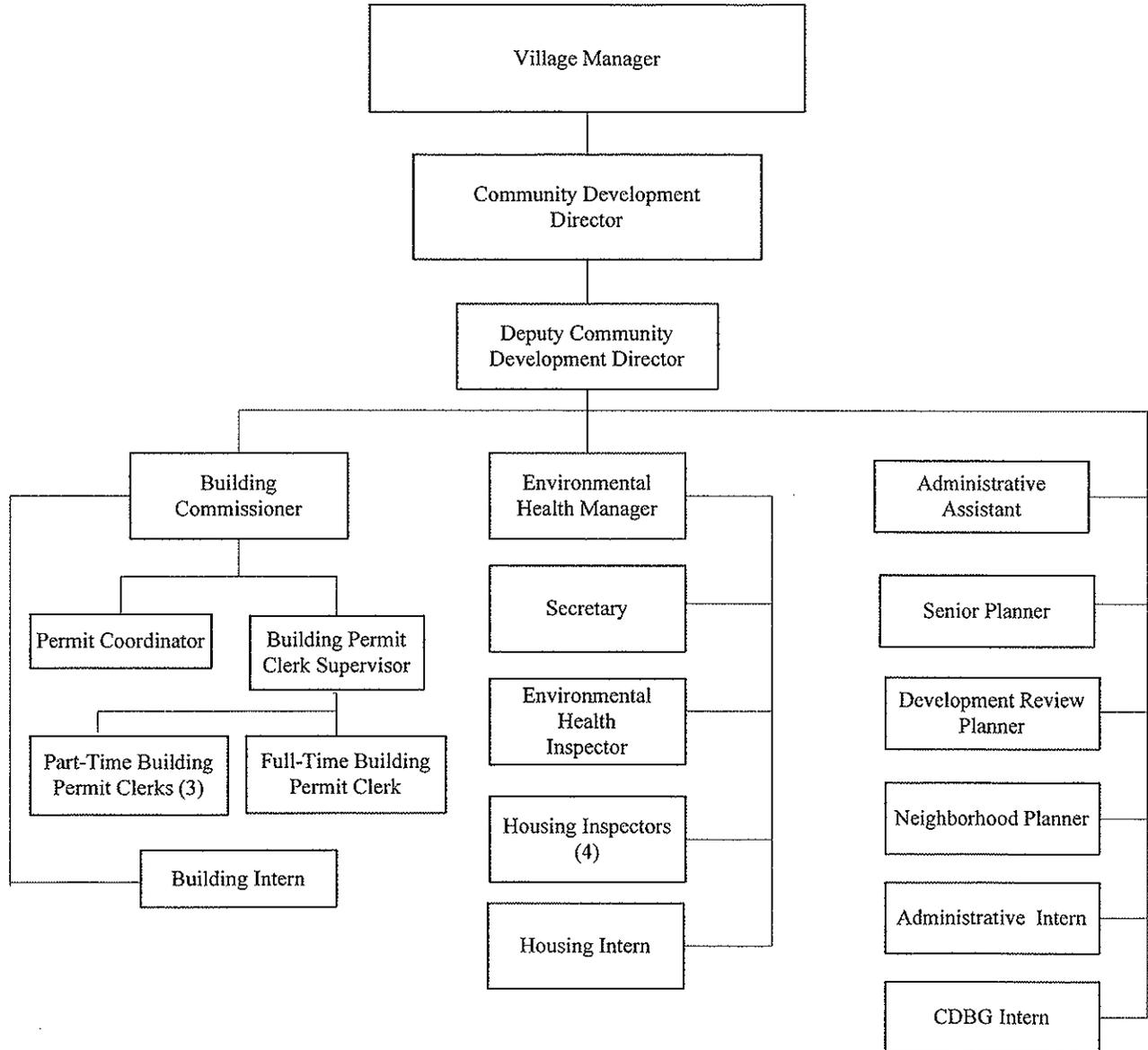
Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Finance Director	1.00	1.00	1.00	126,000	129,312	132,134
Deputy Finance Director	1.00	1.00	1.00	85,500	87,748	89,504
Accounting Supervisor	1.00	1.00	1.00	69,345	70,732	72,147
Accountant	2.00	2.00	2.00	113,487	115,755	112,064
Payroll Coordinator	1.00	1.00	1.00	54,181	55,264	56,369
Accounts Payable Coordinator	1.00	1.00	1.00	49,680	50,674	51,687
Customer Service Supervisor	1.00	1.00	1.00	59,820	61,017	62,237
Account Clerk	3.00	3.00	3.00	133,313	135,977	138,697
	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>691,326</u>	<u>706,479</u>	<u>714,839</u>
PART TIME						
P/T General Office Clerk	1.00 (2)	1.00 (2)	1.00 (2)	31,135	33,800	36,146
Clerical - Customer Service	1.00 (2)	1.00 (2)	1.00 (2)	32,956	37,700	37,899
	<u>2.00 (4)</u>	<u>2.00 (4)</u>	<u>2.00 (4)</u>	<u>64,091</u>	<u>71,500</u>	<u>74,045</u>
OTHER COMPENSATION						
Overtime Earnings				3,825	3,828	3,828
Longevity Pay				3,900	3,400	3,600
				<u>7,725</u>	<u>7,228</u>	<u>7,428</u>
EMPLOYEE BENEFITS						
Medical Insurance				115,907	155,805	172,914
Social Security				46,227	47,121	48,478
Medicare				11,140	11,462	11,619
IMRF Pension				82,123	90,151	101,764
Sick Leave Incentive				1,000	1,981	1,500
Vacation/Personal Leave Incentive				4,500	5,015	2,750
Retiree Sick Incentive				17,500	-	-
				<u>278,397</u>	<u>311,535</u>	<u>339,025</u>
TOTAL	13.00	13.00	13.00	1,041,539	1,096,742	1,135,337

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

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



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 17 full time employees, 3 part-time employees and 4 seasonal employees.

**VILLAGE OF MOUNT PROSPECT
2013 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.

2011 ACCOMPLISHMENTS

The Department completed 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 were implemented in November 2011 and replaced nine existing software programs being utilized by the department. Processes and workflows were refined to provide greater efficiency with the new computer software system.

In June 2011, the Village Board approved the Northwest Highway Corridor Study. The Study is a comprehensive look at the corridor and makes recommendations for economic development, transportation, housing, and community amenities.

The Village joined the Northwest Suburban Housing Collaborative to work with surrounding municipalities in a coordinated manner to address foreclosure and housing issues in the region. The five member communities of the Collaborative include Arlington Heights, Buffalo Grove, Mount Prospect, Palatine, and Rolling Meadows.

As part of the Communities Putting Prevention to Work (CPPW) initiative, the Department participated in the Healthy Corner Store program. Mi Mexico (1760 W. Algonquin) enrolled in the program and added six healthy foods to the store's inventory. CPPW staff purchased equipment and shelving on behalf of Mi Mexico.

Communities Putting Prevention to Work (CPPW) developed a School Travel Plan with School District 57. The School Travel Plan included drop off and pick up details for all four schools in the district and made recommendations for improvements. The School Travel Plan is important because it is a component of the Safe Routes to School Grant application. The Village and School District 57 used the School Travel Plan as part of the application for the next funding cycle of Safe Routes to School.

In 2011, the Community Development Department applied for a grant through the Regional Transportation Authority (RTA) Community Planning Program. The grant funded a Downtown Implementation Plan which included market studies, financial analysis of key properties, concept plans, and review of the TIF district. The application for funding was awarded in 2012 and the study is anticipated to be completed in 2013.

With the Village's Community Development Block Grant (CDBG), the Department provided funding assistance to ten Public Service Programs and six Low/Moderate Income Projects; all of which addressed objectives in the Village's Strategic Plan and high priority needs as established in the 2010-2014 Consolidated Plan.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT**

2011 ACCOMPLISHMENTS (continued)

The Department assisted fourteen households through the Village's CDBG Emergency Repair, Single Family Rehab Loan and Weatherization Grant Programs. A bathroom was remodeled at the group home owned by Search Inc., improving accessibility for six women with developmental disabilities. Public Improvements included a portion of the Briarwood Sanitary Sewer Project which replaced an existing sanitary sewer main that was failing and causing back-ups into basements in a low- moderate-income census tract. CDBG funding was also used for ceiling installation, repairs and repainting at the CEDA Northwest Headquarters in Mount Prospect.

Through the First Time Homebuyer Program, the Department assisted one household with a forgivable loan for down payment assistance with a grant from the Illinois Housing Development Authority (IHDA).

The Randhurst Project continued its momentum in 2011 by completing construction on a significant number of the shell buildings. Randhurst Village new tenants included: AMC Theater, Charming Charlie's, Old Navy, Carters, TJ Maxx, Petsmart, Wet Seal, Pei-Wei, Tony Sacco's, and Subway. Additionally, the parking garage opened offering Randhurst shoppers adequate parking.

Following 2011's record-breaking summer storms, staff responded to the Community needs with additional permit checklists for flood and storm events. Consequentially, staff continued to see an increased need for technical advice and resident support for flood prevention tips/repair advice.

The Department continued its permit enforcement process, which includes 30-day expiration letters and courtesy letters prior to issuance of a Notice of Violation. The enforcement process ensures projects are completed and built to code prior to the issuance of a certificate of occupancy.

The Department was successful in seeking demolition or repair of non-compliant rental properties through the Village's Adjudication Program and also through the Circuit Court system. In 2011 the Village placed over \$85,000 in judgments for properties which did not conform to code. These efforts worked to improve the quality of life for residents living in these properties.

The Department held joint meetings with local bank representatives to resolve communication and compliance delays regarding property maintenance concerns on foreclosed and vacant properties. The increased communication has resulted in more voluntary compliance with the Village's property maintenance requirements.

2012 ACCOMPLISHMENTS

The Department collaborated with Active Transportation Alliance and Sam Schwartz Engineering to complete a Bike Plan for Mount Prospect. The Bike Plan was approved by the Village Board in 2012 and recommends a bike network and improvements, a safety and education plan, and includes an implementation schedule. The Bike Plan will provide future guidance for improving the overall bike network within Mount Prospect.

The Department successfully managed the annexation of two large unincorporated parcels into the Village in 2012. These included 13 acres of the United Airlines parcel on Dempster Road and 14 acres of the ARC Disposal Property on South Busse Road.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

The Village continued its collaborative efforts as part of the Northwest Suburban Housing Collaborative. In 2012 the Village completed a Homes for a Changing Region study through the Collaborative which analyzed the current and future housing needs for the municipality.

Ten public service programs were funded through the Community Development Block Grant which addressed high priority needs as identified in the 2010-2014 Consolidated Plan such as emergency housing, youth programs and supportive programs for persons with special needs. The Department assisted twelve households through the Village's CDBG Emergency Repair, Single Family Rehab Loan and Weatherization Grant Programs. Energy efficient improvements were completed at CEDA Northwest's headquarter building, at 1300 W. Northwest Highway in Mount Prospect, which included insulating and air sealing the soffits, adding insulation at the roof deck and replacing the front lobby window wall.

Public parkway trees were replaced in a low-moderate income census tract that had been damaged by recent storms or lost due to the Emerald Ash Borer infestation. A section of missing sidewalk was constructed along the north side of Kensington Road, serving existing single family homes, multifamily homes, schools, parks and businesses.

Completed the migration from old software systems to New Village Enterprise Resource Program (ERP) software for permits, building and zoning plan reviews, service requests, and contractor licensing. Improved communication with other departments through the use of the software system.

Performed maintenance and documentation of archival history in order to retire old permit software systems.

Improved the building inspection process and achieved an inspection scheduling request time of 24 hours for same cost as previous services offered by the Department.

Improved processing of bond refunds for construction permits to limit time to process refunds in less than thirty days on average.

The Department performed tenant's rights education seminars on a monthly basis at the Community Connections Center. Classes were performed in both English and Spanish.

The Department implemented the E-Suite component of the Village's ERP software that allows residents to submit service requests via the Village's website. The added feature provides yet another opportunity for residents to contact the Village for service related issues.

Aggressive Circuit Court actions seeking demolition or repair of non-compliant rental properties improved the quality of life for residents living in these properties and code compliance from property owners.

Environmental Health staff cross trained new Police shift personnel on rental license and property maintenance requirements for more coordinated and pro-active effort to reduce crime and improve the quality of life for residents.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

Code enforcement inspectors began utilizing iPads to investigate Service Requests eliminating the need for duplicate data entry and providing inspectors in-field access to property information.

Continued to successfully utilize the adjudication process to remedy property maintenance violations in an efficient and timely manner. This process results in limiting the burden on surrounding neighbors while violations are addressed.

2013 OBJECTIVES

Develop a Downtown Implementation Plan through utilization of grant funds received from the Regional Transportation Authority (RTA) which will include a market analysis, financial analysis, concept planning, and review of the existing TIF district.

Continue to review surrounding unincorporated areas to determine the feasibility of annexation and the potential benefits and disadvantages to annexing these areas.

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

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

Reduce the cost burden for residents who would not be able to rehab their homes without Community Development Block Grant assistance by completing twelve rehab projects through the Emergency Repair, Single Family Rehab Loan, and Weatherization Grant Programs.

Continue to finance public improvements in low-moderate income census tracts with Community Development Block Grant funds by completing another missing section of sidewalk along Kensington Road.

Continue to leverage the new ERP software in order to improve Department efficiencies through electronic means. The Department will work to maximize the E-Suite component of the software by allowing residents to submit service requests, apply for select permits, and pay for transactions via the Village's website. Staff will also maximize the use of handheld computer devices for inspectors to allow inspections to be performed and logged in the field directly into the ERP system.

Utilize the Village's ERP software to log, bill, and license elevator inspections within the Community Development Department.

Implement the process of accepting credit/debit cards at the permit counter for Department financial transactions.

Conduct a customer satisfaction survey regarding the Department's Building Inspection Process and potential technology improvements to processes offered by the Department to provide increased service options to customers.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT**

2013 OBJECTIVES (continued)

Integrate the annual rental dwelling and food inspection processes into the Village's ERP software program while taking advantage of technology to improve inspector efficiency, improve communication, and reduce filing while improving record keeping.

Encourage routine maintenance of vacant properties in foreclosure through education, enforcement, and abatement as necessary.

Continue joint efforts with Police and Fire Departments regarding rental dwelling inspections to improve the quality of life and housing for residents.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
COMMUNITY DEVELOPMENT DEPARTMENT**

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Planning Division				
ZBA - Variations	10	19	12	11
ZBA - Conditional Uses	7	16	12	8
ZBA - Text Amendments	-	-	2	2
ZBA - Rezoning	1	-	2	1
Plats (Subdivision, Consolidation, Dedication)	2	4	2	3
Business Retention Visits	50	41	9	45
Minor Variation	-	-	1	1
Administrative Approval of Porches	4	6	3	5
Signs				
Variations	3	8	10	5
Special Uses	2	2	1	1
Community Development Block Grant				
Single Family Rehab Loan	7	5	8	8
Weatherization Grant Projects	-	1	2	2
Emergency Repair Loan	2	1	2	2
First Time Homebuyers	1	1	N/A	N/A
Building Division				
Permits Issued	2,922	2,821	2,400	2,200
Plan Reviews (in house)	425	325	350	320
Plan Reviews (3rd party)	80	190	150	90
Building Code Inspections	8,783	8,508	9,000	9,000
C.O. Issued	127	149	100	120
Garage Sale Permits	713	534	650	600
Environmental Health Division				
Inspections				
Food Service	400	394	400	400
Multi-Family Buildings	664	664	583	600
Reinspections				
Food Service	330	328	330	330
Multi-Family Buildings	536	418	450	450
Community Development - Service Requests				
Inspections	2,218	2,139	2,500	2,500
Reinspections	9,566	10,388	10,400	10,400



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
COMMUNITY DEVELOPMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	260,727	266,936	267,399	292,161	300,131
Economic Development	104,787	115,024	115,094	118,463	121,789
Planning and Zoning	263,423	293,403	288,565	299,073	308,295
Building	837,640	779,202	819,931	792,604	812,850
Housing Inspections	506,322	561,321	562,043	575,811	593,845
Health inspections	137,445	150,196	150,129	156,163	160,963
	2,110,344	2,166,082	2,203,161	2,234,275	2,297,873

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	1,186,396	1,120,015	1,165,326	1,156,942	1,179,662
Personal Services-Employee Benefits	479,445	475,724	467,885	534,307	565,023
Other Employee Costs	17,984	25,709	25,709	25,738	26,253
Contractual Services	402,070	500,903	500,853	482,371	491,312
Utilities	11,276	21,217	21,217	15,946	16,266
Commodities & Supplies	12,586	18,900	18,971	18,971	19,357
Office Equipment	587	3,614	3,200	-	-
	2,110,344	2,166,082	2,203,161	2,234,275	2,297,873

SOURCE OF FUNDS					
001 General Fund	2,109,424	2,165,082	2,202,221	2,233,285	2,296,833
022 Downtown Redevelopment	920	1,000	940	990	1,040
	2,110,344	2,166,082	2,203,161	2,234,275	2,297,873

BUDGET DISCUSSION AND ANALYSIS

The Community Development budget includes the costs associated with the Administration, Economic Development, Planning and Zoning, Building, Housing Inspections, and Health Inspections programs. The 2013 budget of \$2,234,275 increased 3.15% from the 2012 budget.

Community Development realized a cost savings to its overall operations budget through the outsourcing of the Building Inspection services. Outsourcing resulted in the elimination of four full-time building inspector staff positions. The building inspector union contract ended in April 2011, reducing the annual budget expenses for 2012. The restructuring of the program resulted in additional savings for Contractual Services for the 2013 Budget with the reduction of vehicles for the Building division.

In 2011 Community Development eliminated one of the three full-time building clerk positions. The elimination of this position resulted in the loss of approximately 2,000 employee hours to staff the permit counter. In 2012 the Department transitioned from utilizing the remaining two full-time clerk positions to one full-time and three part-time positions. The transition was cost neutral, but provided the Department with an additional 1,000 employee hours annually to return services closer to 2011 levels.

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.01.00.0.000.500.001 Full-Time Earnings	169,772	173,807	173,807	177,314	180,861
001.40.01.00.0.000.502.001 Seasonal Earnings	-	5,000	5,000	5,000	5,000
001.40.01.00.0.000.506.001 Longevity Pay	450	450	450	450	450
	170,222	179,257	179,257	182,764	186,311
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.01.00.0.000.510.001 Medical Insurance	11,175	26,137	26,529	29,914	31,709
001.40.01.00.0.000.510.003 Workers' Comp Ins	38,820	17,987	17,987	32,850	33,000
001.40.01.00.0.000.511.001 Social Security	9,430	10,059	10,059	10,575	10,787
001.40.01.00.0.000.511.002 Medicare	2,366	2,649	2,649	2,703	2,758
001.40.01.00.0.000.512.001 IMRF Pension Expense	18,649	20,005	20,005	23,041	25,115
001.40.01.00.0.000.513.001 Sick Leave Incentive	2,951	2,300	2,300	2,500	2,500
001.40.01.00.0.000.513.002 Vac/Pers Leave Incent.	-	1,000	1,000	1,000	1,000
	83,391	80,137	80,529	102,583	106,869
OTHER EMPLOYEE COSTS					
001.40.01.00.0.000.518.001 Dues & Memberships	1,276	721	721	750	765
001.40.01.00.0.000.522.001 Travel & Meetings	2,989	3,000	3,000	3,000	3,060
	4,265	3,721	3,721	3,750	3,825
UTILITIES					
001.40.01.00.0.000.589.001 Telephone - Land Lines	654	1,628	1,628	800	816
001.40.01.00.0.000.590.001 Telephone - Cellular	1,115	1,264	1,264	1,264	1,290
	1,769	2,892	2,892	2,064	2,106
COMMODITIES & SUPPLIES					
001.40.01.00.0.000.606.001 Office Supplies	1,080	929	1,000	1,000	1,020
	1,080	929	1,000	1,000	1,020
TOTAL ADMINISTRATION	260,727	266,936	267,399	292,161	300,131

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.01.00.0.150.500.001 Full-Time Earnings	57,485	57,936	57,936	59,106	60,289
001.40.01.00.0.150.506.001 Longevity Pay	150	150	150	150	150
	57,635	58,086	58,086	59,256	60,439
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.01.00.0.150.510.001 Medical Insurance	3,725	8,713	8,843	9,972	10,571
001.40.01.00.0.150.511.001 Social Security	3,084	3,213	3,213	3,352	3,420
001.40.01.00.0.150.511.002 Medicare	775	843	843	861	879
001.40.01.00.0.150.512.001 IMRF Pension Expense	6,110	6,669	6,669	7,532	8,210
	13,694	19,438	19,568	21,717	23,080
OTHER EMPLOYEE COSTS					
001.40.01.00.0.150.518.001 Dues & Memberships	595	1,500	1,500	1,500	1,530
	595	1,500	1,500	1,500	1,530
CONTRACTUAL SERVICES					
022.40.01.00.0.150.530.002 Auditing Services	920	1,000	940	990	1,040
001.40.01.00.0.150.536.001 Econ Dev Program	31,943	33,800	33,800	35,000	35,700
001.40.01.00.0.150.536.002 Randhurst Econ Dev	-	1,200	1,200	-	-
	32,863	36,000	35,940	35,990	36,740
TOTAL ECONOMIC DEVELOPMENT	104,787	115,024	115,094	118,463	121,789

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.41.00.0.000.500.001 Full-Time Earnings	168,791	174,858	174,858	183,386	187,054
001.40.41.00.0.000.506.001 Longevity Pay	300	800	800	500	500
	169,091	175,658	175,658	183,886	187,554
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.41.00.0.000.510.001 Medical Insurance	30,928	42,177	37,329	42,128	44,656
001.40.41.00.0.000.511.001 Social Security	9,301	10,903	10,903	11,433	11,662
001.40.41.00.0.000.511.002 Medicare	2,175	2,564	2,564	2,677	2,731
001.40.41.00.0.000.512.001 IMRF Pension Expense	18,179	20,167	20,167	23,437	25,547
001.40.41.00.0.000.513.002 Vac/Pers Leave Incent.	-	1,000	1,000	500	500
	60,583	76,811	71,963	80,175	85,096
OTHER EMPLOYEE COSTS					
001.40.41.00.0.000.518.001 Dues & Memberships	1,063	1,350	1,350	1,350	1,377
001.40.41.00.0.000.522.001 Travel & Meetings	1,099	1,137	1,137	1,137	1,160
001.40.41.00.0.000.525.004 Training	3,770	4,500	4,500	4,500	4,590
	5,932	6,987	6,987	6,987	7,127
CONTRACTUAL SERVICES					
001.40.41.00.0.000.532.002 Equipment Maint.	-	1,470	1,470	1,470	1,500
001.40.41.00.0.000.541.001 Legal Notices	3,377	4,000	4,000	4,000	4,080
001.40.41.00.0.000.544.002 Postage Expense	1,041	2,500	2,500	2,115	2,160
001.40.41.00.0.000.551.001 Copier Lease Payment	2,363	2,600	2,600	2,600	2,652
001.40.41.00.0.000.553.001 Vehicle Lease Payment	1,500	1,500	1,500	1,500	1,500
001.40.41.00.0.000.554.001 Vehicle Maint Payment	2,884	3,015	3,015	3,290	3,315
001.40.41.00.0.000.560.001 Technical Services	337	5,390	5,400	1,000	1,020
001.40.41.00.0.000.560.012 Computer Software	396	1,000	1,000	1,000	1,020
001.40.41.00.0.000.562.001 Document Imaging	975	5,000	5,000	5,000	5,100
001.40.41.00.0.000.562.002 Printing Expense	-	750	750	750	765
001.40.41.00.0.000.562.004 Maps & Plats	66	750	750	750	765
001.40.41.00.0.000.572.018 1st-Time Homeowners	10,192	-	-	-	-
	23,131	27,975	27,985	23,475	23,877
UTILITIES					
001.40.41.00.0.000.589.001 Telephone - Land Lines	1,393	2,622	2,622	1,200	1,224
	1,393	2,622	2,622	1,200	1,224

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.40.41.00.0.000.604.001 Office Equipment	687	500	500	500	510
001.40.41.00.0.000.606.001 Office Supplies	2,136	2,200	2,200	2,200	2,244
001.40.41.00.0.000.612.001 Publications	470	650	650	650	663
	3,293	3,350	3,350	3,350	3,417
TOTAL PLANNING AND ZONING	263,423	293,403	288,565	299,073	308,295

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT
BUILDING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.42.00.0.000.500.001 Full-Time Earnings	343,846	223,861	266,111	232,665	237,318
001.40.42.00.0.000.501.001 Part-Time Earnings	2,287	42,250	42,000	49,470	50,460
001.40.42.00.0.000.502.001 Seasonal Earnings	14,701	5,000	5,000	5,000	5,000
001.40.42.00.0.000.503.001 Overtime	6,247	3,039	5,500	3,039	3,100
001.40.42.00.0.000.506.001 Longevity Pay	1,600	2,000	2,000	1,600	1,600
	368,681	276,150	320,611	291,774	297,478
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.42.00.0.000.510.001 Medical Insurance	86,651	51,939	48,207	54,264	57,520
001.40.42.00.0.000.511.001 Social Security	22,083	16,944	16,944	18,156	18,520
001.40.42.00.0.000.511.002 Medicare	5,165	4,010	4,010	4,251	4,337
001.40.42.00.0.000.512.001 IMRF Pension Expense	38,336	31,129	31,129	36,579	39,872
001.40.42.00.0.000.513.002 Vac/Pers Leave Incent.	2,479	250	250	1,000	1,000
	154,714	104,272	100,540	114,250	121,249
OTHER EMPLOYEE COSTS					
001.40.42.00.0.000.518.001 Dues & Memberships	642	1,155	1,155	1,155	1,178
001.40.42.00.0.000.522.001 Travel & Meetings	897	1,650	1,650	1,650	1,683
001.40.42.00.0.000.525.004 Training	3,678	4,500	4,500	4,500	4,590
	5,217	7,305	7,305	7,305	7,451
CONTRACTUAL SERVICES					
001.40.42.00.0.000.530.011 Elevator Inspection	19,972	20,000	20,000	20,000	20,400
001.40.42.00.0.000.544.002 Postage Expense	1,193	2,444	2,444	2,068	2,110
001.40.42.00.0.000.551.001 Copier Lease Payment	2,673	2,600	2,600	6,920	6,920
001.40.42.00.0.000.553.001 Vehicle Lease Payment	5,700	6,000	6,000	-	-
001.40.42.00.0.000.554.001 Vehicle Maint Payment	12,021	12,664	12,664	4,606	4,641
001.40.42.00.0.000.560.001 Technical Services	254,918	318,500	318,500	318,500	324,870
001.40.42.00.0.000.562.001 Document Imaging	-	8,000	8,000	8,000	8,160
001.40.42.00.0.000.562.002 Printing Expense	3,138	5,323	5,323	5,323	5,430
	299,615	375,531	375,531	365,417	372,531
UTILITIES					
001.40.42.00.0.000.589.001 Telephone - Land Lines	1,701	4,136	4,136	2,050	2,091
001.40.42.00.0.000.590.001 Telephone - Cellular	3,732	3,950	3,950	3,950	4,029
	5,433	8,086	8,086	6,000	6,120

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT
BUILDING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.40.42.00.0.000.603.001 Clothing Supplies	1,198	1,200	1,200	1,200	1,224
001.40.42.00.0.000.604.001 Office Equipment	393	882	882	882	900
001.40.42.00.0.000.606.001 Office Supplies	1,785	2,826	2,826	2,826	2,883
001.40.42.00.0.000.612.001 Publications	-	500	500	500	515
001.40.42.00.0.000.613.001 Reference Materials	500	1,750	1,750	1,750	1,785
001.40.42.00.0.000.615.001 Inspection Supplies	104	700	700	700	714
	3,980	7,858	7,858	7,858	8,021
TOTAL BUILDING	837,640	779,202	819,931	792,604	812,850

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.43.41.0.000.500.001 Full-Time Earnings	327,044	335,022	335,022	341,720	348,555
001.40.43.41.0.000.503.001 Overtime	1,468	650	1,500	650	663
001.40.43.41.0.000.506.001 Longevity Pay	2,200	2,600	2,600	2,600	2,600
	330,712	338,272	339,122	344,970	351,818
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.43.41.0.000.510.001 Medical Insurance	70,177	87,208	87,494	97,590	103,446
001.40.43.41.0.000.511.001 Social Security	19,179	20,938	20,938	21,407	21,836
001.40.43.41.0.000.511.002 Medicare	4,485	4,911	4,911	5,009	5,110
001.40.43.41.0.000.512.001 IMRF Pension Expense	35,340	38,836	38,836	43,881	47,831
001.40.43.41.0.000.513.002 Vac/Pers Leave Incent.	-	250	250	250	250
	129,181	152,143	152,429	168,137	178,473
OTHER EMPLOYEE COSTS					
001.40.43.41.0.000.518.001 Dues & Memberships	509	531	531	531	542
001.40.43.41.0.000.522.001 Travel & Meetings	96	1,050	1,050	1,050	1,071
001.40.43.41.0.000.525.004 Training	1,068	3,300	3,300	3,300	3,366
	1,673	4,881	4,881	4,881	4,979
CONTRACTUAL SERVICES					
001.40.43.41.0.000.530.006 Other Prof. Serv.	4,546	12,706	12,706	10,000	10,200
001.40.43.41.0.000.551.001 Copier Lease Payment	2,854	2,600	2,600	2,600	2,652
001.40.43.41.0.000.553.001 Vehicle Lease Payment	10,400	9,400	9,400	6,000	6,000
001.40.43.41.0.000.554.001 Vehicle Maint Payment	20,036	21,107	21,107	23,030	23,206
001.40.43.41.0.000.560.001 Technical Services	1,202	5,000	5,000	5,000	5,100
001.40.43.41.0.000.562.002 Printing Expense	59	1,751	1,751	1,751	1,786
	39,097	52,564	52,564	48,381	48,944
UTILITIES					
001.40.43.41.0.000.589.001 Telephone - Land Lines	523	1,005	1,005	600	612
001.40.43.41.0.000.590.001 Telephone - Cellular	1,631	4,295	4,295	4,295	4,381
	2,154	5,300	5,300	4,895	4,993
COMMODITIES & SUPPLIES					
001.40.43.41.0.000.603.001 Clothing Supplies	2,248	1,600	1,600	1,600	1,632
001.40.43.41.0.000.604.001 Office Equipment	149	750	750	750	765
001.40.43.41.0.000.606.001 Office Supplies	40	1,697	1,697	1,697	1,731
001.40.43.41.0.000.615.001 Inspection Supplies	481	500	500	500	510
	2,918	4,547	4,547	4,547	4,638

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OFFICE EQUIPMENT					
001.40.43.41.0.000.655.002 Computer Eqpt - New	587	3,614	3,200	-	-
	587	3,614	3,200	-	-
TOTAL HOUSING INSPECTIONS	506,322	561,321	562,043	575,811	593,845

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.40.43.42.0.000.500.001 Full-Time Earnings	83,144	84,952	84,952	86,652	88,385
001.40.43.42.0.000.502.001 Seasonal Earnings	4,875	5,000	5,000	5,000	5,000
001.40.43.42.0.000.503.001 Overtime	1,236	1,840	1,840	1,840	1,877
001.40.43.42.0.000.506.001 Longevity Pay	800	800	800	800	800
	90,055	92,592	92,592	94,292	96,062
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.40.43.42.0.000.510.001 Medical Insurance	21,330	23,805	23,738	27,070	28,695
001.40.43.42.0.000.511.001 Social Security	5,411	5,687	5,687	5,941	6,060
001.40.43.42.0.000.511.002 Medicare	1,266	1,375	1,375	1,392	1,420
001.40.43.42.0.000.512.001 IMRF Pension Expense	9,257	10,056	10,056	11,542	12,581
001.40.43.42.0.000.513.001 Sick Leave Incentive	618	1,000	1,000	1,000	1,000
001.40.43.42.0.000.513.002 Vac/Pers Leave Incent.	-	1,000	1,000	500	500
	37,882	42,923	42,856	47,445	50,256
OTHER EMPLOYEE COSTS					
001.40.43.42.0.000.518.001 Dues & Memberships	219	365	365	365	372
001.40.43.42.0.000.522.001 Travel & Meetings	-	250	250	250	255
001.40.43.42.0.000.525.004 Training	83	700	700	700	714
	302	1,315	1,315	1,315	1,341
CONTRACTUAL SERVICES					
001.40.43.42.0.000.533.001 Pest Control	225	800	800	800	816
001.40.43.42.0.000.551.001 Copier Lease Payment	2,729	2,600	2,600	2,600	2,652
001.40.43.42.0.000.553.001 Vehicle Lease Payment	1,500	1,500	1,500	1,500	1,500
001.40.43.42.0.000.554.001 Vehicle Maint Payment	2,884	3,015	3,015	3,290	3,315
001.40.43.42.0.000.560.001 Technical Services	-	388	388	388	396
001.40.43.42.0.000.562.002 Printing Expense	26	530	530	530	541
	7,364	8,833	8,833	9,108	9,220
UTILITIES					
001.40.43.42.0.000.589.001 Telephone - Land Lines	527	1,205	1,205	675	689
001.40.43.42.0.000.590.001 Telephone - Cellular	-	1,112	1,112	1,112	1,134
	527	2,317	2,317	1,787	1,823

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.40.43.42.0.000.603.001 Clothing Supplies	600	500	500	500	510
001.40.43.42.0.000.604.001 Office Equipment	-	882	882	882	900
001.40.43.42.0.000.606.001 Office Supplies	197	300	300	300	306
001.40.43.42.0.000.615.001 Inspection Supplies	518	534	534	534	545
	1,315	2,216	2,216	2,216	2,261
TOTAL HEALTH INSPECTIONS	137,445	150,196	150,129	156,163	160,963
TOTAL COMMUNITY DEVELOPMENT	2,110,344	2,166,082	2,203,161	2,234,275	2,297,873

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

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Community Development Director	1.00	1.00	1.00	128,000	131,364	134,033
Deputy Community Dvlpmnt Dir.	1.00	1.00	1.00	97,808	100,379	102,387
Environmental Health Manager	1.00	1.00	1.00	90,450	92,259	94,104
Building Commissioner	1.00	1.00	1.00	84,547	86,238	87,963
Building Inspectors	1.00	-	-	66,003	-	-
Plumbing Inspector	0.33	-	-	24,404	-	-
Housing Inspectors	4.00	4.00	4.00	207,201	211,347	215,572
Environmental Health Inspector	1.00	1.00	1.00	73,019	74,480	75,970
Senior Planner	0.75	0.75	1.00	54,834	55,931	66,300
Development Review Planner	1.00	1.00	1.00	58,957	60,136	57,120
Neighborhood Planner	0.25	0.25	0.25	13,390	13,659	13,932
Permit Coordinator	1.00	1.00	1.00	49,267	50,252	51,256
Building Clerk Supervisor	1.00	1.00	1.00	52,557	53,609	54,681
Building Permit Clerks	3.00	2.00	1.00	114,435	76,012	38,765
Administrative Coordinator	1.00	1.00	1.00	44,246	45,132	46,034
Secretary	1.00	1.00	1.00	41,066	41,888	42,726
	<u>19.33</u>	<u>17.00</u>	<u>16.25</u>	<u>1,200,184</u>	<u>1,092,686</u>	<u>1,080,843</u>
PART TIME						
P/T Building Permit Clerks	-	-	1.50 (3)	-	-	49,470
Health Inspector	0.40 (1)	-	-	11,701	-	-
	<u>0.40 (1)</u>	<u>-</u>	<u>1.50 (3)</u>	<u>11,701</u>	<u>-</u>	<u>49,470</u>
SEASONAL						
Interns	0.75 (3)	0.75 (3)	0.75 (3)	15,000	15,000	15,000
	<u>0.75 (3)</u>	<u>0.75 (3)</u>	<u>0.75 (3)</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
OTHER COMPENSATION						
Overtime Earnings				5,524	5,529	5,529
Longevity Pay				7,700	6,800	6,100
				<u>13,224</u>	<u>12,329</u>	<u>11,629</u>

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

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
EMPLOYEE BENEFITS						
Medical Insurance				223,986	239,979	260,938
Workers' Comp Insurance				38,820	17,987	32,850
Social Security				75,772	67,744	70,864
Medicare				18,090	16,352	16,893
IMRF Pension				131,827	126,862	146,012
Sick Leave Incentive				3,300	3,300	3,500
Vacation/Personal Leave Incentive				5,737	3,500	3,250
				497,532	475,724	534,307
TOTAL	20.48	17.75	18.50	1,737,641	1,595,739	1,691,249

(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	19.33	17.00	16.25
Part-Time	1.00	-	3.00
Seasonal	3.00	3.00	3.00



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
CDBG**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PROGRAMS					
Administration	69,182	83,257	46,971	47,979	49,385
Community Programs	70,338	39,480	39,480	57,000	58,140
Residential Rehab	215,057	380,013	319,660	185,224	188,806
	354,577	502,750	406,111	290,203	296,331

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	64,230	48,583	46,300	47,094	47,931
Personal Services-Employee Benefits	24,985	27,988	23,420	25,198	26,729
Other Employee Costs	595	1,000	1,000	1,000	1,020
Contractual Services	83,596	129,222	124,891	92,411	94,261
Commodities & Supplies	57	500	500	500	510
Other Expenditures	181,114	245,457	160,000	94,000	95,880
Infrastructure	-	50,000	50,000	30,000	30,000
	354,577	502,750	406,111	290,203	296,331

SOURCE OF FUNDS					
042 Cmnty Development Block	354,577	502,750	406,111	290,203	296,331
	354,577	502,750	406,111	290,203	296,331

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 \$290,203 decreased 42.28% or \$212,547 from the 2012 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 2013 is \$57,000. 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 2013, \$94,000 has been provided for the loans. In addition, \$30,000 has been earmarked for the Kensington Road project and \$10,000 for the Emergency Repair Program.

**VILLAGE OF MOUNT PROSPECT
CDBG
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
042.40.41.00.0.151.500.001 Full-Time Earnings	38,434	43,183	22,000	22,290	22,736
042.40.41.00.0.151.502.001 Seasonal Earnings	4,300	5,000	5,000	5,000	5,000
042.40.41.00.0.151.506.001 Longevity Pay	100	400	160	160	160
	42,834	48,583	27,160	27,450	27,896
PERSONAL SERVICES-EMPLOYEE BENEFITS					
042.40.41.00.0.151.510.001 Medical Insurance	13,998	17,971	8,000	8,663	9,183
042.40.41.00.0.151.511.001 Social Security	2,381	3,432	2,000	1,702	1,737
042.40.41.00.0.151.511.002 Medicare	557	944	300	399	407
042.40.41.00.0.151.512.001 IMRF Pension Expense	4,142	5,641	2,600	2,854	3,111
	21,078	27,988	12,900	13,618	14,438
OTHER EMPLOYEE COSTS					
042.40.41.00.0.151.522.001 Travel & Meetings	91	500	500	500	510
042.40.41.00.0.151.525.004 Training	504	500	500	500	510
	595	1,000	1,000	1,000	1,020
CONTRACTUAL SERVICES					
042.40.41.00.0.151.530.002 Auditing Services	436	436	436	436	445
042.40.41.00.0.151.541.001 Legal Notices	436	700	700	700	715
042.40.41.00.0.151.544.002 Postage Expense	247	500	500	500	510
042.40.41.00.0.151.549.001 Org Memberships	631	650	675	675	689
042.40.41.00.0.151.551.001 Copier Lease Payment	2,733	2,600	2,800	2,800	2,856
042.40.41.00.0.151.562.002 Printing Expense	135	300	300	300	306
	4,618	5,186	5,411	5,411	5,521
COMMODITIES & SUPPLIES					
042.40.41.00.0.151.604.001 Office Equipment	-	200	200	200	204
042.40.41.00.0.151.606.001 Office Supplies	57	300	300	300	306
	57	500	500	500	510
TOTAL ADMINISTRATION	69,182	83,257	46,971	47,979	49,385

**VILLAGE OF MOUNT PROSPECT
CDBG
COMMUNITY PROGRAMS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast	
CONTRACTUAL SERVICES						
042.40.41.00.0.152.572.001	Summer Adv. Program	6,580	5,040	5,040	6,000	6,120
042.40.41.00.0.152.572.002	Pads & Hope Now	6,100	4,620	4,620	7,500	7,650
042.40.41.00.0.152.572.003	Dist. 26 Summer Camp	6,580	5,040	5,040	6,000	6,120
042.40.41.00.0.152.572.005	CEDA Childcare	6,110	-	-	-	-
042.40.41.00.0.152.572.006	CEDA Emrgncy Housing	8,460	7,560	7,560	11,000	11,220
042.40.41.00.0.152.572.009	Northwest CASA	-	840	840	4,000	4,080
042.40.41.00.0.152.572.013	Children's Advocacy	-	840	840	1,500	1,530
042.40.41.00.0.152.572.014	Low Inc. Health Care	8,460	6,300	6,300	6,000	6,120
042.40.41.00.0.152.572.015	Resources for Comm.	6,580	4,200	4,200	-	-
042.40.41.00.0.152.572.016	Search Development	13,456	-	-	15,000	15,300
042.40.41.00.0.152.572.019	Comm. Connections	2,538	2,520	2,520	-	-
042.40.41.00.0.152.572.037	Life Span	3,760	2,520	2,520	-	-
042.40.41.00.0.152.573.003	Mentor Program	1,714	-	-	-	-
		70,338	39,480	39,480	57,000	58,140
TOTAL COMMUNITY PROGRAMS		70,338	39,480	39,480	57,000	58,140

**VILLAGE OF MOUNT PROSPECT
CDBG
CDBG - RESIDENTIAL REHAB**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PERSONAL SERVICES-SALARIES & WAGES						
042.40.41.00.0.154.500.001	Full-Time Earnings	21,396	-	19,000	19,504	19,895
042.40.41.00.0.154.506.001	Longevity Pay	-	-	140	140	140
		21,396	-	19,140	19,644	20,035

PERSONAL SERVICES-EMPLOYEE BENEFITS						
042.40.41.00.0.154.510.001	Medical Insurance	-	-	7,270	7,580	8,035
042.40.41.00.0.154.511.001	Social Security	1,283	-	1,000	1,218	1,243
042.40.41.00.0.154.511.002	Medicare	300	-	250	285	291
042.40.41.00.0.154.512.001	IMRF Pension Expense	2,324	-	2,000	2,497	2,722
		3,907	-	10,520	11,580	12,291

CONTRACTUAL SERVICES						
042.40.41.00.0.154.572.008	Emrgncy Repair Prog.	8,640	11,360	10,000	10,000	10,200
042.40.41.00.0.154.572.038	CEDA NW Insulated	-	25,000	25,000	-	-
042.40.41.00.0.154.572.039	Rehab. Admin.	-	23,196	20,000	20,000	20,400
042.40.41.00.1.154.572.041	Public Parkway Tree	-	25,000	25,000	-	-
		8,640	84,556	80,000	30,000	30,600

OTHER EXPENDITURES						
042.40.41.00.0.154.636.012	Single Family Rehab	181,114	245,457	160,000	94,000	95,880
		181,114	245,457	160,000	94,000	95,880

INFRASTRUCTURE						
042.40.41.00.1.154.675.010	Kensington Road	-	50,000	50,000	30,000	30,000
		-	50,000	50,000	30,000	30,000

TOTAL CDBG - RESIDENTIAL REHAB		215,057	380,013	319,660	185,224	188,806
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TOTAL CDBG		354,577	502,750	406,111	290,203	296,331
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**VILLAGE OF MOUNT PROSPECT
CDBG
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Neighborhood Planner	0.75	0.75	0.75	40,172	40,975	41,794
Senior Planner *	0.25	0.25	-	18,278	2,208	-
	<u>1.00</u>	<u>1.00</u>	<u>0.75</u>	<u>58,450</u>	<u>43,183</u>	<u>41,794</u>
SEASONAL						
Interns	0.25 (1)	0.25 (1)	0.25 (1)	5,000	5,000	5,000
	<u>0.25 (1)</u>	<u>0.25 (1)</u>	<u>0.25 (1)</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
OTHER COMPENSATION						
Longevity Pay				100	400	300
				<u>100</u>	<u>400</u>	<u>300</u>
EMPLOYEE BENEFITS						
Medical Insurance				13,998	17,971	16,243
Social Security				3,941	3,432	2,920
Medicare				923	944	684
IMRF Pension				6,300	5,641	5,351
				<u>25,162</u>	<u>27,988</u>	<u>25,198</u>
TOTAL	1.25	1.25	1.00	88,712	76,571	72,292

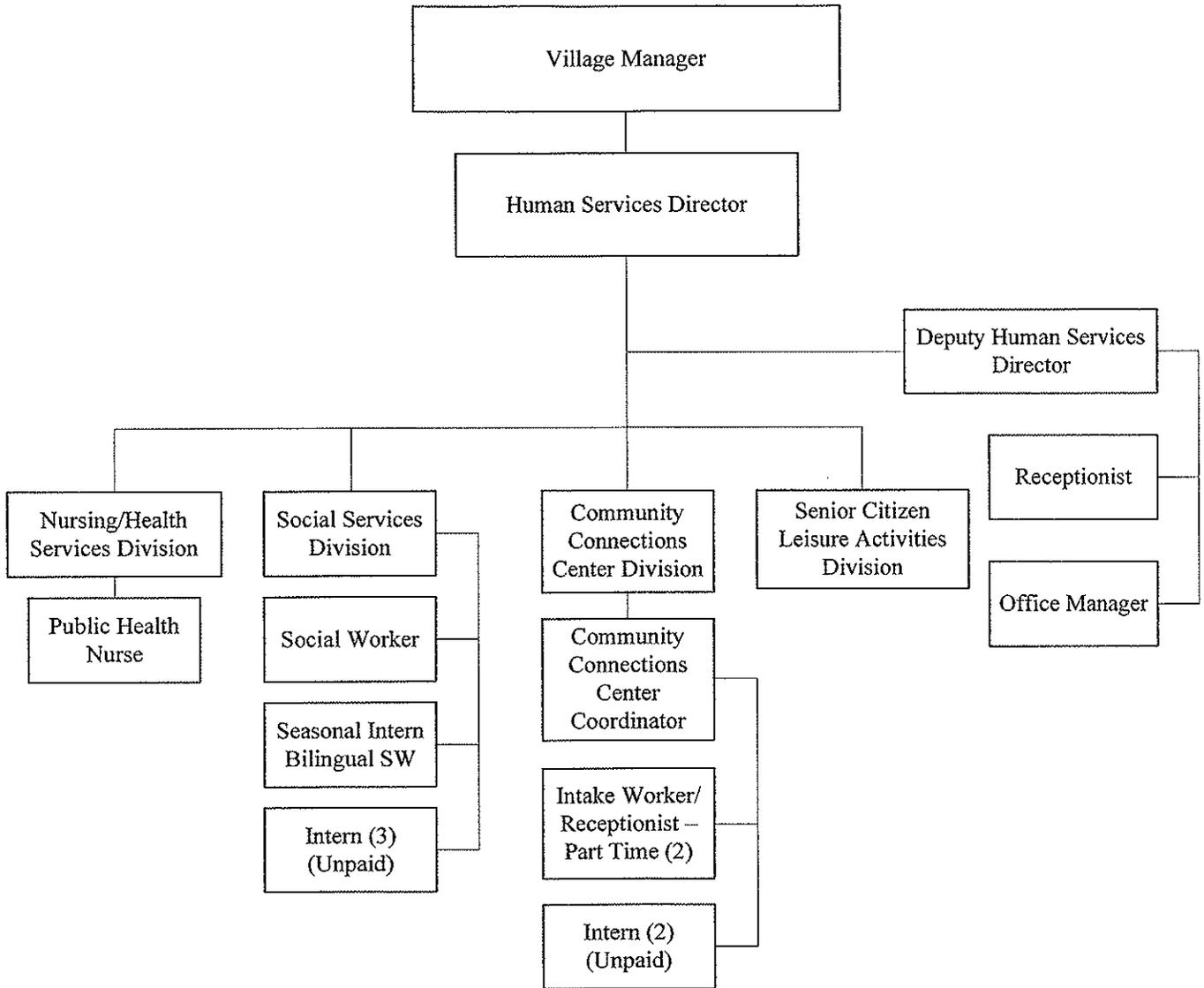
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

Full-Time	1.00	1.00	0.75
Seasonal	1.00	1.00	1.00

* 2012 Budget reduced due to staffing changes.



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 7 full-time, 2 part-time and 6 seasonal 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
2013 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.

2011 ACCOMPLISHMENTS

Held the first Health Fair, in conjunction with the South Branch Library Summer Reading Program, at the Community Connections Center. The Fair included physician conducted free breast exams, Rapid Cholesterol screenings and spine screenings. Massage therapy and diabetes prevention discussions also took place.

Developed the Blood Pressure and Blood Glucose Screening Clinic at the Community Connections Center, as well as Nutrition, Well Being of the Child, Healthy Relationships, Prenatal and Parenting classes.

Assisted Partner Agencies in developing their individually processed English as a Second Language (ESL) programs into a well coordinated ESL program system where student referrals are made back and forth to the benefit of the Partner Agencies as well as the students.

Held the school supply and warm clothing distribution at the Community Connections Center.

Continued Nursing and Social Service outreach efforts to assess needs of vulnerable residents, obtain necessary services, and make referrals when living in the home is no longer safe.

Continued outreach efforts with the Police Officers regarding Police Social Services by attending Roll Calls and Shift meetings. Towards the end of the year, referrals began to increase.

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

Assisted residents in accessing affordable prescription coverage after they were abruptly terminated by the State of Illinois with Illinois Cares Rx.

2012 ACCOMPLISHMENTS

Enhanced partnership with the Police Department through the Police Social Services position. The officers average 35 – 40 referrals per month to the social worker. The Police Department has provided space for the social worker at the Police Department due to increased interaction between the departments.

Upgraded the Village Hall's weekly Blood Pressure Screening by following Best Practices as outlined by the National Institute of Health.

Enhanced the Community Connections Center's Blood Pressure and Blood Glucose Screening Clinic. Developed the Nutrition Class that included field trips to a local grocery store.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
HUMAN SERVICES DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

Held the Community Connections Center's Open House which showcased the newly completed expansion into the adjacent storefront.

Submitted the Governor's Hometown Award application for the Community Connections Center. Traveled to Springfield to make the project presentation before three judges who selected the winning projects.

Began the 501(c)3 application process for the Community Connections Center.

Held the second Community Connections Center Health Fair at John Jay School, in conjunction with the South Branch Library Summer Reading Program on June 9, 2012.

Reorganized the Medical Reserve Corp (MRC) and held training sessions. MRC volunteers participated in the Community Connections Center's Health Fair and at the First Aid Station during the 4th of July festival.

Obtained the \$5,000 NACCHO grant for the MRC.

Reassessed low income resident's Medicare D coverage midyear to determine appropriate coverage as a result of the abrupt elimination of the State's Illinois Cares Rx program July 1, 2012.

Expanded the non-paid Master of Social Work Internship program from three students to five students.

2013 OBJECTIVES

Schedule training sessions with the Medical Reserve Corps (MRC) volunteers. Plan and hold emergency preparedness drill with MRC volunteers. Increase utilization of MRC volunteers in community events throughout Mount Prospect.

Obtain additional grants for the Medical Reserve Corp (MRC) to enhance training opportunities in the form of drills and hands-on training for MRC volunteers.

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

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

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

Continue outreach efforts with the Police Officers regarding Police Social Services by attending Roll Calls, Shift meetings and utilizing office space in the Police station.

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
HUMAN SERVICES DEPARTMENT**

2013 OBJECTIVES (continued)

Retain current and acquire additional Community Connections Center partner agencies. Develop additional methods of marketing the Center.

Complete the Community Connections Center's 501(c)3 application process.

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

PERFORMANCE MEASURES

Community Connections Center

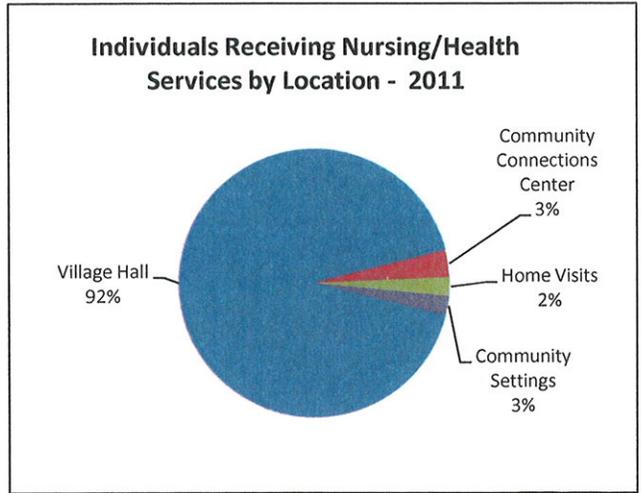
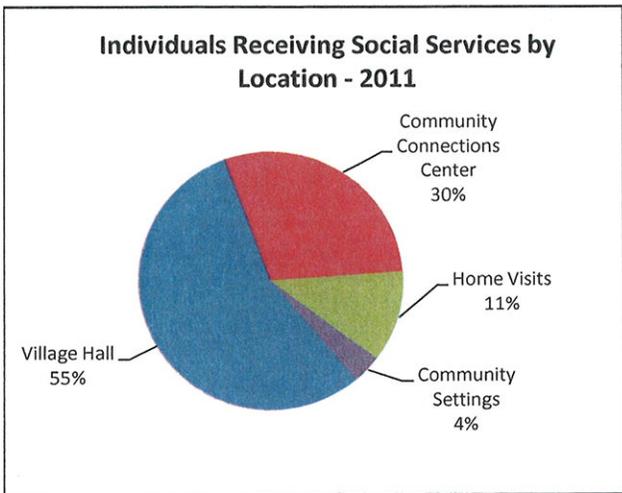
	2011 Actual	2012 Estimated
Individuals seen by Police & Human Services at Community Connections Center (unduplicated)		
Community Policing		
Individuals	173	376
Contacts	890	1,880
Human Services at Center		
Individuals	787	939
Contacts	2,051	2,342
Community Connection Center Other Partners: Northwest Comm. Hospital, School Districts 59 & 214, and Elk Grove Twsp		
Meetings	253	256
Attendees	4,694	4,975
Community Connections Center - Library South Branch		
Gate count	50,389	55,345
Circulation	39,422	43,458
Library cards issued	292	268
Computer use:		
e-net sessions	7,206	6,508
Hours of use	5,202	4,657
Programs:		
Number	83	95
Attendance	1,228	2,105

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
HUMAN SERVICES DEPARTMENT**

PERFORMANCE MEASURES

	2011 Actual	2012 Estimated	2013 Projected
Individuals Receiving Social Services (unduplicated)			
Village Hall	1,430	1,744	1,750
Community Connections Center	761	894	900
Home Visits	294	288	300
Community Settings	93	73	25
Individuals Receiving Nursing/Health Services (unduplicated)			
Village Hall	1,263	1,360	1,400
Community Connections Center	44	58	125
Home Visits	31	39	40
Community Settings	32	31	40
Individuals Receiving All Services (unduplicated)			
Village Hall	2,774	3,138	3,150
Community Connections Center	895	1,032	1,075
Home Visits	322	322	335
Community Settings	104	89	100

Number of Contacts by Type of Service			
Social Services	6,241	6,326	6,400
Nursing/Health Services	4,357	4,384	4,800
All Programs and Services	11,409	13,391	13,700



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
HUMAN SERVICES DEPARTMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	173,333	169,386	168,074	176,460	181,151
Social Services	333,159	346,659	345,049	348,915	358,907
Nursing/Health Services	154,012	172,390	168,690	170,610	176,220
Senior Ctzn Leisure Activities	28,334	27,102	27,211	28,096	28,994
Community Connections Center	292,547	403,557	383,296	338,644	348,011
	981,385	1,119,094	1,092,320	1,062,725	1,093,283

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	644,226	650,484	650,784	650,848	663,042
Personal Services-Employee Benefits	249,381	242,758	248,026	280,581	296,314
Other Employee Costs	1,243	7,938	3,761	3,610	3,683
Contractual Services	66,820	87,900	69,920	100,710	102,730
Utilities	10,212	13,080	11,120	11,460	11,693
Commodities & Supplies	7,546	19,844	12,509	13,756	14,026
Building Improvements	1,200	95,000	95,000	-	-
Office Equipment	757	2,090	1,200	1,760	1,795
	981,385	1,119,094	1,092,320	1,062,725	1,093,283

SOURCE OF FUNDS					
001 General Fund	981,385	1,119,094	1,092,320	1,062,725	1,093,283
	981,385	1,119,094	1,092,320	1,062,725	1,093,283

BUDGET DISCUSSION AND ANALYSIS

The Human Services Department budget provides for the Administration, Social Services, Nursing and Health Services, Senior Citizen Leisure Activities and Community Connections Center programs. The budget for 2013 is \$1,062,725. This is a decrease of \$56,369, or 5.04% from 2012.

The Community Connection Center expansion into the adjacent storefront was completed in 2012. The budget for the Center decreased 16.09% due to the expansion costs being completed; however, the 2013 budget is increased to accommodate the rent, utilities, and cleaning services for the Center. Slight increases to Administration, Social Services and Senior Leisure Activities, and a slight decrease in Nursing/Health Services are planned for the 2013 budget.

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.50.01.00.0.000.500.001 Full-Time Earnings	94,544	96,436	96,436	97,953	99,913
001.50.01.00.0.000.502.001 Seasonal Earnings	1,168	-	-	-	-
001.50.01.00.0.000.506.001 Longevity Pay	525	645	645	645	645
	96,237	97,081	97,081	98,598	100,558
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.50.01.00.0.000.510.001 Medical Insurance	11,832	12,849	13,005	14,970	15,869
001.50.01.00.0.000.510.003 Workers' Comp Ins	15,190	7,864	7,864	16,425	16,500
001.50.01.00.0.000.511.001 Social Security	5,656	5,863	5,863	6,390	6,518
001.50.01.00.0.000.511.002 Medicare	1,384	1,511	1,511	1,497	1,527
001.50.01.00.0.000.512.001 IMRF Pension Expense	10,567	11,199	11,199	13,099	14,278
001.50.01.00.0.000.513.001 Sick Leave Incentive	-	1,500	1,500	1,500	1,500
001.50.01.00.0.000.513.002 Vac/Pers Leave Incent.	2,359	5,000	5,000	2,500	2,500
001.50.01.00.0.000.513.003 Retiree Sick Incentive	10,467	-	-	-	-
001.50.01.00.0.000.513.004 Employee Allowances	538	451	451	451	451
	57,993	46,237	46,393	56,832	59,143
OTHER EMPLOYEE COSTS					
001.50.01.00.0.000.522.001 Travel & Meetings	323	984	984	400	410
001.50.01.00.0.000.525.004 Training	177	477	477	300	306
	500	1,461	1,461	700	716
CONTRACTUAL SERVICES					
001.50.01.00.0.000.530.006 Other Prof. Serv.	-	1,000	-	-	-
001.50.01.00.0.000.532.002 Equipment Maint.	-	500	200	500	510
001.50.01.00.0.000.544.002 Postage Expense	1,005	2,000	1,300	2,000	2,040
001.50.01.00.0.000.551.001 Copier Lease Payment	2,951	3,500	3,500	3,500	3,570
001.50.01.00.0.000.553.001 Vehicle Lease Payment	400	-	-	-	-
001.50.01.00.0.000.554.001 Vehicle Maint Payment	2,885	-	3,015	-	-
001.50.01.00.0.000.560.002 Comp Programming	-	-	175	-	-
001.50.01.00.0.000.562.002 Printing Expense	132	250	-	250	255
	7,373	7,250	8,190	6,250	6,375
UTILITIES					
001.50.01.00.0.000.589.001 Telephone - Land Lines	2,356	4,555	3,000	2,800	2,856
001.50.01.00.0.000.590.001 Telephone - Cellular	5,061	4,720	4,720	2,680	2,733
	7,417	9,275	7,720	5,480	5,589

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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COMMODITIES & SUPPLIES

001.50.01.00.0.000.605.001	Other Equipment	47	953	100	500	510
001.50.01.00.0.000.606.001	Office Supplies	708	800	800	800	815
001.50.01.00.0.000.608.001	Other Supplies	2,471	5,529	5,529	1,500	1,530
001.50.01.00.0.000.608.002	NACCHO Grant	-	-	-	5,000	5,100
001.50.01.00.0.000.620.001	Refreshment Supplies	90	100	100	100	100
		3,316	7,382	6,529	7,900	8,055

OFFICE EQUIPMENT

001.50.01.00.0.000.656.001	Office Eqpt	497	700	700	700	715
		497	700	700	700	715

TOTAL ADMINISTRATION		173,333	169,386	168,074	176,460	181,151
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SOCIAL SERVICES

PERSONAL SERVICES-SALARIES & WAGES

001.50.51.00.0.000.500.001	Full-Time Earnings	214,352	216,675	216,675	209,801	213,998
001.50.51.00.0.000.501.001	Part-Time Earnings	15,784	-	-	-	-
001.50.51.00.0.000.502.001	Seasonal Earnings	21,211	37,041	37,041	38,535	38,535
001.50.51.00.0.000.506.001	Longevity Pay	1,125	1,290	1,290	1,225	1,225
		252,472	255,006	255,006	249,561	253,758

PERSONAL SERVICES-EMPLOYEE BENEFITS

001.50.51.00.0.000.510.001	Medical Insurance	34,679	40,774	42,613	49,052	51,996
001.50.51.00.0.000.511.001	Social Security	15,061	15,704	15,704	15,619	15,932
001.50.51.00.0.000.511.002	Medicare	3,567	3,728	3,728	3,657	3,731
001.50.51.00.0.000.512.001	IMRF Pension Expense	23,391	25,166	25,166	27,044	29,478
001.50.51.00.0.000.513.002	Vac/Pers Leave Incent.	1,715	1,739	-	500	500
001.50.51.00.0.000.513.004	Employee Allowances	1,684	1,832	1,832	1,832	1,832
		80,097	88,943	89,043	97,704	103,469

OTHER EMPLOYEE COSTS

001.50.51.00.0.000.518.001	Dues & Memberships	300	300	300	300	305
001.50.51.00.0.000.522.001	Travel & Meetings	290	1,410	600	850	865
		590	1,710	900	1,150	1,170

COMMODITIES & SUPPLIES

001.50.51.00.0.000.609.001	Program Supplies	-	1,000	100	500	510
		-	1,000	100	500	510

TOTAL SOCIAL SERVICES		333,159	346,659	345,049	348,915	358,907
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**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT
NURSING/HEALTH SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.50.52.00.0.000.500.001 Full-Time Earnings	111,276	113,504	113,504	112,101	114,344
001.50.52.00.0.000.506.001 Longevity Pay	595	750	750	335	335
	111,871	114,254	114,254	112,436	114,679
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.50.52.00.0.000.510.001 Medical Insurance	17,676	28,769	26,569	30,188	32,000
001.50.52.00.0.000.511.001 Social Security	6,696	7,129	7,129	7,017	7,158
001.50.52.00.0.000.511.002 Medicare	1,566	1,669	1,669	1,642	1,675
001.50.52.00.0.000.512.001 IMRF Pension Expense	12,142	13,198	13,198	14,380	15,675
001.50.52.00.0.000.513.004 Employee Allowances	678	691	691	691	691
	38,758	51,456	49,256	53,918	57,199
OTHER EMPLOYEE COSTS					
001.50.52.00.0.000.518.001 Dues & Memberships	-	400	400	200	205
001.50.52.00.0.000.522.001 Travel & Meetings	-	1,400	700	700	715
	-	1,800	1,100	900	920
CONTRACTUAL SERVICES					
001.50.52.00.0.000.573.004 Health Fair Screenings	793	800	800	700	715
	793	800	800	700	715
COMMODITIES & SUPPLIES					
001.50.52.00.0.000.608.001 Other Supplies	20	1,780	980	600	610
001.50.52.00.0.000.620.002 Medical Supplies	799	800	800	556	567
001.50.52.00.0.000.620.003 Flu Program Supplies	280	-	-	-	-
001.50.52.00.0.000.620.004 Cholesterol Screening	1,491	1,500	1,500	1,500	1,530
	2,590	4,080	3,280	2,656	2,707
TOTAL NURSING/HEALTH SERVICES	154,012	172,390	168,690	170,610	176,220

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.50.53.00.0.000.500.001 Full-Time Earnings	19,016	19,398	19,398	19,749	20,144
001.50.53.00.0.000.502.001 Seasonal Earnings	-	-	300	-	-
001.50.53.00.0.000.506.001 Longevity Pay	155	215	215	195	195
	19,171	19,613	19,913	19,944	20,339
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.50.53.00.0.000.510.001 Medical Insurance	5,419	3,504	3,531	4,049	4,292
001.50.53.00.0.000.511.001 Social Security	1,129	1,193	1,193	1,241	1,266
001.50.53.00.0.000.511.002 Medicare	269	287	287	291	297
001.50.53.00.0.000.512.001 IMRF Pension Expense	2,094	2,256	2,256	2,540	2,769
001.50.53.00.0.000.513.002 Vac/Pers Leave Incent.	214	218	-	-	-
001.50.53.00.0.000.513.004 Employee Allowances	18	31	31	31	31
	9,143	7,489	7,298	8,152	8,655
CONTRACTUAL SERVICES					
001.50.53.00.0.000.573.005 Senior Taxi Program	20	-	-	-	-
	20	-	-	-	-
TOTAL SENIOR CTZN LEISURE ACTIVITIES	28,334	27,102	27,211	28,096	28,994

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.50.54.00.0.000.500.001 Full-Time Earnings	112,802	123,224	123,224	128,175	130,739
001.50.54.00.0.000.501.001 Part-Time Earnings	50,114	40,906	40,906	41,734	42,569
001.50.54.00.0.000.503.001 Overtime	672	-	-	-	-
001.50.54.00.0.000.505.001 Holiday Pay	487	-	-	-	-
001.50.54.00.0.000.506.001 Longevity Pay	400	400	400	400	400
	164,475	164,530	164,530	170,309	173,708
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.50.54.00.0.000.510.001 Medical Insurance	31,963	16,333	24,556	27,366	29,008
001.50.54.00.0.000.511.001 Social Security	9,930	10,203	10,203	10,662	10,876
001.50.54.00.0.000.511.002 Medicare	2,322	2,388	2,388	2,495	2,545
001.50.54.00.0.000.512.001 IMRF Pension Expense	17,902	18,889	18,889	21,851	23,818
001.50.54.00.0.000.513.002 Vac/Pers Leave Incent.	973	-	-	1,000	1,000
001.50.54.00.0.000.513.004 Employee Allowances	300	820	-	601	601
	63,390	48,633	56,036	63,975	67,848
OTHER EMPLOYEE COSTS					
001.50.54.00.0.000.518.001 Dues & Memberships	60	460	100	260	265
001.50.54.00.0.000.522.001 Travel & Meetings	43	957	100	500	510
001.50.54.00.0.000.525.004 Training	50	1,550	100	100	102
	153	2,967	300	860	877
CONTRACTUAL SERVICES					
001.50.54.00.0.000.530.006 Other Prof. Serv.	42,218	55,990	45,000	66,230	67,555
001.50.54.00.0.000.532.002 Equipment Maint.	864	1,140	1,000	1,140	1,165
001.50.54.00.0.000.533.002 Cleaning Service	7,061	7,080	7,080	10,620	10,830
001.50.54.00.0.000.544.002 Postage Expense	80	200	150	200	205
001.50.54.00.0.000.551.001 Copier Lease Payment	4,857	4,700	4,200	4,850	4,950
001.50.54.00.0.000.560.004 IT System Security	294	320	300	300	305
001.50.54.00.0.000.560.007 Computer Maint.	-	2,165	-	2,165	2,210
001.50.54.00.0.000.560.011 Internet Service	3,260	8,255	3,200	8,255	8,420
	58,634	79,850	60,930	93,760	95,640
UTILITIES					
001.50.54.00.0.000.585.001 Natural Gas	1,449	2,200	2,000	4,400	4,490
001.50.54.00.0.000.589.001 Telephone - Land Lines	540	700	700	675	689
001.50.54.00.0.000.590.001 Telephone - Cellular	806	905	700	905	925
	2,795	3,805	3,400	5,980	6,104

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

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.50.54.00.0.000.604.001 Office Equipment	315	1,655	500	500	510
001.50.54.00.0.000.606.001 Office Supplies	1,359	1,000	600	500	510
001.50.54.00.0.000.609.001 Program Supplies	(34)	4,727	1,500	1,700	1,734
	1,640	7,382	2,600	2,700	2,754
BUILDING IMPROVEMENTS					
001.50.54.00.0.000.651.001 Other Public Buildings	1,200	95,000	95,000	-	-
	1,200	95,000	95,000	-	-
OFFICE EQUIPMENT					
001.50.54.00.0.000.656.001 Office Eqpt	260	1,390	500	1,060	1,080
	260	1,390	500	1,060	1,080
TOTAL COMMUNITY CONNECTIONS CENTER	292,547	403,557	383,296	338,644	348,011
TOTAL HUMAN SERVICES DEPARTMENT	981,385	1,119,094	1,092,320	1,062,725	1,093,283

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

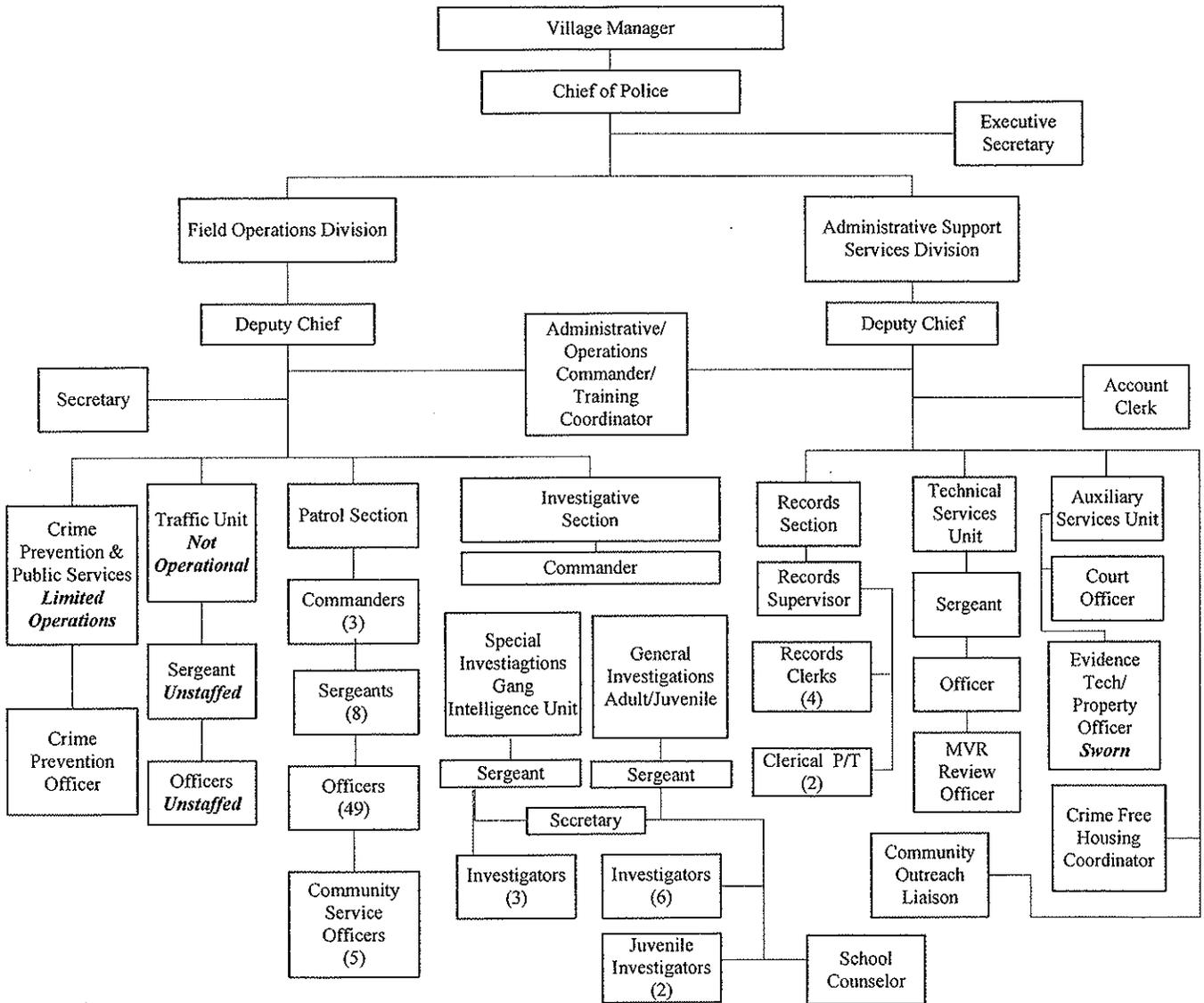
Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Human Services Director	1.00	1.00	1.00	111,500	114,431	115,971
Deputy Human Services Director	1.00	1.00	1.00	85,100	87,338	89,084
Public Health Nurse	1.00	1.00	1.00	73,971	75,451	73,287
Social Worker	1.00	1.00	1.00	72,251	73,695	64,261
Community Outreach Coordinator	1.00	1.00	1.00	72,251	71,401	73,695
Office Manager	1.00	1.00	1.00	52,389	53,438	54,507
Receptionist	1.00	1.00	1.00	40,844	41,660	42,494
Community Outreach Liaison	1.00	1.00	1.00	50,612	51,823	54,480
	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>558,918</u>	<u>569,237</u>	<u>567,779</u>
PART TIME						
Receptionist - CCC	1.00 (2)	1.00 (2)	1.00 (2)	40,107	40,906	41,734
	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>40,107</u>	<u>40,906</u>	<u>41,734</u>
SEASONAL						
Social Worker- Bi-Lingual	0.50 (1)	0.50 (1)	0.50 (1)	40,033	37,041	38,535
	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>40,033</u>	<u>37,041</u>	<u>38,535</u>
OTHER COMPENSATION						
Longevity Pay				2,800	3,300	2,800
				<u>2,800</u>	<u>3,300</u>	<u>2,800</u>
EMPLOYEE BENEFITS						
Medical Insurance				101,569	102,229	125,625
Workers' Comp Insurance				15,190	7,864	16,425
Social Security				39,813	40,092	40,929
Medicare				9,431	9,583	9,582
IMRF Pension				69,229	70,708	78,914
Sick Leave Incentive				12,000	1,500	1,500
Vacation/Personal Leave Incentive				6,800	6,957	4,000
Employee Allowances				3,005	3,825	3,606
				<u>257,037</u>	<u>242,758</u>	<u>280,581</u>
TOTAL	9.50	9.50	9.50	898,895	893,242	931,429

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

Full-Time	8.00	8.00	8.00
Part-Time	2.00	2.00	2.00
Seasonal	1.00	1.00	1.00



VILLAGE OF MOUNT PROSPECT POLICE DEPARTMENT



The Police Department consists of two divisions: Field Operations and Administrative Support Services. Field Operations includes the Patrol Section 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 100 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
2013 BUDGET
POLICE DEPARTMENT**

STATEMENT OF ACTIVITIES

The Police Department serves to safeguard freedom by preserving life and property, protecting the constitutional rights of all individuals, maintaining order and encouraging respect for the rule of law by the proper enforcement thereof. The Department strives to earn the respect of individuals, including minority and disadvantaged persons, by maintaining a knowledgeable, responsive, well-trained and accountable workforce that discharges their duties and responsibilities with evidence of fairness, tolerance and equality. By implementing effective crime prevention strategies, fully investigating crimes when they occur and expeditiously apprehending criminal offenders, the department reduces the opportunity for the commission of crime. The department identifies, addresses, and resolves the root causes of community problems and concerns in concert with citizen groups and representatives through the use of community oriented policing strategies.

2011 ACCOMPLISHMENTS

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

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

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

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 strategies and programs aimed at addressing neighborhood traffic concerns and issues.

A Deputy Police Chief was awarded the Cook County Sheriff's Award of Merit.

Continued enforcement strategies aimed at increasing compliance with the Village vehicle license 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 MCAT.

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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
POLICE DEPARTMENT**

2011 ACCOMPLISHMENTS (continued)

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

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.

Implemented a biannual officer evaluation system.

Established a police recruit officer eligibility list.

Established a sergeant promotional eligibility list.

2012 ACCOMPLISHMENTS

A command officer attended the FBI National Academy.

Two supervisory officers attended Northwestern University's 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.

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

Provided training to department personnel for response to terrorist threats.

Provided training to department personnel for crowd control.

Coordinated with 30 local law enforcement agencies in the planning, training, intelligence processing and execution of a joint operations center during the NATO Summit.

Under the direction of Northwest Central Dispatch System and its member agencies, transitioned to a new computer aided dispatch system in conjunction with new mobile data system client software for all first responder vehicles.

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

Continued to implement 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
POLICE DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

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

Implemented "Mission Teams" to target specific criminal and gang related activities throughout the Village utilizing patrol and investigative section personnel.

Maintain department membership in and assignment of personnel to the following mutual aid organizations: NIPAS, ILEAS, and MCAT.

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 year at the Mount Prospect Public Library.

2013 OBJECTIVES

Schedule two supervisory officers to attend Northwestern University's 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.

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

Under the direction of Northwest Central Dispatch Center, place into operation a new digital radio system for all member agencies to facilitate interoperability amongst member agencies, and agencies utilizing other available digital radio frequencies.

Reestablish the crime prevention unit with one (1) officer to address core crime prevention programs and work in conjunction with the Community Connections Center police liaison officer to reimplement unit functions at the center.

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

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

Continue to implement "Mission Teams" to target specific criminal and gang related activities throughout the Village, utilizing patrol and investigative section personnel.

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

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

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

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
POLICE DEPARTMENT**

2013 OBJECTIVES (continued)

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.

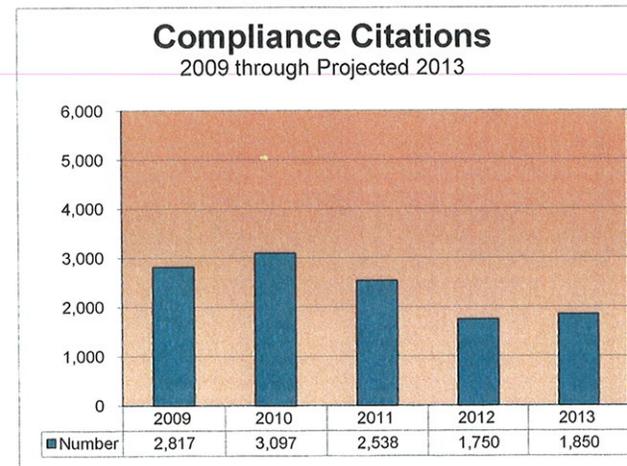
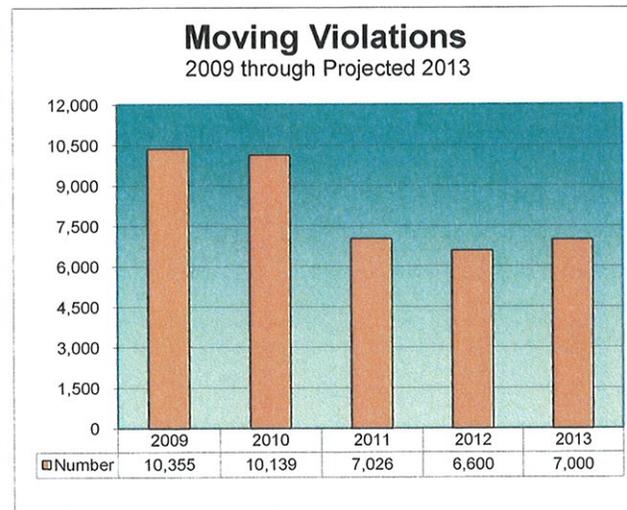
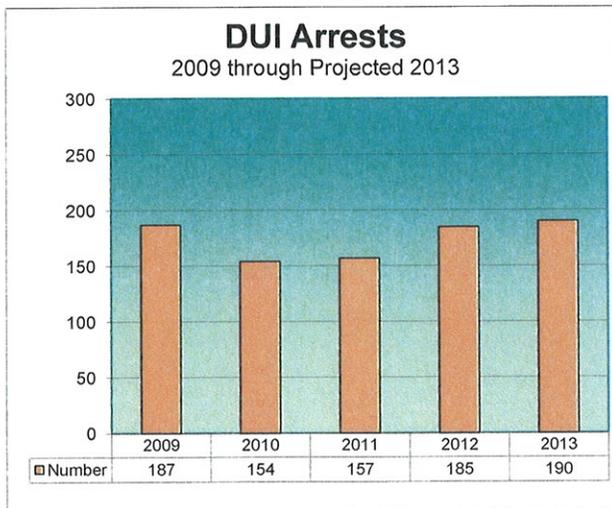
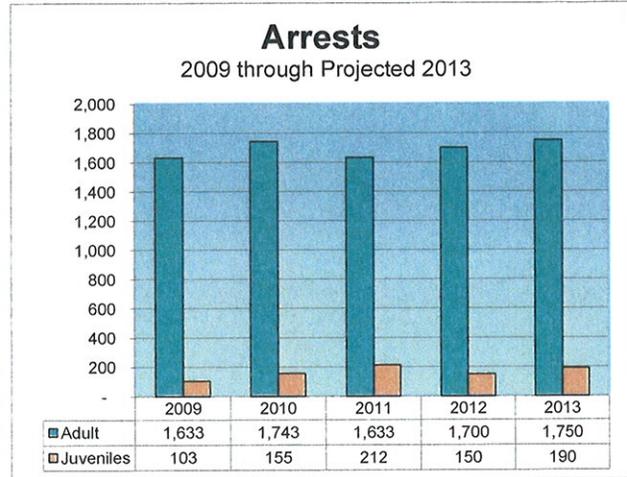
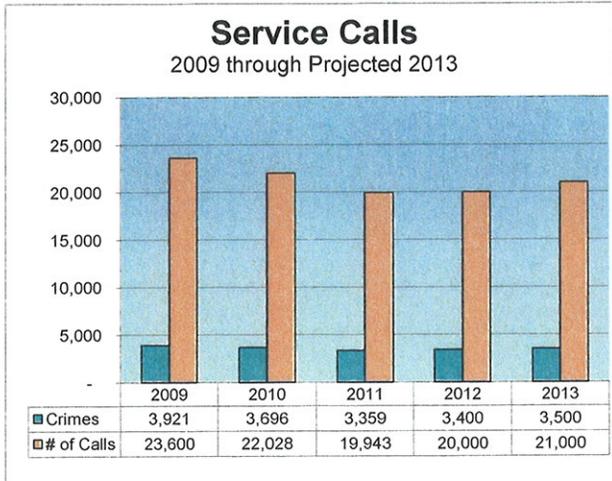
Continue to work closely with developers to encourage the employment of various crime prevention technologies and Crime Prevention Through Environmental Design (C.P.T.E.D.) elements in and around the Randhurst Village development.

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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
POLICE DEPARTMENT**

PERFORMANCE MEASURES



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
POLICE DEPARTMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	4,229,582	3,460,431	3,488,142	3,669,645	3,898,221
Equipment Maintenance - Police	727,658	909,242	887,742	824,814	831,130
Records	6,017	357,320	348,268	369,429	380,811
Technical Services	111,649	227,176	236,357	239,804	246,679
Auxiliary Service	55,103	286,342	282,392	295,735	304,807
Crime Prev. & Public Services	37,916	42,686	41,596	174,023	179,217
Patrol & Traffic	7,884,836	8,266,188	8,213,336	8,489,767	8,699,715
Investigative	1,638,290	1,880,368	1,841,835	1,804,985	1,848,642
	14,691,051	15,429,753	15,339,668	15,868,202	16,389,222

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	8,692,125	9,083,904	9,092,404	9,252,787	9,431,947
Personal Services-Employee Benefits	4,478,732	4,498,808	4,478,253	4,844,406	5,131,072
Other Employee Costs	108,832	140,200	136,200	143,200	146,030
Contractual Services	1,229,491	1,460,742	1,411,508	1,431,938	1,483,220
Utilities	28,684	33,800	33,800	30,550	31,161
Commodities & Supplies	102,773	153,720	135,853	112,520	112,667
Building Improvements	5,423	1,000	-	-	-
Office Equipment	1,569	10,150	10,150	13,150	16,805
Other Equipment	43,422	46,429	41,500	39,651	36,320
Interfund Transfers	-	1,000	-	-	-
	14,691,051	15,429,753	15,339,668	15,868,202	16,389,222

SOURCE OF FUNDS					
001 General Fund	14,649,653	15,390,424	15,302,865	15,834,702	16,359,722
043 Asset Seizure Fund	10,466	17,008	15,500	17,500	17,500
044 DEA Shared Funds Fund	11,875	3,000	1,100	5,000	1,000
045 DUI Fine Fund	19,057	15,925	10,000	11,000	11,000
047 Justice Assistance Grant Fund	-	3,396	10,203	-	-
	14,691,051	15,429,753	15,339,668	15,868,202	16,389,222

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
POLICE DEPARTMENT**

BUDGET DISCUSSION AND ANALYSIS

The Public Safety Police Department budget includes the Administration, Equipment Maintenance, Records, Technical Services, Auxiliary Service, Crime Prevention & Public Services, Patrol & Traffic Enforcement and the Investigative Programs. The 2013 budget of \$15,868,202 increased 2.84% from the 2012 budget.

The Police Department continued to experience a number of service and staffing related challenges with the reduction in personnel experienced in 2011. These challenges will most certainly continue in 2013. The reduction of six (6) sworn officers and seven (7) community service officers necessitated the elimination of two core department components, the traffic unit and crime prevention unit. Significant traffic related issues were absorbed by the patrol section, while general traffic unit programs were largely abandoned. Although the crime prevention unit was eliminated, key functions have been delegated to administrative staff. This temporary assignment of crime prevention core functions can no longer be effectively accomplished by the administrative staff. The addition of one Crime Prevention Officer in 2013 will allow basic core functions of the Crime Prevention Unit to be re-implemented.

The department will continue to endeavor to maintain overtime costs at a reduced level as reflected in previous years. Reduced overtime costs will be achieved by judiciously granting overtime under limited situations and by continuing to focus on reallocating personnel consistent with demands for police service by time of day. Additionally, supervisory staff will adjust their shift hours to ensure adequate supervisory coverage.

Although the number of officers available for patrol shifts has been reduced, steps have been taken to maximize manpower efficiency while maintaining the department's commitment to the community. The department's members remain committed to its mission and will continue to meet the challenges it faces in 2013.

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
ADMINISTRATION**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES						
001.60.01.00.0.000.500.001	Full-Time Earnings	790,165	379,094	379,094	383,946	391,625
001.60.01.00.0.000.501.001	Part-Time Earnings	34,070	-	-	-	-
001.60.01.00.0.000.503.001	Overtime	6,004	6,400	6,400	6,528	6,659
001.60.01.00.0.000.504.001	Specialty Pay	6,217	4,002	4,002	4,802	4,802
001.60.01.00.0.000.505.001	Holiday Pay	10,849	8,004	8,004	8,081	8,243
001.60.01.00.0.000.506.001	Longevity Pay	5,200	2,500	2,500	2,500	2,500
		<u>852,505</u>	<u>400,000</u>	<u>400,000</u>	<u>405,857</u>	<u>413,829</u>

PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.60.01.00.0.000.510.001	Medical Insurance	177,572	69,698	79,399	78,598	83,314
001.60.01.00.0.000.510.003	Workers' Comp Ins	184,815	80,978	80,978	180,675	181,500
001.60.01.00.0.000.511.001	Social Security	30,736	8,918	8,918	7,436	7,585
001.60.01.00.0.000.511.002	Medicare	8,959	3,311	3,311	5,044	5,145
001.60.01.00.0.000.512.001	IMRF Pension Expense	55,988	13,500	13,500	15,242	16,614
001.60.01.00.0.000.512.002	Police Pension Expense	2,605,721	2,485,001	2,508,136	2,634,221	2,816,332
001.60.01.00.0.000.513.001	Sick Leave Incentive	12,420	14,300	14,300	12,501	12,501
001.60.01.00.0.000.513.002	Vac/Pers Leave Incent.	74,730	90,000	90,000	75,001	75,001
001.60.01.00.0.000.513.003	Retiree Sick Incentive	-	40,305	40,400	-	-
001.60.01.00.0.000.513.004	Employee Allowances	1,950	1,300	1,300	1,300	1,300
		<u>3,152,891</u>	<u>2,807,311</u>	<u>2,840,242</u>	<u>3,010,018</u>	<u>3,199,292</u>

OTHER EMPLOYEE COSTS						
001.60.01.00.0.000.520.001	Medical Examinations	564	2,500	2,500	11,500	11,730
001.60.01.00.0.000.522.001	Travel & Meetings	5,327	10,200	8,500	7,500	7,650
001.60.01.00.0.000.525.004	Training	102,941	123,000	123,000	120,000	122,400
		<u>108,832</u>	<u>135,700</u>	<u>134,000</u>	<u>139,000</u>	<u>141,780</u>

CONTRACTUAL SERVICES						
001.60.01.00.0.000.530.006	Other Prof. Serv.	3,985	4,000	4,000	4,000	4,080
001.60.01.00.0.000.544.002	Postage Expense	3,216	4,200	4,200	4,200	4,280
001.60.01.00.0.000.546.003	Employment Testing	38,710	6,600	5,500	10,000	33,000
001.60.01.00.0.000.549.001	Org Memberships	3,315	4,200	4,200	4,200	4,280
001.60.01.00.0.000.551.001	Copier Lease Payment	4,189	8,300	8,300	8,300	8,450
001.60.01.00.0.000.560.012	Computer Software	1,175	1,200	1,200	1,200	1,200
001.60.01.00.0.000.562.001	Document Imaging	7,265	9,000	9,000	9,000	9,280
001.60.01.00.0.000.562.002	Printing Expense	7,751	12,200	12,200	10,000	10,200
001.60.01.00.0.000.566.001	Animal Impounding	1,399	4,000	2,500	3,000	3,060
001.60.01.00.0.000.566.002	Accreditation	-	100	100	100	100
		<u>71,005</u>	<u>53,800</u>	<u>51,200</u>	<u>54,000</u>	<u>77,930</u>

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
ADMINISTRATION**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
UTILITIES						
001.60.01.00.0.000.589.001	Telephone - Land Lines	13,282	19,000	19,000	15,750	16,065
001.60.01.00.0.000.590.001	Telephone - Cellular	15,402	14,800	14,800	14,800	15,096
		28,684	33,800	33,800	30,550	31,161
COMMODITIES & SUPPLIES						
001.60.01.00.0.000.604.001	Office Equipment	884	800	800	800	816
001.60.01.00.0.000.606.001	Office Supplies	3,668	4,900	4,900	4,900	4,998
001.60.01.00.0.000.608.001	Other Supplies	4,539	4,500	4,500	4,500	4,590
001.60.01.00.0.000.612.001	Publications	2,191	2,200	2,200	2,200	2,244
001.60.01.00.0.000.616.001	Vehicle Reg/License	1,392	2,420	3,500	1,820	1,856
001.60.01.00.0.000.621.003	Training Supplies	2,991	7,000	5,000	5,000	5,100
		15,665	21,820	20,900	19,220	19,604
OFFICE EQUIPMENT						
001.60.01.00.0.000.655.004	Computer Eqpt - Depts	-	7,400	7,400	10,400	14,000
001.60.01.00.0.000.656.006	Office Eqpt - Police	-	600	600	600	625
		-	8,000	8,000	11,000	14,625
TOTAL ADMINISTRATION		4,229,582	3,460,431	3,488,142	3,669,645	3,898,221

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
EQUIPMENT MAINTENANCE - POLICE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast	
CONTRACTUAL SERVICES						
001.60.01.00.0.252.532.001	Digital Imaging Equip.	5,601	8,700	8,700	9,700	9,895
001.60.01.00.0.252.532.002	Equipment Maint.	27,827	34,250	34,250	34,250	34,950
001.60.01.00.0.252.532.003	Pistol Range Maint.	2,975	3,200	3,200	3,200	3,264
001.60.01.00.0.252.532.004	Radio Maintenance	6,859	9,600	9,600	7,000	7,140
001.60.01.00.0.252.553.001	Vehicle Lease Payment	174,300	257,300	257,300	165,200	165,200
001.60.01.00.0.252.554.001	Vehicle Maint Payment	483,257	510,592	510,592	559,513	563,801
001.60.01.00.0.252.560.006	VRM Maintenance	1,000	11,600	11,600	13,000	13,260
001.60.01.00.0.252.560.010	PIMS Maintenance	10,047	11,000	11,000	11,000	11,220
		711,866	846,242	846,242	802,863	808,730
COMMODITIES & SUPPLIES						
001.60.01.00.0.252.608.001	Other Supplies	3,808	6,200	6,200	5,000	5,100
001.60.01.00.0.252.621.012	Squad Emergency Eqpt	7,583	49,100	29,100	10,700	10,900
		11,391	55,300	35,300	15,700	16,000
OTHER EQUIPMENT						
001.60.01.00.0.252.665.035	Radar Replacement	137	1,100	1,700	1,700	1,750
001.60.01.00.0.252.665.049	Visa Bar Unitrols	887	2,500	2,500	2,500	2,550
001.60.01.00.0.252.668.003	Radio Equip -Police	3,377	4,100	2,000	2,051	2,100
		4,401	7,700	6,200	6,251	6,400
TOTAL EQUIPMENT MAINTENANCE - POLICE		727,658	909,242	887,742	824,814	831,130

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
RECORDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.60.01.61.0.000.500.001 Full-Time Earnings	594	226,607	226,607	231,138	235,761
001.60.01.61.0.000.501.001 Part-Time Earnings	-	35,113	35,113	36,556	37,288
001.60.01.61.0.000.503.001 Overtime	-	4,200	4,200	4,284	4,370
001.60.01.61.0.000.506.001 Longevity Pay	-	2,600	2,600	1,800	1,800
	594	268,520	268,520	273,778	279,219
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.60.01.61.0.000.510.001 Medical Insurance	-	35,701	29,072	40,708	43,151
001.60.01.61.0.000.511.001 Social Security	-	16,433	16,433	16,712	17,047
001.60.01.61.0.000.511.002 Medicare	-	3,896	3,896	3,975	4,054
001.60.01.61.0.000.512.001 IMRF Pension Expense	-	30,347	30,347	34,256	37,340
001.60.01.61.0.000.513.002 Vac/Pers Leave Incent.	-	1,423	-	-	-
	-	87,800	79,748	95,651	101,592
BUILDING IMPROVEMENTS					
044.60.01.61.0.000.647.010 Headqtrs. Safety Glass	5,423	1,000	-	-	-
	5,423	1,000	-	-	-
TOTAL RECORDS	6,017	357,320	348,268	369,429	380,811

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
TECHNICAL SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.60.01.62.0.000.500.001 Full-Time Earnings	92,967	164,055	164,055	166,345	169,672
001.60.01.62.0.000.503.001 Overtime	1,460	3,500	12,000	3,570	3,642
001.60.01.62.0.000.504.001 Specialty Pay	1,398	2,401	2,401	2,401	2,401
001.60.01.62.0.000.505.001 Holiday Pay	2,677	3,894	3,894	3,115	3,178
001.60.01.62.0.000.506.001 Longevity Pay	600	1,000	1,000	1,000	1,000
	99,102	174,850	183,350	176,431	179,893
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.60.01.62.0.000.510.001 Medical Insurance	-	34,849	37,289	42,711	45,274
001.60.01.62.0.000.511.001 Social Security	2,039	3,849	3,849	3,889	3,967
001.60.01.62.0.000.511.002 Medicare	1,456	2,558	2,558	2,651	2,705
001.60.01.62.0.000.512.001 IMRF Pension Expense	3,747	7,061	7,061	7,972	8,690
001.60.01.62.0.000.513.002 Vac/Pers Leave Incent.	5,305	3,359	1,600	5,500	5,500
001.60.01.62.0.000.513.004 Employee Allowances	-	650	650	650	650
	12,547	52,326	53,007	63,373	66,786
TOTAL TECHNICAL SERVICES	111,649	227,176	236,357	239,804	246,679

AUXILIARY SERVICE

PERSONAL SERVICES-SALARIES & WAGES					
001.60.01.63.0.000.500.001 Full-Time Earnings	48,898	192,282	192,282	195,336	199,243
001.60.01.63.0.000.503.001 Overtime	605	2,801	2,801	2,875	2,933
001.60.01.63.0.000.504.001 Specialty Pay	2,475	4,251	4,251	3,251	3,251
001.60.01.63.0.000.505.001 Holiday Pay	1,655	3,230	3,230	2,584	2,636
001.60.01.63.0.000.506.001 Longevity Pay	700	1,600	1,600	1,700	1,700
	54,333	204,164	204,164	205,746	209,763
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.60.01.63.0.000.510.001 Medical Insurance	-	53,365	51,499	59,768	63,354
001.60.01.63.0.000.511.001 Social Security	-	6,760	6,760	6,884	7,022
001.60.01.63.0.000.511.002 Medicare	770	2,970	2,970	3,076	3,137
001.60.01.63.0.000.512.001 IMRF Pension Expense	-	12,499	12,499	14,111	15,381
001.60.01.63.0.000.513.001 Sick Leave Incentive	-	2,059	2,100	2,500	2,500
001.60.01.63.0.000.513.002 Vac/Pers Leave Incent.	-	3,875	2,400	3,000	3,000
001.60.01.63.0.000.513.004 Employee Allowances	-	650	-	650	650
	770	82,178	78,228	89,989	95,044
TOTAL AUXILIARY SERVICE	55,103	286,342	282,392	295,735	304,807

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
CRIME PREV. & PUBLIC SERVICES**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES						
001.60.61.64.0.000.500.001	Full-Time Earnings	19,004	20,570	20,570	106,298	108,424
001.60.61.64.0.000.503.001	Overtime	-	-	-	7,000	7,140
001.60.61.64.0.000.504.001	Specialty Pay	219	-	-	3,901	3,901
001.60.61.64.0.000.505.001	Holiday Pay	-	-	-	2,584	2,636
001.60.61.64.0.000.506.001	Longevity Pay	240	280	280	640	640
		19,463	20,850	20,850	120,423	122,741
PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.60.61.64.0.000.510.001	Medical Insurance	6,827	7,407	7,406	30,079	31,884
001.60.61.64.0.000.511.001	Social Security	1,103	1,293	1,293	1,316	1,343
001.60.61.64.0.000.511.002	Medicare	253	303	303	1,757	1,793
001.60.61.64.0.000.512.001	IMRF Pension Expense	2,096	2,394	2,394	2,698	2,941
001.60.61.64.0.000.513.002	Vac/Pers Leave Incent.	-	789	-	-	-
001.60.61.64.0.000.513.004	Employee Allowances	-	-	-	650	650
		10,279	12,186	11,396	36,500	38,611
OTHER EMPLOYEE COSTS						
001.60.61.64.0.000.525.001	Community Policing	-	2,500	2,200	2,200	2,250
		-	2,500	2,200	2,200	2,250
CONTRACTUAL SERVICES						
001.60.61.64.0.000.551.001	Copier Lease Payment	5,875	6,200	6,200	6,200	6,325
001.60.61.64.0.000.562.002	Printing Expense	215	250	250	750	750
		6,090	6,450	6,450	6,950	7,075
COMMODITIES & SUPPLIES						
001.60.61.64.0.000.606.001	Office Supplies	190	200	200	400	400
001.60.61.64.0.000.608.001	Other Supplies	656	-	-	2,000	2,040
001.60.61.64.0.000.611.001	Photo Supplies	-	-	-	250	250
001.60.61.64.0.000.621.009	Pub Relations Supplies	1,238	500	500	2,300	2,350
001.60.61.64.0.000.621.010	Com Policing Supplies	-	-	-	3,000	3,000
001.60.61.64.0.000.621.011	Ctzn Academy Supplies	-	-	-	-	500
		2,084	700	700	7,950	8,540
TOTAL CRIME PREV. & PUBLIC SERVICES		37,916	42,686	41,596	174,023	179,217

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
PATROL & TRAFFIC**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.60.61.65.0.000.500.001 Full-Time Earnings	5,620,053	5,684,454	5,684,454	5,879,792	5,997,388
001.60.61.65.0.000.503.001 Overtime	206,273	426,600	426,600	336,600	343,332
001.60.61.65.0.000.504.001 Specialty Pay	188,993	180,210	180,210	188,710	188,710
001.60.61.65.0.000.505.001 Holiday Pay	219,368	164,196	164,196	168,824	172,201
001.60.61.65.0.000.506.001 Longevity Pay	28,960	31,320	31,320	30,760	30,760
	6,263,647	6,486,780	6,486,780	6,604,686	6,732,391
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.60.61.65.0.000.510.001 Medical Insurance	863,670	873,210	883,098	992,101	1,051,628
001.60.61.65.0.000.511.001 Social Security	16,491	22,362	22,362	16,241	16,566
001.60.61.65.0.000.511.002 Medicare	86,338	92,377	92,377	94,922	96,820
001.60.61.65.0.000.512.001 IMRF Pension Expense	30,216	31,300	31,300	33,292	36,289
001.60.61.65.0.000.513.001 Sick Leave Incentive	30,839	32,277	32,300	32,500	32,500
001.60.61.65.0.000.513.002 Vac/Pers Leave Incent.	28,297	56,361	38,600	50,000	50,000
001.60.61.65.0.000.513.004 Employee Allowances	43,500	43,550	43,550	42,250	43,095
	1,099,351	1,151,437	1,143,587	1,261,306	1,326,898
OTHER EMPLOYEE COSTS					
045.60.61.65.0.000.525.004 Training	-	1,000	-	1,000	1,000
	-	1,000	-	1,000	1,000
CONTRACTUAL SERVICES					
001.60.61.65.0.000.530.006 Other Prof. Serv.	2,999	3,000	3,000	3,000	3,060
001.60.61.65.0.000.551.001 Copier Lease Payment	2,898	3,300	3,300	3,300	3,300
001.60.61.65.0.000.558.001 NWCD - Police	396,785	502,250	460,116	507,125	527,867
001.60.61.65.0.000.566.003 NOI Police Alarm	4,683	6,600	6,600	6,600	6,732
001.60.61.65.0.000.566.008 Traffic Stop Data Anal.	13,250	14,000	14,000	18,000	18,360
	420,615	529,150	487,016	538,025	559,319
COMMODITIES & SUPPLIES					
001.60.61.65.0.000.603.001 Clothing Supplies	8,461	8,650	6,000	8,650	8,825
047.60.61.65.0.000.605.001 Other Equipment	-	-	6,803	-	-
001.60.61.65.0.000.606.001 Office Supplies	2,203	2,400	2,400	2,400	2,450
001.60.61.65.0.000.608.001 Other Supplies	2,675	2,700	2,700	2,700	2,750
001.60.61.65.0.000.611.001 Photo Supplies	1,479	2,300	1,200	2,300	2,350
001.60.61.65.0.000.621.001 Protective Clothing	19,341	16,800	16,800	9,750	7,500
001.60.61.65.0.000.621.002 Honor Guard Supplies	-	2,700	2,700	2,700	2,700
001.60.61.65.0.000.621.005 Ammunition & Targets	29,486	27,700	27,700	28,500	29,070
001.60.61.65.0.000.621.007 Evidence Tech Supplies	3,975	4,500	4,500	4,500	4,590
001.60.61.65.0.000.621.008 Food for Prisoners	2,988	3,000	3,000	3,000	3,060
001.60.61.65.0.000.621.013 Cell Phone Equipment	560	600	600	600	612
	71,168	71,350	74,403	65,100	63,907

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
PATROL & TRAFFIC**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OFFICE EQUIPMENT						
001.60.61.65.0.000.655.002	Computer Eqpt - New	-	250	250	250	250
001.60.61.65.0.000.657.003	Evidence Equipment	1,500	1,500	1,500	1,500	1,530
		1,500	1,750	1,750	1,750	1,780

OTHER EQUIPMENT						
001.60.61.65.0.000.665.002	Bicycle Patrol Program	212	2,000	2,000	1,000	1,020
001.60.61.65.0.000.665.031	Other Equipment	699	700	700	900	900
044.60.61.65.0.000.665.031	Other Equipment-DEA	6,077	1,000	1,000	4,000	500
045.60.61.65.0.000.665.031	Other Equipment-DUI	19,057	13,925	10,000	10,000	10,000
001.60.61.65.0.000.665.052	Weapons	2,510	2,700	2,700	2,000	2,000
047.60.61.65.0.000.665.080	Storage Equipment	-	3,396	3,400	-	-
		28,555	23,721	19,800	17,900	14,420

INTERFUND TRANSFERS						
045.60.61.65.0.000.697.001	Transfer Out	-	1,000	-	-	-
		-	1,000	-	-	-

TOTAL PATROL & TRAFFIC		7,884,836	8,266,188	8,213,336	8,489,767	8,699,715
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**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
INVESTIGATIVE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.60.61.66.0.000.500.001 Full-Time Earnings	1,259,348	1,369,087	1,369,087	1,311,622	1,337,855
001.60.61.66.0.000.503.001 Overtime	49,001	62,700	62,700	62,700	63,954
001.60.61.66.0.000.504.001 Specialty Pay	46,054	49,015	49,015	45,614	45,614
001.60.61.66.0.000.505.001 Holiday Pay	40,778	40,038	40,038	37,880	38,638
001.60.61.66.0.000.506.001 Longevity Pay	7,300	7,900	7,900	8,050	8,050
	1,402,481	1,528,740	1,528,740	1,465,866	1,494,111
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.60.61.66.0.000.510.001 Medical Insurance	159,051	237,993	214,854	236,908	251,123
001.60.61.66.0.000.511.001 Social Security	3,164	3,860	3,860	3,283	3,349
001.60.61.66.0.000.511.002 Medicare	19,926	22,328	22,328	21,537	21,930
001.60.61.66.0.000.512.001 IMRF Pension Expense	5,653	5,973	5,973	6,731	7,337
001.60.61.66.0.000.513.001 Sick Leave Incentive	-	9,373	9,400	5,000	5,000
001.60.61.66.0.000.513.002 Vac/Pers Leave Incent.	4,648	15,513	5,100	5,000	5,000
001.60.61.66.0.000.513.004 Employee Allowances	10,452	10,530	10,530	9,110	9,110
	202,894	305,570	272,045	287,569	302,849
OTHER EMPLOYEE COSTS					
043.60.61.66.0.000.525.004 Training	-	1,000	-	1,000	1,000
	-	1,000	-	1,000	1,000
CONTRACTUAL SERVICES					
001.60.61.66.0.000.530.006 Other Prof. Serv.	4,986	3,300	3,300	8,300	8,500
043.60.61.66.0.000.530.006 Other Prof. Serv.-Seiz	-	1,000	-	1,000	1,000
044.60.61.66.0.000.530.006 Other Prof. Serv.-DEA	375	1,000	100	1,000	500
001.60.61.66.0.000.534.001 Surveillance Expense	500	2,000	2,000	4,000	4,080
001.60.61.66.0.000.551.001 Copier Lease Payment	4,055	4,500	2,900	2,500	2,550
001.60.61.66.0.000.566.004 MCAT	5,687	6,000	6,000	6,000	6,120
001.60.61.66.0.000.566.005 TAC Unit Lease	3,712	5,800	5,800	5,800	5,916
001.60.61.66.0.000.566.007 Tobacco Enforcement	600	1,000	-	1,000	1,000
043.60.61.66.0.000.566.012 Drug Buys	-	500	500	500	500
	19,915	25,100	20,600	30,100	30,166
COMMODITIES & SUPPLIES					
001.60.61.66.0.000.606.001 Office Supplies	759	800	800	800	816
001.60.61.66.0.000.608.001 Other Supplies	1,148	2,500	2,500	2,500	2,550
001.60.61.66.0.000.611.001 Photo Supplies	58	750	750	750	750
001.60.61.66.0.000.621.004 Peer Jury Supplies	500	500	500	500	500
	2,465	4,550	4,550	4,550	4,616

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT
INVESTIGATIVE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OFFICE EQUIPMENT					
001.60.61.66.0.000.656.001 Office Eqpt	69	400	400	400	400
	69	400	400	400	400
OTHER EQUIPMENT					
001.60.61.66.0.000.665.031 Other Equipment	-	500	500	500	500
043.60.61.66.0.000.665.031 Other Equipment-Seiz	10,466	14,508	15,000	15,000	15,000
	10,466	15,008	15,500	15,500	15,500
TOTAL INVESTIGATIVE	1,638,290	1,880,368	1,841,835	1,804,985	1,848,642
TOTAL POLICE DEPARTMENT	14,691,051	15,429,753	15,339,668	15,868,202	16,389,222

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

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Chief of Police	1.00	1.00	1.00	135,000	139,024	139,024
Deputy Chief of Police	2.00	2.00	2.00	248,422	247,178	252,220
Commanders	5.00	5.00	5.00	563,901	581,660	591,930
Sergeants	11.00	11.00	11.00	1,101,863	1,132,505	1,143,085
Sworn Officers	52.33	51.00	51.00	4,143,312	4,085,108	4,188,573
Investigators	8.00	11.00	11.00	731,200	921,878	937,763
Crime Prevention Officers (Sworn)	-	-	1.00	-	-	85,317
School Counselor (Sworn)	1.00	1.00	1.00	83,084	73,543	80,292
Crime Free Housing Coordinator	1.00	1.00	1.00	59,673	61,100	62,322
Executive Secretary	1.00	1.00	1.00	60,476	61,923	63,162
Records Supervisor	1.00	1.00	1.00	57,386	60,335	61,542
Account Clerk	1.00	1.00	1.00	53,284	54,558	55,650
Secretaries	2.00	2.00	2.00	100,444	102,849	104,904
Court Officer -Auxiliary Service	1.00	1.00	1.00	45,669	46,762	47,697
Mobile Video Review Officer	1.00	1.00	1.00	59,673	61,100	62,322
Community Service Officers	4.50	4.50	4.50	218,452	240,354	229,078
Records Clerks	4.00	4.00	4.00	159,770	166,272	169,596
	<u>96.83</u>	<u>98.50</u>	<u>99.50</u>	<u>7,821,609</u>	<u>8,036,149</u>	<u>8,274,477</u>

PART TIME						
Records Clerks	1.00 (2)	1.00 (2)	1.00 (2)	32,012	35,113	36,556
	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>1.00 (2)</u>	<u>32,012</u>	<u>35,113</u>	<u>36,556</u>

OTHER COMPENSATION						
Overtime Earnings				252,323	506,201	423,557
Specialty Pay				249,856	239,879	248,679
Holiday Pay				285,081	219,362	223,068
Longevity Pay				46,400	47,200	46,450
				<u>833,660</u>	<u>1,012,642</u>	<u>941,754</u>

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

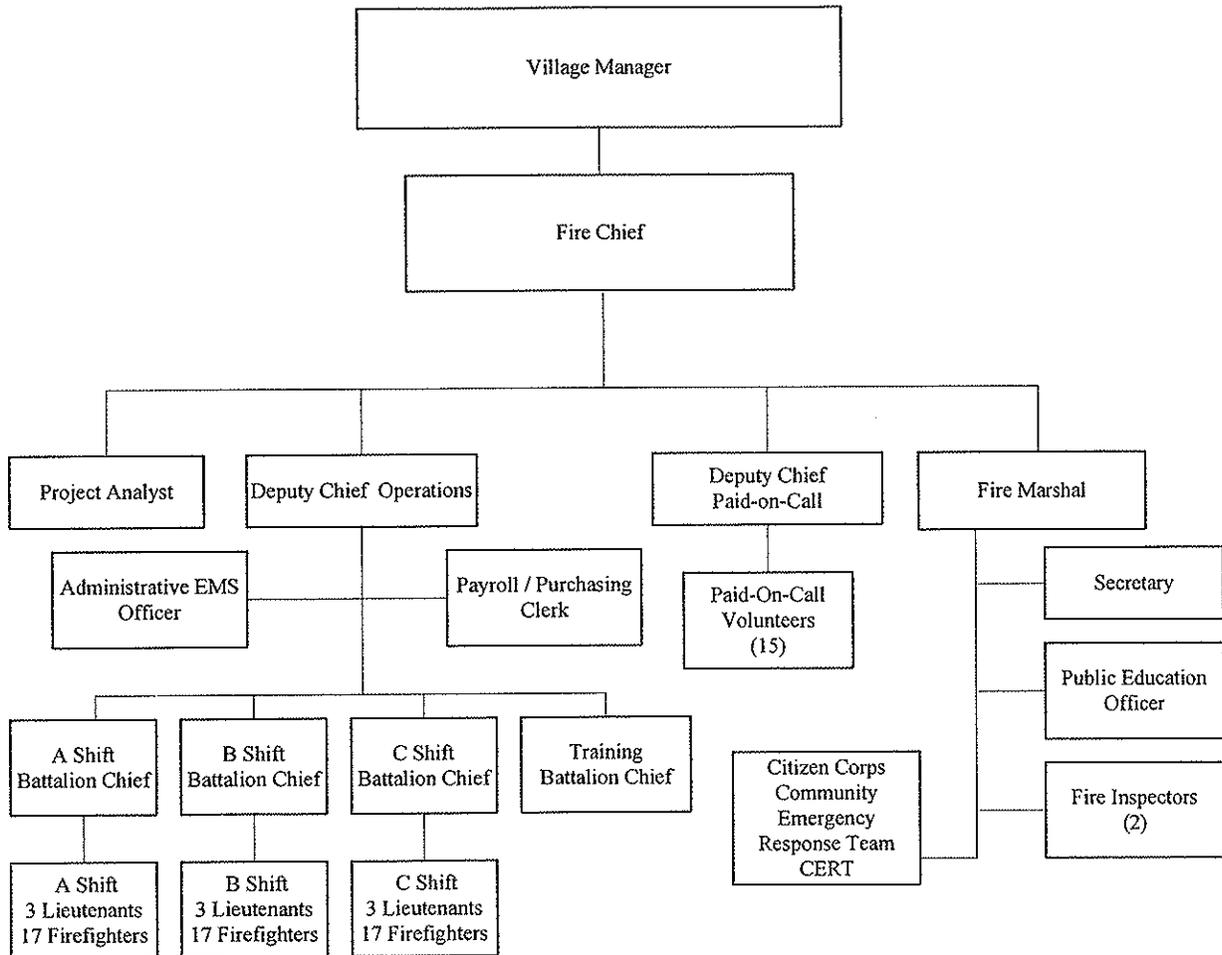
Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
EMPLOYEE BENEFITS						
Medical Insurance				1,207,120	1,312,223	1,480,873
Workers' Comp Insurance				184,815	80,978	180,675
Social Security				68,985	63,475	55,761
Medicare				124,386	127,743	132,962
IMRF Pension				96,620	103,074	114,302
Police Pension				2,553,000	2,485,001	2,634,221
Sick Leave Incentive				50,000	58,009	52,501
Vacation/Personal Leave Incentive				127,090	171,320	138,501
Retiree Sick Incentive				-	40,305	-
Employee Allowances				53,560	56,680	54,610
				<u>4,465,576</u>	<u>4,498,808</u>	<u>4,844,406</u>
TOTAL	97.83	99.50	100.50	13,152,857	13,582,712	14,097,193

(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	98.00	98.50	99.50
Part-Time	2.00	2.00	2.00



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 16 seasonal employees.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FIRE DEPARTMENT**

STATEMENT OF ACTIVITIES

The Mount Prospect Fire Department's mission is to protect people, property and the environment by reducing and controlling fire loss, providing emergency medical service, maintaining adequate emergency preparedness, and engaging in fire prevention and public education activities.

2011 ACCOMPLISHMENTS

Conducted a "Village Wide Tabletop Disaster" drill in the new emergency operations center and updated the Village's Emergency Operations Plan (EOP).

Continued NIMS compliance requirements.

Updated the "Strategic National Stockpile" (SNS) distribution plan.

Conducted an emergency preparedness seminar survey for the business community.

Updated the Fire Department 5-Year Comprehensive Plan.

Updated the Village code to allow wireless fire alarms.

Began transitioning firefighters' certifications to the new state standards.

Received a \$5,500 Illinois Citizen Corps Grant for a fire extinguisher training program.

Updated the emergency response plans for the petroleum storage facilities in Mount Prospect.

Conducted a tabletop exercise with the tank farm facility managers in the new Emergency Operations Center.

Conducted 377 fire and life safety public education events/activities.

Conducted the 32nd Annual Children's Fire Safety Festival at Fire Station 14.

Began updating all of the Fire Department's standard operating guidelines and posted them to the intranet.

Attended 66 block parties.

Conducted a 20-hour CERT training course and increased CERT team volunteers from 20 to 40.

Conducted two multijurisdictional drills at the tank farm facilities.

Designed and installed LEED signage at Fire Station 14 to highlight the green features of the building.

Participated in the O'Hare Airport full-scale disaster exercise with the Chicago Fire Department.

Hosted an Illinois Fire Service Institute new vehicle technology class at Fire Station 14.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FIRE DEPARTMENT**

2011 ACCOMPLISHMENTS(continued)

Completed installation of the audio visual systems and software at the Emergency Operations Center.

Completed an emergency preparedness insert for the Village newsletter and updated the emergency preparedness section of the Village website.

Created a public education campaign to increase awareness of the Emergency Alert System (Everbridge).

Partnered with Union Local 4119 and Costco to hold a community food drive to re-stock the Village's food pantry.

2012 ACCOMPLISHMENTS

Conducted a three day training on emergency operation center functions for department heads and deputies in the new Emergency Operations Center.

Incorporated a new computer aided dispatch (CAD) system into daily operations.

Updated the Rules and Regulations of the Board of Fire and Police Commissioners to reflect the new firefighter hiring act requirements.

Conducted a new hire test to establish an eligibility list using the new firefighter hiring act procedures.

Conducted approximately 350 fire and life safety public education events/activities.

Conducted the 33rd Annual Children's Fire Safety Festival at Fire Station 14.

Conducted a 20-hour community emergency preparedness training course.

Partnered with CERT members to host a "Leap into Preparedness" educational event at Fire Station 14.

Conducted the 19th Annual Fire Department Open House at Fire Station 13.

Participated in multiple community outreach events/activities including the 3-Day Breast Cancer Walk, Ronald McDonald House "Meals from the Heart" program and Operation North Pole Fire Truck Pull.

Donated over \$6,000 worth of "wish list items" to the Ronald McDonald House located at the University of Chicago Comer Children's Hospital.

Oversaw the installation of wireless radios to monitor fire alarm systems.

Replaced all Fire Department portable and mobile radios and four thermal imaging cameras.

Purchased and received delivery of a new ambulance.

Created an educational brochure to accompany the LEED signage at Fire Station 14.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FIRE DEPARTMENT**

2012 ACCOMPLISHMENTS (continued)

Continued updates to the Fire Department's standard operating guidelines and forms.

Updated the department's fire safety trailer with new audio visual equipment using grant funds.

Received \$12,170 in grant funds and donations to implement special department projects.

Hosted a three day "Command 101" class and a three day "Mayday Event" class instructed by Task Force 1.

Hosted two Illinois Fire Service Institute classes on leadership and fire behavior.

Assisted in the development of MABAS Division 1's website.

Prepared and trained for the NATO Summit in Chicago.

2013 OBJECTIVES

Recognize and celebrate the 100-year anniversary of the Fire Department.

Conduct fire and life safety education events/activities including the Children's Fire Safety Festival, Open House and Fire Prevention Week Poster/Essay Contest.

Develop a fire and life safety education cable TV series for MPTV.

Review implementation of the 2009 – 2012 International Fire Code.

Implement a new fire station alerting system in all three fire stations.

Continue updating the department's standard operating guidelines and forms.

Update the Fire Department web pages on the Village's website.

Host two Task Force 1 classes in leadership and company officer preparation school.

Host two Illinois Fire Service Institute classes.

Host an Illinois Department of Transportation class in highway incident management.

Host an ethanol safety class (Ethanol Emergency Response Coalition EERC).

Evaluate interactive learning technologies (i.e., "smart" pads/boards/clickers) for use during training.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FIRE DEPARTMENT**

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Emergency Calls				
EMS Calls				
Advanced Life Support	1,868	1,914	2,028	2,098
Basic Life Support	1,314	727	736	765
Other Services/No Transport	283	949	950	988
Total EMS Calls	3,465	3,590	3,714	3,851
Fire Calls	1,888	2,350	2,360	2,370
Total Emergency Calls	5,353	5,940	6,074	6,221
Mutual Aid Calls				
Given	137	142	150	125
Received	221	314	325	350
Total Mutual Aid Calls	358	456	475	475
Automatic Aid Calls				
Given	146	123	125	125
Received	214	121	130	130
Total Automatic Aid Calls	360	244	255	255
Response Time (minutes)*	4:22	4:31	4:33	4:33
Fire Prevention				
Inspections	3,790	3,418	3,500	3,600
Programs Presented	315	377	350	350
Plan Reviews	355	450	350	350
Total Fire Prevention	4,460	4,245	4,200	4,300
Fire Investigations	10	12	15	15
Training Hours				
Fire - All	21,504	20,985	20,400	20,000
Medical - All	2,809	2,593	2,590	2,600
Total Training Hours	24,313	23,578	22,990	22,600

* Unit dispatched time to unit arrival time

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
FIRE DEPARTMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	3,160,791	3,127,595	3,138,857	3,312,056	3,492,998
Equipment Maintenance - Fire	457,764	635,509	635,509	908,901	911,561
Operations	7,273,256	7,546,237	7,467,778	7,739,072	7,955,547
Fire Communication	39,084	49,400	46,650	46,050	42,925
Foreign Fire Insurance	7,849	28,500	8,170	28,500	28,500
Paid On Call Program	29,381	45,891	43,891	43,367	43,367
Fire Training Academy	-	10,112	10,112	-	-
Fire Prevention	469,248	501,702	485,312	519,396	534,924
Emergency Preparedness	14,766	25,707	21,775	8,100	8,215
	11,452,139	11,970,653	11,858,054	12,605,442	13,018,037

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	7,089,011	7,208,502	7,133,399	7,335,362	7,479,934
Personal Services-Employee Benefits	3,530,027	3,603,776	3,620,140	3,889,830	4,130,114
Other Employee Costs	106,112	138,925	125,475	133,400	134,425
Contractual Services	598,721	809,549	790,589	1,094,380	1,089,488
Utilities	30,999	35,000	35,000	31,750	32,175
Insurance	540	500	420	500	500
Commodities & Supplies	45,399	65,995	60,575	47,670	47,966
Building Improvements	-	10,000	10,000	10,000	10,200
Office Equipment	-	12,656	12,656	250	250
Other Equipment	51,330	85,750	69,800	62,300	92,985
	11,452,139	11,970,653	11,858,054	12,605,442	13,018,037

SOURCE OF FUNDS					
001 General Fund	11,444,290	11,942,153	11,849,884	12,576,942	12,989,537
046 Foreign Fire Tax Board Fund	7,849	28,500	8,170	28,500	28,500
	11,452,139	11,970,653	11,858,054	12,605,442	13,018,037

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
FIRE DEPARTMENT**

BUDGET DISCUSSION AND ANALYSIS

The Public Safety Fire Department Budget includes Administration, Equipment Maintenance, Fire Operations, Fire Communication, Foreign Fire Insurance, Paid on Call Firefighter, Fire Prevention and Emergency Preparedness programs. The 2013 budget of \$12,605,442 increased 5.30% from the 2012 budget. Increases to the budget were primarily due to personal services, employee benefits, employment testing and contractual services budget increases.

Over the last three years, the Fire Department budget has been deeply impacted by budget constraints. In 2011, budget constraints required the department to reduce the number of full-time firefighter/paramedics from 72 to 66. Engine 13 has been taken out of service unless extrication equipment is needed. The current minimum full-time staffing is 16 firefighters on duty each day. Also in 2011, one full-time position within the Fire Protection Bureau was eliminated. This position was responsible for plan reviews for new construction and the duties that were assigned to the position are now handled by the Fire Marshal.

While the overall budget increased for 2013, additional budget constraints required the department to eliminate the funding for the Fire Training Academy Program.

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PERSONAL SERVICES-SALARIES & WAGES						
001.70.01.00.0.000.500.001	Full-Time Earnings	523,863	541,815	541,815	571,694	583,128
001.70.01.00.0.000.503.001	Overtime	3,303	4,950	4,950	2,909	3,009
001.70.01.00.0.000.504.001	Specialty Pay	1,992	2,201	2,201	2,201	2,201
001.70.01.00.0.000.505.001	Holiday Pay	9,075	11,015	11,015	11,530	11,761
001.70.01.00.0.000.506.001	Longevity Pay	3,200	3,300	3,300	3,600	3,600
		541,433	563,281	563,281	591,934	603,699

PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.70.01.00.0.000.510.001	Medical Insurance	63,191	80,590	80,635	91,749	97,254
001.70.01.00.0.000.510.003	Workers' Comp Ins	136,713	61,874	61,874	131,400	132,000
001.70.01.00.0.000.511.001	Social Security	10,896	12,472	12,472	12,085	12,327
001.70.01.00.0.000.511.002	Medicare	8,200	8,563	8,563	8,748	8,923
001.70.01.00.0.000.512.001	IMRF Pension Expense	19,746	20,920	20,920	24,773	27,003
001.70.01.00.0.000.512.003	Fire Pension Expense	2,251,449	2,225,001	2,255,276	2,325,247	2,485,242
001.70.01.00.0.000.513.001	Sick Leave Incentive	33,370	20,000	20,000	6,000	6,000
001.70.01.00.0.000.513.002	Vac/Pers Leave Incent.	9,905	9,938	5,000	5,000	5,000
001.70.01.00.0.000.513.003	Retiree Sick Incentive	-	4,500	4,500	-	-
001.70.01.00.0.000.513.005	Ins. Opt-Out Incent.	750	2,000	2,000	-	-
		2,534,220	2,445,858	2,471,240	2,605,002	2,773,749

OTHER EMPLOYEE COSTS						
001.70.01.00.0.000.518.001	Dues & Memberships	4,068	4,100	4,000	4,100	4,100
001.70.01.00.0.000.520.001	Medical Examinations	15,514	21,000	17,600	21,000	21,000
001.70.01.00.0.000.522.001	Travel & Meetings	1,227	1,800	1,250	1,500	1,500
001.70.01.00.0.000.524.001	Uniform Expense	33,714	42,000	35,000	40,000	40,000
		54,523	68,900	57,850	66,600	66,600

CONTRACTUAL SERVICES						
001.70.01.00.0.000.530.006	Other Prof. Serv.	1,682	500	750	500	500
001.70.01.00.0.000.532.002	Equipment Maint.	1,617	1,600	1,600	750	750
001.70.01.00.0.000.538.001	Memorial Gifts	-	-	-	300	300
001.70.01.00.0.000.544.002	Postage Expense	1,911	3,200	2,300	2,500	2,500
001.70.01.00.0.000.546.003	Employment Testing	-	5,500	3,000	17,500	5,000
001.70.01.00.0.000.551.001	Copier Lease Payment	10,721	8,400	9,600	9,600	9,800
001.70.01.00.0.000.559.001	Safety Program	1,300	900	900	900	900
001.70.01.00.0.000.560.012	Computer Software	-	-	-	250	250
001.70.01.00.0.000.562.002	Printing Expense	2,911	3,180	3,180	3,200	3,250
		20,142	23,280	21,330	35,500	23,250

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.70.01.00.0.000.606.001 Office Supplies	5,534	6,120	6,000	5,520	5,600
001.70.01.00.0.000.608.001 Other Supplies	1,013	1,000	1,000	1,000	1,020
001.70.01.00.0.000.612.001 Publications	525	900	900	900	900
001.70.01.00.0.000.616.001 Vehicle Reg/License	210	-	-	-	-
001.70.01.00.0.000.619.009 Video Training Supplies	17	100	100	100	100
001.70.01.00.0.000.619.013 Special Events Supplies	-	-	-	250	250
	7,299	8,120	8,000	7,770	7,870
OFFICE EQUIPMENT					
001.70.01.00.0.000.655.002 Computer Eqpt - New	-	12,656	12,656	-	-
001.70.01.00.0.000.656.004 Office Eqpt - Fire	-	-	-	250	250
	-	12,656	12,656	250	250
OTHER EQUIPMENT					
001.70.01.00.0.000.665.021 Furniture & Equipment	2,653	4,500	3,500	4,000	4,080
001.70.01.00.0.000.665.034 Phys Cond Equip - Fire	521	1,000	1,000	1,000	13,500
	3,174	5,500	4,500	5,000	17,580
TOTAL ADMINISTRATION	3,160,791	3,127,595	3,138,857	3,312,056	3,492,998

EQUIPMENT MAINTENANCE - FIRE

CONTRACTUAL SERVICES					
001.70.01.00.0.309.553.001 Vehicle Lease Payment	157,800	318,700	318,700	561,700	561,700
001.70.01.00.0.309.554.001 Vehicle Maint Payment	299,964	316,809	316,809	347,201	349,861
	457,764	635,509	635,509	908,901	911,561
TOTAL EQUIPMENT MAINTENANCE - FIRE	457,764	635,509	635,509	908,901	911,561

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
OPERATIONS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PERSONAL SERVICES-SALARIES & WAGES						
001.70.71.00.0.000.500.001	Full-Time Earnings	5,503,717	5,592,838	5,592,838	5,687,186	5,800,930
001.70.71.00.0.000.503.001	Overtime	357,528	349,951	250,000	344,378	350,585
001.70.71.00.0.000.504.001	Specialty Pay	30,354	5,802	42,800	5,802	5,802
001.70.71.00.0.000.505.001	Holiday Pay	280,857	286,293	286,293	288,902	294,680
001.70.71.00.0.000.506.001	Longevity Pay	30,600	31,900	31,900	31,300	31,300
		6,203,056	6,266,784	6,203,831	6,357,568	6,483,297

PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.70.71.00.0.000.510.001	Medical Insurance	788,931	898,336	893,286	1,017,420	1,078,465
001.70.71.00.0.000.511.001	Social Security	2	6,064	6,064	-	-
001.70.71.00.0.000.511.002	Medicare	81,345	86,597	86,597	89,605	91,397
001.70.71.00.0.000.512.001	IMRF Pension Expense	3	-	-	-	-
001.70.71.00.0.000.513.001	Sick Leave Incentive	-	24,756	24,800	25,000	25,000
001.70.71.00.0.000.513.005	Ins. Opt-Out Incent.	1,000	2,000	2,000	4,000	4,000
		871,281	1,017,753	1,012,747	1,136,025	1,198,862

OTHER EMPLOYEE COSTS						
001.70.71.00.0.000.525.002	Special Rescue Trng.	142	500	500	3,000	3,000
001.70.71.00.0.000.525.004	Training	19,839	30,000	30,000	27,500	27,500
001.70.71.00.0.000.525.005	CPR Trng.	998	2,500	2,000	-	-
001.70.71.00.0.000.525.006	EMS Trng.	14,543	16,400	14,000	17,000	18,000
		35,522	49,400	46,500	47,500	48,500

CONTRACTUAL SERVICES						
001.70.71.00.0.000.530.006	Other Prof. Serv.	-	-	-	250	250
001.70.71.00.0.000.532.002	Equipment Maint.	5,005	1,750	1,750	1,750	1,785
001.70.71.00.0.000.558.002	NWCD - Fire	100,409	122,000	117,000	125,479	131,547
001.70.71.00.0.000.567.003	Ladder Testing	456	600	600	600	610
001.70.71.00.0.000.567.015	Breathing Air Comp.	-	1,000	1,000	1,000	1,125
		105,870	125,350	120,350	129,079	135,317

COMMODITIES & SUPPLIES						
001.70.71.00.0.000.608.001	Other Supplies	409	1,100	1,100	600	600
001.70.71.00.0.000.614.001	Training Supplies	2,126	3,500	5,000	5,000	5,000
001.70.71.00.0.000.619.005	Ambulance Supplies	6,488	8,750	8,700	8,750	8,925
001.70.71.00.0.000.619.006	Chemical Supplies	1,262	1,350	1,350	1,350	1,375
001.70.71.00.0.000.619.008	Oxygen Tank Supplies	7,144	8,300	7,300	8,300	8,466
001.70.71.00.0.000.619.009	Video Training Supplies	-	-	100	100	100
001.70.71.00.0.000.619.011	Firefighting Supplies	-	-	-	500	500
		17,429	23,000	23,550	24,600	24,966

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
OPERATIONS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BUILDING IMPROVEMENTS					
001.70.71.00.0.000.646.001 Fire Station Improv.	-	10,000	10,000	10,000	10,200
	-	10,000	10,000	10,000	10,200
OTHER EQUIPMENT					
001.70.71.00.0.000.665.004 Breathing Apparatus	4,217	3,800	3,800	4,000	3,800
001.70.71.00.0.000.665.017 Fire Hose & Appliances	752	700	700	1,500	1,530
001.70.71.00.0.000.665.018 Firefighting Equipment	3,947	5,000	3,500	3,500	3,550
001.70.71.00.0.000.665.023 Haz-Mat Equipment	2,853	3,600	3,600	3,600	3,675
001.70.71.00.0.000.665.031 Other Equipment	12,960	1,250	-	-	-
001.70.71.00.0.000.665.032 Paramedic Equipment	10,354	14,400	14,000	17,000	17,340
001.70.71.00.0.000.665.040 Special Rescue Equip	997	1,000	1,000	1,000	1,000
001.70.71.00.0.000.665.045 Turn Out Clothing	2,021	20,500	20,500	-	20,910
001.70.71.00.0.000.665.051 Water Recovery Equip	1,997	2,500	2,500	3,700	2,600
001.70.71.00.0.000.665.065 In-Car Video Cameras	-	1,200	1,200	-	-
	40,098	53,950	50,800	34,300	54,405
TOTAL OPERATIONS	7,273,256	7,546,237	7,467,778	7,739,072	7,955,547

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
FIRE COMMUNICATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
001.70.71.00.0.300.532.004 Radio Maintenance	1,882	3,300	1,000	2,500	2,750
001.70.71.00.0.300.547.002 Pager Rental	2,898	3,000	2,400	2,300	500
001.70.71.00.0.300.560.006 VRM Maintenance	258	1,000	500	1,000	1,000
	5,038	7,300	3,900	5,800	4,250
UTILITIES					
001.70.71.00.0.300.589.001 Telephone - Land Lines	20,771	25,000	25,000	21,250	21,675
001.70.71.00.0.300.590.001 Telephone - Cellular	10,228	10,000	10,000	10,500	10,500
	30,999	35,000	35,000	31,750	32,175
COMMODITIES & SUPPLIES					
001.70.71.00.0.300.608.001 Other Supplies	669	1,300	750	1,500	1,500
	669	1,300	750	1,500	1,500
OTHER EQUIPMENT					
001.70.71.00.0.300.668.001 Radio Equip -Fire	2,378	5,800	7,000	7,000	5,000
	2,378	5,800	7,000	7,000	5,000
TOTAL FIRE COMMUNICATION	39,084	49,400	46,650	46,050	42,925

FOREIGN FIRE INSURANCE

CONTRACTUAL SERVICES					
046.70.71.00.0.301.530.006 Other Prof. Serv.	2,695	10,000	4,000	10,000	10,000
	2,695	10,000	4,000	10,000	10,000
INSURANCE					
046.70.71.00.0.301.594.001 Insurance Exp-Pension	540	500	420	500	500
	540	500	420	500	500
COMMODITIES & SUPPLIES					
046.70.71.00.0.301.608.001 Other Supplies	869	3,000	750	3,000	3,000
	869	3,000	750	3,000	3,000
OTHER EQUIPMENT					
046.70.71.00.0.301.665.021 Furniture & Equipment	3,745	15,000	3,000	15,000	15,000
	3,745	15,000	3,000	15,000	15,000
TOTAL FOREIGN FIRE INSURANCE	7,849	28,500	8,170	28,500	28,500

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
PAID ON CALL PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.70.71.00.0.302.502.001 Seasonal Earnings	10,229	20,904	20,904	20,943	20,943
001.70.71.00.0.302.503.001 Overtime	7,709	10,000	8,000	7,896	7,896
	17,938	30,904	28,904	28,839	28,839
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.70.71.00.0.302.511.001 Social Security	1,063	1,302	1,302	1,304	1,304
001.70.71.00.0.302.511.002 Medicare	248	310	310	424	424
001.70.71.00.0.302.512.001 IMRF Pension Expense	188	-	-	-	-
	1,499	1,612	1,612	1,728	1,728
OTHER EMPLOYEE COSTS					
001.70.71.00.0.302.520.001 Medical Examinations	3,424	6,575	6,575	6,000	6,000
001.70.71.00.0.302.524.001 Uniform Expense	2,476	2,500	2,500	2,500	2,500
001.70.71.00.0.302.525.004 Training	3,051	3,300	3,300	3,300	3,300
	8,951	12,375	12,375	11,800	11,800
OTHER EQUIPMENT					
001.70.71.00.0.302.665.045 Turn Out Clothing	993	1,000	1,000	1,000	1,000
	993	1,000	1,000	1,000	1,000
TOTAL PAID ON CALL PROGRAM	29,381	45,891	43,891	43,367	43,367

FIRE TRAINING ACADEMY

PERSONAL SERVICES-SALARIES & WAGES					
001.70.71.00.0.303.503.001 Overtime	-	4,951	4,951	-	-
	-	4,951	4,951	-	-
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.70.71.00.0.303.511.001 Social Security	-	88	88	-	-
001.70.71.00.0.303.511.002 Medicare	-	73	73	-	-
	-	161	161	-	-
COMMODITIES & SUPPLIES					
001.70.71.00.0.303.614.001 Training Supplies	-	5,000	5,000	-	-
	-	5,000	5,000	-	-
TOTAL FIRE TRAINING ACADEMY	-	10,112	10,112	-	-

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
FIRE PREVENTION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.70.72.00.0.000.500.001 Full-Time Earnings	316,748	324,281	324,281	331,279	337,905
001.70.72.00.0.000.503.001 Overtime	6,657	15,150	5,000	22,591	23,043
001.70.72.00.0.000.504.001 Specialty Pay	779	751	751	751	751
001.70.72.00.0.000.506.001 Longevity Pay	2,400	2,400	2,400	2,400	2,400
	326,584	342,582	332,432	357,021	364,099
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.70.72.00.0.000.510.001 Medical Insurance	59,544	64,861	64,854	72,562	76,916
001.70.72.00.0.000.511.001 Social Security	19,707	20,565	20,565	20,737	21,152
001.70.72.00.0.000.511.002 Medicare	4,609	4,970	4,970	5,268	5,373
001.70.72.00.0.000.512.001 IMRF Pension Expense	36,311	37,591	37,591	42,508	46,334
001.70.72.00.0.000.513.001 Sick Leave Incentive	-	3,271	3,300	3,000	3,000
001.70.72.00.0.000.513.002 Vac/Pers Leave Incent.	2,856	7,134	3,100	3,000	3,000
	123,027	138,392	134,380	147,075	155,775
OTHER EMPLOYEE COSTS					
001.70.72.00.0.000.518.001 Dues & Memberships	573	600	600	600	600
001.70.72.00.0.000.524.001 Uniform Expense	2,076	2,250	2,250	2,250	2,250
001.70.72.00.0.000.525.004 Training	2,702	2,900	3,400	3,400	3,400
	5,351	5,750	6,250	6,250	6,250
CONTRACTUAL SERVICES					
001.70.72.00.0.000.562.002 Printing Expense	1,399	1,400	1,400	1,400	1,400
	1,399	1,400	1,400	1,400	1,400
COMMODITIES & SUPPLIES					
001.70.72.00.0.000.605.001 Other Equipment	5,977	1,500	1,000	1,300	1,000
001.70.72.00.0.000.608.001 Other Supplies	1,000	1,928	1,000	1,000	1,000
001.70.72.00.0.000.611.001 Photo Supplies	647	650	650	650	650
001.70.72.00.0.000.612.001 Publications	21	200	200	200	200
001.70.72.00.0.000.613.001 Reference Materials	1,727	2,000	2,000	2,000	2,000
001.70.72.00.0.000.619.004 Fire Safety Education	2,442	2,500	2,500	2,500	2,550
001.70.72.00.1.000.605.001 Other Equipment	131	300	-	-	-
	11,945	9,078	7,350	7,650	7,400
OTHER EQUIPMENT					
001.70.72.00.0.000.665.021 Furniture & Equipment	942	4,500	3,500	-	-
	942	4,500	3,500	-	-
TOTAL FIRE PREVENTION	469,248	501,702	485,312	519,396	534,924

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
EMERGENCY PREPAREDNESS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EMPLOYEE COSTS					
001.70.73.00.0.000.525.004 Training	1,765	2,500	2,500	1,250	1,275
	1,765	2,500	2,500	1,250	1,275
CONTRACTUAL SERVICES					
001.70.73.00.0.000.530.006 Other Prof. Serv.	-	1,000	600	500	510
001.70.73.00.0.000.549.001 Org Memberships	90	510	300	-	-
001.70.73.00.0.000.567.002 Siren Maintenance	4,223	3,200	3,200	3,200	3,200
001.70.73.00.0.000.567.005 School Program Other	1,500	2,000	-	-	-
	5,813	6,710	4,100	3,700	3,710
COMMODITIES & SUPPLIES					
001.70.73.00.0.000.545.010 Citizen Corps Grant	-	5,000	5,000	-	-
001.70.73.00.0.000.603.001 Clothing Supplies	1,367	1,000	1,000	500	510
001.70.73.00.0.000.605.001 Other Equipment	1,183	1,750	1,500	825	845
001.70.73.00.0.000.606.001 Office Supplies	-	325	325	200	210
001.70.73.00.0.000.608.001 Other Supplies	2,794	1,572	2,500	-	-
001.70.73.00.0.000.619.001 Educational Materials	-	1,250	1,250	825	845
001.70.73.00.0.000.619.003 Radio Equipment	1,017	1,600	1,600	800	820
001.70.73.00.0.000.619.007 Emergency Mgmt Eqpt	827	4,000	2,000	-	-
	7,188	16,497	15,175	3,150	3,230
TOTAL EMERGENCY PREPAREDNESS	14,766	25,707	21,775	8,100	8,215
TOTAL FIRE DEPARTMENT	11,452,139	11,970,653	11,858,054	12,605,442	13,018,037

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

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Fire Chief	1.00	1.00	1.00	136,240	133,875	141,908
Deputy Fire Chief	1.00	1.00	1.00	118,708	119,458	126,152
Battalion Chief - Training	1.00	1.00	1.00	106,141	107,459	110,239
Battalion Chiefs	3.00	3.00	3.00	314,844	324,390	329,982
Fire Marshal	1.00	1.00	1.00	80,001	81,914	84,065
Lieutenants	9.00	9.00	9.00	903,377	923,458	932,376
Firefighters/Paramedics	49.00	50.00	50.00	4,083,298	4,261,662	4,340,069
Firefighters	2.00	1.00	1.00	140,060	83,328	84,759
Administrative EMS Officer	1.00	1.00	1.00	72,286	74,016	75,496
Public Education Officer	1.00	1.00	1.00	67,604	69,222	70,606
Fire Inspectors	2.00	2.00	2.00	121,816	124,731	127,226
Payroll/Purchasing Clerk	1.00	1.00	1.00	53,284	54,558	55,650
Project Analyst	1.00	1.00	1.00	51,223	52,449	62,249
Secretary	1.00	1.00	1.00	47,282	48,414	49,382
	<u>74.00</u>	<u>74.00</u>	<u>74.00</u>	<u>6,296,164</u>	<u>6,458,934</u>	<u>6,590,159</u>
SEASONAL						
Paid-On-Call Volunteer Firefighters	0.50 (19)	0.50 (16)	0.50 (16)	11,000	20,904	20,943
Intern	0.25 (1)	-	-	5,000	-	-
	<u>0.75 (20)</u>	<u>0.50 (16)</u>	<u>0.50 (16)</u>	<u>16,000</u>	<u>20,904</u>	<u>20,943</u>
OTHER COMPENSATION						
Overtime Earnings				391,009	385,002	377,774
Specialty Pay				33,652	8,754	8,754
Holiday Pay				287,300	297,308	300,432
Longevity Pay				35,500	37,600	37,300
				<u>747,461</u>	<u>728,664</u>	<u>724,260</u>

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

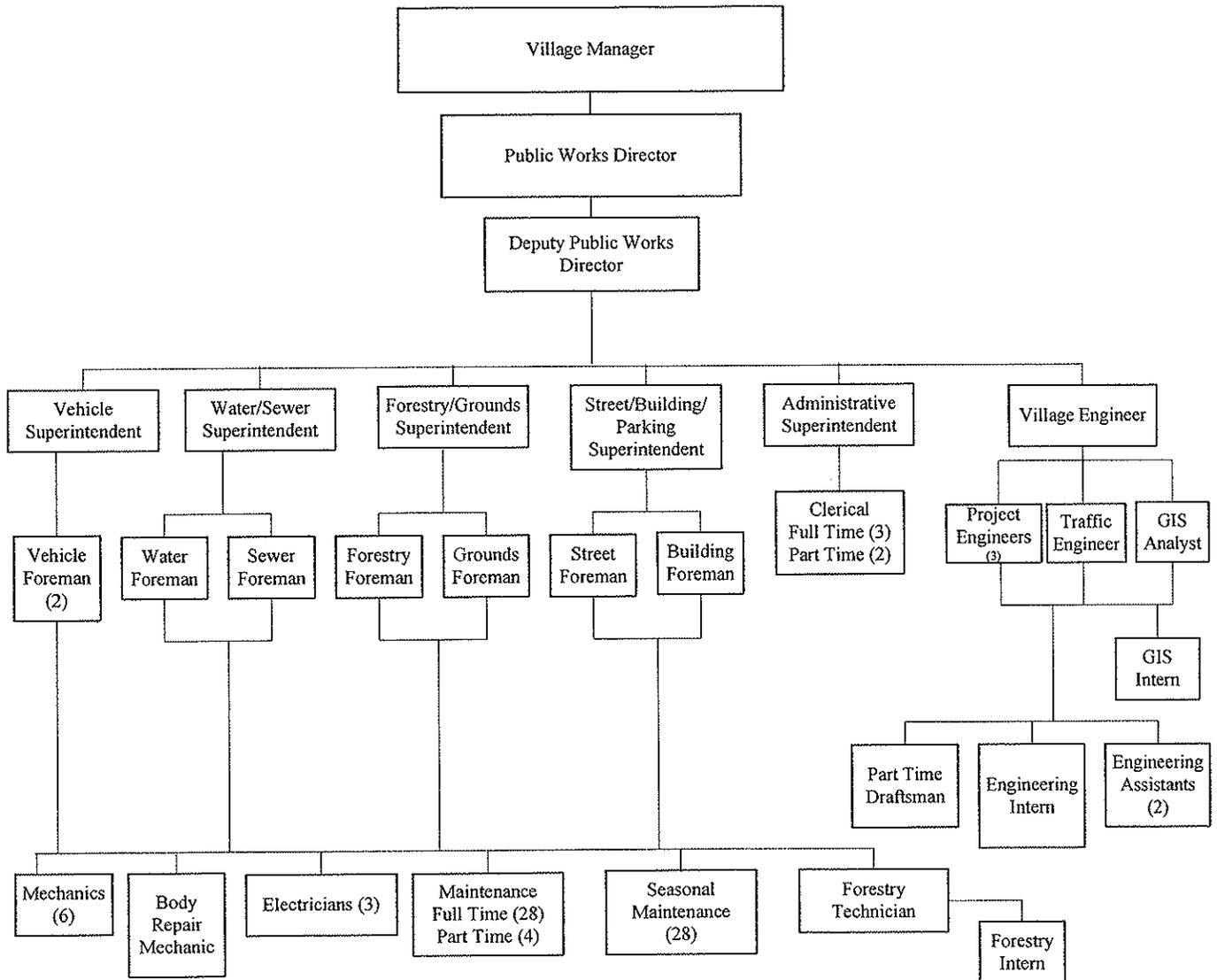
Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
EMPLOYEE BENEFITS						
Medical Insurance				911,666	1,043,787	1,181,731
Workers' Comp Insurance				136,713	61,874	131,400
Social Security				34,156	40,491	34,126
Medicare				98,273	100,513	104,045
IMRF Pension				53,562	58,511	67,281
Fire Pension				2,212,401	2,225,001	2,325,247
Sick Leave Incentive				34,000	48,027	34,000
Vacation/Personal Leave Incentive				17,500	17,072	8,000
Retiree Sick Incentive				-	4,500	-
Insurance Opt-Out Incentive				3,000	4,000	4,000
				<u>3,501,271</u>	<u>3,603,776</u>	<u>3,889,830</u>
TOTAL	74.75	74.50	74.50	10,560,896	10,812,278	11,225,192

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

Full-Time	74.00	74.00	74.00
Seasonal	20.00	16.00	16.00



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 31 seasonal employees. Not reflected in this organization chart is one Community Service Officer who is assigned to the Parking Funds 50% of the time.



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS ADMIN**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Administration	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186
	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	200,404	209,571	209,571	221,666	226,074
Personal Services-Employee Benefits	124,690	108,213	108,488	144,665	149,796
Other Employee Costs	24,973	25,802	25,802	25,802	26,316
Contractual Services	806,846	909,234	914,534	1,061,146	1,066,915
Utilities	12,334	19,470	19,470	13,525	13,796
Commodities & Supplies	12,791	16,269	15,426	14,516	14,805
Office Equipment	710	1,200	1,200	1,200	1,224
Other Equipment	7,954	255	255	255	260
	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186
SOURCE OF FUNDS					
001 General Fund	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186
	1,190,702	1,290,014	1,294,746	1,482,775	1,499,186

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. All other employee costs, utilities, and commodity accounts were held at 2012 levels or decreased. For 2013, the vehicle lease and vehicle maintenance payments have been adjusted to fully fund the programs.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN
ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.01.00.0.000.500.001 Full-Time Earnings	183,752	190,544	190,544	202,449	206,498
001.80.01.00.0.000.501.001 Part-Time Earnings	13,908	16,076	16,076	16,394	16,722
001.80.01.00.0.000.503.001 Overtime	1,494	1,451	1,451	1,523	1,554
001.80.01.00.0.000.506.001 Longevity Pay	1,250	1,500	1,500	1,300	1,300
	200,404	209,571	209,571	221,666	226,074
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.01.00.0.000.510.001 Medical Insurance	25,463	27,683	27,861	31,741	33,646
001.80.01.00.0.000.510.003 Workers' Comp Ins	59,242	29,799	29,799	60,225	60,500
001.80.01.00.0.000.511.001 Social Security	11,844	12,285	12,285	13,311	13,578
001.80.01.00.0.000.511.002 Medicare	2,954	3,181	3,181	3,321	3,388
001.80.01.00.0.000.512.001 IMRF Pension Expense	20,181	24,062	24,062	29,067	31,684
001.80.01.00.0.000.513.001 Sick Leave Incentive	505	3,703	3,800	2,500	2,500
001.80.01.00.0.000.513.002 Vac/Pers Leave Incent.	4,501	7,500	7,500	4,500	4,500
	124,690	108,213	108,488	144,665	149,796
OTHER EMPLOYEE COSTS					
001.80.01.00.0.000.517.001 CDL Reimbursement	600	1,400	1,400	1,400	1,428
001.80.01.00.0.000.521.001 Other Employee Exp.	2,730	2,730	2,730	2,730	2,784
001.80.01.00.0.000.522.001 Travel & Meetings	1,396	1,333	1,333	1,333	1,359
001.80.01.00.0.000.524.001 Uniform Expense	13,948	14,039	14,039	14,039	14,319
001.80.01.00.0.000.525.004 Training	6,299	6,300	6,300	6,300	6,426
	24,973	25,802	25,802	25,802	26,316
CONTRACTUAL SERVICES					
001.80.01.00.0.000.532.002 Equipment Maint.	1,336	1,336	1,336	1,336	1,363
001.80.01.00.0.000.544.002 Postage Expense	8,766	5,700	11,000	5,700	5,814
001.80.01.00.0.000.551.001 Copier Lease Payment	5,427	6,442	6,442	6,442	6,571
001.80.01.00.0.000.553.001 Vehicle Lease Payment	189,300	260,500	260,500	353,000	353,000
001.80.01.00.0.000.554.001 Vehicle Maint Payment	587,762	620,953	620,953	680,365	685,578
001.80.01.00.0.000.562.002 Printing Expense	1,588	1,741	1,741	1,741	1,776
001.80.01.00.0.000.574.005 Uniform Rent/Cleaning	12,667	12,562	12,562	12,562	12,813
	806,846	909,234	914,534	1,061,146	1,066,915
UTILITIES					
001.80.01.00.0.000.589.001 Telephone - Land Lines	8,375	13,970	13,970	9,925	10,124
001.80.01.00.0.000.590.001 Telephone - Cellular	3,959	5,500	5,500	3,600	3,672
	12,334	19,470	19,470	13,525	13,796

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN
ADMINISTRATION**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES						
001.80.01.00.0.000.606.001	Office Supplies	8,438	8,214	8,214	8,214	8,378
001.80.01.00.0.000.608.001	Other Supplies	618	618	618	618	630
001.80.01.00.0.000.614.001	Training Supplies	1,339	1,339	1,339	1,339	1,366
001.80.01.00.0.000.616.001	Vehicle Reg/License	121	878	155	225	229
001.80.01.00.0.000.622.001	Open House Supplies	2,275	5,220	5,100	4,120	4,202
		12,791	16,269	15,426	14,516	14,805
OFFICE EQUIPMENT						
001.80.01.00.0.000.656.005	Office Eqpt - PW	710	1,200	1,200	1,200	1,224
		710	1,200	1,200	1,200	1,224
OTHER EQUIPMENT						
001.80.01.00.0.000.668.002	Radio Equip -PW	7,954	255	255	255	260
		7,954	255	255	255	260
TOTAL ADMINISTRATION		1,190,702	1,290,014	1,294,746	1,482,775	1,499,186

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMINISTRATION
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Public Works Director	0.50	0.50	0.50	70,720	65,914	69,248
Deputy Public Works Director	0.50	0.50	0.50	58,649	47,686	51,318
Administrative Coordinator	1.50	1.50	1.50	75,436	76,944	81,883
	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>	<u>204,805</u>	<u>190,544</u>	<u>202,449</u>
PART TIME						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	15,761	16,076	16,394
	<u>0.35 (0.7)</u>	<u>0.35 (0.7)</u>	<u>0.35 (0.7)</u>	<u>15,761</u>	<u>16,076</u>	<u>16,394</u>
OTHER COMPENSATION						
Overtime Earnings				4,469	1,451	1,523
Longevity Pay				1,600	1,500	1,300
				<u>6,069</u>	<u>2,951</u>	<u>2,823</u>
EMPLOYEE BENEFITS						
Medical Insurance				25,463	27,683	31,741
Workers' Comp Insurance				59,242	29,799	60,225
Social Security				12,782	12,285	13,311
Medicare				3,425	3,181	3,321
IMRF Pension				24,389	24,062	29,067
Sick Leave Incentive				2,000	3,703	2,500
Vacation/Personal Leave Incentive				7,500	7,500	4,500
				<u>134,801</u>	<u>108,213</u>	<u>144,665</u>
TOTAL	2.85	2.85	2.85	361,436	317,784	366,331

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

Full-Time	2.50	2.50	2.50
Part-Time	0.70	0.70	0.70

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS**

STATEMENT OF ACTIVITIES

It is the responsibility of the Streets/Buildings Division to manage, maintain, repair, operate, and improve the Village's public streets, street lights, signage, storm sewer system, and municipal buildings in a manner consistent with Village Board policy and regulatory agency requirements.

2011 ACCOMPLISHMENTS

Village crews cleaned 3,198 miles of Village streets removing 509 cubic yards of debris and 14,843 cubic yards of leaves.

Cleaned 405 storm sewer inlets and catch basins.

Replaced or repaired 887 street signs.

Applied 40,871 pounds of crack filling material.

Remodeled the men's locker room and bathroom at the Police Department.

Replaced the snow melting system and vehicle ramp to the lower parking garage of the Public Safety building including garage door replacement and updating the security system.

Replaced the flat roof at Fire Station #13.

Repaired the two front joints located at the entrance to the Village Hall parking deck.

Village Crews installed 41 tons of asphalt patching street openings and filling potholes.

2012 ACCOMPLISHMENTS

Cleaned approximately 4,000 miles of Village streets and removed approximately 16,000 cubic yards of leaves.

Cleaned approximately 500 storm sewer inlets and catch basins.

Replaced or repaired approximately 800 street signs.

Applied approximately 55,000 lbs. of crack filling material.

Remodeled the detective's office area of the Police Department.

Completed the expansion of the Community Connections Center.

Inventoried all levee assets, established GPS points and started quarterly inspections and maintenance of the Levee.

Conducted pilot program utilizing anti-icing materials in an effort to improve snow fighting operations.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS**

2012 ACCOMPLISHMENTS (continued)

Completed exterior painting of the Historical Society school house, Public Safety railings and doors and the Village Board conference room overhang.

2013 OBJECTIVES

Clean 4,000 miles of Village streets and remove 16,000 cubic yards of leaves.

Clean approximately 500 storm sewer inlets and catch basins.

Replace or repair 800 street signs.

Install approximately 55,000 lbs. of crack filling material.

Have the roof over the Public Works' outside garages replaced.

Have four rooftop HVAC Units replaced at the Police/Fire Headquarters.

Have the Police/Fire Headquarters' shingle roof area replaced and all gutters.

Continue to conduct anti-icing pilot program.

Start annual storm sewer televising and inspection program with a goal of inspecting 50,000 lineal feet of storm sewer.

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Street Maintenance				
Streets Cleaned (miles)	4,998	3,198	4,000	4,000
Leaves Removed (cubic yards)	15,424	14,843	16,000	16,000
Signs Replaced	830	887	800	800
Pavement Markings (lineal feet)	115,484	81,762	100,000	100,000
Asphalt Patching (tons)	241	41	150	150
Crack Filling (lbs.)	46,846	40,871	55,000	55,000
Storm Sewer Repairs (number of locations)	8	5	8	8
Storm Sewer Inlet/Catch Basin Cleaning	656	405	500	500
Storm Sewer Inlet/Catch Basin Repair	29	22	30	30
Service Requests	1,139	1,147	1,000	1,100

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - STREETS/BUILDINGS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Streets & Buildings Administration	142,068	151,160	153,913	156,697	161,457
Street Maintenance	220,732	297,387	244,745	307,387	314,964
State Highway Maintenance	82,990	96,709	96,439	92,107	94,444
Traffic Sign Maintenance	118,776	124,035	123,211	123,777	127,123
Storm Sewer & Basin Maintenance	87,732	106,311	105,364	108,724	111,721
Snow Removal Program	797,342	712,554	685,972	764,005	782,965
Maintenance of Buildings	865,817	1,066,204	1,075,744	1,101,212	1,191,006
	2,315,457	2,554,360	2,485,388	2,653,909	2,783,680

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	1,060,499	1,079,555	1,079,555	1,109,771	1,131,325
Personal Services-Employee Benefits	314,658	370,925	375,579	413,480	438,337
Contractual Services	521,120	629,334	550,886	589,842	663,817
Utilities	34,917	50,193	55,015	53,293	53,419
Commodities & Supplies	384,263	410,353	410,353	467,653	476,515
Other Expenditures	-	4,000	4,000	4,000	4,080
Other Equipment	-	10,000	10,000	15,870	16,187
	2,315,457	2,554,360	2,485,388	2,653,909	2,783,680

SOURCE OF FUNDS					
001 General Fund	2,027,145	2,254,928	2,238,404	2,291,413	2,413,936
041 Motor Fuel Tax Fund	288,312	299,432	246,984	362,496	369,744
	2,315,457	2,554,360	2,485,388	2,653,909	2,783,680

BUDGET DISCUSSION AND ANALYSIS

The Streets/Buildings Division includes costs related to the Streets & Buildings Administration, Street Maintenance, State Highway Maintenance, Traffic Sign Maintenance, Storm Sewer & Basin Maintenance, Snow Removal, and Maintenance of Public Buildings programs. This division is funded by the General Fund and Motor Fuel Tax Fund. The 2013 budget of \$2,653,909 increased 3.90% from the 2012 budget. Increases to the budget were primarily due to increased costs in personal services, employee benefits, and commodities & supplies.

The State Highway Maintenance program is fully funded and completely offset by revenue from the Illinois Department of Transportation. IDOT is presently current on payments for this program.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
STREETS & BUILDINGS ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.00.0.000.500.001 Full-Time Earnings	92,473	88,461	88,461	96,209	98,134
001.80.81.00.0.000.503.001 Overtime	7,597	7,975	7,975	7,975	8,135
001.80.81.00.0.000.504.001 Specialty Pay	560	541	541	541	541
001.80.81.00.0.000.506.001 Longevity Pay	540	540	540	540	540
	101,170	97,517	97,517	105,265	107,350
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.00.0.000.510.001 Medical Insurance	17,064	16,664	16,902	19,490	20,660
001.80.81.00.0.000.511.001 Social Security	5,893	6,106	6,106	6,513	6,644
001.80.81.00.0.000.511.002 Medicare	1,446	1,675	1,675	1,622	1,655
001.80.81.00.0.000.512.001 IMRF Pension Expense	11,456	11,198	11,198	14,207	15,486
001.80.81.00.0.000.513.001 Sick Leave Incentive	-	6,000	6,000	1,500	1,500
001.80.81.00.0.000.513.002 Vac/Pers Leave Incent.	5,039	10,000	10,000	5,000	5,000
001.80.81.00.0.000.513.005 Ins. Opt-Out Incent.	-	2,000	2,000	-	-
	40,898	53,643	53,881	48,332	50,945
UTILITIES					
001.80.81.00.0.000.590.001 Telephone - Cellular	-	-	2,515	3,100	3,162
	-	-	2,515	3,100	3,162
TOTAL STREETS & BUILDINGS ADMINISTRATION	142,068	151,160	153,913	156,697	161,457

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
STREET MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.81.0.350.500.001 Full-Time Earnings	81,447	82,512	82,512	83,437	85,106
001.80.81.81.0.350.502.001 Seasonal Earnings	8,975	7,921	7,921	9,000	9,000
001.80.81.81.0.350.503.001 Overtime	25,085	25,521	25,521	25,520	26,031
001.80.81.81.0.350.504.001 Specialty Pay	429	414	414	414	414
001.80.81.81.0.350.506.001 Longevity Pay	790	235	235	790	790
	116,726	116,603	116,603	119,161	121,341
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.81.0.350.510.001 Medical Insurance	11,199	10,542	10,976	16,629	17,627
001.80.81.81.0.350.511.001 Social Security	6,968	5,829	5,829	6,117	6,240
001.80.81.81.0.350.511.002 Medicare	1,680	1,693	1,693	1,743	1,778
001.80.81.81.0.350.512.001 IMRF Pension Expense	11,705	12,487	12,487	14,132	15,404
001.80.81.81.0.350.513.002 Vac/Pers Leave Incent.	1,121	1,628	1,000	1,000	1,000
	32,673	32,179	31,985	39,621	42,049
CONTRACTUAL SERVICES					
001.80.81.81.0.350.547.001 Other Eqpt Rental	425	561	561	561	572
001.80.81.81.0.350.569.008 Refuse Disposal	5,624	5,624	5,624	5,624	5,736
001.80.81.81.0.350.574.008 Contract Hauling	-	7,000	7,000	7,000	7,140
001.80.81.81.0.350.575.001 Brick Sidewalk	5,350	10,000	10,000	10,000	10,200
041.80.81.81.0.350.575.002 Crack Filling	-	52,448	-	52,448	53,496
041.80.81.81.0.350.575.004 Pavement Markings	46,984	46,984	46,984	46,984	47,923
	58,383	122,617	70,169	122,617	125,067
COMMODITIES & SUPPLIES					
001.80.81.81.0.350.622.002 Small Tools	552	561	561	561	572
001.80.81.81.0.350.624.003 Refuse Containers	-	500	500	500	510
001.80.81.81.0.350.624.006 Guard Rail Supplies	-	600	600	600	612
001.80.81.81.0.350.624.008 Patching Materials	10,129	18,672	18,672	18,672	19,045
001.80.81.81.0.350.624.011 St Sweeper Supplies	2,269	5,655	5,655	5,655	5,768
	12,950	25,988	25,988	25,988	26,507
TOTAL STREET MAINTENANCE	220,732	297,387	244,745	307,387	314,964

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
STATE HIGHWAY MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.81.0.351.500.001 Full-Time Earnings	22,074	22,397	22,397	22,693	23,147
001.80.81.81.0.351.503.001 Overtime	6,186	10,006	10,006	10,005	10,206
001.80.81.81.0.351.504.001 Specialty Pay	62	61	61	61	61
001.80.81.81.0.351.506.001 Longevity Pay	210	190	190	210	210
	28,532	32,654	32,654	32,969	33,624
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.81.0.351.510.001 Medical Insurance	4,903	5,338	5,381	5,917	6,273
001.80.81.81.0.351.511.001 Social Security	1,644	1,477	1,477	1,554	1,586
001.80.81.81.0.351.511.002 Medicare	410	476	476	488	498
001.80.81.81.0.351.512.001 IMRF Pension Expense	3,133	3,754	3,754	4,256	4,640
001.80.81.81.0.351.513.001 Sick Leave Incentive	-	9	10	-	-
001.80.81.81.0.351.513.002 Vac/Pers Leave Incent.	520	814	500	500	500
	10,610	11,868	11,598	12,715	13,497
CONTRACTUAL SERVICES					
001.80.81.81.0.351.547.001 Other Eqpt Rental	-	1,159	1,159	1,159	1,182
001.80.81.81.0.351.569.008 Refuse Disposal	-	1,509	1,509	1,509	1,509
001.80.81.81.0.351.571.005 Catch Basin Cleaning	5,640	6,226	6,226	6,226	6,351
001.80.81.81.0.351.574.008 Contract Hauling	2,848	2,848	2,848	2,848	2,905
001.80.81.81.0.351.575.002 Crack Filling	6,000	6,000	6,000	6,000	6,120
	14,488	17,742	17,742	17,742	18,067
COMMODITIES & SUPPLIES					
001.80.81.81.0.351.622.002 Small Tools	-	577	577	577	589
001.80.81.81.0.351.622.007 Snow Plow Blades	1,280	1,332	1,332	1,332	1,359
001.80.81.81.0.351.624.007 Basin Supplies	29	778	778	778	794
001.80.81.81.0.351.624.008 Patching Materials	3,484	5,356	5,356	5,356	5,463
001.80.81.81.0.351.624.009 Salt/Calcium Chloride	23,016	23,700	23,700	17,936	18,294
001.80.81.81.0.351.624.010 Salt Spreader Parts	815	1,226	1,226	1,226	1,251
001.80.81.81.0.351.624.011 St Sweeper Supplies	736	1,476	1,476	1,476	1,506
	29,360	34,445	34,445	28,681	29,256
TOTAL STATE HIGHWAY MAINTENANCE	82,990	96,709	96,439	92,107	94,444

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
TRAFFIC SIGN MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.81.0.352.500.001 Full-Time Earnings	50,862	51,434	51,434	51,889	52,927
001.80.81.81.0.352.503.001 Overtime	29,245	30,015	30,015	30,015	30,616
001.80.81.81.0.352.506.001 Longevity Pay	525	525	525	525	525
	80,632	81,974	81,974	82,429	84,068
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.81.0.352.510.001 Medical Insurance	6,000	4,895	6,417	4,838	5,129
001.80.81.81.0.352.511.001 Social Security	4,785	3,433	3,433	3,821	3,898
001.80.81.81.0.352.511.002 Medicare	1,209	1,189	1,189	1,262	1,288
001.80.81.81.0.352.512.001 IMRF Pension Expense	9,069	9,421	9,421	11,050	12,045
001.80.81.81.0.352.513.001 Sick Leave Incentive	1,194	2,473	2,500	2,000	2,000
001.80.81.81.0.352.513.002 Vac/Pers Leave Incent.	2,275	4,773	2,400	2,500	2,500
	24,532	26,184	25,360	25,471	26,860
COMMODITIES & SUPPLIES					
001.80.81.81.0.352.622.002 Small Tools	500	500	500	500	510
001.80.81.81.0.352.622.006 Emergency Barricades	1,509	1,800	1,800	1,800	1,836
001.80.81.81.0.352.622.008 Sign Making Materials	11,304	13,000	13,000	13,000	13,260
001.80.81.81.0.352.624.012 Traffic Marking Paint	299	577	577	577	589
	13,612	15,877	15,877	15,877	16,195
TOTAL TRAFFIC SIGN MAINTENANCE	118,776	124,035	123,211	123,777	127,123

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
STORM SEWER & BASIN MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.81.0.353.500.001 Full-Time Earnings	49,267	50,046	50,046	50,779	51,795
001.80.81.81.0.353.503.001 Overtime	12,325	15,008	15,008	15,008	15,309
001.80.81.81.0.353.504.001 Specialty Pay	404	391	391	391	391
001.80.81.81.0.353.506.001 Longevity Pay	350	350	350	350	350
	62,346	65,795	65,795	66,528	67,845
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.81.0.353.510.001 Medical Insurance	7,038	7,404	7,599	8,726	9,250
001.80.81.81.0.353.511.001 Social Security	3,540	3,255	3,255	3,434	3,503
001.80.81.81.0.353.511.002 Medicare	904	955	955	987	1,007
001.80.81.81.0.353.512.001 IMRF Pension Expense	6,884	7,559	7,559	8,648	9,427
001.80.81.81.0.353.513.002 Vac/Pers Leave Incent.	1,474	2,442	1,300	1,500	1,500
	19,840	21,615	20,668	23,295	24,687
CONTRACTUAL SERVICES					
001.80.81.81.0.353.530.006 Other Prof. Serv.	1,924	2,575	2,575	2,575	2,627
001.80.81.81.0.353.571.004 Storm Sewer Repairs	-	1,792	1,792	1,792	1,828
001.80.81.81.0.353.574.008 Contract Hauling	830	2,807	2,807	2,807	2,863
001.80.81.81.0.353.574.013 Opus Ponds - Maint	-	4,496	4,496	4,496	4,496
	2,754	11,670	11,670	11,670	11,814
COMMODITIES & SUPPLIES					
001.80.81.81.0.353.624.005 Det/Ret Supplies	-	1,226	1,226	1,226	1,250
001.80.81.81.0.353.624.007 Basin Supplies	2,792	6,005	6,005	6,005	6,125
	2,792	7,231	7,231	7,231	7,375
TOTAL STORM SEWER & BASIN MAINTENANCE	87,732	106,311	105,364	108,724	111,721

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
SNOW REMOVAL PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.81.0.354.500.001 Full-Time Earnings	229,389	233,593	233,593	230,526	235,137
001.80.81.81.0.354.502.001 Seasonal Earnings	-	-	-	15,000	15,000
001.80.81.81.0.354.503.001 Overtime	49,443	50,026	50,026	50,025	51,026
001.80.81.81.0.354.504.001 Specialty Pay	737	722	722	722	722
001.80.81.81.0.354.506.001 Longevity Pay	1,675	1,510	1,510	1,680	1,680
	281,244	285,851	285,851	297,953	303,565
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.81.0.354.510.001 Medical Insurance	9,410	34,637	35,652	41,096	43,562
001.80.81.81.0.354.511.001 Social Security	16,840	14,983	14,983	16,069	16,391
001.80.81.81.0.354.511.002 Medicare	4,323	4,157	4,157	4,377	4,465
001.80.81.81.0.354.512.001 IMRF Pension Expense	30,092	32,848	32,848	36,387	39,662
001.80.81.81.0.354.513.001 Sick Leave Incentive	628	1,020	1,100	1,000	1,000
001.80.81.81.0.354.513.002 Vac/Pers Leave Incent.	2,555	3,577	1,900	2,250	2,250
001.80.81.81.0.354.513.005 Ins. Opt-Out Incent.	50	50	50	-	-
	63,898	91,272	90,690	101,179	107,330
CONTRACTUAL SERVICES					
001.80.81.81.0.354.530.006 Other Prof. Serv.	2,698	5,665	5,665	5,665	5,778
001.80.81.81.0.354.547.001 Other Eqpt Rental	3,296	3,296	3,296	3,296	3,362
001.80.81.81.0.354.574.006 Weather Forecasting	3,492	3,492	3,492	5,000	5,000
001.80.81.81.0.354.574.008 Contract Hauling	-	4,723	4,723	4,723	4,817
001.80.81.81.0.354.575.011 Snow Removal	179,528	82,000	56,000	41,000	41,820
001.80.81.81.0.354.576.016 Plow Damage Seeding	10,723	13,400	13,400	13,400	13,668
	199,737	112,576	86,576	73,084	74,445
COMMODITIES & SUPPLIES					
001.80.81.81.0.354.622.005 Restoration Materials	2,184	3,800	3,800	3,800	3,876
001.80.81.81.0.354.622.007 Snow Plow Blades	4,510	4,530	4,530	4,530	4,621
041.80.81.81.0.354.624.009 Salt/Calcium Chloride	241,328	200,000	200,000	263,064	268,325
001.80.81.81.0.354.624.010 Salt Spreader Parts	3,203	3,275	3,275	3,275	3,341
001.80.81.81.0.354.624.013 Snow Blowers	1,238	1,250	1,250	1,250	1,275
	252,463	212,855	212,855	275,919	281,438
OTHER EQUIPMENT					
001.80.81.81.0.354.665.037 Salt Spreader	-	-	-	5,870	5,987
001.80.81.81.0.354.665.039 Snowplows	-	10,000	10,000	10,000	10,200
	-	10,000	10,000	15,870	16,187
TOTAL SNOW REMOVAL PROGRAM	797,342	712,554	685,972	764,005	782,965

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
MAINTENANCE OF BUILDINGS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.81.82.0.000.500.001 Full-Time Earnings	298,325	313,256	313,256	318,973	325,353
001.80.81.82.0.000.501.001 Part-Time Earnings	18,319	23,734	23,734	24,213	24,698
001.80.81.82.0.000.503.001 Overtime	70,979	60,031	60,031	60,030	61,231
001.80.81.82.0.000.504.001 Specialty Pay	186	180	180	180	180
001.80.81.82.0.000.506.001 Longevity Pay	2,040	1,960	1,960	2,070	2,070
	389,849	399,161	399,161	405,466	413,532
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.81.82.0.000.510.001 Medical Insurance	47,577	59,518	66,736	81,334	86,215
001.80.81.82.0.000.511.001 Social Security	23,741	21,507	21,507	22,113	22,556
001.80.81.82.0.000.511.002 Medicare	5,580	5,804	5,804	5,908	6,027
001.80.81.82.0.000.512.001 IMRF Pension Expense	42,375	45,950	45,950	51,762	56,421
001.80.81.82.0.000.513.001 Sick Leave Incentive	683	391	400	750	750
001.80.81.82.0.000.513.002 Vac/Pers Leave Incent.	1,351	94	100	1,000	1,000
001.80.81.82.0.000.513.005 Ins. Opt-Out Incent.	900	900	900	-	-
	122,207	134,164	141,397	162,867	172,969
CONTRACTUAL SERVICES					
001.80.81.82.0.000.530.006 Other Prof. Serv.	796	8,240	8,240	8,240	8,405
001.80.81.82.0.000.532.002 Equipment Maint.	84,556	93,000	93,000	93,000	94,860
001.80.81.82.0.000.533.002 Cleaning Service	72,592	135,000	135,000	135,000	137,700
001.80.81.82.0.000.533.003 Roof Repairs	1,689	1,689	1,689	1,689	1,723
001.80.81.82.0.000.533.007 HVAC Repairs	59,316	75,000	75,000	75,000	76,500
001.80.81.82.0.000.533.008 Overhead Door Repair	14,232	18,000	18,000	18,000	18,360
001.80.81.82.0.000.533.009 General Store Maint.	1,277	3,800	3,800	3,800	3,876
001.80.81.82.0.000.533.010 Historical Building	10,000	8,000	8,000	8,000	8,000
001.80.81.82.0.000.574.002 Reseal Floors	1,300	22,000	22,000	22,000	45,000
001.80.81.82.0.000.574.003 Reseal Walls	-	-	-	-	40,000
	245,758	364,729	364,729	364,729	434,424
UTILITIES					
001.80.81.82.0.000.585.001 Natural Gas	31,160	43,000	47,000	47,000	47,000
001.80.81.82.0.000.591.001 Water & Sewer	3,757	7,193	5,500	3,193	3,257
	34,917	50,193	52,500	50,193	50,257

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
MAINTENANCE OF BUILDINGS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
001.80.81.82.0.000.622.002 Small Tools	17	453	453	453	462
001.80.81.82.0.000.624.002 Custodial Supplies	31,778	50,000	50,000	50,000	51,000
001.80.81.82.0.000.627.002 Generators	1,981	3,000	3,000	3,000	3,060
001.80.81.82.0.000.628.001 M&R Supplies - VH	15,584	21,218	21,218	21,218	21,218
001.80.81.82.0.000.628.002 M&R Supplies-Pol&Fire	9,679	10,702	10,702	10,702	10,916
001.80.81.82.0.000.628.003 M&R Supplies - PW	9,505	16,000	16,000	16,000	16,320
001.80.81.82.0.000.628.004 M&R Supplies - Sta 12	2,028	3,384	3,384	3,384	3,384
001.80.81.82.0.000.628.005 M&R Supplies - Sta 14	2,219	7,000	7,000	7,000	7,140
001.80.81.82.0.000.628.006 M&R Supplies -CC Ctr	295	2,200	2,200	2,200	2,244
	73,086	113,957	113,957	113,957	115,744
OTHER EXPENDITURES					
001.80.81.82.0.000.636.003 General Store Property	-	4,000	4,000	4,000	4,080
	-	4,000	4,000	4,000	4,080
TOTAL MAINTENANCE OF BUILDINGS	865,817	1,066,204	1,075,744	1,101,212	1,191,006
TOTAL PUBLIC WORKS - STREETS/BUILDINGS	2,315,457	2,554,360	2,485,388	2,653,909	2,783,680

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
PERSONAL SERVICES**

Position Title	Positions (1)						Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME									
Street/Bldg/Park Superintendent	0.95	0.95	0.95				97,316	93,376	101,554
Forestry/Grounds Superintendent	0.05	0.05	0.05				5,381	5,505	5,615
Foreman	2.05	2.05	2.05				170,150	173,579	179,582
Maintenance Personnel	5.75	5.75	5.75				395,403	400,844	397,822
Electricians	2.25	2.25	2.25				163,076	165,161	166,634
Forestry Technician	0.05	0.05	0.05				3,180	3,234	3,299
	<u>11.10</u>	<u>11.10</u>	<u>11.10</u>				<u>834,506</u>	<u>841,699</u>	<u>854,506</u>
PART TIME									
Maintenance Personnel	0.50	(1)	0.50	(1)	0.50	(1)	23,269	23,734	24,213
	<u>0.50</u>	<u>(1)</u>	<u>0.50</u>	<u>(1)</u>	<u>0.50</u>	<u>(1)</u>	<u>23,269</u>	<u>23,734</u>	<u>24,213</u>
SEASONAL									
Seasonal/Intern	0.25	(1)	0.25	(3)	0.85	(19)	10,000	7,921	24,000
	<u>0.25</u>	<u>(1)</u>	<u>0.25</u>	<u>(3)</u>	<u>0.85</u>	<u>(19)</u>	<u>10,000</u>	<u>7,921</u>	<u>24,000</u>
OTHER COMPENSATION									
Overtime Earnings							209,025	198,582	198,578
Specialty Pay							1,555	2,309	2,309
Longevity Pay							5,990	5,310	6,165
							<u>216,570</u>	<u>206,201</u>	<u>207,052</u>
EMPLOYEE BENEFITS									
Medical Insurance							103,191	138,998	178,030
Social Security							63,671	56,590	59,621
Medicare							16,335	15,949	16,387
IMRF Pension							118,036	123,217	140,442
Sick Leave Incentive							8,600	9,893	5,250
Vacation/Personal Leave Incentive							19,000	23,328	13,750
Insurance Opt-Out Incentive							2,900	2,950	-
							<u>331,733</u>	<u>370,925</u>	<u>413,480</u>
TOTAL	11.85	11.85	12.45				1,416,078	1,450,480	1,523,251

(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	11.10	11.10	11.10
Part-Time	1.00	1.00	1.00
Seasonal	1.00	3.00	19.00

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – FORESTRY AND GROUNDS**

STATEMENT OF ACTIVITIES

It is the responsibility of the Forestry and Grounds Division to manage, maintain, repair and improve the Village's parkways, parkway trees, and public grounds in a manner consistent with the Village Board policy and regulatory agency requirements.

2011 ACCOMPLISHMENTS

Received Tree City USA award for the 26th consecutive year.

Maintained five-year pruning cycle.

With the first find of EAB having occurred in Fall 2010, the strategy moved from EAB preparation to EAB management. Thus, staff intensively scouted for wood pecker injury in March 2011 and promptly removed 64 infested trees that were found.

Superintendent chaired Northeast Municipal Foresters' meetings (a subcommittee of the Illinois Arborist Association).

Successfully executed Emerald Ash Borer Grant, planting 163 - 1.5" diameter replacement trees using grant funds.

In June and July, successfully recovered from a tornado and subsequent windstorm. Combined, these storms caused tree damage rivaling the largest previously recorded storm event in Mount Prospect (August 23, 2007).

2012 ACCOMPLISHMENTS

The Division continued working under its EAB management plan. Personnel scouted all ash trees in the current year's trim cycle, removing infested trees in lieu of having them contractually trimmed. Held homeowner training session on insecticide use.

Received Tree City USA award for the 27th year, and Growth Award for the 10th time.

Maintained five-year pruning cycle.

Continued obtaining GIS coordinates for Grounds Assets.

Identified and applied for a grant program that could help the Division update its 1993 Urban Forest Management Plan.

Secured an EAB reforestation grant (for 2nd year in a row) to replace trees lost due to EAB, planted approximately 215 trees through this grant.

Planted approximately 160 trees through a CDBG grant (Community Development Block Grant) in low income neighborhoods.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – FORESTRY AND GROUNDS**

2013 OBJECTIVES

Receive Tree City USA award.

Maintain five-year pruning cycle.

Update “The Trees of Mount Prospect” booklet, and make available online.

Update the 1993 Urban Forest Management Plan, if Urban and Community Forestry Grant is received.

Complete Storm Damage Management Plan.

Finish obtaining GIS coordinates for Grounds Assets.

Plant additional reforestation trees to offset removals done the last few years, especially due to the many tree losses from EAB removals.

Upgrade several landscape irrigation systems.

Update “EAB in Mount Prospect” brochure and make available online.

Obtain Society of Municipal Arborists Accreditation.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT - FORESTRY AND GROUNDS**

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Forestry and Grounds Maintenance				
Service Requests	2,336	2,307	2,400	2,500
Acres of Turf Maintained*	53	53	53	53
Trees Trimmed (custom)	4,873	4,507	4,900	5,300
Plantings				
Trees	272	522 **	750 **	1,000
Flowers, Annual	9,756	9,756	8,659	9,000
Flowers, Bulbs	-	2,500	-	1,000
Shrubs	153	123	194	195
Perennials/Ground Cover	3,246	3,300	3,206	5,500
Total Plantings	13,427	16,201	12,809	16,695
Removals				
Trees	527	839	975	1,000
Stumps	331	926	1,039	1,000
Shrubs	120	92	151	150
Total Removals	978	1,857	2,165	2,150

* Does not include sites which only receive mowing.

** Includes 163 grant plantings in 2011 and approximately 375 grant plantings in 2012.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - FORESTRY AND GROUNDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Forestry & Grounds Administration	228,399	242,920	242,917	251,334	259,263
Forestry Program	812,270	1,068,719	1,054,224	918,793	915,974
Maintenance of Grounds	558,415	512,500	596,269	548,508	562,970
Public Grounds Beautification	82,165	69,098	69,267	71,107	72,945
	1,681,249	1,893,237	1,962,677	1,789,742	1,811,152
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	810,836	766,063	840,730	792,843	807,696
Personal Services-Employee Benefits	274,106	277,548	279,553	304,024	322,525
Other Employee Costs	3,661	3,662	3,662	3,662	3,735
Contractual Services	480,816	749,915	740,883	590,064	576,064
Utilities	-	-	1,800	3,100	3,162
Commodities & Supplies	50,002	51,549	51,549	51,549	52,580
Other Equipment	61,828	44,500	44,500	44,500	45,390
	1,681,249	1,893,237	1,962,677	1,789,742	1,811,152
SOURCE OF FUNDS					
001 General Fund	1,672,657	1,881,737	1,957,477	1,774,742	1,796,152
063 Risk Management Fund	8,592	11,500	5,200	15,000	15,000
	1,681,249	1,893,237	1,962,677	1,789,742	1,811,152

BUDGET DISCUSSION AND ANALYSIS

The Forestry and Grounds Division budget includes the costs associated with Forestry & Grounds Administration, the Forestry, Maintenance of Grounds, and Public Grounds Beautification programs. Expenditures for all public properties, except the grounds of the Water and Sewer Fund properties, are included in this division. The 2013 budget of \$1,789,742 decreased 5.47% from 2012. The reduction is a result of moving the Emerald Ash Borer (EAB) tree removal program into the CIP section of the budget. Typically the Village needs contractual removal of approximately 400 of the 500 - 600 (non-EAB) trees and stumps typically removed each year. The budget supports tree trimming necessary in order to remain on a five-year trimming cycle.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS
FORESTRY & GROUNDS ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.82.00.0.000.500.001 Full-Time Earnings	154,207	157,291	157,291	160,436	163,645
001.80.82.00.0.000.503.001 Overtime	7,191	15,008	15,008	15,008	15,309
001.80.82.00.0.000.504.001 Specialty Pay	1,119	1,082	1,082	1,082	1,082
001.80.82.00.0.000.506.001 Longevity Pay	990	990	990	990	990
	163,507	174,371	174,371	177,516	181,026
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.82.00.0.000.510.001 Medical Insurance	31,963	31,363	31,360	34,843	36,934
001.80.82.00.0.000.511.001 Social Security	9,147	10,066	10,066	10,410	10,619
001.80.82.00.0.000.511.002 Medicare	2,286	2,596	2,596	2,619	2,672
001.80.82.00.0.000.512.001 IMRF Pension Expense	18,015	20,024	20,024	22,946	25,012
001.80.82.00.0.000.513.001 Sick Leave Incentive	1,624	2,000	2,000	1,000	1,000
001.80.82.00.0.000.513.002 Vac/Pers Leave Incent.	1,857	2,500	2,500	2,000	2,000
	64,892	68,549	68,546	73,818	78,237
TOTAL FORESTRY & GROUNDS ADMINISTRATION	228,399	242,920	242,917	251,334	259,263

FORESTRY PROGRAM

PERSONAL SERVICES-SALARIES & WAGES					
001.80.82.83.0.000.500.001 Full-Time Earnings	244,343	249,080	249,080	251,998	257,038
001.80.82.83.0.000.502.001 Seasonal Earnings	6,691	5,833	8,500	11,125	11,125
001.80.82.83.0.000.503.001 Overtime	57,718	50,026	50,026	50,025	51,026
001.80.82.83.0.000.504.001 Specialty Pay	1,648	1,594	1,594	1,594	1,594
001.80.82.83.0.000.506.001 Longevity Pay	1,815	1,815	1,815	1,815	1,815
	312,215	308,348	311,015	316,557	322,598
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.82.83.0.000.510.001 Medical Insurance	43,725	51,970	51,654	55,148	58,457
001.80.82.83.0.000.511.001 Social Security	19,048	16,373	16,373	17,172	17,516
001.80.82.83.0.000.511.002 Medicare	4,455	4,474	4,474	4,632	4,725
001.80.82.83.0.000.512.001 IMRF Pension Expense	33,151	34,747	34,747	39,142	42,665
001.80.82.83.0.000.513.001 Sick Leave Incentive	1,079	1,715	1,800	1,500	1,500
001.80.82.83.0.000.513.002 Vac/Pers Leave Incent.	997	699	1,000	1,000	1,000
	102,455	109,978	110,048	118,594	125,863

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS
FORESTRY PROGRAM**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EMPLOYEE COSTS						
001.80.82.83.0.000.522.001	Travel & Meetings	3,661	3,662	3,662	3,662	3,735
		3,661	3,662	3,662	3,662	3,735
CONTRACTUAL SERVICES						
001.80.82.83.0.000.530.006	Other Prof. Serv.	4,108	4,227	4,227	29,227	4,311
001.80.82.83.0.000.569.008	Refuse Disposal	344	4,496	4,496	4,496	4,586
001.80.82.83.0.000.574.008	Contract Hauling	206	4,120	4,120	4,120	4,202
001.80.82.83.0.000.576.005	Private Tree Removal	3,720	5,175	5,175	5,175	5,278
001.80.82.83.0.000.576.006	Tree Removal	134,710	302,172	302,442	137,800	140,556
001.80.82.83.0.000.576.007	Stump Removal	85,087	126,894	131,485	51,600	52,632
001.80.82.83.0.000.576.008	Perennial Flower	1,748	3,000	3,000	3,000	3,060
001.80.82.83.0.000.576.011	Tree Trimming	122,692	120,685	118,092	177,000	180,540
063.80.82.83.4.000.576.012	Tree Hazard Study	8,592	11,500	5,200	15,000	15,000
001.80.82.83.0.000.576.013	Gypsy Moth Spraying	23,370	53,760	38,760	38,760	39,535
		384,577	636,029	616,997	466,178	449,700
UTILITIES						
001.80.82.83.0.000.590.001	Telephone - Cellular	-	-	1,800	3,100	3,162
		-	-	1,800	3,100	3,162
COMMODITIES & SUPPLIES						
001.80.82.83.0.000.605.001	Other Equipment	7,685	7,916	7,916	7,916	8,074
001.80.82.83.0.000.622.005	Restoration Materials	1,677	1,684	1,684	1,684	1,718
001.80.82.83.0.000.623.001	Fertilizer	-	1,102	1,102	1,102	1,124
		9,362	10,702	10,702	10,702	10,916
TOTAL FORESTRY PROGRAM		812,270	1,068,719	1,054,224	918,793	915,974

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS
MAINTENANCE OF GROUNDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.82.84.0.355.500.001	205,250	194,964	194,964	198,246	202,211
001.80.82.84.0.355.502.001	49,190	19,800	91,800	30,969	30,969
001.80.82.84.0.355.503.001	41,549	40,020	40,020	40,020	40,821
001.80.82.84.0.355.504.001	1,181	1,128	1,128	1,128	1,128
001.80.82.84.0.355.506.001	1,520	1,520	1,520	1,520	1,520
	298,690	257,432	329,432	271,883	276,649
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.82.84.0.355.510.001	46,187	44,609	46,200	50,836	53,887
001.80.82.84.0.355.511.001	17,881	13,766	13,766	14,864	15,162
001.80.82.84.0.355.511.002	4,182	3,735	3,735	3,970	4,050
001.80.82.84.0.355.512.001	26,863	27,294	27,294	30,813	33,587
001.80.82.84.0.355.513.001	548	873	900	1,000	1,000
001.80.82.84.0.355.513.002	-	149	300	500	500
	95,661	90,426	92,195	101,983	108,186
CONTRACTUAL SERVICES					
001.80.82.84.0.355.530.006	6,337	6,654	6,654	6,654	6,787
001.80.82.84.0.355.574.011	21,420	23,000	23,000	23,000	23,460
001.80.82.84.0.355.574.014	48,931	55,000	65,000	65,000	66,300
001.80.82.84.0.355.575.010	-	7,000	7,000	7,000	7,140
001.80.82.84.0.355.576.014	9,548	11,345	11,345	11,345	11,572
001.80.82.84.0.355.576.015	7,550	8,487	8,487	8,487	8,657
	93,786	111,486	121,486	121,486	123,916
COMMODITIES & SUPPLIES					
001.80.82.84.0.355.622.002	458	458	458	458	467
001.80.82.84.0.355.622.003	7,204	7,210	7,210	7,210	7,354
001.80.82.84.0.355.622.004	788	788	788	788	804
001.80.82.84.0.355.623.001	-	200	200	200	204
	8,450	8,656	8,656	8,656	8,829
OTHER EQUIPMENT					
001.80.82.84.0.355.665.014	31,599	7,000	7,000	7,000	7,140
001.80.82.84.0.355.665.041	30,229	37,500	37,500	37,500	38,250
	61,828	44,500	44,500	44,500	45,390
TOTAL MAINTENANCE OF GROUNDS	558,415	512,500	596,269	548,508	562,970

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS
PUBLIC GROUNDS BEAUTIFICATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.82.84.0.356.500.001 Full-Time Earnings	28,049	20,686	20,686	21,733	22,168
001.80.82.84.0.356.503.001 Overtime	8,209	5,075	5,075	5,003	5,104
001.80.82.84.0.356.504.001 Specialty Pay	166	151	151	151	151
	36,424	25,912	25,912	26,887	27,423
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.82.84.0.356.510.001 Medical Insurance	4,470	3,913	4,082	4,415	4,680
001.80.82.84.0.356.511.001 Social Security	2,189	1,329	1,329	1,406	1,435
001.80.82.84.0.356.511.002 Medicare	512	376	376	390	398
001.80.82.84.0.356.512.001 IMRF Pension Expense	3,927	2,977	2,977	3,418	3,726
	11,098	8,595	8,764	9,629	10,239
CONTRACTUAL SERVICES					
001.80.82.84.0.356.574.010 Beautify RR ROW	2,059	2,400	2,400	2,400	2,448
001.80.82.84.0.356.576.002 Tree Repl - Pub Prop	394	-	-	-	-
	2,453	2,400	2,400	2,400	2,448
COMMODITIES & SUPPLIES					
001.80.82.84.0.356.622.002 Small Tools	191	191	191	191	195
001.80.82.84.0.356.623.002 Tree/Bush/Flower Repl	31,999	32,000	32,000	32,000	32,640
	32,190	32,191	32,191	32,191	32,835
TOTAL PUBLIC GROUNDS BEAUTIFICATION	82,165	69,098	69,267	71,107	72,945
TOTAL PUBLIC WORKS - FORESTRY AND GROUNDS	1,681,249	1,893,237	1,962,677	1,789,742	1,811,152

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY & GROUNDS
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Forestry/Grounds Superintendent	0.90	0.90	0.90	102,177	99,086	101,067
Foreman	1.45	1.45	1.45	124,435	121,840	126,049
Maintenance Personnel	5.00	5.00	5.00	362,742	342,890	345,928
Forestry Technician	0.90	0.90	0.90	60,368	58,205	59,369
	<u>8.25</u>	<u>8.25</u>	<u>8.25</u>	<u>649,722</u>	<u>622,021</u>	<u>632,413</u>
SEASONAL						
Seasonal/Intern	1.50 (6)	1.50 (7)	1.00 (3)	57,002	25,633	42,094
	<u>1.50 (6)</u>	<u>1.50 (7)</u>	<u>1.00 (3)</u>	<u>57,002</u>	<u>25,633</u>	<u>42,094</u>
OTHER COMPENSATION						
Overtime Earnings				114,500	110,129	110,056
Specialty Pay				3,584	3,955	3,955
Longevity Pay				5,300	4,325	4,325
				<u>123,384</u>	<u>118,409</u>	<u>118,336</u>
EMPLOYEE BENEFITS						
Medical Insurance				126,345	131,855	145,242
Social Security				47,607	41,534	43,852
Medicare				11,590	11,181	11,611
IMRF Pension				81,413	85,042	96,319
Sick Leave Incentive				3,100	4,588	3,500
Vacation/Personal Leave Incentive				3,500	3,348	3,500
				<u>273,555</u>	<u>277,548</u>	<u>304,024</u>
TOTAL	9.75	9.75	9.25	1,103,663	1,043,611	1,096,867

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

Full-Time	8.25	8.25	8.25
Seasonal	6.00	7.00	3.00



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING**

STATEMENT OF ACTIVITIES

It is the responsibility of the Engineering Division to design and improve the Village's public streets, sidewalks, detention ponds and Levee 37 in a manner consistent with Village Board policy and regulatory agency requirements.

2011 ACCOMPLISHMENTS

Designed and inspected the construction of 4.7 miles of Village Street Resurfacing for year 15 of the accelerated Street Resurfacing Program.

Coordinated construction inspection of Kensington Business Center Detention Pond Rehabilitation Program Pond 5a and the design of Pond 4.

Designed and inspected the construction at seven sites as part of the 2011 Private Property Drainage Solutions Program.

Continued Village construction inspection of the Army Corps of Engineers Levee 37 Project, which saw the completion of all work except remaining punchlist items.

Coordinated Phase I and Phase II consultant design engineering work for the Kensington Road Reconstruction Project.

Coordinated consultant design of Pedestrian Signals at the Northwest Highway/Mount Prospect Road intersection.

Continued construction inspection of Randhurst Village.

Redefined the purpose, objective and duties of the Safety Commission including changing the name to the Transportation Safety Commission. Coordinated the meetings and presented the recommendations to the Village Board.

Developed the Village's Traffic Calming Program and received approval from the Transportation Safety Commission and the Village Board.

Submitted five projects for Congestion Mitigation and Air Quality (CMAQ) funding approval. One project, the Golf Road Alternate Regional Bike Route was approved for funding.

Completed 5 year cycle visit from ISO and recertified as a Class 7 CRS Community providing Mount Prospect residents with up to 15% discount on their flood insurance premiums.

2012 ACCOMPLISHMENTS

Designed and inspected the construction of 4.7 miles of the Village Street Resurfacing Program.

Designed and inspected the CDBG Kensington Road Sidewalk Project.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING**

2012 ACCOMPLISHMENTS (continued)

Completed Village inspection of the Army Corps of Engineers Levee 37 Project and accepted maintenance jurisdiction of the pump stations and closure structures.

Coordinated construction inspection of the Kensington Business Center Detention Pond Rehabilitation Program Pond 4 and design of Pond 5b.

Continued the coordination of Phase II consultant design engineering work for the Kensington Road Reconstruction Project and prepared all documents for early 2013 bid letting and contract award.

Continued construction inspection of Randhurst Village.

Coordinated the Phase I preliminary engineering of the Northwest Highway Bike Route/Pedestrian Signal Project utilizing CMAQ funding.

Coordinated the Transportation Safety Commission Meetings and presented the recommendations to the Village Board.

Submitted applications for federal funding for four projects through the Illinois Transportation Enhancement Program (ITEP) and three projects through the Transportation and Community and System preservation Grant Program (TCSP).

Recertified as a Class 7 CRS Community providing Mount Prospect residents with up to 15% discount on their flood insurance premiums.

2013 OBJECTIVES

Design and inspect the construction of 4.8 miles of the Village Street Resurfacing Program.

Coordinate the construction engineering of the Kensington Road Reconstruction Project.

Coordinate construction inspection of the Kensington Business Center Detention Pond Rehabilitation Program Pond 5b and design of Pond 1.

Design and inspect the CDBG Sidewalk Project.

Resume Village inspection of the Army Corps of Engineers Levee 37 Project with the commencement of the construction of the wall gap section.

Coordinate the Phase II design engineering of the Northwest Highway Bike Route/Pedestrian Signal Project utilizing CMAQ funding.

Coordinate the Phase I preliminary engineering work for the Melas-Meadows Bridge.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING**

2013 OBJECTIVES (continued)

Coordinate the Transportation Safety Commission Meetings and present the recommendations to the Village Board.

Recertify as a Class 7 CRS Community providing Mount Prospect residents with up to 15% discount on their flood insurance premiums.

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Engineering Division				
Construction Project Inspections	42	53	55	60
Plan Reviews	127	138	140	145
Street Resurfacing (miles)	5.0	4.7	4.7	4.8
Shared Cost Sidewalk (square feet)	7,815	5,300	5,000	5,000
Residential Flood Plain Studies	21	30	30	35

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - ENGINEERING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Engineering Services	835,463	878,578	894,490	939,590	967,048
Traffic Control-Street Lighting	458,701	500,155	500,328	511,310	523,484
	1,294,164	1,378,733	1,394,818	1,450,900	1,490,532
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	699,647	712,005	712,005	726,834	741,020
Personal Services-Employee Benefits	232,015	252,097	267,772	296,956	314,504
Other Employee Costs	3,037	3,552	3,552	3,552	3,602
Contractual Services	129,271	153,040	150,025	159,719	162,293
Utilities	205,029	224,000	227,425	229,800	234,396
Commodities & Supplies	24,010	31,855	31,855	31,855	32,491
Office Equipment	-	546	546	546	556
Other Equipment	1,155	1,638	1,638	1,638	1,670
	1,294,164	1,378,733	1,394,818	1,450,900	1,490,532
SOURCE OF FUNDS					
001 General Fund	1,067,647	1,141,863	1,157,948	1,214,030	1,248,925
041 Motor Fuel Tax Fund	226,517	236,870	236,870	236,870	241,607
	1,294,164	1,378,733	1,394,818	1,450,900	1,490,532

BUDGET DISCUSSION AND ANALYSIS

The Engineering Division budget includes the Engineering Services and the Traffic Control-Street Lighting programs. Included in these programs are the costs associated with the municipal engineering, infrastructure improvements, public and private site improvement plan reviews and inspections, utility permitting, drainage, traffic control, and street lighting. The 2013 budget of \$1,450,900 increased 5.23% from the 2012 budget. Increased costs in personal services wages and benefits, contractual services and utilities contributed to the increase. All other employee costs, commodities & supplies and equipment were held at 2012 levels (no increases).

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
ENGINEERING SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PERSONAL SERVICES-SALARIES & WAGES						
001.80.83.00.0.000.500.001	Full-Time Earnings	529,970	541,212	541,212	552,037	563,078
001.80.83.00.0.000.501.001	Part-Time Earnings	24,429	19,171	19,171	19,551	19,943
001.80.83.00.0.000.502.001	Seasonal Earnings	12,296	11,665	11,665	13,250	13,250
001.80.83.00.0.000.503.001	Overtime	15,339	20,011	20,011	20,010	20,411
001.80.83.00.0.000.504.001	Specialty Pay	622	601	601	601	601
001.80.83.00.0.000.506.001	Longevity Pay	3,100	3,300	3,300	3,300	3,300
		585,756	595,960	595,960	608,749	620,583

PERSONAL SERVICES-EMPLOYEE BENEFITS						
001.80.83.00.0.000.510.001	Medical Insurance	65,823	82,750	98,284	112,382	119,125
001.80.83.00.0.000.511.001	Social Security	35,683	36,197	36,197	37,505	38,256
001.80.83.00.0.000.511.002	Medicare	8,518	8,849	8,849	9,020	9,201
001.80.83.00.0.000.512.001	IMRF Pension Expense	63,850	67,086	67,086	77,344	84,305
001.80.83.00.0.000.513.001	Sick Leave Incentive	6,096	5,500	5,500	5,500	5,500
001.80.83.00.0.000.513.002	Vac/Pers Leave Incent.	12,465	8,532	8,500	7,500	7,500
		192,435	208,914	224,416	249,251	263,887

OTHER EMPLOYEE COSTS						
001.80.83.00.0.000.518.001	Dues & Memberships	793	1,308	1,308	1,308	1,334
001.80.83.00.0.000.525.004	Training	2,244	2,244	2,244	2,244	2,268
		3,037	3,552	3,552	3,552	3,602

CONTRACTUAL SERVICES						
001.80.83.00.0.000.530.006	Other Prof. Serv.	6,873	7,210	7,210	7,210	7,354
001.80.83.00.0.000.532.002	Equipment Maint.	240	1,344	1,344	1,344	1,370
001.80.83.00.0.000.551.001	Copier Lease Payment	785	2,534	2,534	2,534	2,585
001.80.83.00.0.000.553.001	Vehicle Lease Payment	11,100	10,000	10,000	8,900	8,900
001.80.83.00.0.000.554.001	Vehicle Maint Payment	28,050	32,565	29,550	35,751	36,025
001.80.83.00.0.000.562.004	Maps & Plats	836	1,030	1,030	1,030	1,050
001.80.83.00.0.000.577.004	ROW Restoration	-	6,180	6,180	6,180	6,304
		47,884	60,863	57,848	62,949	63,588

UTILITIES						
001.80.83.00.0.000.590.001	Telephone - Cellular	-	-	3,425	5,800	5,916
		-	-	3,425	5,800	5,916

COMMODITIES & SUPPLIES						
001.80.83.00.0.000.603.001	Clothing Supplies	2,117	3,000	3,000	3,000	3,060
001.80.83.00.0.000.608.001	Other Supplies	760	1,020	1,020	1,020	1,040
001.80.83.00.0.000.626.002	Engineering Supplies	2,319	3,085	3,085	3,085	3,146
		5,196	7,105	7,105	7,105	7,246

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
ENGINEERING SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OFFICE EQUIPMENT					
001.80.83.00.0.000.656.002 Office Eqpt - Eng	-	546	546	546	556
	-	546	546	546	556
OTHER EQUIPMENT					
001.80.83.00.0.000.665.012 Engineering Equipment	1,155	1,638	1,638	1,638	1,670
	1,155	1,638	1,638	1,638	1,670
TOTAL ENGINEERING SERVICES	835,463	878,578	894,490	939,590	967,048

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
TRAFFIC CONTROL-STREET LIGHTING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.80.83.86.0.357.500.001 Full-Time Earnings	104,557	106,443	106,443	108,484	110,656
001.80.83.86.0.357.503.001 Overtime	8,732	8,991	8,991	8,990	9,170
001.80.83.86.0.357.504.001 Specialty Pay	62	61	61	61	61
001.80.83.86.0.357.506.001 Longevity Pay	540	550	550	550	550
	113,891	116,045	116,045	118,085	120,437
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.80.83.86.0.357.510.001 Medical Insurance	18,771	20,368	20,361	22,904	24,279
001.80.83.86.0.357.511.001 Social Security	6,615	7,330	7,330	6,924	7,063
001.80.83.86.0.357.511.002 Medicare	1,556	1,838	1,838	1,738	1,773
001.80.83.86.0.357.512.001 IMRF Pension Expense	12,321	13,327	13,327	15,139	16,502
001.80.83.86.0.357.513.001 Sick Leave Incentive	55	320	400	500	500
001.80.83.86.0.357.513.002 Vac/Pers Leave Incent.	262	-	100	500	500
	39,580	43,183	43,356	47,705	50,617
CONTRACTUAL SERVICES					
001.80.83.86.0.357.577.001 Streetlight Maint	2,889	3,000	3,000	3,000	3,060
041.80.83.86.0.357.577.002 Traffic Light Maint	76,197	86,870	86,870	86,870	88,607
001.80.83.86.0.357.577.003 Traffic Signal Device	2,301	2,307	2,307	6,900	7,038
	81,387	92,177	92,177	96,770	98,705
UTILITIES					
001.80.83.86.0.357.587.001 Electricity - Street	54,709	74,000	74,000	74,000	75,480
041.80.83.86.0.357.588.001 Electricity - NW	150,320	150,000	150,000	150,000	153,000
	205,029	224,000	224,000	224,000	228,480
COMMODITIES & SUPPLIES					
001.80.83.86.0.357.622.010 Street Light Supplies	18,814	24,750	24,750	24,750	25,245
	18,814	24,750	24,750	24,750	25,245
TOTAL TRAFFIC CONTROL-STREET LIGHTING	458,701	500,155	500,328	511,310	523,484
TOTAL PUBLIC WORKS - ENGINEERING	1,294,164	1,378,733	1,394,818	1,450,900	1,490,532

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Village Engineer	1.00	1.00	1.00	106,804	109,568	111,760
Project Engineers	3.00	3.00	3.00	276,926	282,466	288,115
Traffic Engineer	1.00	1.00	1.00	96,560	98,492	100,462
Electrician	0.10	0.10	0.10	7,041	7,951	8,022
Engineering Assistants	2.00	2.00	2.00	147,651	149,178	152,162
	<u>7.10</u>	<u>7.10</u>	<u>7.10</u>	<u>634,982</u>	<u>647,655</u>	<u>660,521</u>
PART TIME						
Draftsman	0.40 (1)	0.40 (1)	0.40 (1)	23,796	19,171	19,551
	<u>0.40 (1)</u>	<u>0.40 (1)</u>	<u>0.40 (1)</u>	<u>23,796</u>	<u>19,171</u>	<u>19,551</u>
SEASONAL						
Seasonal/Intern	0.50 (2)	0.50 (2)	0.50 (2)	16,205	11,665	13,250
	<u>0.50 (2)</u>	<u>0.50 (2)</u>	<u>0.50 (2)</u>	<u>16,205</u>	<u>11,665</u>	<u>13,250</u>
OTHER COMPENSATION						
Overtime Earnings				36,293	29,002	29,000
Specialty Pay				551	662	662
Longevity Pay				3,640	3,850	3,850
				<u>40,484</u>	<u>33,514</u>	<u>33,512</u>
EMPLOYEE BENEFITS						
Medical Insurance				84,594	103,118	135,286
Social Security				42,998	43,527	44,429
Medicare				10,421	10,687	10,758
IMRF Pension				73,282	80,413	92,483
Sick Leave Incentive				6,100	5,820	6,000
Vacation/Personal Leave Incentive				12,500	8,532	8,000
				<u>229,895</u>	<u>252,097</u>	<u>296,956</u>
TOTAL	8.00	8.00	8.00	945,362	964,102	1,023,790

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

Full-Time	7.10	7.10	7.10
Part-Time	1.00	1.00	1.00
Seasonal	2.00	2.00	2.00

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL**

STATEMENT OF ACTIVITIES

The mission of the Refuse Disposal Program is to coordinate a comprehensive municipal solid waste system that provides both environmental and economic benefits to the community. The Public Works Department is responsible for the administration of the residential and commercial contracts as well as public education on environmental issues, waste minimization, resource recovery, and medical and household hazardous waste.

2011 ACCOMPLISHMENTS

Implemented a Village-wide recycling program for household batteries including alkaline and rechargeable batteries.

Hosted a one-day event for electronic waste that attracted over 500 participants and collected 35,000 pounds of electronic material.

Promoted and coordinated recycling services for all community events including the Public Works Open House and the Library Green Fair.

Researched available grant funding for residential/commercial recycling education.

Continued to operate a permanent collection drop off for medications, sharps, and compact fluorescent and fluorescent tube lights at the Public Works Facility.

2012 ACCOMPLISHMENTS

Hosted a drop-off for Holiday Light Recycling and collected 1,441 lbs. of holiday lights.

Hosted a one-day document destruction event for Village residents to safely dispose of personal documents.

Promoted and coordinated recycling services for all community events.

Researched available grant funding for residential/commercial recycling education.

Began operating a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.

Continued to operate a permanent collection drop off for medications, sharps, and compact fluorescent and fluorescent tube lights at the Public Works Facility.

2013 OBJECTIVES

Increase participation in the Village's commercial recycling program developing and implementing a new comprehensive community education campaign.

Develop and implement a comprehensive community campaign with the goal of reducing the volume of yard waste collected.

Promote and coordinate recycling services for all community events.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL**

2013 OBJECTIVES (continued)

Participate in community outreach programs that educate residents on Village recycling efforts with the anticipated goal of increasing recycling and reducing waste volumes.

Increase residential recycling utilizing the Village’s multiple public communication systems.

Continue to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Solid Waste Collected (in tons) (1)				
Landfilled	21,560	21,248	20,362	20,324
Recycled	6,117	6,644	6,777	6,913
Yardwaste	4,286	4,372	4,459	4,548
Total Waste Collected (tons)	31,963	32,264	31,598	31,785
Solid Waste Diverted (in tons)				
Recycling Program (2)				
Aluminum, glass, plastics, tin/steel	1,352	1,516	1,546	1,577
Mixed Paper	1,590	1,945	1,984	2,024
Newspaper	3,175	3,183	3,247	3,312
Total Recycling Program (tons)	6,117	6,644	6,777	6,913
Yardwaste Program (3)	4,286	4,372	4,459	4,548
Total Diverted (tons)	10,403	11,016	11,236	11,461
Percentage Diverted	33%	34%	36%	36%

(1) Single Family and Multi-Family residential

(2) Single Family, Multi-Family, Schools and Municipal

(3) Single Family

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - REFUSE DISPOSAL**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Refuse Disposal Program	3,934,729	4,194,193	4,184,220	4,246,334	4,407,927
Leaf Removal Program Disposal	214,575	224,010	221,952	228,435	235,347
	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	215,065	237,856	237,856	230,728	235,310
Personal Services-Employee Benefits	89,233	94,834	80,653	91,728	97,006
Other Employee Costs	-	1,200	1,200	1,200	1,224
Contractual Services	3,790,195	4,017,873	4,028,173	4,092,058	4,249,420
Utilities	262	572	572	429	438
Insurance	25,175	27,331	27,331	28,239	28,881
Commodities & Supplies	29,374	38,537	30,387	30,387	30,995
	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274
SOURCE OF FUNDS					
040 Refuse Disposal Fund	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274
	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274

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 7,192 multi-family units.

Arc Disposal holds the residential refuse collection contract with the Village in 2013. This is the eighth 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%.

The Village also has an exclusive commercial refuse collection contract with Arc Disposal in 2013. This is the fifth year of a 7-year contract. Both the residential and commercial contracts will expire simultaneously. All businesses are directly billed by Arc Disposal.

The Leaf Removal Program includes the personnel, equipment operation and maintenance and fuel costs associated with the curbside collection of leaves by Public Works personnel between the first full week of October and the week before Thanksgiving. The collection encompasses 13,595 single family homes and 347 miles of street. In 2011 the Village collected 14,843 cubic yards of leaves.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL
REFUSE DISPOSAL PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
040.80.85.00.0.000.500.001 Full-Time Earnings	62,962	80,367	80,367	71,550	72,981
040.80.85.00.0.000.501.001 Part-Time Earnings	12,351	13,435	13,435	13,702	13,977
040.80.85.00.0.000.503.001 Overtime	4,744	2,973	2,973	2,973	3,033
040.80.85.00.0.000.506.001 Longevity Pay	460	60	60	460	460
	80,517	96,835	96,835	88,685	90,451
PERSONAL SERVICES-EMPLOYEE BENEFITS					
040.80.85.00.0.000.510.001 Medical Insurance	18,771	22,480	8,388	9,378	9,941
040.80.85.00.0.000.510.003 Workers' Comp Ins	-	-	-	5,475	5,500
040.80.85.00.0.000.511.001 Social Security	4,658	5,934	5,934	5,376	5,484
040.80.85.00.0.000.511.002 Medicare	1,089	1,427	1,427	1,296	1,322
040.80.85.00.0.000.512.001 IMRF Pension Expense	8,668	8,531	9,000	11,338	12,359
040.80.85.00.0.000.513.001 Sick Leave Incentive	77	1,000	1,000	250	250
040.80.85.00.0.000.513.002 Vac/Pers Leave Incent.	110	500	500	250	250
	33,373	39,872	26,249	33,363	35,106
OTHER EMPLOYEE COSTS					
040.80.85.00.0.000.522.001 Travel & Meetings	-	1,200	1,200	1,200	1,224
	-	1,200	1,200	1,200	1,224
CONTRACTUAL SERVICES					
040.80.85.00.0.000.530.006 Other Prof. Serv.	-	1,385	1,385	1,385	1,413
040.80.85.00.0.000.544.002 Postage Expense	4,218	3,000	3,000	3,000	3,060
040.80.85.00.0.000.552.001 Computer Lease	682	-	-	-	-
040.80.85.00.0.000.568.001 S/F Refuse Collection	1,228,462	1,276,175	1,280,975	1,309,908	1,362,304
040.80.85.00.0.000.568.002 M/F Refuse Collection	459,321	477,695	477,695	485,564	504,788
040.80.85.00.0.000.568.004 Refuse Coll Stickers	192,515	218,400	218,400	225,000	234,000
040.80.85.00.0.000.568.005 Tipping Fees - SWANCC	1,081,661	1,153,192	1,158,192	1,162,560	1,197,602
040.80.85.00.0.000.568.006 Fixed Costs - SWANCC	88,136	114,264	114,264	106,549	117,495
040.80.85.00.0.000.568.007 Sticker Commission	3,975	5,000	5,000	5,000	5,000
040.80.85.00.0.000.568.008 S/F Recycling	630,112	646,426	646,426	663,980	690,082
040.80.85.00.0.000.568.009 M/F Recycling	94,428	107,336	107,336	109,112	113,276
040.80.85.00.0.000.568.012 Tipping Fees	-	5,000	7,000	10,000	10,200
	3,783,510	4,007,873	4,019,673	4,082,058	4,239,220
UTILITIES					
040.80.85.00.0.000.589.001 Telephone - Land Lines	262	572	572	429	438
	262	572	572	429	438
INSURANCE					
040.80.85.00.0.000.596.001 Liability Insurance	25,175	27,331	27,331	28,239	28,881
	25,175	27,331	27,331	28,239	28,881

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL
REFUSE DISPOSAL PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
040.80.85.00.0.000.623.006 Recycling Supplies	11,892	17,160	12,360	12,360	12,607
040.80.85.00.0.000.623.007 Yard Waste Stickers	-	3,350	-	-	-
	<u>11,892</u>	<u>20,510</u>	<u>12,360</u>	<u>12,360</u>	<u>12,607</u>

TOTAL REFUSE DISPOSAL PROGRAM	3,934,729	4,194,193	4,184,220	4,246,334	4,407,927
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LEAF REMOVAL PROGRAM

PERSONAL SERVICES-SALARIES & WAGES					
040.80.85.00.0.365.500.001 Full-Time Earnings	103,453	104,692	104,692	105,714	107,829
040.80.85.00.0.365.503.001 Overtime	29,774	35,018	35,018	35,018	35,719
040.80.85.00.0.365.504.001 Specialty Pay	311	301	301	301	301
040.80.85.00.0.365.506.001 Longevity Pay	1,010	1,010	1,010	1,010	1,010
	<u>134,548</u>	<u>141,021</u>	<u>141,021</u>	<u>142,043</u>	<u>144,859</u>

PERSONAL SERVICES-EMPLOYEE BENEFITS					
040.80.85.00.0.365.510.001 Medical Insurance	25,596	27,775	27,350	28,259	29,955
040.80.85.00.0.365.511.001 Social Security	8,240	6,808	6,808	7,134	7,277
040.80.85.00.0.365.511.002 Medicare	1,952	2,043	2,043	2,099	2,141
040.80.85.00.0.365.512.001 IMRF Pension Expense	15,055	16,203	16,203	18,373	20,027
040.80.85.00.0.365.513.001 Sick Leave Incentive	2,548	-	-	-	-
040.80.85.00.0.365.513.002 Vac/Pers Leave Incent.	2,469	2,133	2,000	2,500	2,500
	<u>55,860</u>	<u>54,962</u>	<u>54,404</u>	<u>58,365</u>	<u>61,900</u>

CONTRACTUAL SERVICES					
040.80.85.00.0.365.568.011 Street Sweeper Rental	6,685	10,000	8,500	10,000	10,200
	<u>6,685</u>	<u>10,000</u>	<u>8,500</u>	<u>10,000</u>	<u>10,200</u>

COMMODITIES & SUPPLIES					
040.80.85.00.0.365.622.009 Repair/Maint Supplies	2,884	2,884	2,884	2,884	2,942
040.80.85.00.0.365.623.003 St Sweeper Brooms	4,396	4,841	4,841	4,841	4,938
040.80.85.00.0.365.623.004 Leaf Machine Parts	8,902	9,002	9,002	9,002	9,182
040.80.85.00.0.365.623.005 Leaf Truck Boxes	1,300	1,300	1,300	1,300	1,326
	<u>17,482</u>	<u>18,027</u>	<u>18,027</u>	<u>18,027</u>	<u>18,388</u>

TOTAL LEAF REMOVAL PROGRAM	214,575	224,010	221,952	228,435	235,347
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TOTAL PUBLIC WORKS - REFUSE DISPOSAL	4,149,304	4,418,203	4,406,172	4,474,769	4,643,274
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**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL
PERSONAL SERVICES**

Position Title	Positions (1)						Amounts		
	2011		2012		2013		2011	2012	2013
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
FULL TIME									
Administrative Superintendent	1.00	1.00	1.00				72,067	73,509	64,631
Foreman	0.10	0.10	0.10				8,809	8,682	8,855
Maintenance Personnel	1.50	1.50	1.50				101,725	102,868	103,778
	2.60	2.60	2.60				182,601	185,059	177,264
PART TIME									
Secretary	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	13,173	13,435	13,702
	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	13,173	13,435	13,702
OTHER COMPENSATION									
Overtime Earnings							55,732	37,991	37,991
Specialty Pay							251	301	301
Longevity Pay							1,470	1,070	1,470
							57,453	39,362	39,762
EMPLOYEE BENEFITS									
Medical Insurance							44,367	50,255	37,637
Workers' Comp Insurance							-	-	5,475
Social Security							13,750	12,742	12,510
Medicare							3,789	3,470	3,395
IMRF Pension							27,922	24,734	29,711
Sick Leave Incentive							3,600	1,000	250
Vacation/Personal Leave Incentive							3,000	2,633	2,750
							96,428	94,834	91,728
TOTAL	2.90	2.90	2.90				349,655	332,690	322,456

(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
2013 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.

2011 ACCOMPLISHMENTS

The Division completed the installation of emergency backup power for all of the sanitary sewer lift and relief stations. During the severe weather of June and July, these systems worked as designed to power the relief and lift stations during the several power outages.

Roof repairs for the reservoir at Station 16 were completed. The reservoir tank was then painted and placed back into service in the early fall.

Due to the economic downturn, utility locating (JULIE) requests remained at approximately 5,000.

The Division assisted Illinois American Water in the replacement and startup of the emergency water system interconnect located on Highland Avenue.

Energy-efficient LED street lighting was installed and deficient wiring replaced along Prospect Avenue from Emerson to Wille Street.

The Division, with the assistance of a consultant, continued to flow monitor the sanitary sewer basins. Issues found during this effort became either spot repairs, cured-in-place sewer lining segments or staff requesting additional engineering studies for 2012.

Sanitary sewer improvements for the Lake Briarwood area (Basin 37) were designed and constructed by the end of 2011.

The Division televised and cleaned 54,236 lineal feet of sanitary sewer, along with lining 12,619 lineal feet of sewer using the cured-in-place pipe lining (CIPP) method.

The Illinois Environmental Protection Agency enacted changes to the Revised Total Coliform Rule that required additional monitoring for potential contaminants in the public water supply.

2012 ACCOMPLISHMENTS

The Division continued to provide emergency standby power to booster stations. The next site is at Station 17 with the project being completed by the end of 2012.

As the economy began to improve, total utility locating (JULIE) requests for the year climbed over 5,000.

Piping improvements for the elevated tank based on recommendations from the hydraulic water model were performed in 2012. These improvements allow the elevated tank to fill/empty more easily and cause less strain on the overall water system – reducing main breaks in areas with aged piping.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

2012 ACCOMPLISHMENTS (continued)

The Division continued to flow monitor the sanitary sewer basins. This work assists the Village in determining future sanitary and storm water system improvements.

Energy efficient LED streetlights were installed under a state and federal grant in the Kensington Business Center. Staff will be monitoring the energy savings from this project to determine whether to continue replacing other Village-owned streetlights with these new energy saving LED streetlights.

The Division televised and cleaned over 50,000 lineal feet of sanitary sewer, along with lining more than 16,000 lineal feet of sewer using the cured-in-place pipelining (CIPP) method.

A 2007 engineering study recommended that the Village begin the rehabilitation of the sanitary sewer relief stations as they were approaching 30 years of age. Work progressed on the George Street North Relief station.

The Illinois Environmental Protection Agency enacted changes to the Disinfection Byproduct Rule which required additional monitoring for potential contaminants in the public water supply. Improvements to the remote monitoring of the Village's system through the SCADA system will be made to address these rule changes and other recommendations from the water modeling study performed in 2010.

2013 OBJECTIVES

The Division will complete the installation of emergency standby power for Water Booster Station 17.

The elevated tank located downtown will be cleaned and painted in 2013.

The Illinois Environmental Protection Agency enacted changes which will require additional monitoring for potential contaminants in the public water supply under the Unregulated Contaminant Monitoring Rule (UCMR3). These new monitoring rules will require a significant increase in contaminant monitoring for Village staff.

Improvements to the remote monitoring of the Village's system through the existing SCADA system will continue to be made to address IEPA monitoring rules and other recommendations from the hydraulic water model performed in 2010.

Staff will begin the process of replacing the existing automated meter reading system (AMR/AMI) with a new fixed based reading system that will integrate into the LOGOS Utility Billing application.

Staff plans on continuing the cured-in-place-pipelining (CIPP) project that includes the televising, cleaning of approximately 50,000 lineal feet of pipe and the lining of approximately 16,000 lineal feet of sewer pipe.

The SCADA telemetry system for Levee 37 will be completed. This will allow the Village to remotely monitor the functions of the two storm water pumping stations located along the levee.

As the economy slowly improves, total utility locating (JULIE) requests should climb to 5,500.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

2013 OBJECTIVES (continued)

The George Street South relief station will be readied for rehabilitation with engineering designs and permits developed in 2013.

A new multi-year project to maintain the aesthetic appearance of the various cabinets, ped poles, sign posts, streetlight poles and bases located throughout the Village will begin in 2013. Some of the over 700 items are over 10 years of age and starting to degrade and this project will assess the inventory and refurbish or repaint those items in need each year.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS - WATER & SEWER DIVISION**

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Water Mains				
Installed (feet)	5,475	-	115	-
Valves Replaced	10	9	5	5
Valves Repaired	10	2	5	5
Main Leaks Repaired	92	62	60	60
Service Leaks Repaired	9	5	10	10
Water Meters Installed	490	745	750	750
Fire Hydrants				
Replaced	2	17	10	10
Repaired	19	35	32	35
Painted	127	150	150	150
JULIE Markings				
Calls	4,350	5,163	5,500	5,500
Flagged	2,700	3,100	3,500	3,500
Water Samples				
Water Quality	624	641	600	750
Lead/Copper	-	30	-	-
Water Purchased (million gallons)	1,294	1,288	1,330	1,500
Unaccounted Water	2.9%	0.0%	2.0%	2.0%
Meter Readings				
Special/Final Reads	2,469	2,215	2,000	2,000
Verification Reads	2,718	1,800	2,322	2,000
Water/Sewer Service Requests	368	291	215	300
Sanitary Sewers				
Cleaned (ft)	55,150	54,236	52,000	50,000
Televised (ft)	55,150	54,236	52,000	50,000
Relined (ft)	15,300	12,619	16,690	16,000
Private Building Inspections	290	727	750	750

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - WATER & SEWER DIVISION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Water & Sewer Administration	1,745,203	1,402,798	1,403,795	1,409,759	1,443,492
Equipment Maintenance	572,649	748,491	748,491	779,287	783,240
Maintenance of Buildings	208,526	241,257	234,689	262,388	243,536
Maintenance of Grounds	144,486	144,284	146,724	123,232	126,209
Lake Michigan Water Supply	3,714,699	3,929,000	4,424,058	5,221,967	5,985,700
Water Supply Maint. & Repair	686,093	793,667	762,961	845,646	864,781
Water Distribution Maint. & Rep.	541,374	644,333	654,800	659,686	675,502
Water Meter Maintenance & Repair	279,877	415,846	381,292	334,452	352,296
Water Valve/Hydrant Maint & Rep	454,499	484,671	480,844	496,477	510,916
Water System Improvements	47,283	-	-	-	-
Sanitary Sewer Maint. & Repair	426,824	456,455	452,260	471,267	483,394
	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	1,762,914	1,856,769	1,863,299	1,864,275	1,900,777
Personal Services-Employee Benefits	664,624	707,023	700,583	734,286	776,628
Other Employee Costs	39,663	36,041	35,941	35,941	36,658
Contractual Services	5,452,885	5,988,402	6,452,080	7,331,906	8,107,007
Utilities	115,721	198,006	173,615	168,560	169,918
Insurance	76,838	70,098	70,098	79,383	81,132
Commodities & Supplies	182,794	307,616	302,451	297,963	303,763
Other Expenditures	446,787	-	-	-	-
Office Equipment	-	1,344	1,344	1,344	1,370
Other Equipment	59,385	70,503	65,503	65,503	66,813
Distribution Systems	19,902	25,000	25,000	25,000	25,000
	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066

SOURCE OF FUNDS					
050 Water and Sewer Fund	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066
	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066

BUDGET DISCUSSION AND ANALYSIS

The Public Works Water & Sewer Division budget includes the costs associated with supplying water and sewer service to our residents. It includes the cost of Lake Michigan Water Supply, the distribution costs, the maintenance and repair to grounds, water meters, sanitary sewers, equipment, valves, hydrants, and water mains as well as the costs for improvements to the water and sewer systems. The total Water & Sewer Division budget of \$10,604,161 reflects an increase of \$1,343,359 or 14.51% from the 2012 budget. The increase in costs for the Lake Michigan Water Supply program accounts for the majority of the increase. Capital projects funded by the Water and Sewer Fund are located under the Capital Improvements section of this document.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER & SEWER ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.00.0.000.500.001 Full-Time Earnings	338,447	348,360	348,360	363,421	370,690
050.80.84.00.0.000.501.001 Part-Time Earnings	13,908	16,076	16,076	16,394	16,722
050.80.84.00.0.000.503.001 Overtime	4,918	7,975	7,975	7,975	8,135
050.80.84.00.0.000.504.001 Specialty Pay	622	601	601	601	601
050.80.84.00.0.000.506.001 Longevity Pay	1,350	1,600	1,600	1,400	1,400
	359,245	374,612	374,612	389,791	397,548
PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.00.0.000.510.001 Medical Insurance	60,836	64,335	65,420	74,451	78,919
050.80.84.00.0.000.510.003 Workers' Comp Ins	39,495	47,586	47,586	43,800	44,000
050.80.84.00.0.000.511.001 Social Security	20,949	22,829	22,829	23,801	24,278
050.80.84.00.0.000.511.002 Medicare	5,083	5,631	5,631	5,853	5,971
050.80.84.00.0.000.512.001 IMRF Pension Expense	37,319	43,011	43,011	51,262	55,876
050.80.84.00.0.000.513.001 Sick Leave Incentive	(8,304)	3,703	3,800	3,500	3,500
050.80.84.00.0.000.513.002 Vac/Pers Leave Incent.	(30,994)	10,000	10,000	10,000	10,000
050.80.84.00.0.000.513.003 Retiree Sick Incentive	-	17,920	18,000	-	-
050.80.84.00.0.000.513.009 NOPEBO Expense	11,390	-	-	-	-
	135,774	215,015	216,277	212,667	222,544
OTHER EMPLOYEE COSTS					
050.80.84.00.0.000.518.001 Dues & Memberships	3,178	3,178	3,178	3,178	3,241
050.80.84.00.0.000.521.001 Other Employee Exp.	3,039	3,039	3,039	3,039	3,100
050.80.84.00.0.000.522.001 Travel & Meetings	4,244	4,344	4,244	4,244	4,328
050.80.84.00.0.000.524.001 Uniform Expense	21,174	17,523	17,523	17,523	17,873
050.80.84.00.0.000.525.004 Training	8,028	7,957	7,957	7,957	8,116
	39,663	36,041	35,941	35,941	36,658
CONTRACTUAL SERVICES					
050.80.84.00.0.000.530.002 Auditing Services	8,040	9,625	9,625	9,625	9,817
050.80.84.00.0.000.530.006 Other Prof. Serv.	31,322	26,713	26,713	26,713	27,247
050.80.84.00.0.000.532.002 Equipment Maint.	604	1,154	1,154	1,154	1,177
050.80.84.00.0.000.544.002 Postage Expense	35,324	37,209	37,209	37,209	37,953
050.80.84.00.0.000.551.001 Copier Lease Payment	5,427	8,683	8,683	8,683	8,857
050.80.84.00.0.000.552.001 Computer Lease	16,065	-	-	-	-
050.80.84.00.0.000.557.001 Service Charge - Water	490,000	500,000	500,000	510,000	520,000
050.80.84.00.0.000.560.002 Comp Programming	1,173	1,195	1,195	1,195	1,218
050.80.84.00.0.000.560.007 Computer Maint.	2,118	2,575	2,575	2,575	2,626
050.80.84.00.0.000.560.009 GIS Maintenance	34,608	20,600	20,600	20,600	21,012
050.80.84.00.0.000.562.002 Printing Expense	4,142	5,614	5,614	5,614	5,726
050.80.84.00.0.000.563.002 Bank & Fiscal Fees	-	2,060	2,060	2,060	2,101
050.80.84.00.0.000.574.005 Uniform Rent/Cleaning	10,044	9,831	9,831	9,831	10,027
	638,867	625,259	625,259	635,259	647,761

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER & SEWER ADMINISTRATION**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
UTILITIES						
050.80.84.00.0.000.589.001	Telephone - Land Lines	29,183	59,050	59,050	38,500	39,270
050.80.84.00.0.000.590.001	Telephone - Cellular	7,938	8,905	8,905	4,400	4,488
		<u>37,121</u>	<u>67,955</u>	<u>67,955</u>	<u>42,900</u>	<u>43,758</u>
INSURANCE						
050.80.84.00.0.000.596.001	Liability Insurance	74,338	67,598	67,598	76,883	78,632
050.80.84.00.0.000.596.008	Other Insurance	2,500	2,500	2,500	2,500	2,500
		<u>76,838</u>	<u>70,098</u>	<u>70,098</u>	<u>79,383</u>	<u>81,132</u>
COMMODITIES & SUPPLIES						
050.80.84.00.0.000.606.001	Office Supplies	3,465	3,811	3,811	3,811	3,887
050.80.84.00.0.000.608.001	Other Supplies	671	1,092	1,092	1,092	1,113
050.80.84.00.0.000.611.001	Photo Supplies	-	870	870	870	887
050.80.84.00.0.000.614.001	Training Supplies	649	649	649	649	662
050.80.84.00.0.000.616.001	Vehicle Reg/License	210	515	350	515	525
050.80.84.00.0.000.622.001	Open House Supplies	2,677	2,730	2,730	2,730	2,784
050.80.84.00.0.000.626.002	Engineering Supplies	220	1,123	1,123	1,123	1,145
050.80.84.00.0.000.626.004	Water Conservation	858	870	870	870	887
		<u>8,750</u>	<u>11,660</u>	<u>11,495</u>	<u>11,660</u>	<u>11,890</u>
OTHER EXPENDITURES						
050.80.84.00.0.000.638.001	Depreciation	446,787	-	-	-	-
		<u>446,787</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
OTHER EQUIPMENT						
050.80.84.00.0.000.668.005	Radio Equip -Water	2,158	2,158	2,158	2,158	2,201
		<u>2,158</u>	<u>2,158</u>	<u>2,158</u>	<u>2,158</u>	<u>2,201</u>
TOTAL WATER & SEWER ADMINISTRATION		1,745,203	1,402,798	1,403,795	1,409,759	1,443,492

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
EQUIPMENT MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
050.80.84.01.0.000.553.001 Vehicle Lease Payment	126,900	277,500	277,500	263,200	263,200
050.80.84.01.0.000.554.001 Vehicle Maint Payment	445,749	470,991	470,991	516,087	520,040
	572,649	748,491	748,491	779,287	783,240
TOTAL EQUIPMENT MAINTENANCE	572,649	748,491	748,491	779,287	783,240

MAINTENANCE OF BUILDINGS

PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.87.0.375.500.001 Full-Time Earnings	98,314	120,177	120,177	122,489	124,939
050.80.84.87.0.375.503.001 Overtime	18,896	20,011	20,011	20,010	20,411
050.80.84.87.0.375.504.001 Specialty Pay	631	601	700	601	601
050.80.84.87.0.375.506.001 Longevity Pay	400	400	400	400	400
	118,241	141,189	141,288	143,500	146,351

PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.87.0.375.510.001 Medical Insurance	34,128	23,279	26,393	18,646	19,765
050.80.84.87.0.375.511.001 Social Security	7,211	7,655	7,655	7,913	8,071
050.80.84.87.0.375.511.002 Medicare	1,687	2,049	2,049	2,096	2,138
050.80.84.87.0.375.512.001 IMRF Pension Expense	12,851	16,216	16,216	18,368	20,021
050.80.84.87.0.375.513.002 Vac/Pers Leave Incent.	824	990	600	1,000	1,000
	56,701	50,189	52,913	48,023	50,995

CONTRACTUAL SERVICES					
050.80.84.87.0.375.533.003 Roof Repairs	23,008	30,000	25,000	55,000	30,000
050.80.84.87.0.375.533.005 Building Repairs	5,112	6,365	6,365	6,365	6,500
	28,120	36,365	31,365	61,365	36,500

UTILITIES					
050.80.84.87.0.375.585.001 Natural Gas	4,642	12,391	8,000	8,000	8,160
	4,642	12,391	8,000	8,000	8,160

COMMODITIES & SUPPLIES					
050.80.84.87.0.375.628.003 M&R Supplies - PW	822	1,123	1,123	1,500	1,530
	822	1,123	1,123	1,500	1,530

TOTAL MAINTENANCE OF BUILDINGS	208,526	241,257	234,689	262,388	243,536
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**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
MAINTENANCE OF GROUNDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.87.0.376.500.001 Full-Time Earnings	41,532	37,123	37,123	38,142	38,905
050.80.84.87.0.376.502.001 Seasonal Earnings	7,330	12,212	12,212	13,500	13,500
050.80.84.87.0.376.503.001 Overtime	13,679	8,991	8,991	8,990	9,170
050.80.84.87.0.376.504.001 Specialty Pay	248	301	301	301	301
050.80.84.87.0.376.506.001 Longevity Pay	-	120	120	120	120
	<u>62,789</u>	<u>58,747</u>	<u>58,747</u>	<u>61,053</u>	<u>61,996</u>
PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.87.0.376.510.001 Medical Insurance	7,778	3,131	5,471	9,132	9,680
050.80.84.87.0.376.511.001 Social Security	3,824	3,169	3,169	3,316	3,383
050.80.84.87.0.376.511.002 Medicare	894	858	858	886	904
050.80.84.87.0.376.512.001 IMRF Pension Expense	5,983	5,380	5,380	6,046	6,591
050.80.84.87.0.376.513.005 Ins. Opt-Out Incent.	300	300	300	-	-
	<u>18,779</u>	<u>12,838</u>	<u>15,178</u>	<u>19,380</u>	<u>20,558</u>
CONTRACTUAL SERVICES					
050.80.84.87.0.376.574.012 Landscape & Fence	36,494	39,900	40,000	10,000	10,200
050.80.84.87.0.376.574.014 Grounds Maintenance	21,000	27,000	27,000	27,000	27,540
	<u>57,494</u>	<u>66,900</u>	<u>67,000</u>	<u>37,000</u>	<u>37,740</u>
COMMODITIES & SUPPLIES					
050.80.84.87.0.376.622.002 Small Tools	183	191	191	191	195
050.80.84.87.0.376.622.003 Grounds Maintenance	2,207	2,312	2,312	2,312	2,358
050.80.84.87.0.376.622.004 Lawn Care Equipment	254	438	438	438	447
050.80.84.87.0.376.622.007 Snow Plow Blades	2,780	2,858	2,858	2,858	2,915
	<u>5,424</u>	<u>5,799</u>	<u>5,799</u>	<u>5,799</u>	<u>5,915</u>
TOTAL MAINTENANCE OF GROUNDS	144,486	144,284	146,724	123,232	126,209

LAKE MICHIGAN WATER SUPPLY

CONTRACTUAL SERVICES					
050.80.84.87.0.378.570.001 JAWA - Water	2,637,429	2,720,000	3,204,000	3,778,667	4,342,000
050.80.84.87.0.378.570.002 JAWA - Power Cost	90,991	168,000	83,500	106,300	108,500
050.80.84.87.0.378.570.003 JAWA - O&M Cost	314,470	350,000	332,358	335,000	349,200
050.80.84.87.0.378.570.004 JAWA - Fixed Cost	671,809	691,000	804,200	1,002,000	1,186,000
	<u>3,714,699</u>	<u>3,929,000</u>	<u>4,424,058</u>	<u>5,221,967</u>	<u>5,985,700</u>
TOTAL LAKE MICHIGAN WATER SUPPLY	3,714,699	3,929,000	4,424,058	5,221,967	5,985,700

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER SUPPLY MAINT. & REPAIR**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES						
050.80.84.87.0.379.500.001	Full-Time Earnings	298,448	307,569	307,569	311,026	317,247
050.80.84.87.0.379.503.001	Overtime	72,850	65,033	65,033	65,032	66,333
050.80.84.87.0.379.504.001	Specialty Pay	1,596	1,615	1,615	1,615	1,615
050.80.84.87.0.379.506.001	Longevity Pay	2,380	2,230	2,230	2,430	2,430
		<u>375,274</u>	<u>376,447</u>	<u>376,447</u>	<u>380,103</u>	<u>387,625</u>
PERSONAL SERVICES-EMPLOYEE BENEFITS						
050.80.84.87.0.379.510.001	Medical Insurance	79,309	60,466	49,475	62,119	65,847
050.80.84.87.0.379.511.001	Social Security	22,849	19,769	19,769	20,418	20,827
050.80.84.87.0.379.511.002	Medicare	5,415	5,460	5,460	5,572	5,684
050.80.84.87.0.379.512.001	IMRF Pension Expense	41,216	43,240	43,240	48,824	53,219
050.80.84.87.0.379.513.001	Sick Leave Incentive	4,831	2,086	2,100	2,500	2,500
050.80.84.87.0.379.513.002	Vac/Pers Leave Incent.	1,828	1,179	1,200	1,500	1,500
050.80.84.87.0.379.513.005	Ins. Opt-Out Incent.	-	500	750	-	-
		<u>155,448</u>	<u>132,700</u>	<u>121,994</u>	<u>140,933</u>	<u>149,577</u>
CONTRACTUAL SERVICES						
050.80.84.87.0.379.532.002	Equipment Maint.	18,466	50,000	50,000	50,000	50,000
050.80.84.87.0.379.533.004	Emergency Repairs	2,997	2,997	2,997	2,997	3,000
050.80.84.87.0.379.533.006	Electrical Repairs	7,000	7,000	7,000	7,000	7,140
050.80.84.87.0.379.569.003	Water Sample Testing	10,358	14,000	14,000	54,000	55,000
050.80.84.87.0.379.569.004	Water Tank Repairs	-	5,341	5,341	5,431	5,539
		<u>38,821</u>	<u>79,338</u>	<u>79,338</u>	<u>119,428</u>	<u>120,679</u>
UTILITIES						
050.80.84.87.0.379.586.001	Electricity	52,264	95,000	75,000	95,000	95,000
		<u>52,264</u>	<u>95,000</u>	<u>75,000</u>	<u>95,000</u>	<u>95,000</u>
COMMODITIES & SUPPLIES						
050.80.84.87.0.379.622.009	Repair/Maint Supplies	4,317	15,182	15,182	15,182	15,500
050.80.84.87.0.379.626.005	Water Treatment	11,303	30,000	30,000	30,000	30,600
050.80.84.87.0.379.627.002	Generators	28,764	40,000	40,000	40,000	40,800
		<u>44,384</u>	<u>85,182</u>	<u>85,182</u>	<u>85,182</u>	<u>86,900</u>
DISTRIBUTION SYSTEMS						
050.80.84.87.0.379.671.002	Tank Repair/Inspection	19,902	25,000	25,000	25,000	25,000
		<u>19,902</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
TOTAL WATER SUPPLY MAINT. & REPAIR		686,093	793,667	762,961	845,646	864,781

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER DISTRIBUTION MAINT. & REP.**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.87.0.380.500.001 Full-Time Earnings	160,941	185,100	185,100	191,391	195,219
050.80.84.87.0.380.501.001 Part-Time Earnings	42,191	47,178	47,178	48,121	49,084
050.80.84.87.0.380.503.001 Overtime	46,004	35,018	35,018	35,018	35,719
050.80.84.87.0.380.504.001 Specialty Pay	391	481	600	721	721
050.80.84.87.0.380.506.001 Longevity Pay	420	780	780	780	780
	249,947	268,557	268,676	276,031	281,523
PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.87.0.380.510.001 Medical Insurance	36,217	27,961	32,084	40,343	42,764
050.80.84.87.0.380.511.001 Social Security	14,943	14,760	14,760	15,287	15,593
050.80.84.87.0.380.511.002 Medicare	3,553	3,904	3,904	4,006	4,087
050.80.84.87.0.380.512.001 IMRF Pension Expense	27,103	30,905	30,905	35,088	38,246
050.80.84.87.0.380.513.005 Ins. Opt-Out Incent.	500	500	500	-	-
	82,316	78,030	82,153	94,724	100,690
CONTRACTUAL SERVICES					
050.80.84.87.0.380.530.005 Control System	36,359	43,950	43,950	38,000	38,760
050.80.84.87.0.380.532.002 Equipment Maint.	5,173	5,212	5,212	5,212	5,225
050.80.84.87.0.380.569.006 Parkway Restoration	57,055	58,350	58,350	58,350	59,517
050.80.84.87.0.380.569.007 Pavement Restoration	23,149	25,235	25,235	25,235	25,500
050.80.84.87.0.380.569.008 Refuse Disposal	6,002	6,005	6,000	6,005	6,120
050.80.84.87.0.380.571.006 Backflow Prevention	4,492	71,065	71,065	50,000	50,000
050.80.84.87.0.380.574.007 Julie Service Charges	6,086	10,600	8,500	8,500	8,650
050.80.84.87.0.380.574.008 Contract Hauling	11,663	11,670	15,000	27,000	27,540
	149,979	232,087	233,312	218,302	221,312
COMMODITIES & SUPPLIES					
050.80.84.87.0.380.622.002 Small Tools	184	480	480	450	450
050.80.84.87.0.380.622.005 Restoration Materials	6,451	21,523	26,523	26,523	27,000
050.80.84.87.0.380.622.006 Emergency Barricades	1,673	1,854	1,854	1,854	1,891
050.80.84.87.0.380.622.009 Repair/Maint Supplies	50,824	38,192	38,192	38,192	38,955
050.80.84.87.0.380.627.003 Water - Gas	-	2,266	2,266	2,266	2,311
	59,132	64,315	69,315	69,285	70,607
OFFICE EQUIPMENT					
050.80.84.87.0.380.656.007 Office Eqpt - Water	-	1,344	1,344	1,344	1,370
	-	1,344	1,344	1,344	1,370
TOTAL WATER DISTRIBUTION MAINT. & REP.	541,374	644,333	654,800	659,686	675,502

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER METER MAINTENANCE & REPAIR**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.87.0.381.500.001 Full-Time Earnings	119,110	144,014	144,014	111,717	113,952
050.80.84.87.0.381.502.001 Seasonal Earnings	-	12,212	12,212	13,500	13,500
050.80.84.87.0.381.503.001 Overtime	8,338	3,988	10,000	3,988	4,068
050.80.84.87.0.381.504.001 Specialty Pay	418	601	601	-	-
050.80.84.87.0.381.506.001 Longevity Pay	770	1,170	1,170	70	70
	128,636	161,985	167,997	129,275	131,590
PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.87.0.381.510.001 Medical Insurance	29,351	25,431	17,866	14,732	15,616
050.80.84.87.0.381.511.001 Social Security	7,780	9,826	9,826	7,809	7,966
050.80.84.87.0.381.511.002 Medicare	1,819	2,351	2,351	1,875	1,913
050.80.84.87.0.381.512.001 IMRF Pension Expense	13,963	17,198	17,198	14,717	16,042
050.80.84.87.0.381.513.001 Sick Leave Incentive	-	9	10	-	-
	52,913	54,815	47,251	39,133	41,537
CONTRACTUAL SERVICES					
050.80.84.87.0.381.547.003 Vehicle Rental	-	6,953	3,000	3,000	3,060
050.80.84.87.0.381.560.002 Comp Programming	6,764	10,000	10,000	10,000	20,000
050.80.84.87.0.381.569.001 Meter Installation	58,679	76,873	60,000	60,000	61,200
050.80.84.87.0.381.569.002 Meter Testing & Repair	10,324	31,926	24,750	24,750	25,250
	75,767	125,752	97,750	97,750	109,510
COMMODITIES & SUPPLIES					
050.80.84.87.0.381.622.002 Small Tools	163	175	175	175	178
050.80.84.87.0.381.626.008 Water Meter Repair	(34,829)	4,774	4,774	4,774	4,869
	(34,666)	4,949	4,949	4,949	5,047
OTHER EQUIPMENT					
050.80.84.87.0.381.665.050 Water Meters	57,227	68,345	63,345	63,345	64,612
	57,227	68,345	63,345	63,345	64,612
TOTAL WATER METER MAINTENANCE & REPAIR	279,877	415,846	381,292	334,452	352,296

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
WATER VALVE/HYDRANT MAINT & REP**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.87.0.382.500.001 Full-Time Earnings	210,944	214,234	214,234	218,202	222,567
050.80.84.87.0.382.503.001 Overtime	59,768	55,028	55,028	55,027	56,128
050.80.84.87.0.382.504.001 Specialty Pay	3	-	300	361	361
050.80.84.87.0.382.506.001 Longevity Pay	1,400	1,640	1,640	1,640	1,640
	272,115	270,902	271,202	275,230	280,696

PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.87.0.382.510.001 Medical Insurance	47,728	52,056	52,126	55,387	58,711
050.80.84.87.0.382.511.001 Social Security	16,126	13,773	13,773	14,190	14,474
050.80.84.87.0.382.511.002 Medicare	3,791	3,929	3,929	3,993	4,073
050.80.84.87.0.382.512.001 IMRF Pension Expense	29,360	31,120	31,120	34,983	38,132
	97,005	100,878	100,948	108,553	115,390

CONTRACTUAL SERVICES					
050.80.84.87.0.382.574.001 Painting Services	2,215	2,758	2,758	2,758	2,800
050.80.84.87.0.382.574.008 Contract Hauling	10,316	1,697	7,500	16,500	16,830
	12,531	4,455	10,258	19,258	19,630

COMMODITIES & SUPPLIES					
050.80.84.87.0.382.622.005 Restoration Materials	8,430	8,436	8,436	8,436	8,500
050.80.84.87.0.382.622.009 Repair/Maint Supplies	18,764	19,000	19,000	19,000	19,380
050.80.84.87.0.382.626.001 Painting Supplies	916	1,000	1,000	1,000	1,020
050.80.84.87.0.382.626.006 Water Hydrants	30,616	45,000	40,000	40,000	40,800
050.80.84.87.0.382.626.007 Water Valves	14,122	35,000	30,000	25,000	25,500
	72,848	108,436	98,436	93,436	95,200

TOTAL WATER VALVE/HYDRANT MAINT & REP	454,499	484,671	480,844	496,477	510,916
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WATER SYSTEM IMPROVEMENTS

CONTRACTUAL SERVICES					
050.80.84.88.0.377.571.001 Sewer Repair/Repl	47,283	-	-	-	-
	47,283	-	-	-	-

TOTAL WATER SYSTEM IMPROVEMENTS	47,283	-	-	-	-
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**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
SANITARY SEWER MAINT. & REPAIR**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
050.80.84.88.0.383.500.001 Full-Time Earnings	156,832	172,753	172,753	177,715	181,270
050.80.84.88.0.383.503.001 Overtime	38,312	30,015	30,015	30,015	30,616
050.80.84.88.0.383.504.001 Specialty Pay	983	1,022	1,022	1,022	1,022
050.80.84.88.0.383.506.001 Longevity Pay	540	540	540	540	540
	196,667	204,330	204,330	209,292	213,448
PERSONAL SERVICES-EMPLOYEE BENEFITS					
050.80.84.88.0.383.510.001 Medical Insurance	30,246	25,544	26,855	29,811	31,600
050.80.84.88.0.383.511.001 Social Security	11,451	10,661	10,661	11,415	11,634
050.80.84.88.0.383.511.002 Medicare	2,769	2,883	2,883	3,044	3,105
050.80.84.88.0.383.512.001 IMRF Pension Expense	21,222	23,470	23,470	26,603	28,998
	65,688	62,558	63,869	70,873	75,337
CONTRACTUAL SERVICES					
050.80.84.88.0.383.532.002 Equipment Maint.	3,452	3,500	3,500	3,500	3,570
050.80.84.88.0.383.569.008 Refuse Disposal	1,499	1,499	1,499	5,000	5,000
050.80.84.88.0.383.571.001 Sewer Repair/Repl	23,698	38,110	35,000	38,110	38,872
050.80.84.88.0.383.571.002 Building Sewer Insp	20,126	33,323	24,500	24,930	25,428
050.80.84.88.0.383.571.003 Sewer Cleaning	39,700	37,072	40,000	40,000	40,800
050.80.84.88.0.383.571.007 Flow Monitoring	25,750	24,800	25,750	25,750	26,265
050.80.84.88.0.383.574.008 Contract Hauling	2,450	2,451	5,000	5,000	5,000
	116,675	140,755	135,249	142,290	144,935
UTILITIES					
050.80.84.88.0.383.586.001 Electricity	21,694	22,660	22,660	22,660	23,000
	21,694	22,660	22,660	22,660	23,000
COMMODITIES & SUPPLIES					
050.80.84.88.0.383.622.005 Restoration Materials	3,181	3,698	3,698	3,698	3,771
050.80.84.88.0.383.622.009 Repair/Maint Supplies	15,915	15,450	15,450	15,450	15,759
050.80.84.88.0.383.626.003 Manhole Frame Supp	7,004	7,004	7,004	7,004	7,144
	26,100	26,152	26,152	26,152	26,674
TOTAL SANITARY SEWER MAINT. & REPAIR	426,824	456,455	452,260	471,267	483,394
TOTAL PUBLIC WORKS - WATER & SEWER DIVISION	8,821,513	9,260,802	9,689,914	10,604,161	11,469,066

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Public Works Director	0.50	0.50	0.50	70,720	65,913	69,248
Deputy Public Works Director	0.50	0.50	0.50	58,649	47,686	51,318
Water/Sewer Superintendent	1.00	1.00	1.00	99,293	101,864	103,901
Foreman	2.20	2.20	2.20	191,333	186,102	192,863
Electricians	0.50	0.50	0.50	38,968	39,754	40,109
Maintenance Personnel	14.70	14.70	14.70	984,668	955,114	937,710
GIS Analyst	1.00	1.00	1.00	66,737	68,072	69,433
Administrative Coordinator	1.50	1.50	1.50	63,553	64,825	69,521
	21.90	21.90	21.90	1,573,921	1,529,330	1,534,103
PART TIME						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	15,760	16,076	16,394
Maintenance Personnel	1.00 (2.0)	1.00 (2.0)	1.00 (2.0)	47,083	47,178	48,121
	1.35 (2.7)	1.35 (2.7)	1.35 (2.7)	62,843	63,254	64,515
SEASONAL						
Seasonal/Intern	1.75 (7.0)	1.75 (7)	1.50 (6.0)	34,999	24,424	27,000
	1.75 (7.0)	1.75 (7)	1.50 (6.0)	34,999	24,424	27,000
OTHER COMPENSATION						
Overtime Earnings				180,295	226,059	226,055
Specialty Pay				4,677	5,222	5,222
Longevity Pay				10,240	8,480	7,380
				195,212	239,761	238,657
EMPLOYEE BENEFITS						
Medical Insurance				325,593	282,203	304,621
Workers' Comp Insurance				39,495	47,586	43,800
Social Security				111,058	102,442	104,149
Medicare				28,666	27,065	27,325
IMRF Pension				208,369	210,540	235,891
Sick Leave Incentive				3,500	5,798	6,000
Vacation/Personal Leave Incentive				10,000	12,169	12,500
Retiree Sick Incentive				-	17,920	-
Insurance Opt-Out Incentive				-	1,300	-
				726,681	707,023	734,286
TOTAL	25.00	25.00	24.75	2,593,656	2,563,792	2,598,561

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

Full-Time	21.90	21.90	21.90
Part-Time	2.70	2.70	2.70
Seasonal	7.00	7.00	6.00



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS - PARKING**

The Parking Division includes the costs associated with the parking program. The Village manages the costs of the program in two separate enterprise funds: the Parking System Revenue Fund and the Village Parking System Fund.

Parking System Revenue Fund is used to account for the provision of public parking services with fees shared with the commuter railroad. All activities are accounted for including administration, operations, maintenance and collection.

Village Parking System Fund is used to account for the provision of Village-owned public parking services including the Village Hall parking deck and leased commuter spaces. All activities are accounted for including administration, operations, maintenance, and billing and collection.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - PARKING**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
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PROGRAMS					
Village Parking System	114,406	204,402	132,507	246,350	135,391
Parking System	212,818	275,648	226,228	295,252	199,153
	327,224	480,050	358,735	541,602	334,544

EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	62,313	62,760	62,760	63,536	64,797
Personal Services-Employee Benefits	24,262	23,708	25,893	31,217	33,039
Contractual Services	167,343	206,859	206,859	203,601	206,369
Utilities	8,598	10,317	10,317	10,317	10,523
Insurance	1,766	1,950	1,950	2,545	2,603
Commodities & Supplies	5,512	10,086	10,086	10,086	10,277
Building Improvements	5,000	56,800	6,800	106,800	6,936
Infrastructure	52,430	107,570	34,070	113,500	-
	327,224	480,050	358,735	541,602	334,544

SOURCE OF FUNDS					
051 Village Parking System Fund	114,406	204,402	132,507	246,350	135,391
052 Parking System Revenue Fund	212,818	275,648	226,228	295,252	199,153
	327,224	480,050	358,735	541,602	334,544

BUDGET DISCUSSION AND ANALYSIS

This division is funded by the Village parking system enterprise funds. The total Parking program budget of \$541,602 reflects an increase of \$61,552 or 12.82% from the 2012 budget. These funds are supported by the revenue generated from Parking Fees, Rental Fees, and Home Rule Sales Tax.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
VILLAGE PARKING SYSTEM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
051.80.81.81.0.000.500.001 Full-Time Earnings	16,277	16,460	16,460	16,606	16,939
051.80.81.81.0.000.503.001 Overtime	5,284	5,003	5,003	5,003	5,104
051.80.81.81.0.000.504.001 Specialty Pay	123	146	146	146	146
051.80.81.81.0.000.506.001 Longevity Pay	72	120	120	120	120
	21,756	21,729	21,729	21,875	22,309
PERSONAL SERVICES-EMPLOYEE BENEFITS					
051.80.81.81.0.000.510.001 Medical Insurance	5,773	2,222	3,827	4,458	4,726
051.80.81.81.0.000.511.001 Social Security	1,296	1,092	1,092	1,158	1,182
051.80.81.81.0.000.511.002 Medicare	303	320	320	335	342
051.80.81.81.0.000.512.001 IMRF Pension Expense	2,360	2,511	2,511	2,909	3,171
051.80.81.81.0.000.513.001 Sick Leave Incentive	403	-	-	500	500
051.80.81.81.0.000.513.002 Vac/Pers Leave Incent.	1,313	-	-	500	500
051.80.81.81.0.000.513.005 Ins. Opt-Out Incent.	120	120	120	-	-
051.80.81.81.0.000.513.009 NOPEBO Expense	(1,741)	-	-	-	-
	9,827	6,265	7,870	9,860	10,421
CONTRACTUAL SERVICES					
051.80.81.81.0.000.530.006 Other Prof. Serv.	-	500	500	500	500
051.80.81.81.0.000.532.002 Equipment Maint.	3,492	3,492	3,492	3,492	3,562
051.80.81.81.0.000.533.002 Cleaning Service	24,145	24,200	24,200	24,200	24,684
051.80.81.81.0.000.553.001 Vehicle Lease Payment	8,040	20,400	20,400	17,340	17,340
051.80.81.81.0.000.554.001 Vehicle Maint Payment	4,328	4,624	4,624	5,045	5,083
051.80.81.81.0.000.555.001 Service Charge - Village	27,000	27,500	27,500	28,000	28,500
051.80.81.81.0.000.575.007 Parking Lot Sealcoating	-	10,609	10,609	10,609	10,821
051.80.81.81.0.000.575.008 Striping Parking Lots	3,471	3,471	3,471	3,471	3,540
	70,476	94,796	94,796	92,657	94,030
INSURANCE					
051.80.81.81.0.000.596.001 Liability Insurance	755	812	812	1,158	1,185
	755	812	812	1,158	1,185
COMMODITIES & SUPPLIES					
051.80.81.81.0.000.608.001 Other Supplies	92	500	500	500	510
	92	500	500	500	510
BUILDING IMPROVEMENTS					
051.80.81.81.0.000.647.006 Parking Deck	5,000	6,800	6,800	6,800	6,936
	5,000	6,800	6,800	6,800	6,936

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
VILLAGE PARKING SYSTEM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
INFRASTRUCTURE					
051.80.81.81.0.000.679.003 Parking Lot Imp	6,500	73,500	-	113,500	-
	6,500	73,500	-	113,500	-
TOTAL VILLAGE PARKING SYSTEM	114,406	204,402	132,507	246,350	135,391

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
PARKING SYSTEM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
052.80.81.81.0.000.500.001 Full-Time Earnings	36,644	37,680	37,680	38,310	39,077
052.80.81.81.0.000.503.001 Overtime	3,583	2,973	2,973	2,973	3,033
052.80.81.81.0.000.504.001 Specialty Pay	82	98	98	98	98
052.80.81.81.0.000.506.001 Longevity Pay	248	280	280	280	280
	40,557	41,031	41,031	41,661	42,488
PERSONAL SERVICES-EMPLOYEE BENEFITS					
052.80.81.81.0.000.510.001 Medical Insurance	5,091	9,648	10,208	11,819	12,528
052.80.81.81.0.000.511.001 Social Security	2,376	2,393	2,393	2,492	2,542
052.80.81.81.0.000.511.002 Medicare	556	600	600	622	635
052.80.81.81.0.000.512.001 IMRF Pension Expense	4,407	4,722	4,722	5,424	5,913
052.80.81.81.0.000.513.001 Sick Leave Incentive	269	-	-	500	500
052.80.81.81.0.000.513.002 Vac/Pers Leave Incent.	1,626	-	-	500	500
052.80.81.81.0.000.513.005 Ins. Opt-Out Incent.	80	80	100	-	-
052.80.81.81.0.000.513.009 NOPEBO Expense	30	-	-	-	-
	14,435	17,443	18,023	21,357	22,618
CONTRACTUAL SERVICES					
052.80.81.81.0.000.530.006 Other Prof. Serv.	6,180	6,180	6,180	6,180	6,304
052.80.81.81.0.000.533.002 Cleaning Service	3,480	3,492	3,492	3,492	3,562
052.80.81.81.0.000.550.001 Metra Land Lease	36,954	33,000	33,000	33,000	33,000
052.80.81.81.0.000.553.001 Vehicle Lease Payment	5,360	13,600	13,600	11,560	11,560
052.80.81.81.0.000.554.001 Vehicle Maint Payment	4,328	4,624	4,624	5,045	5,083
052.80.81.81.0.000.556.001 Svc Chg-Parking Fund	17,500	18,000	18,000	18,500	19,000
052.80.81.81.0.000.574.010 Beautify RR ROW	12,447	15,759	15,759	15,759	16,074
052.80.81.81.0.000.575.007 Parking Lot Sealcoating	8,300	12,000	12,000	12,000	12,240
052.80.81.81.0.000.575.008 Striping Parking Lots	2,318	2,318	2,318	2,318	2,364
052.80.81.81.0.000.575.011 Snow Removal	-	3,090	3,090	3,090	3,152
	96,867	112,063	112,063	110,944	112,339
UTILITIES					
052.80.81.81.0.000.585.001 Natural Gas	2,439	2,517	2,517	2,517	2,567
052.80.81.81.0.000.586.001 Electricity	5,808	7,500	7,500	7,500	7,650
052.80.81.81.0.000.591.001 Water & Sewer	351	300	300	300	306
	8,598	10,317	10,317	10,317	10,523
INSURANCE					
052.80.81.81.0.000.596.001 Liability Insurance	1,011	1,138	1,138	1,387	1,418
	1,011	1,138	1,138	1,387	1,418

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
PARKING SYSTEM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMMODITIES & SUPPLIES					
052.80.81.81.0.000.608.001 Other Supplies	4,757	6,180	6,180	6,180	6,304
052.80.81.81.0.000.624.014 Bicycle Racks	-	1,231	1,231	1,231	1,256
052.80.81.81.0.000.624.015 Parking Bumpers	-	600	600	600	600
052.80.81.81.0.000.628.007 M&R Supplies -RR Sta	663	1,575	1,575	1,575	1,607
	5,420	9,586	9,586	9,586	9,767
INFRASTRUCTURE					
052.80.81.81.0.000.679.003 Parking Lot Imp	45,930	34,070	34,070	-	-
	45,930	34,070	34,070	-	-
BUILDING IMPROVEMENTS					
052.80.81.82.1.000.651.004 Train Station	-	50,000	-	100,000	-
	-	50,000	-	100,000	-
TOTAL PARKING SYSTEM	212,818	275,648	226,228	295,252	199,153
TOTAL PUBLIC WORKS - PARKING	327,224	480,050	358,735	541,602	334,544

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Maintenance Personnel	0.40	0.40	0.40	26,339	27,434	27,676
Community Service Officer	0.50	0.50	0.50	25,306	26,706	27,240
	0.90	0.90	0.90	51,645	54,140	54,916
OTHER COMPENSATION						
Overtime Earnings				-	7,976	7,976
Specialty Pay				102	244	244
Holiday Pay				975	-	-
Longevity Pay				320	400	400
				1,397	8,620	8,620
EMPLOYEE BENEFITS						
Medical Insurance				10,864	11,870	16,277
Social Security				3,290	3,485	3,650
Medicare				771	920	957
IMRF Pension				5,709	7,233	8,333
Sick Leave Incentive				-	-	1,000
Vacation/Personal Leave Incentive				-	-	1,000
Insurance Opt-Out Incentive				-	200	-
				20,634	23,708	31,217
TOTAL	0.90	0.90	0.90	73,676	86,468	94,753

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

Full-Time	0.90	0.90	0.90
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**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

STATEMENT OF ACTIVITIES

The mission of the Vehicle Maintenance Division is to cost effectively manage, maintain, repair and improve the Village's fleet of vehicles and equipment, which will provide each department safe and efficient vehicles/equipment with reliable service lives.

2011 ACCOMPLISHMENTS

Continued mechanics' training - Ford Advanced Engine, Ford Hybrid, Multiplex and Hydraulic System training.
installed and fabricated dump bodies and auxiliary equipment on two (2) new single axle snow/ice control International 7400 trucks.

Completely rebuilt three leaf boxes for new trucks #2755, #2756 and #4550.

Evaluated, purchased and completed the installation of add-on equipment for new tow truck #2712 and place in service.

Procured and replaced two pickup trucks used by Public Works that had met their useful lives and prepared for service.

Procured and replaced one depreciated Police Department vehicle and prepared for service.

Procured and replaced two depreciated Fire Department staff vehicles and prepared for service.

Procured and replaced man lift #4572, provided proper training and prepared for service.

Researched options and analyzed cost effectiveness of future ambulance replacements.

Transferred underutilized 2009 Ford Escape Hybrid to replace the Fire Department's high mileage 2002 Chevy Impala #504.

Continued to evaluate and implement cost saving measures, including alternative fuels and vehicles.

Procured and installed new salt spreader on #2716 one-ton dump truck.

Rebuilt two snow plows and continued removing plow wheels to reduce cost and downtime.

Continued to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Utilized the annual fall Northwest Municipal Conference auction for the disposal of most of the retired vehicles.

Utilized GovDeals internet-based vehicle/equipment auctions and sold various equipment at a premium price.

Removed #2714 Ford Interstater mower from the fleet and sold through GovDeals internet auction for a premium price.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

2012 ACCOMPLISHMENTS

Continued to implement fuel conservation policies.

Continued mechanics' training - Hydraulic Control Trouble Shooting, International and Ford electronic training.

Installed and fabricated dump bodies and auxiliary equipment on two (2) new single axle snow and ice control International 7400 trucks.

Completely rebuilt two leaf boxes for new trucks #4517 and #4522.

Utilized salvaged parts from totaled squad P-18 to repair other squads in service which realized a cost savings of \$13,000.

Replaced four pickup trucks used by Public Works that had met their useful lives and prepared for service.

Prepared bid specs and received bids for replacement of Public Works' aerial lift #4523.

Replaced ten depreciated Police Department vehicles and prepared for service.

Replaced one depreciated Fire Department ambulance #521 and prepared for service.

Transferred car #300 to replace the Fire Department's 2001 Chevy Impala #507, which has met its useful life.

Continued to evaluate and implement cost saving measures, including pool car usage, alternative fuels and vehicles.

Fabricated and installed new salt spreader on #2716 1-ton dump truck.

Rebuilt and painted one V-box spreader on #4528 to reduce replacement costs and downtime.

Rebuilt one snow plow and completed removing plow wheels to reduce cost and downtime.

Continued to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Hosted the annual fall NWMC auction for the disposal of most of the retired vehicles, which reduced the seller's fee for the Village.

Utilized "GovDeals" internet-based vehicle/equipment auctions to sell various equipment at a premium price.

Implemented two-way radio conversion to narrow-banding before FCC deadline.

Reduced our fleet size by selling sweeper #4501 to another municipality for a premium price, which has reduced costs.

Procured and implemented various laptop diagnostic equipment for International and Ford vehicles.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

2013 OBJECTIVES

Continued to implement and/or continue fuel saving policies.

Continue mechanics' training - Computer, International service maxx and Ford diesel training.

Install dump bodies and auxiliary equipment on two new single axle snow and ice control International 7400 trucks.

Procure and replace eight depreciated Public Works vehicles/equipment that met their useful lives.

Continue using salvaged parts from totaled squad P-18 to repair other squads to realize more cost savings.

Continue to evaluate and implement cost saving measures, including alternative fuels and vehicles.

Continue to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Evaluate options and investigate new leaf machines currently on the market for future replacements.

Utilize the annual fall NWMC auction and continue using on-line auctions for the disposal of retired vehicles.

Continue to implement and/or continue fuel saving policies.

PERFORMANCE MEASURES

	2010 Actual	2011 Actual	2012 Estimated	2013 Projected
Fleet Maintenance				
Number of Vehicles Maintained	225	218	217	217
Preventive Maintenance - Completed	448	433	440	450
Preventive Maintenance - % of Jobs	48	41	44	43
Work Orders - Completed	937	1,068	1,000	1,050
Unleaded Fuel Used	96,812	89,601	88,000	90,000
Diesel Fuel Used	51,206	50,771	45,000	48,000
Repairs				
Small Engine Repairs	55	70	90	100
Body Repairs	23	28	30	25
Total Repairs	78	98	120	125
Equipment Rebuilding				
Vehicles	2	3	3	3
Snow Plows	3	2	1	1
Salt Spreaders	2	2	2	1
Total Equipment Rebuilds	7	7	6	5

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PUBLIC WORKS - VEHICLE MAINTENANCE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Vehicle Maint Administration	170,296	186,429	187,825	192,867	198,022
Vehicle Maintenance Program	1,782,576	1,928,964	1,891,093	1,960,437	2,012,092
	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	906,593	936,976	940,404	954,042	972,830
Personal Services-Employee Benefits	337,614	371,977	368,984	392,115	414,232
Other Employee Costs	2,315	2,315	2,315	2,315	2,361
Contractual Services	90,597	95,738	95,738	95,738	97,653
Utilities	654	993	2,393	3,010	3,071
Commodities & Supplies	602,258	703,349	665,039	687,039	700,841
Other Expenditures	9,324	-	-	-	-
Office Equipment	462	545	545	545	556
Other Equipment	3,055	3,500	3,500	18,500	18,570
	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114
SOURCE OF FUNDS					
060 Vehicle Maintenance Fund	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114
	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114

BUDGET DISCUSSION AND ANALYSIS

The Vehicle Maintenance Division includes the charges related to the maintenance and repair of all Village vehicles. The division consists of ten full-time employees, one part-time and one seasonal employee; and is responsible for pool vehicles, police vehicles, fire vehicles, and public works vehicles. In addition, the division maintains other equipment such as pumps, compressors, 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 1.79% in 2013. Increased costs for personal service wages and benefits primarily contribute to the increase.

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
VEHICLE MAINTENANCE ADMINISTRATION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
060.80.86.00.0.000.500.001 Full-Time Earnings	99,600	101,593	101,593	103,625	105,698
060.80.86.00.0.000.503.001 Overtime	3,571	7,033	7,033	6,815	6,952
060.80.86.00.0.000.504.001 Specialty Pay	579	601	601	601	601
	103,750	109,227	109,227	111,041	113,251
PERSONAL SERVICES-EMPLOYEE BENEFITS					
060.80.86.00.0.000.510.001 Medical Insurance	14,899	16,333	16,329	17,658	18,718
060.80.86.00.0.000.510.003 Workers' Comp Ins	16,878	19,573	19,573	21,900	22,000
060.80.86.00.0.000.511.001 Social Security	6,009	6,851	6,851	6,807	6,943
060.80.86.00.0.000.511.002 Medicare	1,405	1,692	1,692	1,676	1,710
060.80.86.00.0.000.512.001 IMRF Pension Expense	11,317	12,673	12,673	14,688	16,010
060.80.86.00.0.000.513.001 Sick Leave Incentive	(4,568)	2,500	2,500	1,000	1,000
060.80.86.00.0.000.513.002 Vac/Pers Leave Incent.	3,873	5,000	5,000	3,500	3,500
060.80.86.00.0.000.513.009 NOPEBO Expense	3,006	-	-	-	-
	52,819	64,622	64,618	67,229	69,881
OTHER EMPLOYEE COSTS					
060.80.86.00.0.000.525.004 Training	2,315	2,315	2,315	2,315	2,361
	2,315	2,315	2,315	2,315	2,361
CONTRACTUAL SERVICES					
060.80.86.00.0.000.530.006 Other Prof. Serv.	6,010	7,155	7,155	7,155	7,298
060.80.86.00.0.000.552.001 Computer Lease	2,726	-	-	-	-
	8,736	7,155	7,155	7,155	7,298
UTILITIES					
060.80.86.00.0.000.589.001 Telephone - Land Lines	654	993	993	810	827
060.80.86.00.0.000.590.001 Telephone - Cellular	-	-	1,400	2,200	2,244
	654	993	2,393	3,010	3,071
COMMODITIES & SUPPLIES					
060.80.86.00.0.000.606.001 Office Supplies	582	582	582	582	594
060.80.86.00.0.000.608.001 Other Supplies	978	990	990	990	1,010
	1,560	1,572	1,572	1,572	1,604
OFFICE EQUIPMENT					
060.80.86.00.0.000.656.001 Office Eqpt	462	545	545	545	556
	462	545	545	545	556
TOTAL VEHICLE MAINTENANCE ADMINISTRATION	170,296	186,429	187,825	192,867	198,022

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
VEHICLE MAINTENANCE PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
060.80.86.89.0.000.500.001 Full-Time Earnings	686,510	700,334	700,334	714,607	728,900
060.80.86.89.0.000.501.001 Part-Time Earnings	18,512	23,734	23,734	24,213	24,698
060.80.86.89.0.000.502.001 Seasonal Earnings	5,805	4,072	7,500	4,500	4,500
060.80.86.89.0.000.503.001 Overtime	82,121	89,900	89,900	89,972	91,772
060.80.86.89.0.000.504.001 Specialty Pay	5,595	5,409	5,409	5,409	5,409
060.80.86.89.0.000.506.001 Longevity Pay	4,300	4,300	4,300	4,300	4,300
	802,843	827,749	831,177	843,001	859,579
PERSONAL SERVICES-EMPLOYEE BENEFITS					
060.80.86.89.0.000.510.001 Medical Insurance	125,914	137,054	136,453	144,099	152,745
060.80.86.89.0.000.511.001 Social Security	48,287	46,831	46,831	47,724	48,678
060.80.86.89.0.000.511.002 Medicare	11,293	12,114	12,114	12,269	12,514
060.80.86.89.0.000.512.001 IMRF Pension Expense	86,216	95,768	95,768	106,894	116,514
060.80.86.89.0.000.513.001 Sick Leave Incentive	1,350	1,373	1,400	1,500	1,500
060.80.86.89.0.000.513.002 Vac/Pers Leave Incent.	735	2,815	400	1,000	1,000
060.80.86.89.0.000.513.004 Employee Allowances	11,000	11,400	11,400	11,400	11,400
	284,795	307,355	304,366	324,886	344,351
CONTRACTUAL SERVICES					
060.80.86.89.0.000.532.002 Equipment Maint.	79,396	86,078	86,078	86,078	87,800
060.80.86.89.0.000.532.004 Radio Maintenance	545	545	545	545	556
060.80.86.89.0.000.574.009 Fuel System	1,920	1,960	1,960	1,960	1,999
	81,861	88,583	88,583	88,583	90,355
COMMODITIES & SUPPLIES					
060.80.86.89.0.000.622.002 Small Tools	2,947	3,680	3,680	3,680	3,754
060.80.86.89.0.000.625.001 Fuel System Repair	415	1,090	1,090	1,090	1,112
060.80.86.89.0.000.625.002 Steam Cleaner	1,181	1,197	1,197	1,197	1,221
060.80.86.89.0.000.625.003 Vehicle Maint Supplies	161,474	182,500	182,500	182,500	186,150
060.80.86.89.0.000.627.001 Gas Vehicles	434,681	513,310	475,000	497,000	507,000
	600,698	701,777	663,467	685,467	699,237
OTHER EXPENDITURES					
060.80.86.89.0.000.638.001 Depreciation	9,324	-	-	-	-
	9,324	-	-	-	-

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
VEHICLE MAINTENANCE PROGRAM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EQUIPMENT					
060.80.86.89.0.000.665.030 Oil Pump Replacement	454	770	770	770	785
060.80.86.89.0.000.665.083 Car Lift (In-Ground)	-	-	-	15,000	15,000
060.80.86.89.0.000.668.004 Radio Equip -Vcle Mnt	2,601	2,730	2,730	2,730	2,785
	3,055	3,500	3,500	18,500	18,570
TOTAL VEHICLE MAINTENANCE PROGRAM	1,782,576	1,928,964	1,891,093	1,960,437	2,012,092
TOTAL PUBLIC WORKS - VEHICLE MAINTENANCE	1,952,872	2,115,393	2,078,918	2,153,304	2,210,114

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
PERSONAL SERVICES**

Position Title	Positions (1)			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
FULL TIME						
Vehicles Superintendent	1.00	1.00	1.00	99,029	101,593	103,625
Foreman	2.00	2.00	2.00	168,758	176,304	185,907
Body Repair Mechanic	1.00	1.00	1.00	71,485	81,315	82,040
Mechanics	6.00	6.00	6.00	417,007	442,715	446,660
	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>756,279</u>	<u>801,927</u>	<u>818,232</u>
PART TIME						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	23,269	23,734	24,213
	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>0.50 (1)</u>	<u>23,269</u>	<u>23,734</u>	<u>24,213</u>
SEASONAL						
Seasonal/Intern	0.40 (2)	0.40 (1)	0.25 (1)	5,000	4,072	4,500
	<u>0.40 (2)</u>	<u>0.40 (1)</u>	<u>0.25 (1)</u>	<u>5,000</u>	<u>4,072</u>	<u>4,500</u>
OTHER COMPENSATION						
Overtime Earnings				68,250	96,933	96,787
Specialty Pay				5,004	6,010	6,010
Longevity Pay				4,100	4,300	4,300
				<u>77,354</u>	<u>107,243</u>	<u>107,097</u>
EMPLOYEE BENEFITS						
Medical Insurance				140,813	153,387	161,757
Workers' Comp Insurance				16,878	19,573	21,900
Social Security				50,448	53,682	54,531
Medicare				12,689	13,806	13,945
IMRF Pension				93,406	108,441	121,582
Sick Leave Incentive				2,500	3,873	2,500
Vacation/Personal Leave Incentive				5,000	7,815	4,500
Employee Allowances				11,000	11,400	11,400
				<u>332,734</u>	<u>371,977</u>	<u>392,115</u>
TOTAL	10.90	10.90	10.75	1,194,636	1,308,953	1,346,157

(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	1.00	1.00

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
EMERGENCY EVENTS**

The Emergency Events section is used when the Village endures extraordinary events that need to be accounted for and tracked separately for the possible reimbursement from federal or state aide. Emergency type events are not limited, but typically are weather related.

In June 2011, a tornado passed through a 2.3 mile stretch of the Village from near See Gwun Avenue and Golf Road north, almost in a straight line, to Kensington Road and Pine Street near Prospect High School. It was a very brief, but intense storm. The storm impacted operations throughout the entire Village. The damages and clean up were extensive, with the bulk of the additional costs for the storm in the Public Works department, and some additional costs in the Police and Fire departments. Actual expenses of \$549,077 were incurred in 2011 for salaries, benefits, contractual services and commodities & supplies expenses for the June 2011 Storm Event.

There were no emergency events in 2012.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
EMERGENCY EVENTS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
2011 June Storm Event - Police	7,381	-	-	-	-
2011 June Storm Event - Fire	4,324	-	-	-	-
2011 June Storm Event - PW	537,372	6,505	-	-	-
	549,077	6,505	-	-	-
EXPENDITURE CLASSIFICATION					
Personal Services-Salaries & Wages	113,770	-	-	-	-
Personal Services-Employee Benefits	18,765	-	-	-	-
Contractual Services	414,503	6,505	-	-	-
Commodities & Supplies	2,039	-	-	-	-
	549,077	6,505	-	-	-
SOURCE OF FUNDS					
001 General Fund	549,077	6,505	-	-	-
	549,077	6,505	-	-	-

**VILLAGE OF MOUNT PROSPECT
EMERGENCY EVENTS
2011 JUNE STORM EVENT - POLICE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.89.69.00.8.800.503.001 Overtime	7,179	-	-	-	-
	7,179	-	-	-	-
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.89.69.00.8.800.511.001 Social Security	17	-	-	-	-
001.89.69.00.8.800.511.002 Medicare	98	-	-	-	-
	115	-	-	-	-
COMMODITIES & SUPPLIES					
001.89.69.00.8.800.608.001 Other Supplies	87	-	-	-	-
	87	-	-	-	-
TOTAL 2011 JUNE STORM EVENT - POLICE	7,381	-	-	-	-

2011 JUNE STORM EVENT - FIRE

PERSONAL SERVICES-SALARIES & WAGES					
001.89.79.00.8.800.503.001 Overtime	2,879	-	-	-	-
	2,879	-	-	-	-
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.89.79.00.8.800.511.002 Medicare	33	-	-	-	-
	33	-	-	-	-
COMMODITIES & SUPPLIES					
001.89.79.00.8.800.608.001 Other Supplies	1,412	-	-	-	-
	1,412	-	-	-	-
TOTAL 2011 JUNE STORM EVENT - FIRE	4,324	-	-	-	-

**VILLAGE OF MOUNT PROSPECT
EMERGENCY EVENTS
2011 JUNE STORM EVENT - PUBLIC WORKS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PERSONAL SERVICES-SALARIES & WAGES					
001.89.89.00.8.800.502.001 Seasonal Earnings	3,859	-	-	-	-
001.89.89.00.8.800.503.001 Overtime	99,853	-	-	-	-
	103,712	-	-	-	-
PERSONAL SERVICES-EMPLOYEE BENEFITS					
001.89.89.00.8.800.511.001 Social Security	6,530	-	-	-	-
001.89.89.00.8.800.511.002 Medicare	1,527	-	-	-	-
001.89.89.00.8.800.512.001 IMRF Pension Expense	10,560	-	-	-	-
	18,617	-	-	-	-
CONTRACTUAL SERVICES					
001.89.89.00.8.800.547.001 Other Eqpt Rental	20,003	-	-	-	-
001.89.89.00.8.800.574.012 Landscape & Fence	559	-	-	-	-
001.89.89.00.8.800.574.020 Other Services	257,923	-	-	-	-
001.89.89.00.8.800.576.006 Tree Removal	70,168	-	-	-	-
001.89.89.00.8.800.576.007 Stump Removal	42,355	-	-	-	-
001.89.89.00.8.800.576.011 Tree Trimming	23,495	6,505	-	-	-
	414,503	6,505	-	-	-
COMMODITIES & SUPPLIES					
001.89.89.00.8.800.608.001 Other Supplies	540	-	-	-	-
	540	-	-	-	-
TOTAL 2011 JUNE STORM EVENT - PUBLIC WORKS	537,372	6,505	-	-	-
TOTAL EMERGENCY EVENTS	549,077	6,505	-	-	-

**VILLAGE OF MOUNT PROSPECT
EMERGENCY EVENTS
PERSONAL SERVICES**

Position Title	Positions			Amounts		
	2011 Budget	2012 Budget	2013 Budget	2011 Budget	2012 Budget	2013 Budget
OTHER COMPENSATION						
Overtime Earnings				118,300	-	-
				<u>118,300</u>	-	-
EMPLOYEE BENEFITS						
Social Security				6,620	-	-
Medicare				1,740	-	-
IMRF Pension				<u>10,600</u>	-	-
				18,960	-	-
TOTAL	-	-	-	137,260	-	-



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
CAPITAL IMPROVEMENTS**

The Capital Improvements section for the Village has been categorized by 1) those projects included in the 5-year Capital Improvement Plan (CIP), and 2) other capital fund expenditures.

The CIP section includes the purchase or construction of long-lived, high-cost, tangible assets that are included in the Village's Capital Improvement Plan. Following the Capital Improvements line item pages is a schedule identifying the impact of 2013 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.

The Other Capital Fund Expenditures section includes capital improvements that do not meet the definition for inclusion in the Capital Improvement Plan. Two of the programs included in this section are the Vehicle Replacement and Computer Replacement programs, both internal service funds. Detailed schedules of all vehicles and computers budgeted in these two funds are included at the end of the Other Capital Fund Expenditures section.



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
CAPITAL IMPROVEMENT PLAN**

Capital Improvements for the Village have been categorized by 1) those projects included in the 5-year Capital Improvement Plan (CIP), and 2) other capital fund expenditures. This section details the programs and expenditures included in the CIP. The CIP is the Village's plan for capital expenditures over the upcoming five years. We have defined capital expenditures as the purchase or construction of long-lived, high-cost, tangible assets. For our purposes, "long-lived" implies a useful life in excess of one year. "High-cost" means that the project amounts to at least \$25,000. "Tangible" assets exclude contractual services except those that are necessary for putting a tangible asset into service. Programs of the CIP are summarized below:

Water System – This program includes capital improvements and certain equipment items related to managing the Village's water system. Included in the 2013 allocation of \$1,140,000 are \$775,000 for elevated tank repairs and \$290,000 for year two of the automated meter reading (AMR) system implementation. Implementation of the AMR is to take place over 4 years and run through 2015. Funding for water system projects comes from the Water and Sewer Fund.

Sanitary System – This program includes capital improvements and certain equipment items related to managing the Village's sanitary sewer system. The \$200,000 included in the 2013 budget is for a lift station rehab. Funding for water system projects comes from the Water and Sewer Fund.

Flood Control Projects – Projects totaling \$809,000 have been planned for Flood Control in 2013. \$500,000 is to go towards Prospect Meadows Flood Improvements, \$100,000 for private property drainage improvements, \$70,000 for Levee 37 maintenance, \$59,000 for SCADA monitoring equipment and \$80,000 for creek tree trimming, bank stabilization and other system improvements.

Storm Sewer – This program is for the maintenance and repair of the combined and storm sewer system. Three projects are included in the 2013 budget. Combined sewer improvements totaling \$800,000 consist of cured in place lining treatment of sewer mains. Dredging of detention ponds throughout the Kensington Business Center continues in 2013 with work on pond 5b. Total cost for detention pond maintenance in 2013 is \$180,000. New for this budget year is a federal mandate for cleaning, televising and inspecting the storm sewer system. There is \$95,000 allocated in 2013 for this project.

Street Construction and Reconstruction – Projects included in this program are the Kensington Road improvements and traffic signal replacement. The budget for Kensington Road is \$100,000. This amount represents the local share for jurisdictional transfer of this roadway. Total project cost is \$3.3 million. \$50,000 is budgeted in 2013 for traffic signal replacement.

Resurfacing/Curbs & Gutters/Sidewalks – Included in this program is the Village's major street resurfacing program. 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 not expected for several years. The 2013 budget provides \$2.3 million for street resurfacing, \$328,000 for downtown streetscape improvements and \$160,000 for sidewalk improvements. Funding for these projects comes from several funds including the General Fund, Motor Fuel Tax Fund and Street Improvement Construction Fund.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
CAPITAL IMPROVEMENT PLAN**

Improvements to Public Buildings – This program supports the maintenance and repair of various Village-owned buildings. Roof repairs for Fire Station #13 (\$310,000) and the Public Works building (\$115,500) and HVAC replacement (\$300,000) account for a majority of the \$999,500 budget for 2013. Other projects include parking deck/lot improvements, locker room restorations and installation of rain gutters at Fire Station #13.

Computer Hardware/Software - This program includes hardware and software used to support the Village's computer network or related devices. Total budget for this program in 2013 is \$240,660. Of this amount, \$172,000 will be used to update the mobile video recording system in the police squads and \$24,300 is for a software upgrade to the Village phone system.

Vehicles and Automotive Equipment – This program includes additions made to the Village motor vehicle fleet. Replacement vehicle purchases already included in the vehicle replacement program appear under the Vehicle Replacement program. There are no additions planned to the Village motor vehicle fleet for 2013.

Non-Automotive Equipment - This program includes various capital equipment items used to support departmental operations. Non-automotive equipment purchases of \$218,247 have been budgeted for 2013. Of this amount, \$127,247 is for the payment of radio equipment purchased in 2012 for use by the public safety departments. Payments were scheduled over a 7-year period and to be paid off in 2019. Furniture replacement in Fire (\$45,000) and broadcast cameras for use in the Village board room (\$45,000) are the other two significant equipment purchased planned for 2013.

Miscellaneous - This program includes various expenditures not accounted for in any other program. A total of \$701,390 has been budgeted in 2013 for items such as tree replacement, removal and restoration of trees infested by the Emerald Ash Borer and the Village's façade program.

The total budget for projects included in the CIP for 2012 is \$8,444,297. This is a decrease of \$1,567,539 or 15.7% from the prior year.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
CAPITAL IMPROVEMENT PLAN**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Water System	231,466	1,999,320	1,999,320	1,140,000	2,982,750
Sanitary System	383,522	456,836	456,836	200,000	875,000
Flood Control Projects	57,241	809,000	309,000	809,000	527,000
Storm Sewer	1,271,726	1,175,000	1,175,000	1,075,000	1,900,000
Street Construction & Reconst	38,676	346,589	170,000	150,000	250,000
Resurfacing/Curbs & Gutters/Side	2,578,004	2,659,698	2,521,798	2,910,500	5,549,500
Improvements to Public Buildings	329,271	690,090	660,090	999,500	1,361,000
Computer Hardware/Software	136,910	281,583	280,683	240,660	267,839
Vehicles and Automotive Equip	-	-	-	-	27,000
Non-Automotive Equipment	52,860	1,272,144	353,712	218,247	475,747
Miscellaneous	125,362	321,576	313,612	701,390	825,189
	5,205,038	10,011,836	8,240,051	8,444,297	15,041,025

EXPENDITURE CLASSIFICATION					
Contractual Services	210,265	257,510	257,510	135,450	213,950
Other Expenditures	30,000	60,000	60,000	60,000	60,000
Land Improvements	9,400	-	-	-	440,000
Building Improvements	329,271	610,090	610,090	915,500	1,317,000
Office Equipment	41,917	42,078	30,975	23,910	87,089
Motor Equipment	-	-	-	-	27,000
Other Equipment	71,835	2,899,418	1,991,189	813,547	2,103,547
Distribution Systems	1,564,397	1,903,595	1,903,595	1,895,000	3,457,750
Infrastructure	2,947,953	4,239,145	3,386,692	4,600,890	7,334,689
	5,205,038	10,011,836	8,240,051	8,444,297	15,041,025

SOURCE OF FUNDS					
001 General Fund	91,904	131,247	122,383	665,290	944,789
020 Capital Improvement Fund	797,400	2,732,458	1,664,801	1,674,747	4,249,986
022 Downtown Redevel Const Fund	30,000	60,000	60,000	503,000	319,000
023 Street Improvemnt Const Fund	1,965,927	1,666,411	1,528,511	1,397,500	2,662,500
024 Flood Control Const Fund	57,241	725,000	225,000	750,000	475,000
040 Refuse Disposal Fund	-	-	-	-	10,000
041 Motor Fuel Tax Fund	579,276	1,061,161	1,044,000	1,165,000	1,410,000
042 Cmnty Development Block Grt	60,555	-	-	-	-
047 Justice Assistance Grant Fund	-	10,203	-	-	-
050 Water and Sewer Fund	1,622,735	3,575,356	3,545,356	2,238,760	4,919,750
051 Village Parking System Fund	-	50,000	50,000	50,000	50,000
	5,205,038	10,011,836	8,240,051	8,444,297	15,041,025

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
WATER SYSTEM**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EQUIPMENT					
WATER AND SEWER FUND					
050.80.90.00.1.700.665.001 AMR System	-	965,000	965,000	290,000	1,000,000
050.80.90.00.1.700.665.054 Booster Pump/Panel	-	55,000	55,000	50,000	50,000
050.80.90.00.1.700.666.002 Emerg Gen/Wells	17,275	507,725	507,725	-	450,000
	<u>17,275</u>	<u>1,527,725</u>	<u>1,527,725</u>	<u>340,000</u>	<u>1,500,000</u>

DISTRIBUTION SYSTEMS					
WATER AND SEWER FUND					
050.80.90.00.0.700.679.025 Well#5 Fence Repl	-	25,000	25,000	-	-
050.80.90.00.1.700.671.001 Tank Repair/Ren	144,639	97,995	97,995	775,000	-
050.80.90.00.1.700.671.003 Water Main Repl	47,405	80,000	80,000	-	1,200,000
050.80.90.00.1.700.671.004 Tank Dsgn Engineering	22,147	25,000	25,000	25,000	25,000
050.80.90.00.1.700.671.005 Deep Well Rehab	-	243,600	243,600	-	257,750
	<u>214,191</u>	<u>471,595</u>	<u>471,595</u>	<u>800,000</u>	<u>1,482,750</u>

TOTAL WATER SYSTEM	231,466	1,999,320	1,999,320	1,140,000	2,982,750
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SANITARY SYSTEM

CONTRACTUAL SERVICES					
CMMTY DEVELOPMENT BLOCK GRANT					
042.40.90.00.1.701.572.040 Briarwood Sanit. Sewer	60,555	-	-	-	-
	<u>60,555</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

OTHER EQUIPMENT					
WATER AND SEWER FUND					
050.80.90.00.0.701.665.026 Lift Station Standby	41,063	24,836	24,836	-	-
	<u>41,063</u>	<u>24,836</u>	<u>24,836</u>	<u>-</u>	<u>-</u>

DISTRIBUTION SYSTEMS					
WATER AND SEWER FUND					
050.80.90.00.1.701.672.002 Lift Station Rehab	-	300,000	300,000	200,000	400,000
050.80.90.00.1.701.672.005 Sewer Main	26,800	100,000	100,000	-	475,000
050.80.90.00.1.701.672.007 Basin 37 Lk Briarwood	255,104	32,000	32,000	-	-
	<u>281,904</u>	<u>432,000</u>	<u>432,000</u>	<u>200,000</u>	<u>875,000</u>

TOTAL SANITARY SYSTEM	383,522	456,836	456,836	200,000	875,000
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**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
FLOOD CONTROL PROJECTS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EQUIPMENT					
WATER AND SEWER FUND					
050.80.90.00.1.702.665.079 SCADA Wireless	-	84,000	84,000	59,000	52,000
	-	84,000	84,000	59,000	52,000

INFRASTRUCTURE					
FLOOD CONTROL CONSTRUCTION FUND					
024.80.90.00.0.702.677.001 Creek Bank	23,868	25,000	25,000	25,000	25,000
024.80.90.00.0.702.677.002 Creek Tree Trimming	22,912	25,000	25,000	25,000	25,000
024.80.90.00.0.702.677.004 Priv Prop Drainage	-	-	-	100,000	100,000
024.80.90.00.0.702.677.006 Prosp Mdws Flood Imp	1,008	500,000	-	500,000	250,000
024.80.90.00.0.702.677.007 Weller Creek	-	-	-	30,000	-
024.80.90.00.0.702.677.010 DCEO Hatlen Heights	9,453	75,000	75,000	-	-
024.80.90.00.1.702.677.003 Levee 37	-	100,000	100,000	70,000	75,000
	57,241	725,000	225,000	750,000	475,000

TOTAL FLOOD CONTROL PROJECTS	57,241	809,000	309,000	809,000	527,000
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STORM SEWER

DISTRIBUTION SYSTEMS					
GENERAL FUND					
001.80.90.00.0.703.672.006 Storm Sewer	-	-	-	95,000	100,000
WATER AND SEWER FUND					
050.80.90.00.1.703.672.003 Combined Sewer	1,068,302	1,000,000	1,000,000	800,000	1,000,000
	1,068,302	1,000,000	1,000,000	895,000	1,100,000

INFRASTRUCTURE					
CAPITAL IMPROVEMENT FUND					
020.80.90.00.1.703.677.005 Detention Pond	203,424	175,000	175,000	180,000	800,000
	203,424	175,000	175,000	180,000	800,000

TOTAL STORM SEWER	1,271,726	1,175,000	1,175,000	1,075,000	1,900,000
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**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
STREET CONSTRUCTION & RECONSTRUCTION**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
LAND IMPROVEMENTS					
CAPITAL IMPROVEMENT FUND					
020.40.90.00.0.704.641.001 Corridor Improv	9,400	-	-	-	200,000
	9,400	-	-	-	200,000
INFRASTRUCTURE					
CAPITAL IMPROVEMENT FUND					
020.80.90.00.1.704.678.019 Kensington Road	-	279,428	120,000	100,000	-
MOTOR FUEL TAX FUND					
041.80.90.00.0.704.676.003 Traffic Signal Repl	29,276	67,161	50,000	50,000	50,000
	29,276	346,589	170,000	150,000	50,000
TOTAL STREET CONSTRUCTION & RECONSTRUCTION	38,676	346,589	170,000	150,000	250,000

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
RESURFACING/CURBS & GUTTERS/SIDEWALKS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
DOWNTOWN REDEVELOPMENT CONSTRUCT					
022.80.90.00.0.705.575.015					
Brick Sidewalk Sealing	-	-	-	75,000	75,000
	-	-	-	75,000	75,000
INFRASTRUCTURE					
GENERAL FUND					
001.80.90.00.0.705.675.003	11,896	17,000	17,000	85,000	145,000
Sidewalk Share-Cost					
001.80.90.00.1.705.675.009	-	-	-	-	120,000
Sidewalk Improv					
CAPITAL IMPROVEMENT FUND					
020.80.90.00.0.705.679.001	-	-	-	-	108,000
D/T Streetscape Prog					
020.80.90.00.0.705.679.026	-	5,000	5,000	25,000	340,000
NWHWY-MP Rd Bike					
020.80.90.00.1.705.676.001	25,073	134,798	134,798	65,000	525,000
Streetlight Improv					
020.80.90.00.1.705.676.006	21,836	-	-	-	-
DCEO - LED Streetlights					
020.80.90.00.1.705.678.005	3,272	-	-	-	-
Kensington Rd Turn Ln					
020.80.90.00.1.705.679.002	-	-	-	-	120,000
Ped Bridge					
DOWNTOWN REDEVELOPMENT CONSTRUCT					
022.80.90.00.0.705.679.001	-	-	-	328,000	144,000
D/T Streetscape Prog					
STREET IMPROVEMENT CONSTRUCT FUND					
023.80.90.00.0.705.676.001	492,147	304,000	304,000	-	-
Streetlight Improv					
023.80.90.00.0.705.678.003	1,473,780	1,204,900	1,067,000	1,217,500	2,612,500
Resurfacing-SC Fund					
MOTOR FUEL TAX FUND					
041.80.90.00.0.705.678.002	550,000	994,000	994,000	1,115,000	1,360,000
Resurfacing - MFT					
	2,578,004	2,659,698	2,521,798	2,835,500	5,474,500
TOTAL RESURFACING/CURBS & GUTTERS/SIDEWALKS	2,578,004	2,659,698	2,521,798	2,910,500	5,549,500

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
IMPROVEMENTS TO PUBLIC BUILDINGS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BUILDING IMPROVEMENTS					
CAPITAL IMPROVEMENT FUND					
020.60.90.00.1.706.647.009 Restroom Renovations	41,817	-	-	-	21,000
020.60.90.00.1.706.647.012 Locker Room Restroom	-	-	-	50,000	-
020.70.90.00.1.706.647.011 Kitchen Renovation	-	-	-	-	95,000
020.80.90.00.0.706.647.003 Replace Gutters - P&F	-	-	-	45,000	-
020.80.90.00.1.706.647.001 Replace Roof FS #13	87,353	-	-	310,000	-
020.80.90.00.1.706.649.003 PW Roof Repair	-	100,000	100,000	115,500	475,000
020.80.90.00.1.706.651.001 Other Public Buildings	195,051	242,640	242,640	95,000	95,000
020.80.90.00.1.706.651.002 Salt Storage Building	5,050	109,950	109,950	-	375,000
020.80.90.00.1.706.651.010 Repl HVAC-Pub Bldgs	-	157,500	157,500	300,000	250,000
	329,271	610,090	610,090	915,500	1,311,000
INFRASTRUCTURE					
WATER AND SEWER FUND					
050.80.90.00.0.706.679.003 Parking Lot Imp	-	30,000	-	34,000	-
VILLAGE PARKING SYSTEM FUND					
051.80.90.00.0.706.679.021 VH Parking Deck	-	50,000	50,000	50,000	50,000
	-	80,000	50,000	84,000	50,000
TOTAL IMPROVEMENTS TO PUBLIC BUILDINGS	329,271	690,090	660,090	999,500	1,361,000

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
COMPUTER HARDWARE/SOFTWARE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
GENERAL FUND					
001.20.90.00.0.707.530.019	-	-	-	-	50,000
001.20.90.00.0.707.561.004	-	-	-	750	2,250
001.20.90.00.0.707.561.005	-	-	-	14,700	11,700
001.70.90.00.0.707.561.003	-	-	-	5,000	5,000
001.80.90.00.0.707.561.002	-	-	-	-	10,000
CAPITAL IMPROVEMENT FUND					
020.30.90.00.0.707.561.001	124,141	253,983	253,983	-	-
REFUSE DISPOSAL FUND					
040.80.90.00.0.707.561.002	-	-	-	-	10,000
WATER AND SEWER FUND					
050.80.90.00.0.707.561.002	-	-	-	-	10,000
	124,141	253,983	253,983	20,450	98,950

BUILDING IMPROVEMENTS					
GENERAL FUND					
001.20.90.00.0.707.651.006	-	-	-	-	6,000
	-	-	-	-	6,000

OFFICE EQUIPMENT					
GENERAL FUND					
001.10.90.00.0.707.655.002	-	-	-	-	3,850
001.20.90.00.0.707.655.003	-	18,000	18,000	18,150	18,000
001.20.90.00.0.707.657.001	-	900	-	-	20,000
001.80.90.00.0.707.655.002	-	-	-	-	5,300
CAPITAL IMPROVEMENT FUND					
020.20.90.00.1.707.655.007	-	-	-	-	32,939
020.20.90.00.1.707.657.002	12,769	-	-	-	-
020.60.90.00.0.707.657.001	-	-	-	-	7,000
WATER AND SEWER FUND					
050.80.90.00.0.707.655.002	-	5,200	5,200	5,760	-
	12,769	24,100	23,200	23,910	87,089

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
COMPUTER HARDWARE/SOFTWARE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EQUIPMENT					
GENERAL FUND					
001.20.90.00.0.707.665.042 Telephone System	-	-	-	24,300	-
CAPITAL IMPROVEMENT FUND					
020.20.90.00.0.707.665.047 Security Cameras	-	-	-	-	21,200
020.20.90.00.1.707.665.082 Desktop Virtualization	-	-	-	-	53,000
020.60.90.00.0.707.665.044 Traf Stop Data Coll	-	3,500	3,500	-	1,600
020.60.90.00.1.707.665.056 Mobile Video Rec Sys	-	-	-	172,000	-
	-	3,500	3,500	196,300	75,800

TOTAL COMPUTER HARDWARE/SOFTWARE	136,910	281,583	280,683	240,660	267,839
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VEHICLES AND AUTOMOTIVE EQUIP

MOTOR EQUIPMENT					
CAPITAL IMPROVEMENT FUND					
020.60.90.00.1.708.660.009 Parking Enforcement	-	-	-	-	27,000
	-	-	-	-	27,000

TOTAL VEHICLES AND AUTOMOTIVE EQUIP	-	-	-	-	27,000
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**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
NON-AUTOMOTIVE EQUIPMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
CAPITAL IMPROVEMENT FUND					
020.70.90.00.0.709.545.006 EECBG-FS14	10,215	3,527	3,527	-	-
	10,215	3,527	3,527	-	-
OFFICE EQUIPMENT					
CAPITAL IMPROVEMENT FUND					
020.60.90.00.1.709.657.005 Dig Surveillance Eqpt	29,148	7,775	7,775	-	-
JUSTICE ASSISTANCE GRANT FUND					
047.60.90.00.1.709.657.005 Dig Surveillance Eqpt	-	10,203	-	-	-
	29,148	17,978	7,775	-	-
OTHER EQUIPMENT					
GENERAL FUND					
001.70.90.00.0.709.665.034 Phys Cond Equip - Fire	-	-	-	1,000	12,500
CAPITAL IMPROVEMENT FUND					
020.20.90.00.1.709.665.005 Broadcast Camera	-	-	-	45,000	-
020.20.90.00.1.709.665.074 Avid Edit System	13,497	34,000	34,000	-	-
020.20.90.00.1.709.665.075 Board Room Cameras	-	89,000	89,000	-	-
020.60.90.00.1.709.665.022 Furniture Replacement	-	69,000	69,000	-	83,000
020.60.90.00.1.709.668.003 Radio Equip -Police	-	447,000	36,670	62,860	62,860
020.70.90.00.1.709.665.006 Bunker Gear Lockers	-	-	-	-	30,000
020.70.90.00.1.709.665.022 Furniture Replacement	-	88,639	45,000	45,000	-
020.70.90.00.1.709.665.023 Haz-Mat Equipment	-	-	-	-	35,000
020.70.90.00.1.709.665.043 Thermal Imaging	-	33,000	31,180	-	33,000
020.70.90.00.1.709.665.048 Village Warning Sirens	-	-	-	-	90,000
020.70.90.00.1.709.665.081 Extrication Equipment	-	-	-	-	65,000
020.70.90.00.1.709.668.001 Radio Equip -Fire	-	490,000	37,560	64,387	64,387
	13,497	1,250,639	342,410	218,247	475,747
TOTAL NON-AUTOMOTIVE EQUIPMENT	52,860	1,272,144	353,712	218,247	475,747

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENT PLAN
MISCELLANEOUS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
CAPITAL IMPROVEMENT FUND					
020.40.90.00.0.000.530.017 EECBG Grant-Bike Plan	15,354	-	-	-	-
DOWNTOWN REDEVELOPMENT CONSTRUCT					
022.80.90.00.0.710.575.014 Streetscape Furnishing	-	-	-	40,000	40,000
	15,354	-	-	40,000	40,000
OTHER EXPENDITURES					
DOWNTOWN REDEVELOPMENT CONSTRUCT					
022.40.90.00.0.710.636.007 Facade Program	30,000	60,000	60,000	60,000	60,000
	30,000	60,000	60,000	60,000	60,000
LAND IMPROVEMENTS					
CAPITAL IMPROVEMENT FUND					
020.80.90.00.1.710.641.002 KBC Jogging Path	-	-	-	-	240,000
	-	-	-	-	240,000
OTHER EQUIPMENT					
CAPITAL IMPROVEMENT FUND					
020.40.90.00.0.000.545.007 EECBG - Bike Racks	-	8,718	8,718	-	-
	-	8,718	8,718	-	-
INFRASTRUCTURE					
GENERAL FUND					
001.80.90.00.0.710.679.005 Reforestation	6,605	6,604	6,604	25,440	26,966
001.80.90.00.0.710.679.006 Tree Repl - Village	20,320	20,321	20,321	22,906	24,280
001.80.90.00.0.710.679.007 Tree Repl - Cost Rec	19,103	28,897	25,653	40,662	43,102
001.80.90.00.0.710.679.008 Tree Repl - Pub Prop	3,981	9,525	4,805	3,754	3,979
001.80.90.00.0.710.679.009 EAB Reforestation	29,999	30,000	30,000	83,028	86,350
001.80.90.00.0.710.679.010 EAB Ash Reduction	-	-	-	245,600	250,512
STREET IMPROVEMENT CONSTRUCT FUND					
023.80.90.00.0.710.679.020 Traffic Improvements	-	157,511	157,511	180,000	50,000
	80,008	252,858	244,894	601,390	485,189
TOTAL MISCELLANEOUS	125,362	321,576	313,612	701,390	825,189
TOTAL CAPITAL IMPROVEMENT PLAN	5,205,038	10,011,836	8,240,051	8,444,297	15,041,025

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	2013 Budget	Impact
WATER SYSTEM			
OTHER EQUIPMENT			
WATER AND SEWER FUND			
050.80.90.00.1.700.665.001	AMR System	290,000	Up to \$20,000 for annual software/hardware maint.
050.80.90.00.1.700.665.054	Booster Pump/Panel	50,000	Approx \$6,500/yr for inspecton/testing
DISTRIBUTION SYSTEMS			
WATER AND SEWER FUND			
050.80.90.00.1.700.671.001	Tank Repair/Ren	775,000	Approx \$10,000/yr for maint & inspection
050.80.90.00.1.700.671.004	Tank Dsgn Engineering	25,000	
		<u>1,140,000</u>	
SANITARY SYSTEM			
DISTRIBUTION SYSTEMS			
050.80.90.00.1.701.672.002	Lift Station Rehab	200,000	
		<u>200,000</u>	
FLOOD CONTROL PROJECTS			
OTHER EQUIPMENT			
WATER AND SEWER FUND			
050.80.90.00.1.702.665.079	SCADA Wireless	59,000	Less than \$500 of calibration supplies
INFRASTRUCTURE			
FLOOD CONTROL CONSTRUCTION FUND			
024.80.90.00.0.702.677.001	Creek Bank	25,000	
024.80.90.00.0.702.677.002	Creek Tree Trimming	25,000	
024.80.90.00.0.702.677.004	Priv Prop Drainage	100,000	
024.80.90.00.0.702.677.006	Prosp Mdws Flood Imp	500,000	
024.80.90.00.0.702.677.007	Weller Creek	30,000	
024.80.90.00.1.702.677.003	Levee 37	70,000	
		<u>809,000</u>	
STORM SEWER			
DISTRIBUTION SYSTEMS			
GENERAL FUND			
001.80.90.00.0.703.672.006	Storm Sewer	95,000	
WATER AND SEWER FUND			
050.80.90.00.1.703.672.003	Combined Sewer	800,000	
INFRASTRUCTURE			
CAPITAL IMPROVEMENT FUND			
020.80.90.00.1.703.677.005	Detention Pond	180,000	
		<u>1,075,000</u>	
STREET CONSTRUCTION & RECONSTRUC			
INFRASTRUCTURE			
CAPITAL IMPROVEMENT FUND			
020.80.90.00.1.704.678.019	Kensington Road	100,000	Approx \$7,000/yr for street light energy cost
MOTOR FUEL TAX FUND			
041.80.90.00.0.704.676.003	Traffic Signal Repl	50,000	
		<u>150,000</u>	

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	2013 Budget	Impact
RESURFACING/CURBS & GUTTERS/SIDEWALKS			
CONTRACTUAL SERVICES			
DOWNTOWN REDEVELOPMENT CONSTRUCT			
022.80.90.00.0.705.575.015	Brick Sidewalk Sealing	75,000	
INFRASTRUCTURE			
GENERAL FUND			
001.80.90.00.0.705.675.003	Sidewalk Share-Cost	85,000	
CAPITAL IMPROVEMENT FUND			
020.80.90.00.0.705.679.026	NWHWY-MP Rd Bike	25,000	
020.80.90.00.1.705.676.001	Streetlight Improv	65,000	Approx \$3,000/yr for energy cost for new lights
DOWNTOWN REDEVELOPMENT CONSTRUCT			
022.80.90.00.0.705.679.001	D/T Streetscape Prog	328,000	
STREET IMPROVEMENT CONSTRUC FUND			
023.80.90.00.0.705.678.003	Resurfacing-SC Fund	1,217,500	\$ 27,000 for annual crack sealing
MOTOR FUEL TAX FUND			
041.80.90.00.0.705.678.002	Resurfacing - MFT	<u>1,115,000</u>	\$ 25,000 for annual crack sealing
		2,910,500	

IMPROVEMENTS TO PUBLIC BUILDINGS			
BUILDING IMPROVEMENTS			
CAPITAL IMPROVEMENT FUND			
020.60.90.00.1.706.647.012	Locker Room Restroom	50,000	
020.80.90.00.0.706.647.003	Replace Gutters - P&F	45,000	
020.80.90.00.1.706.647.001	Replace Roof FS #13	310,000	
020.80.90.00.1.706.649.003	PW Roof Repair	115,500	
020.80.90.00.1.706.651.001	Other Public Buildings	95,000	
020.80.90.00.1.706.651.010	Repl HVAC-Pub Bldgs	300,000	
INFRASTRUCTURE			
WATER AND SEWER FUND			
050.80.90.00.0.706.679.003	Parking Lot Imp	34,000	
VILLAGE PARKING SYSTEM FUND			
051.80.90.00.0.706.679.021	VH Parking Deck	<u>50,000</u>	
		999,500	

COMPUTER HARDWARE/SOFTWARE			
CONTRACTUAL SERVICES			
GENERAL FUND			
001.20.90.00.0.707.561.004	Cloud-Based Service	750	
001.20.90.00.0.707.561.005	Hosted E-Mail	14,700	
001.70.90.00.0.707.561.003	Fire Department	5,000	
OFFICE EQUIPMENT			
GENERAL FUND			
001.20.90.00.0.707.655.003	Computer Eqpt - Other	18,150	
WATER AND SEWER FUND			
050.80.90.00.0.707.655.002	Computer Eqpt - New	5,760	

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	2013 Budget	Impact
COMPUTER HARDWARE/SOFTWARE (continued)			
OTHER EQUIPMENT			
GENERAL FUND			
001.20.90.00.0.707.665.042	Telephone System -	24,300	
CAPITAL IMPROVEMENT FUND			
020.60.90.00.1.707.665.056	Mobile Video Rec Sys	<u>172,000</u>	
		240,660	
NON-AUTOMOTIVE EQUIPMENT			
OTHER EQUIPMENT			
GENERAL FUND			
001.70.90.00.0.709.665.034	Phys Cond Equip - Fire	1,000	
CAPITAL IMPROVEMENT FUND			
020.20.90.00.1.709.665.005	Broadcast Camera	45,000	Maintenance as needed
020.60.90.00.1.709.668.003	Radio Equip -Police	62,860	
020.70.90.00.1.709.665.022	Furniture Replacement	45,000	
020.70.90.00.1.709.668.001	Radio Equip -Fire	<u>64,387</u>	
		218,247	
MISCELLANEOUS			
CONTRACTUAL SERVICES			
022.80.90.00.0.710.575.014	Streetscape Furnishing	40,000	
OTHER EXPENDITURES			
DOWNTOWN REDEVELOPMENT CONSTRUCT			
022.40.90.00.0.710.636.007	Facade Program	60,000	
INFRASTRUCTURE			
GENERAL FUND			
001.80.90.00.0.710.679.005	Reforestation	25,440	
001.80.90.00.0.710.679.006	Tree Repl - Village	22,906	
001.80.90.00.0.710.679.007	Tree Repl - Cost Rec	40,662	
001.80.90.00.0.710.679.008	Tree Repl - Pub Prop	3,754	
001.80.90.00.0.710.679.009	EAB Reforestation	83,028	
001.80.90.00.0.710.679.010	EAB Ash Reduction	245,600	
STREET IMPROVEMENT CONSTRUCT FUND			
023.80.90.00.0.710.679.020	Traffic Improvements	<u>180,000</u>	Approx \$2,500 to maintain signage, etc.
		701,390	
TOTAL		8,444,297	



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
OTHER CAPITAL FUND EXPENDITURES**

There are five programs in this category of capital improvements (Construction, Downtown Redevelopment, Vehicle Replacement, Computer Replacement and Miscellaneous Capital) that do not meet the definition for inclusion in the Capital Improvement Plan. These programs are summarized below:

Construction Projects – This program tracks expenditures found in various capital project funds that are not necessarily considered a capital item. The total construction project budget for 2013 is \$105,150 and includes \$68,000 for parking lot repairs and \$30,000 for street resurface testing.

Downtown Redevelopment – This program tracks spending in the Village’s Downtown Redevelopment Tax Increment Financing (TIF) District. The 2013 budget for this program is \$2,788,531. Of this amount, \$2,567,531 is for a return of incremental tax revenues to taxing districts that fall within the TIF boundaries. The return of increment is necessitated by terms in the TIF extension agreement that permitted a 13-year extension of the TIF from 2009 to 2022.

Vehicle Replacement – This program includes the acquisition and replacement of motor vehicles through the Vehicle Replacement Fund, an internal service fund. The various operating departments make lease payments to the Vehicle Replacement Fund and then the equipment is purchased by the fund. A separate budget line item exists for each operating department scheduled to receive replacement vehicles in 2013 and 2014. A detailed schedule of all vehicles to be purchased appears at the end of this section. A total of \$664,000 is budgeted for new vehicles in 2013.

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 \$246,200 has been budgeted in 2013 for computer hardware. A detailed listing of all computers budgeted for 2013 is included at the end of this section.

Miscellaneous Capital – This program tracks expenditures that typically include grant related expenses or other financing uses such as fund transfers. There are no planned expenditures in 2013 for this category.

The total Other Capital Fund budget for 2013 is \$3,803,881.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
OTHER CAPITAL FUND EXPENDITURES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Construction Projects	183,508	127,538	129,828	105,150	37,790
Downtown Redevelopment	4,312,438	2,720,300	2,731,920	2,788,531	2,856,462
Vehicle Replacement	855,193	1,338,111	1,229,611	664,000	1,940,500
Computer Replacement	51,404	233,900	233,900	246,200	239,230
Miscellaneous Capital	42,123	26,941	12,941	-	-
	5,444,666	4,446,790	4,338,200	3,803,881	5,073,982

EXPENDITURE CLASSIFICATION					
Contractual Services	151,703	177,769	168,769	117,000	118,740
Utilities	-	560	1,000	2,000	2,040
Other Expenditures	4,642,901	2,612,150	2,620,620	2,686,681	2,753,072
Office Equipment	44,003	233,900	233,900	246,200	239,230
Motor Equipment	76,245	1,338,111	1,229,611	664,000	1,940,500
Other Equipment	145,665	-	-	-	-
Infrastructure	268,807	84,300	84,300	88,000	20,400
Interfund Transfers	115,342	-	-	-	-
	5,444,666	4,446,790	4,338,200	3,803,881	5,073,982

SOURCE OF FUNDS					
020 Capital Improvement Fund	42,123	26,941	12,941	-	-
021 Series 2009 Construction Fund	148,139	-	-	-	-
022 Downtown Redevel Const Fund	4,312,438	2,720,300	2,731,920	2,788,531	2,856,462
023 Street Improvemnt Const Fund	35,369	121,828	126,828	98,000	30,600
024 Flood Control Const Fund	-	5,710	3,000	7,150	7,190
061 Vehicle Replacement Fund	855,193	1,338,111	1,229,611	664,000	1,940,500
062 Computer Replacement Fund	51,404	233,900	233,900	246,200	239,230
	5,444,666	4,446,790	4,338,200	3,803,881	5,073,982

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES
CONSTRUCTION PROJECTS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
SERIES 2009 CONSTRUCTION FUND					
021.70.01.00.1.000.530.006 Other Prof. Serv.	350	-	-	-	-
STREET IMPROVEMENT CONSTRUC FUND					
023.80.81.81.1.000.575.006 Resurface Testing	10,880	63,828	68,828	30,000	30,600
023.80.83.86.1.000.565.002 Traffic Study/Improv	7,489	-	-	-	-
	18,719	63,828	68,828	30,000	30,600
UTILITIES					
FLOOD CONTROL CONSTRUCTION FUND					
024.80.00.00.0.000.586.001 Electricity	-	560	1,000	2,000	2,040
	-	560	1,000	2,000	2,040
OTHER EXPENDITURES					
FLOOD CONTROL CONSTRUCTION FUND					
024.80.01.00.1.000.636.009 Res Reimbursement	-	5,150	2,000	5,150	5,150
	-	5,150	2,000	5,150	5,150
OFFICE EQUIPMENT					
SERIES 2009 CONSTRUCTION FUND					
021.70.01.00.1.000.656.001 Office Eqpt	2,124	-	-	-	-
	2,124	-	-	-	-
OTHER EQUIPMENT					
SERIES 2009 CONSTRUCTION FUND					
021.70.01.00.1.000.665.031 Other Equipment	145,665	-	-	-	-
	145,665	-	-	-	-
INFRASTRUCTURE					
STREET IMPROVEMENT CONSTRUC FUND					
023.80.01.00.1.000.679.003 Parking Lot Imp	17,000	58,000	58,000	68,000	-
	17,000	58,000	58,000	68,000	-
TOTAL CONSTRUCTION PROJECTS	183,508	127,538	129,828	105,150	37,790

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES
DOWNTOWN REDEVELOPMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
DOWNTOWN REDEVELOPMENT CONST FUND					
022.30.01.00.1.000.564.001 Financing Costs	68,739	10,000	10,000	10,000	10,000
022.40.01.00.1.000.530.006 Other Prof. Serv.	375	20,000	20,000	20,000	20,000
022.80.81.81.1.000.574.011 St-scape Corr Maint	57,000	57,000	57,000	57,000	58,140
	<u>126,114</u>	<u>87,000</u>	<u>87,000</u>	<u>87,000</u>	<u>88,140</u>
OTHER EXPENDITURES					
DOWNTOWN REDEVELOPMENT CONST FUND					
022.30.01.00.1.000.636.011 Property Tax Expense	15,364	7,000	7,000	5,000	5,000
022.30.01.00.1.000.636.013 NWE Sales Tax Rebate	101,066	93,000	105,000	109,000	113,000
022.30.01.00.1.000.637.001 Rtrn of Inc-Cook	3,737,998	2,507,000	2,506,620	2,567,531	2,629,922
	<u>3,854,428</u>	<u>2,607,000</u>	<u>2,618,620</u>	<u>2,681,531</u>	<u>2,747,922</u>
INFRASTRUCTURE					
DOWNTOWN REDEVELOPMENT CONST FUND					
022.80.81.81.1.000.675.007 Brick Sidewalks	30,000	5,000	5,000	20,000	20,400
022.80.81.81.1.000.679.001 D/T Streetscape Prog	221,807	21,300	21,300	-	-
	<u>251,807</u>	<u>26,300</u>	<u>26,300</u>	<u>20,000</u>	<u>20,400</u>
INTERFUND TRANSFERS					
DOWNTOWN REDEVELOPMENT CONST FUND					
022.00.00.00.0.000.697.001 Transfer Out	80,089	-	-	-	-
	<u>80,089</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL DOWNTOWN REDEVELOPMENT	4,312,438	2,720,300	2,731,920	2,788,531	2,856,462

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES
VEHICLE REPLACEMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
OTHER EXPENDITURES					
VEHICLE REPLACEMENT FUND					
061.30.01.00.1.000.638.001 Depreciation	778,948	-	-	-	-
	<u>778,948</u>	-	-	-	-
MOTOR EQUIPMENT					
VEHICLE REPLACEMENT FUND					
061.80.86.00.1.000.660.003 Police Dept Vehicles	-	344,000	344,000	-	35,500
061.80.86.00.1.000.660.004 Pool Vehicles	-	48,000	24,500	-	-
061.80.86.00.1.000.660.005 Fire Dept. Vehicles	2,442	176,311	176,311	-	1,104,000
061.80.86.00.1.000.660.006 Public Works Vehicles	73,803	769,800	684,800	664,000	801,000
	<u>76,245</u>	1,338,111	1,229,611	664,000	1,940,500
TOTAL VEHICLE REPLACEMENT	855,193	1,338,111	1,229,611	664,000	1,940,500

COMPUTER REPLACEMENT

OTHER EXPENDITURES					
COMPUTER REPLACEMENT FUND					
062.20.00.00.0.000.638.665 Equipment	9,525	-	-	-	-
	<u>9,525</u>	-	-	-	-
OFFICE EQUIPMENT					
COMPUTER REPLACEMENT FUND					
062.20.24.00.1.000.655.001 Computer Eqpt - IT	41,879	233,900	233,900	246,200	239,230
	<u>41,879</u>	233,900	233,900	246,200	239,230
TOTAL COMPUTER REPLACEMENT	51,404	233,900	233,900	246,200	239,230

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES
MISCELLANEOUS CAPITAL**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
CAPITAL IMPROVEMENT FUND					
020.20.21.00.1.000.530.018 EECBG-Sustainability	6,870	15,000	1,000	-	-
020.70.01.00.1.000.545.006 EECBG-FS14	-	11,941	11,941	-	-
	6,870	26,941	12,941	-	-
INTERFUND TRANSFERS					
CAPITAL IMPROVEMENT FUND					
020.697.001 Transfer Out	35,253	-	-	-	-
	35,253	-	-	-	-
TOTAL MISCELLANEOUS CAPITAL	42,123	26,941	12,941	-	-
TOTAL OTHER CAPITAL FUND EXPENDITURES	5,444,666	4,446,790	4,338,200	3,803,881	5,073,982

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENTS
2013 BUDGET
CAPITAL EXPENDITURE REQUESTS 2013 - 2016
MOTOR EQUIPMENT**

Description	2013	2014	2015	2016
Pool Cars				
4 Door Sedan #303	-	-	-	24,000
4 Door Sedan #324	-	-	24,900	-
GMC Van #305	-	-	30,000	-
Pool Cars Total	-	-	54,900	24,000
Police Department				
1 Squad Cars	-	35,500	-	-
9 Squad Cars	-	-	319,500	-
2 Squad Cars	-	-	-	71,000
4 Staff/Detective Car	-	-	-	116,000
1 Supervisor Cars	-	-	-	29,000
Police Department Totals	-	35,500	319,500	216,000
Fire Department				
Scuba Trailer	-	10,000	-	-
Car #500	-	-	-	31,000
Car #503	-	47,000	-	-
Car #505	-	31,000	-	-
Car #506	-	-	47,000	-
Car #507	-	-	28,000	-
Hose Wagon #546	-	125,000	-	-
Ambulance #524	-	-	-	180,000
Engine #515	-	575,000	-	-
Engine #516	-	-	-	575,000
Squad #544	-	250,000	-	-
Passenger Bus #549	-	66,000	-	-
Fire Department Totals	-	1,104,000	75,000	786,000
Public Works Department				
Bob Cat Skid Loader #4564	95,000	-	-	-
Explorer SUV #2708	32,000	-	-	-
Pickup Truck #2709	37,000	-	-	-
Dump Truck #2729	57,000	-	-	-
Dump Truck #2757	135,000	-	-	-
Dump Truck #4509	135,000	-	-	-
Aerial #2721	165,000	-	-	-
Trailer #4556	8,000	-	-	-
Trackless Snow Blower/Broom #4508	-	128,000	-	-
Leaf Loader #4530	-	48,000	-	-
Aerial Lift #4541	-	170,000	-	-

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENTS
2013 BUDGET
CAPITAL EXPENDITURE REQUESTS 2013 - 2016
MOTOR EQUIPMENT**

Description	2013	2014	2015	2016
Public Works Department (continued)				
Leaf Machine #4547	-	48,000	-	-
Flatbed/Crane #2723	-	120,000	-	-
Dump Truck #2728	-	145,000	-	-
Dump Truck #2754	-	125,000	-	-
Air Compressor #2746	-	17,000	-	-
Sweeper #4504	-	-	170,000	-
Excursion SUV #4514	-	-	35,000	-
Pickup Truck #4540	-	-	36,000	-
Pickup Truck #4554	-	-	36,000	-
Sign Truck #2719	-	-	115,000	-
Backhoe/Loader #2726	-	-	100,000	-
Traffic Arrow #2763	-	-	7,000	-
Dump Truck #2734	-	-	50,000	-
Pickup Truck #2710	-	-	-	40,000
Pickup Truck #2715	-	-	-	40,000
Pickup Truck #4500	-	-	-	40,000
Pickup Truck #4526	-	-	-	40,000
Pickup Truck #4529	-	-	-	40,000
Wheel Loader #4506	-	-	-	130,000
Leaf Machine #4532	-	-	-	48,000
Leaf Machine #4546	-	-	-	48,000
Leaf Loader #4560	-	-	-	48,000
Dump Truck #2718	-	-	-	52,000
Dump Truck #2749	-	-	-	50,000
Dump Truck #4510	-	-	-	135,000
Traffic Arrow #2752	-	-	-	7,000
Chipper #2760	-	-	-	38,000
Public Works Department Totals	664,000	801,000	549,000	756,000
TOTAL MOTOR EQUIPMENT	664,000	1,940,500	998,400	1,782,000

**VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENTS
2013 BUDGET
CAPITAL EXPENDITURE REQUESTS 2013 - 2016
COMPUTER REPLACEMENT**

Description	2013	2014	2015	2016
Information Technology				
47 PCs and Monitors	49,350	-	-	-
26 PCs and Monitors	-	27,300	-	-
54 PCs and Monitors	-	-	56,700	-
36 PCs and Monitors	-	-	-	41,250
10 Laptops	15,450	-	-	-
13 Laptops	-	23,650	-	-
8 Laptops	-	-	14,450	-
19 Laptops	-	-	-	27,550
8 Rugged Laptops	36,000	-	-	-
10 Rugged Laptops	-	58,000	-	-
13 Rugged Laptops	-	-	73,000	-
3 Rugged Laptops	-	-	-	17,400
18 Printers	26,800	-	-	-
14 Printers	-	26,600	-	-
8 Printers	-	-	13,700	-
6 Printers	-	-	-	9,900
8 Servers	59,500	-	-	-
2 Servers	-	20,000	-	-
3 Server	-	-	21,500	-
5 Servers	-	-	-	31,650
1 SAN	-	-	-	30,000
2 SANS	-	60,000	70,000	-
2 Scanners	9,000	3,900	-	6,900
3 Scanner	-	-	2,700	-
4 Tablet PC's	18,000	-	-	-
2 Tablet PC's	-	9,000	-	-
3 Tablet PC's	-	-	13,500	-
3 Tablet PC's	-	-	-	3,700
1 Plotter	16,500	-	-	6,200
13 WAPs	15,600	-	-	-
9 WAPs	-	-	9,000	-
1 Tape Library	-	8,000	8,000	-
1 Handheld	-	2,150	-	-
7 Routers	-	-	42,000	-
3 Routers	-	-	-	5,200
20 Switches	-	-	97,500	-
7 Switches	-	-	-	27,700
6 PTP Radios	-	-	31,000	-

VILLAGE OF MOUNT PROSPECT
CAPITAL IMPROVEMENTS
2013 BUDGET
CAPITAL EXPENDITURE REQUESTS 2013 - 2016
COMPUTER REPLACEMENT

Description	2013	2014	2015	2016
Information Technology (continued)				
5 iPads	-	-	3,150	-
1 iPads	-	630	-	-
Information Technology Totals	246,200	239,230	456,200	207,450
TOTAL COMPUTER REPLACEMENT	246,200	239,230	456,200	207,450

**VILLAGE OF MOUNT PROSPECT
2013 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 seven (7) 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 one-quarter cent home rule sales tax.

Total Debt Service Funds expenditures of \$2,405,477 for 2013 are made up of \$1,792,121 for General Obligation Debt and \$613,356 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
2013 BUDGET SUMMARY
DEBT SERVICE FUNDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Series 2003 B&I, Village Hall	807,116	300	300	-	-
Series 2009 B&I, FD/PW	417,691	417,991	417,990	417,690	417,690
Series 2009B B&I, FD/PW	336,051	380,278	380,278	378,278	381,153
Series 2009C B&I, FD/PW	135,474	135,451	135,451	135,451	160,451
IEPA Flood Control Loans B&I	613,354	613,354	613,355	613,356	445,813
Series 2011B Refunding B&I	5,265,061	168,394	168,397	167,386	786,378
Series 2012 Refunding B&I	-	694,027	694,027	693,316	54,096
	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
EXPENDITURE CLASSIFICATION					
Contractual Services	16,414	-	-	-	-
Bond Principal	6,517,282	1,479,732	1,479,732	1,512,311	1,397,587
Interest Expense	1,038,821	928,179	928,182	891,882	846,710
Bank & Fiscal Fees	2,230	1,884	1,884	1,284	1,284
	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
SOURCE OF FUNDS					
002 Debt Service Fund	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581
	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS DEPARTMENT
SERIES 2003 B&I, VILLAGE HALL**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BOND PRINCIPAL					
002.00.00.00.2.509.685.007 2003 GO Bond	550,000	-	-	-	-
	550,000	-	-	-	-
INTEREST EXPENSE					
002.00.00.00.2.509.690.007 2003 GO Bond Interest	256,216	-	-	-	-
	256,216	-	-	-	-
BANK & FISCAL FEES					
002.00.00.00.2.509.695.007 2003 GO Bank Fee	900	300	300	-	-
	900	300	300	-	-
TOTAL SERIES 2003 B&I, VILLAGE HALL	807,116	300	300	-	-

SERIES 2009 B&I, FD/PW

INTEREST EXPENSE					
002.00.00.00.2.510.690.008 2009 GO Bond Interest	417,263	417,263	417,262	417,262	417,262
	417,263	417,263	417,262	417,262	417,262
BANK & FISCAL FEES					
002.00.00.00.2.510.695.008 2009 GO Bank Fee	428	728	728	428	428
	428	728	728	428	428
TOTAL SERIES 2009 B&I, FD/PW	417,691	417,991	417,990	417,690	417,690

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS DEPARTMENT
SERIES 2009B B&I, FD/PW**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BOND PRINCIPAL					
002.00.00.00.2.511.685.009 2009B GO Bond	230,000	280,000	280,000	285,000	295,000
	230,000	280,000	280,000	285,000	295,000
INTEREST EXPENSE					
002.00.00.00.2.511.690.009 2009B GO Bond	105,600	99,850	99,850	92,850	85,725
	105,600	99,850	99,850	92,850	85,725
BANK & FISCAL FEES					
002.00.00.00.2.511.695.009 2009B GO Bank Fee	451	428	428	428	428
	451	428	428	428	428
TOTAL SERIES 2009B B&I, FD/PW	336,051	380,278	380,278	378,278	381,153

SERIES 2009C B&I, FD/PW

BOND PRINCIPAL					
002.00.00.00.2.512.685.010 2009C GO Bond	-	-	-	-	25,000
	-	-	-	-	25,000
INTEREST EXPENSE					
002.00.00.00.2.512.690.010 2009C GO Bond	135,023	135,023	135,023	135,023	135,023
	135,023	135,023	135,023	135,023	135,023
BANK & FISCAL FEES					
002.00.00.00.2.512.695.010 2009C GO Bank Fee	451	428	428	428	428
	451	428	428	428	428
TOTAL SERIES 2009C B&I, FD/PW	135,474	135,451	135,451	135,451	160,451

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS
IEPA FLOOD CONTROL LOANS B&I**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BOND PRINCIPAL					
002.00.00.00.2.650.687.001 EPA Loan Principal #1	106,174	109,772	109,772	113,491	117,336
002.00.00.00.2.650.687.002 EPA Loan Principal #2	35,850	37,065	37,065	38,320	-
002.00.00.00.2.650.687.003 EPA Loan Principal #3	230,187	237,986	237,986	246,050	126,134
002.00.00.00.2.650.687.004 EPA Loan Principal #4	66,536	68,472	68,472	70,465	72,517
002.00.00.00.2.650.687.005 EPA Loan Principal #5	93,954	96,437	96,437	98,985	101,600
	532,701	549,732	549,732	567,311	417,587
INTEREST EXPENSE					
002.00.00.00.2.650.692.001 EPA Loan #1 Interest	14,127	10,530	10,530	6,811	2,966
002.00.00.00.2.650.692.002 EPA Loan #2 Interest	3,439	2,224	2,225	970	-
002.00.00.00.2.650.692.003 EPA Loan #3 Interest	26,319	18,519	18,519	10,456	2,119
002.00.00.00.2.650.692.004 EPA Loan #4 Interest	14,217	12,280	12,280	10,287	8,235
002.00.00.00.2.650.692.005 EPA Loan #5 Interest	22,551	20,069	20,069	17,521	14,906
	80,653	63,622	63,623	46,045	28,226
TOTAL IEPA FLOOD CONTROL LOANS B&I	613,354	613,354	613,355	613,356	445,813

SERIES 2011B REFUNDING B&I

CONTRACTUAL SERVICES					
002.00.00.00.2.514.564.001 Financing Costs	16,414	-	-	-	-
	16,414	-	-	-	-
BOND PRINCIPAL					
002.00.00.00.2.514.685.027 2011B GO Bond	65,000	40,000	40,000	40,000	660,000
002.00.00.00.2.514.694.007 2011B GO Refunding	5,139,581	-	-	-	-
	5,204,581	40,000	40,000	40,000	660,000
INTEREST EXPENSE					
002.00.00.00.2.514.690.027 2011B GO Bond	44,066	128,394	128,397	127,386	126,378
	44,066	128,394	128,397	127,386	126,378
TOTAL SERIES 2011B REFUNDING B&I	5,265,061	168,394	168,397	167,386	786,378

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS
SERIES 2012 REFUNDING B&I**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
BOND PRINCIPAL					
002.00.00.00.2.515.685.028 2012 GO Bond	-	610,000	610,000	620,000	-
	-	610,000	610,000	620,000	-
INTEREST EXPENSE					
002.00.00.00.2.515.690.028 2012 GO Bond Interest	-	84,027	84,027	73,316	54,096
	-	84,027	84,027	73,316	54,096
TOTAL SERIES 2012 REFUNDING B&I	-	694,027	694,027	693,316	54,096
TOTAL DEBT SERVICE FUNDS	7,574,747	2,409,795	2,409,798	2,405,477	2,245,581

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL PRINCIPAL REQUIREMENTS**

	2013	2014	2015	2016	2017 - 2029	Totals
Debt To Be Paid From Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B Village Refunding	285,000	295,000	305,000	315,000	1,720,000	2,920,000
Series 2009C - Fire Station #14/EOC	-	25,000	40,000	55,000	2,530,000	2,650,000
Series 2011B Village Refunding Bonds	40,000	660,000	680,000	695,000	2,980,000	5,055,000
Series 2012 Village Refunding Bonds	620,000	-	-	-	1,745,000	2,365,000
Total	945,000	980,000	1,025,000	1,065,000	18,775,000	22,790,000
Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #1	113,491	117,336	-	-	-	230,827
IEPA Loan #2	38,320	-	-	-	-	38,320
IEPA Loan #3	246,050	126,134	-	-	-	372,184
IEPA Loan #4	70,465	72,517	74,628	76,800	79,035	373,445
IEPA Loan #5	98,985	101,600	104,285	107,040	280,138	692,048
Total	567,311	417,587	178,913	183,840	359,173	1,706,824
TOTAL VILLAGE DEBT SERVICE	1,512,311	1,397,587	1,203,913	1,248,840	19,134,173	24,496,824

Debt To Be Paid By Mount Prospect Public Library						
General Obligation Bonds						
Series 2006 Library Refunding Bonds	50,000	55,000	55,000	555,000	9,000,000	9,715,000
Series 2011A Library Refunding Bonds	1,065,000	1,085,000	1,100,000	725,000	-	3,975,000
	1,115,000	1,140,000	1,155,000	1,280,000	9,000,000	13,690,000
TOTAL ANNUAL PRINCIPAL REQUIREMENTS	2,627,311	2,537,587	2,358,913	2,528,840	28,134,173	38,186,824

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL DEBT SERVICE REQUIREMENTS**

	2013	2014	2015	2016	2017 - 2029	Totals
Debt To Be Paid From Property Taxes						
General Obligation Bonds						
Series 2009 - Fire Station #14/EOC	417,262	417,262	417,262	417,262	13,911,216	15,580,264
Series 2009B Village Refunding	377,850	380,725	383,350	385,725	1,914,325	3,441,975
Series 2009C - Fire Station #14/EOC	135,023	160,023	174,272	187,933	3,669,997	4,327,248
Series 2011B Village Refunding Bonds	167,386	786,378	789,746	787,610	3,170,260	5,701,380
Series 2012 Village Refunding Bonds	693,315	54,095	54,095	54,095	2,042,920	2,898,520
Total	1,790,836	1,798,483	1,818,725	1,832,625	24,708,718	31,949,387
Debt To Be Paid From Home Rule Sales Tax (1st Quarter Percent)						
Installment Contracts						
IEPA Loan #1	120,302	120,302	-	-	-	240,604
IEPA Loan #2	39,290	-	-	-	-	39,290
IEPA Loan #3	256,506	128,253	-	-	-	384,759
IEPA Loan #4	80,752	80,752	80,752	80,752	80,752	403,760
IEPA Loan #5	116,506	116,506	116,506	116,506	291,265	757,289
Total	613,356	445,813	197,258	197,258	372,017	1,825,702
TOTAL VILLAGE DEBT SERVICE	2,404,192	2,244,296	2,015,983	2,029,883	25,080,735	33,775,089
Debt To Be Paid By Mount Prospect Public Library						
General Obligation Bonds						
Series 2006 Library Refunding Bonds	435,265	438,453	436,418	934,355	10,308,036	12,552,527
Series 2011A Library Refunding Bonds	1,134,563	1,135,925	1,131,938	737,688	-	4,140,114
	1,569,828	1,574,378	1,568,356	1,672,043	10,308,036	16,692,641
TOTAL ANNUAL DEBT SERVICE REQUIREMENTS	3,974,020	3,818,674	3,584,339	3,701,926	35,388,771	50,467,730

VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION LIBRARY REFUNDING BONDS, SERIES 2006
December 31, 2012

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:	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
2012	7	50,000	385,265	435,265	2013	192,633	2013	192,632
2013	8	55,000	383,453	438,453	2014	191,726	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	189,677
2016	11	1,360,000	358,265	1,718,265	2017	179,132	2017	179,133
2017	12	1,410,000	305,905	1,715,905	2018	152,953	2018	152,952
2018	13	1,465,000	250,915	1,715,915	2019	125,457	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	33,927
		<u>9,715,000</u>	<u>2,837,527</u>	<u>12,552,527</u>		<u>1,418,764</u>		<u>1,418,763</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION BONDS, SERIES 2009
DECEMBER 31, 2012**

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 Fire 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
2012	-	0	417,262	417,262	2013	208,631	2013	208,631
2013	-	0	417,262	417,262	2014	208,631	2014	208,631
2014	-	0	417,262	417,262	2015	208,631	2015	208,631
2015	-	0	417,262	417,262	2016	208,631	2016	208,631
2016	-	0	417,262	417,262	2017	208,631	2017	208,631
2017	-	0	417,262	417,262	2018	208,631	2018	208,631
2018	-	0	417,262	417,262	2019	208,631	2019	208,631
2019	-	0	417,262	417,262	2020	208,631	2020	208,631
2020	-	0	417,262	417,262	2021	208,631	2021	208,631
2021	-	0	417,262	417,262	2022	208,631	2022	208,631
2022	0041-0247	1,035,000	417,262	1,452,262	2023	208,632	2023	208,631
2023	0248-0559	1,560,000	375,864	1,935,864	2024	187,932	2024	187,932
2024	0560-0889	1,650,000	313,464	1,963,464	2025	156,732	2025	156,732
2025	0890-1239	1,750,000	244,164	1,994,164	2026	122,082	2026	122,082
2026	1240-1609	1,850,000	168,914	2,018,914	2027	84,457	2027	84,457
2027	1610-2000	1,955,000	87,976	2,042,976	2028	43,988	2028	43,988
		<u>9,800,000</u>	<u>5,780,264</u>	<u>15,580,264</u>		<u>2,890,133</u>		<u>2,890,132</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION BONDS, SERIES 2009B
DECEMBER 31, 2012**

Date of Issue:	December 22, 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:	0103-0159	2.50%	0280-0342	3.00%	0473-0540	3.75%
	0160-0218	2.50%	0343-0406	3.00%	0541-0612	3.75%
	0219-0279	2.50%	0407-0472	3.50%	0613-0686	3.75%

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
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	42,862	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	35,362	2016	35,363
2016	0343-0406	320,000	61,275	381,275	2017	30,637	2017	30,638
2017	0407-0472	330,000	51,675	381,675	2018	25,837	2018	25,838
2018	0473-0540	340,000	40,125	380,125	2019	20,062	2019	20,063
2019	0541-0612	360,000	27,375	387,375	2020	13,687	2020	13,688
2020	0613-0686	370,000	13,875	383,875	2021	6,937	2021	6,938
		<u>2,920,000</u>	<u>521,975</u>	<u>3,441,975</u>		<u>260,984</u>		<u>260,991</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION BONDS, SERIES 2009C
DECEMBER 31, 2012**

Date of Issue:	December 22, 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 Fire 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
2012	-	0	135,023	135,023	2013	67,512	2013	67,511
2013	0001-0005	25,000	135,023	160,023	2014	67,511	2014	67,512
2014	0006-0013	40,000	134,272	174,272	2015	67,136	2015	67,136
2015	0014-0024	55,000	132,933	187,933	2016	66,467	2016	66,466
2016	0025-0039	75,000	130,842	205,842	2017	65,421	2017	65,421
2017	0040-0058	95,000	127,655	222,655	2018	63,828	2018	63,827
2018	0059-0082	120,000	123,380	243,380	2019	61,690	2019	61,690
2019	0083-0110	140,000	118,100	258,100	2020	59,050	2020	59,050
2020	0111-0142	160,000	111,520	271,520	2021	55,760	2021	55,760
2021	0143-0242	500,000	104,000	604,000	2022	52,000	2022	52,000
2022	0243-0330	440,000	79,500	519,500	2023	39,750	2023	39,750
2023	-	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>1,677,248</u>	<u>4,327,248</u>		<u>838,625</u>		<u>838,623</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION LIBRARY REFUNDING BONDS, SERIES 2011A
DECEMBER 31, 2012**

Date of Issue:	July 29, 2011	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2016	Principal Maturity Date:	December 1
Authorized Issue:	\$4,100,000	Payable At:	JP Morgan Chase
Purpose:	Library Refunding		
Interest Rates:	0025-0820	1.75%	

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
2012	0025-0238	1,065,000	69,563	1,134,563	2013	34,782	2013	34,781
2013	0239-0455	1,085,000	50,925	1,135,925	2014	25,462	2014	25,463
2014	0456-0675	1,100,000	31,938	1,131,938	2015	15,969	2015	15,969
2015	0676-0820	725,000	12,688	737,688	2016	6,344	2016	6,344
		<u>3,975,000</u>	<u>165,114</u>	<u>4,140,114</u>		<u>82,557</u>		<u>82,557</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION BONDS, SERIES 2011B
DECEMBER 31, 2012**

Date of Issue: July 29, 2011
 Date of Maturity: December 1, 2020
 Authorized Issue: \$5,160,000
 Purpose: Village Refunding (Series 2003)

Interest Dates: June 1 and December 1
 Principal Maturity Date: December 1
 Payable At: JP Morgan Chase

Interest Rates: 0022-1032 2.52%

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
2012	0022-0029	40,000	127,386	167,386	2013	63,693	2013	63,693
2013	0030-0161	660,000	126,378	786,378	2014	63,189	2014	63,189
2014	0162-0297	680,000	109,746	789,746	2015	54,873	2015	54,873
2015	0298-0436	695,000	92,610	787,610	2016	46,305	2016	46,305
2016	0437-0579	715,000	75,096	790,096	2017	37,548	2017	37,548
2017	0580-0726	735,000	57,078	792,078	2018	28,539	2018	28,539
2018	0727-0877	755,000	38,556	793,556	2019	19,278	2019	19,278
2019	0878-1032	775,000	19,530	794,530	2020	9,765	2020	9,765
		<u>5,055,000</u>	<u>646,380</u>	<u>5,701,380</u>		<u>323,190</u>		<u>323,190</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
GENERAL OBLIGATION BONDS, SERIES 2012
DECEMBER 31, 2012**

Date of Issue:	January 3, 2012 (Bid awarded July 14, 2011)	Interest Dates:	June 1 and December 1
Date of Maturity:	December 1, 2022	Principal Maturity Date:	December 1
Authorized Issue:	\$2,975,000	Payable At:	JP Morgan Chase
Purpose:	Village Refunding (Series 2003)		
Interest Rates:	0123-0595 3.10%		

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
2012	0123-0246	620,000	73,316	693,316	2013	36,658	2013	36,658
2013	-	0	54,096	54,096	2014	27,048	2014	27,048
2014	-	0	54,096	54,096	2015	27,048	2015	27,048
2015	-	0	54,096	54,096	2016	27,048	2016	27,048
2016	-	0	54,096	54,096	2017	27,048	2017	27,048
2017	-	0	54,096	54,096	2018	27,048	2018	27,048
2018	-	0	54,096	54,096	2019	27,048	2019	27,048
2019	-	0	54,096	54,096	2020	27,048	2020	27,048
2020	0247-0418	860,000	54,096	914,096	2021	27,048	2021	27,048
2021	0419-0595	885,000	27,436	912,436	2022	13,718	2022	13,718
		<u>2,365,000</u>	<u>533,520</u>	<u>2,898,520</u>		<u>266,760</u>		<u>266,760</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
IEPA LOAN #1, 1994
December 31, 2012**

Date of Issue:	June 10, 1994	Interest Dates:	June 10 and December 10
Date of Maturity:	December 10, 2014	Principal Maturity Date:	June 10 and December 10
Authorized Issue:	\$1,711,671.24	Payable At:	Illinois EPA
Purpose:	Flood Control - Hattlen Heights		
Contract No.	L170857		
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
2013	37-38	113,491	6,811	120,302	2013	60,151	2013	60,151
2014	39-40	117,336	2,966	120,302	2014	60,151	2014	60,151
		<u>230,827</u>	<u>9,777</u>	<u>240,604</u>		<u>120,302</u>		<u>120,302</u>

VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
IEPA LOAN #2, 1994
December 31, 2012

Date of Issue:	January 12, 1994	Interest Dates:	January 12 and July 12
Date of Maturity:	July 12, 2013	Principal Maturity Date:	January 12 and July 12
Authorized Issue:	\$558,474.04	Payable At:	Illinois EPA
Purpose:	Flood Control - Fairview Gardens		
Contract No.	L170856		
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
2013	38-39	38,320	970	39,290	2013	19,645	2013	19,645
		<u>38,320</u>	<u>970</u>	<u>39,290</u>		<u>19,645</u>		<u>19,645</u>

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
IEPA LOAN #3, 1994
December 31, 2012**

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
2013	38-39	246,050	10,456	256,506	2013	128,253	2013	128,253
2014	40	126,134	2,119	128,253	2014	128,253	2014	-
		<u>372,184</u>	<u>12,575</u>	<u>384,759</u>		<u>256,506</u>		<u>128,253</u>

VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
IEPA LOAN #4, 1997
December 31, 2012

Date of Issue:	November 1, 1997	Interest Dates:	May 1 and November 1
Date of Maturity:	November 1, 2017	Principal Maturity Date:	May 1 and November 1
Authorized Issue:	\$1,203,550.00	Payable At:	Illinois EPA
Purpose:	Flood Control - See Gwun/Milburn		
Contract No.	L17085500		
Interest Rates:	2.89%		

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					May 1	Amount	Nov. 1	Amount
2013	31-32	70,465	10,287	80,752	2013	40,376	2013	40,376
2014	33-34	72,517	8,235	80,752	2014	40,376	2014	40,376
2015	35-36	74,628	6,124	80,752	2015	40,376	2015	40,376
2016	37-38	76,800	3,952	80,752	2016	40,376	2016	40,376
2017	39-40	79,035	1,717	80,752	2017	40,376	2017	40,376
		<u>373,445</u>	<u>30,315</u>	<u>403,760</u>		<u>201,880</u>		<u>201,880</u>

VILLAGE OF MOUNT PROSPECT, ILLINOIS
LONG-TERM DEBT REQUIREMENTS
IEPA LOAN #5, 1999
December 31, 2012

Date of Issue:	December 1, 1999	Interest Dates:	June 3 and December 3
Date of Maturity:	June 3, 2019	Principal Maturity Date:	June 3 and December 3
Authorized Issue:	\$1,760,421.91	Payable At:	Illinois EPA
Purpose:	Flood Control - Maple/Berkshire		
Contract No.	L17-1087		
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
2013	27-28	98,985	17,521	116,506	2013	58,253	2013	58,253
2014	29-30	101,600	14,906	116,506	2014	58,253	2014	58,253
2015	31-32	104,285	12,221	116,506	2015	58,253	2015	58,253
2016	33-34	107,040	9,466	116,506	2016	58,253	2016	58,253
2017	35-36	109,868	6,638	116,506	2017	58,253	2017	58,253
2018	37-38	112,771	3,735	116,506	2018	58,253	2018	58,253
2019	39	57,499	754	58,253	2019	58,253	2019	-
		<u>692,048</u>	<u>65,241</u>	<u>757,289</u>		<u>407,771</u>		<u>349,518</u>

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PENSIONS**

The Village provides pension benefits for all eligible employees through the Police Pension Fund, the Fire Pension Fund or the Illinois Municipal Retirement Fund.

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

Tier I Pensions

Police and Fire – sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 50, a police officer or firefighter can retire at 50% of his/her last salary. These percentages increase with additional years of service to a maximum of 75%. Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – general village employees covered under this program receive vesting at eight years with benefits payable at age 60. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 48 months of earnings during the employees last ten years of service. An employee with 20 years of service would receive a pension of 35% of average base salary at age 60. In the event of death, a spouse receives 50% of the retiree's pension.

Tier II Pensions

Police and Fire – sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 55, a police officer or firefighter can retire at an unreduced benefit. These percentages increase with additional years of service to a maximum of 75%. Final average salary is now the average monthly salary obtained during 96 consecutive months within the last 120 months in which the total salary was highest. Previously it had been the salary on the last day before retirement. Base at which salary is capped is \$106,800 allowing for annual increases of 3% or one-half of CPI, whichever is less. The current cap is \$108,882 (in 2012). Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – general village employees covered under this program receive vesting at ten years with benefits payable at age 67. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 96 months of earnings during the employees last ten years of service. Earnings on which the pension benefit is calculated is capped at \$106,800 allowing for annual increases of 3% or one-half of CPI, whichever is less. The current cap is \$108,882 (in 2012). An employee with 20 years of service would receive a pension of 35% of average base salary at age 67. In the event of death, a spouse receives 50% of the retiree's pension.

The above plans are funded by contributions from both the members of the plans 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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
PENSIONS**

The December 31, 2011 actuarial valuation for the Police and Fire Pension Funds were completed showing a decrease from 59.3% to 59.2% in the funding level for Police Pension while the Fire Pension funding decreased from 63.4% to 63.3%. Police and Fire investment returns were 1.3% and 1.9%, respectively. The Village's 2013 contribution from property tax levy proceeds and other sources to the Police Pension Fund is budgeted at \$2,634,221 and the Fire Pension Fund at \$2,325,247. The Village contributed 11.48% of the salaries of IMRF employees during 2012 and will contribute 12.71% in 2013 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 \$7,988,558 for 2013 and \$8,174,891 for 2014.

Actuarial information schedules for the Police and Fire Pension Funds are shown on the last two pages of this section. Estimates were used for 2012 and 2013.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
PENSION FUNDS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Miscellaneous Pensions	45,861	46,005	46,005	46,151	46,297
Police Pensions	3,741,549	3,794,470	3,770,428	3,993,416	4,085,351
Fire Pensions	3,666,806	3,795,069	3,768,460	3,948,991	4,043,243
	7,454,216	7,635,544	7,584,893	7,988,558	8,174,891

EXPENDITURE CLASSIFICATION					
Pension Benefits	7,208,771	7,339,544	7,339,544	7,693,808	7,873,891
Contractual Services	209,289	249,500	205,533	245,750	252,000
Insurance	19,439	21,500	21,416	23,500	23,500
Commodities & Supplies	2	1,000	-	1,500	1,500
Other Expenditures	16,715	24,000	18,400	24,000	24,000
	7,454,216	7,635,544	7,584,893	7,988,558	8,174,891

SOURCE OF FUNDS					
001 General Fund	45,861	46,005	46,005	46,151	46,297
070 Police Pension Fund	3,741,549	3,794,470	3,770,428	3,993,416	4,085,351
071 Fire Pension Fund	3,666,806	3,795,069	3,768,460	3,948,991	4,043,243
	7,454,216	7,635,544	7,584,893	7,988,558	8,174,891

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, 2013, there will be 66 individuals receiving benefits from the Police Pension Fund and 67 receiving benefits from the Fire Pension Fund, compared to 66 and 65, respectively, as of January 1, 2012.

**VILLAGE OF MOUNT PROSPECT
PENSION FUNDS
MISCELLANEOUS PENSIONS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PENSION BENEFITS					
001.00.00.00.3.000.528.001 Retirement Pensions	4,731	4,874	4,874	5,020	5,166
001.00.00.00.3.000.528.003 Surv. Spouse Pensions	41,130	41,131	41,131	41,131	41,131
	45,861	46,005	46,005	46,151	46,297

TOTAL MISCELLANEOUS PENSIONS	45,861	46,005	46,005	46,151	46,297
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POLICE PENSION FUND

PENSION BENEFITS					
070.00.00.00.3.000.528.001 Retirement Pensions	2,833,829	2,915,422	2,915,422	3,165,820	3,215,239
070.00.00.00.3.000.528.002 Disability Pensions	441,592	390,444	390,444	365,273	403,543
070.00.00.00.3.000.528.003 Surv. Spouse Pensions	340,599	340,604	340,604	316,573	316,569
	3,616,020	3,646,470	3,646,470	3,847,666	3,935,351

CONTRACTUAL SERVICES					
070.00.00.00.3.000.530.001 Actuarial Services	1,200	1,500	1,500	1,500	1,500
070.00.00.00.3.000.530.003 Investment Advisors	88,481	92,000	89,608	87,000	91,000
070.00.00.00.3.000.530.006 Other Prof. Serv.	-	1,000	-	1,000	1,000
070.00.00.00.3.000.530.008 Medical Expense	-	10,000	3,000	10,000	10,000
070.00.00.00.3.000.531.005 Legal-Pension	12,954	15,000	5,000	15,000	15,000
070.00.00.00.3.000.544.002 Postage Expense	87	500	-	500	500
070.00.00.00.3.000.549.001 Org Memberships	925	1,000	1,000	1,250	1,500
070.00.00.00.3.000.563.001 Banking Charges	4,501	4,500	4,350	5,000	5,000
	108,148	125,500	104,458	121,250	125,500

INSURANCE					
070.00.00.00.3.000.594.001 Insurance Exp-Pension	9,061	10,000	10,000	12,000	12,000
	9,061	10,000	10,000	12,000	12,000

COMMODITIES & SUPPLIES					
070.00.00.00.3.000.608.001 Other Supplies	-	500	-	500	500
	-	500	-	500	500

OTHER EXPENDITURES					
070.00.00.00.3.000.636.001 State of IL Fee - IDOI	8,000	8,000	8,000	8,000	8,000
070.00.00.00.3.000.636.002 Seminars/Associations	320	4,000	1,500	4,000	4,000
	8,320	12,000	9,500	12,000	12,000

TOTAL POLICE PENSION FUND	3,741,549	3,794,470	3,770,428	3,993,416	4,085,351
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**VILLAGE OF MOUNT PROSPECT
PENSION FUNDS
FIRE PENSION FUND**

		2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PENSION BENEFITS						
071.00.00.00.3.000.528.001	Retirement Pensions	2,694,230	2,784,369	2,784,369	2,933,200	3,023,737
071.00.00.00.3.000.528.002	Disability Pensions	595,110	595,320	595,320	605,326	615,326
071.00.00.00.3.000.528.003	Surv. Spouse Pensions	230,534	240,363	240,363	240,363	240,360
071.00.00.00.3.000.528.004	Children's Pensions	27,016	27,017	27,017	21,102	12,820
		<u>3,546,890</u>	<u>3,647,069</u>	<u>3,647,069</u>	<u>3,799,991</u>	<u>3,892,243</u>
CONTRACTUAL SERVICES						
071.00.00.00.3.000.530.001	Actuarial Services	1,200	1,500	1,500	1,500	1,500
071.00.00.00.3.000.530.003	Investment Advisors	90,275	89,000	87,200	89,000	91,000
071.00.00.00.3.000.530.006	Other Prof. Serv.	1,300	1,500	1,700	2,000	2,000
071.00.00.00.3.000.530.008	Medical Expense	-	10,000	2,500	10,000	10,000
071.00.00.00.3.000.531.005	Legal-Pension	3,200	15,000	3,200	15,000	15,000
071.00.00.00.3.000.544.002	Postage Expense	25	1,000	400	1,000	1,000
071.00.00.00.3.000.549.001	Org Memberships	775	1,000	775	1,000	1,000
071.00.00.00.3.000.563.001	Banking Charges	4,366	5,000	3,800	5,000	5,000
		<u>101,141</u>	<u>124,000</u>	<u>101,075</u>	<u>124,500</u>	<u>126,500</u>
INSURANCE						
071.00.00.00.3.000.594.001	Insurance Exp-Pension	10,378	11,500	11,416	11,500	11,500
		<u>10,378</u>	<u>11,500</u>	<u>11,416</u>	<u>11,500</u>	<u>11,500</u>
COMMODITIES & SUPPLIES						
071.00.00.00.3.000.608.001	Other Supplies	2	500	-	1,000	1,000
		<u>2</u>	<u>500</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
OTHER EXPENDITURES						
071.00.00.00.3.000.636.001	State of IL Fee - IDOI	8,000	8,000	8,000	8,000	8,000
071.00.00.00.3.000.636.002	Seminars/Associations	395	4,000	900	4,000	4,000
		<u>8,395</u>	<u>12,000</u>	<u>8,900</u>	<u>12,000</u>	<u>12,000</u>
TOTAL FIRE PENSION FUND		3,666,806	3,795,069	3,768,460	3,948,991	4,043,243
TOTAL PENSION FUNDS		7,454,216	7,635,544	7,584,893	7,988,558	8,174,891

**VILLAGE OF MOUNT PROSPECT
POLICE PENSION FUND
APRIL 30, 1986 - DECEMBER 31, 2013**

Fiscal Year Ending	Number in Plan	Assets Available (1)	Pension Liability	Excess or (Deficiency)	Percent Funded
April 30, 1986	61	8,670,470	10,627,875	(1,957,405)	81.6%
April 30, 1987	63	11,572,929	10,841,939	730,990	106.7%
April 30, 1988	63	12,564,350	11,695,647	868,703	107.4%
April 30, 1989	63	13,545,769	11,019,448	2,526,321	122.9%
April 30, 1990	69	14,674,462	11,914,797	2,759,665	123.2%
April 30, 1991	69	15,906,366	13,661,691	2,244,675	116.4%
April 30, 1992	69	17,527,304	14,834,554	2,692,750	118.2%
April 30, 1993	69	18,815,219	17,855,772	959,447	105.4%
April 30, 1994	72	19,997,115	19,788,272	208,843	101.1%
April 30, 1995	75	21,207,733	21,786,643	(578,910)	97.3%
December 31, 1995	78	23,126,360	23,511,239	(384,879)	98.4%
December 31, 1996	78	24,393,815	25,709,181	(1,315,366)	94.9%
December 31, 1997	79	26,632,406	27,925,613	(1,293,207)	95.4%
December 31, 1998	79	28,560,329	31,000,360	(2,440,031)	86.4%
December 31, 1999	80	28,700,234	33,235,857	(4,535,623)	86.4%
December 31, 2000	80	31,121,191	35,835,766	(4,714,575)	86.8%
December 31, 2001	80	31,396,220	38,213,704	(6,817,484)	82.2%
December 31, 2002	80	30,916,536	41,058,866	(10,142,330)	75.3%
December 31, 2003	82	33,520,535	43,278,648	(9,758,113)	77.5%
December 31, 2004	81	35,616,429	47,837,706	(12,221,277)	74.5%
December 31, 2005	83	37,284,555	50,333,889	(13,049,334)	74.1%
December 31, 2006	88	40,084,648	53,166,244	(13,081,596)	75.4%
December 31, 2007	90	42,963,185	56,873,906	(13,910,721)	75.5%
December 31, 2008	89	36,262,944	61,578,623	(25,315,679)	59.9%
December 31, 2009	88	41,020,478	67,715,945	(26,695,467)	60.6%
December 31, 2010	81	44,540,310	75,131,534	(30,591,224)	59.3%
December 31, 2011	82	46,961,835	79,366,157	(32,404,322)	59.2%
December 31, 2012 (2)	82	48,058,993	*	*	*
December 31, 2013 (2)	82	49,756,298	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.

(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of December 18, 2012.

**VILLAGE OF MOUNT PROSPECT
FIRE PENSION FUND
APRIL 30, 1986 - DECEMBER 31, 2013**

Fiscal Year Ending	Number in Plan	Assets Available (1)	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	66	43,860,979	69,228,826	(25,367,847)	63.4%
December 31, 2011	66	45,801,216	72,307,211	(26,505,995)	63.3%
December 31, 2012 (2)	66	46,531,383	*	*	*
December 31, 2013 (2)	66	47,769,639	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.

(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of December 18, 2012.



**VILLAGE OF MOUNT PROSPECT
2013 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 \$550,000 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 \$88,958,031 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 Gallagher Bassett administers auto and liability claims.

The Village is required by state statutes to offer medical insurance to all Village retirees. Additionally, Mount Prospect Library employees are part of the Village's medical insurance group. Retirees and Library employees pay the full premium for medical insurance coverage.

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 69 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
2013 BUDGET SUMMARY
RISK MANAGEMENT**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Insurance Programs	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
EXPENDITURE CLASSIFICATION					
Contractual Services	1,293	13,000	11,500	7,500	7,500
Insurance	7,343,017	6,931,455	7,018,093	7,641,862	8,057,491
Other Equipment	-	-	-	2,000	2,000
	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
SOURCE OF FUNDS					
063 Risk Management Fund	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991

BUDGET DISCUSSION AND ANALYSIS

The Risk Management Fund budget for 2013 is \$7,651,362. This is an increase of \$706,907, or 10.18% from the 2012 amended budget. Increases to the Medical Insurance program accounted for a majority of this increase.

Employer provided medical expenses are projected to increase 6% (HMO) to 9% (PPO) from 2012. Positive claims experience and membership in the Intergovernmental Personnel Benefit Cooperative (IPBC) have helped keep annual increases to healthcare costs in check. Liability claims in 2013 are budgeted at \$100,000, reflecting no change from the prior year's amount. No changes were made to coverage or benefit levels in any of the insurance programs for the Village.

**VILLAGE OF MOUNT PROSPECT
RISK MANAGEMENT
INSURANCE PROGRAMS**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
CONTRACTUAL SERVICES					
063.00.00.00.4.000.530.006 Other Prof. Serv.	1,293	13,000	11,500	7,500	7,500
	1,293	13,000	11,500	7,500	7,500

INSURANCE					
063.00.00.00.4.000.595.001 Claims Admin-Liability	23,909	27,100	24,700	27,000	29,000
063.00.00.00.4.000.595.002 Claims Admin-Medical	296,256	309,155	296,032	307,498	320,422
063.00.00.00.4.000.596.002 Property Insurance	90,000	93,000	101,411	104,500	108,000
063.00.00.00.4.000.596.003 HELP Excess Liability	75,540	79,000	74,700	78,500	82,500
063.00.00.00.4.000.596.004 Workers' Comp. Ins.	57,677	59,500	57,500	59,500	61,000
063.00.00.00.4.000.596.005 Faithful Performance	2,423	2,500	2,330	2,500	2,500
063.00.00.00.4.000.596.006 Surety Bonds	1,950	2,000	2,000	2,000	2,000
063.00.00.00.4.000.596.008 Other Insurance	2,838	3,000	2,102	2,200	2,200
063.00.00.00.4.000.597.001 Medical Claims	3,682,676	3,552,950	3,821,240	4,121,964	4,373,080
063.00.00.00.4.000.597.002 Medical HMO	1,706,383	1,719,000	1,713,728	1,734,300	1,840,089
063.00.00.00.4.000.597.003 Life Insurance	23,299	24,100	25,200	26,800	26,800
063.00.00.00.4.000.597.004 Medical Premiums	-	214,150	214,150	543,600	578,400
063.00.00.00.4.000.599.001 Property Claims	-	1,000	1,000	1,000	1,000
063.00.00.00.4.000.599.002 Liability Claims	111,735	100,000	151,000	100,000	100,000
063.00.00.00.4.000.599.003 Workers' Comp. Claims	1,111,841	550,000	450,000	450,000	450,000
063.00.00.00.4.000.599.004 Workers' Comp.-Med.	15,447	20,000	5,000	20,000	20,000
063.00.00.00.4.000.600.001 Vlg Property Damage	16,510	30,000	25,000	25,000	25,000
063.00.00.00.4.000.600.002 Auto Miscellaneous	13,751	20,000	20,000	20,000	20,000
063.00.00.00.4.000.600.004 Unemplymnt Comp.	104,610	120,000	27,500	10,000	10,000
063.00.00.00.4.000.600.005 Other Claims	2,602	4,000	2,500	4,500	4,500
063.00.00.00.4.000.600.006 Other Medical Claims	3,570	1,000	1,000	1,000	1,000
	7,343,017	6,931,455	7,018,093	7,641,862	8,057,491

OTHER EQUIPMENT					
063.00.00.00.4.000.665.031 Other Equipment	-	-	-	2,000	2,000
	-	-	-	2,000	2,000

TOTAL INSURANCE PROGRAMS	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
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TOTAL RISK MANAGEMENT	7,344,310	6,944,455	7,029,593	7,651,362	8,066,991
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**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
BUSINESS DISTRICT**

The Business District Fund (a Special Revenue Fund) was established to account for the revenues and expenditures associated with the Business Districts within the village. The village currently has one Business District, the Randhurst Village Business District Area which was established in 2011.

The Village of Mount Prospect is dedicated to the continued growth and economic development of the Village. The Village's ability to stimulate growth and development relies on the creation and implementation of government policies that will allow the Village to work with the private sector to eliminate blighting conditions, enhance the tax base, and ensure sound growth and development of property. Based upon the Village's establishment of this Business District Area, it is understood that the Village recognized the necessity of the relationship between continued community growth and public participation.

The Village's Business District Redevelopment Plan was developed to provide a description of the necessary actions to address existing blighting conditions and attract sound and stable commercial growth. The Business District Area generally bounded by Euclid Ave. to the north, Route 83 to the west, Kensington and Rand Roads to the south and the mall access road to the east encompasses approximately 100 acres of land in the Village. From an economic perspective, the implementation of the Plan and the establishment of the Business District have stimulated private investment in the Business District Area. The combined public and private investment has eliminated the blighting conditions in the Area.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
BUSINESS DISTRICT FUND**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Randhurst Village	-	414,587	414,587	496,521	671,000
	-	414,587	414,587	496,521	671,000
EXPENDITURE CLASSIFICATION					
Interest Expense	-	414,587	414,587	496,521	671,000
	-	414,587	414,587	496,521	671,000
SOURCE OF FUNDS					
048 Business District Fund	-	414,587	414,587	496,521	671,000
	-	414,587	414,587	496,521	671,000

**VILLAGE OF MOUNT PROSPECT
BUSINESS DISTRICT FUND
RANDHURST VILLAGE**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
INTEREST EXPENSE					
048.00.00.00.0.775.691.002 Randhurst RDA	-	414,587	414,587	496,521	671,000
	-	414,587	414,587	496,521	671,000
TOTAL RANDHURST VILLAGE	-	414,587	414,587	496,521	671,000



**VILLAGE OF MOUNT PROSPECT
2013 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, 2011, the Mount Prospect Library had 58,981 registered borrowers and a collection size of 508,817 with a circulation of approximately 1.1 million. The Library Staff consisted of 114 full-time equivalent employees.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET SUMMARY
MOUNT PROSPECT PUBLIC LIBRARY**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
PROGRAMS					
Library Services	13,470,776	9,926,514	9,926,514	10,139,456	(a)
	13,470,776	9,926,514	9,926,514	10,139,456	(a)
EXPENDITURE CLASSIFICATION					
Component Unit Expenditures	13,470,776	9,926,514	9,926,514	10,139,456	(a)
	13,470,776	9,926,514	9,926,514	10,139,456	(a)
SOURCE OF FUNDS					
090 Mount Prospect Library Fund	13,470,776	9,926,514	9,926,514	10,139,456	(a)
	13,470,776	9,926,514	9,926,514	10,139,456	(a)

(a) Figures not available as of December 18, 2012.

**VILLAGE OF MOUNT PROSPECT
MOUNT PROSPECT PUBLIC LIBRARY
LIBRARY SERVICES**

	2011 Actual	2012 Budget	2012 Estimate	2013 Budget	2014 Forecast
COMPONENT UNIT EXPENDITURES					
090.90.00.00.0.000.950.001 Salaries	4,626,304	4,873,379	4,873,379	5,061,630	-
090.90.00.00.0.000.950.002 Employee Benefits	746,086	836,225	836,225	922,666	-
090.90.00.00.0.000.950.003 Medical Insurance	513,446	610,000	610,000	614,500	-
090.90.00.00.0.000.950.004 Postage/Printing	51,211	56,705	56,705	50,600	-
090.90.00.00.0.000.950.005 Program Expenditures	90,466	96,310	96,310	78,610	-
090.90.00.00.0.000.950.006 Outside Services	59,772	84,586	84,586	74,494	-
090.90.00.00.0.000.950.007 Supplies	94,612	87,000	87,000	89,000	-
090.90.00.00.0.000.950.008 Other Expenses	141,826	125,344	125,344	167,919	-
090.90.00.00.0.000.950.009 Audit & Insurance	76,466	79,100	79,100	83,800	-
090.90.00.00.0.000.950.010 Building Maint	102,550	89,510	89,510	91,289	-
090.90.00.00.0.000.950.011 Building Utilities	86,476	110,635	110,635	102,434	-
090.90.00.00.0.000.950.012 Equipment Maint	70,503	86,292	86,292	93,182	-
090.90.00.00.0.000.950.013 Equipment	116,569	124,600	124,600	125,800	-
090.90.00.00.0.000.950.014 Other Bldg Exp	49,048	50,053	50,053	52,776	-
090.90.00.00.0.000.950.015 Equipment Rental	30,964	26,888	26,888	24,638	-
090.90.00.00.0.000.950.017 Books & Print Items	397,595	402,750	402,750	390,550	-
090.90.00.00.0.000.950.018 Non-Print Items	156,564	176,022	176,022	172,605	-
090.90.00.00.0.000.950.019 Other Materials	133,453	135,000	135,000	148,137	-
090.90.00.00.0.000.950.021 Bldg & Eqpt Fund	204,651	225,000	225,000	150,000	-
090.90.00.00.0.000.950.023 Gift Fund	5,863	75,000	75,000	75,000	-
090.90.00.00.0.000.950.024 Bond Interest	608,276	501,115	501,115	454,826	-
090.90.00.00.0.000.950.026 Bond Principal	1,030,000	1,075,000	1,075,000	1,115,000	-
090.90.00.00.0.000.950.027 Escrow Agent Payment	4,078,075	-	-	-	-
	13,470,776	9,926,514	9,926,514	10,139,456	(a)
TOTAL LIBRARY SERVICES	13,470,776	9,926,514	9,926,514	10,139,456	(a)
TOTAL MOUNT PROSPECT PUBLIC LIBRARY	13,470,776	9,926,514	9,926,514	10,139,456	(a)

(a) Figures not available as of December 18, 2012.



**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

The Budget contains specialized and technical terminology that is unique to governmental finance and budgeting. To assist the reader of the Budget document in understanding these terms, the following budget glossary has been prepared.

Abatement

A partial or complete cancellation of a levy imposed by the Village. Abatements usually apply to tax levies.

Accrual Basis

The recording of the financial transactions that have cash consequences for the government in the periods in which those transactions occur, rather than in the periods in which cash is received or paid by the government.

Ad Valorem Tax

A tax levied on the assessed value of real property (also known as "property taxes").

Advance from Other Funds

A liability account used to record noncurrent portions of a long-term debt owed by one fund to another fund within the same reporting entity. See **Due To Other Funds** and **Interfund Receivable/Payable**.

Advance Refunding Bonds

Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited in escrow with a fiduciary, invested in U. S. Treasury Bonds or other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Advance to Other Funds

An asset account used to record noncurrent portions of a long-term loan from one fund to another fund within the same reporting entity. See **Due From Other Funds**.

Amortization

- (1) The portion of the cost of an intangible asset charged as an expense during a particular period.
- (2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Appropriation

A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures of resources for a specific purpose.

Assessed Valuation

A value established for real property for use as a basis for levying property taxes.

Assets

Property owned by government.

Assigned Fund Balance

The portion of a Governmental Fund's fund balance that denotes an intended use of resources but with no formal Board action.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Audit

A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

Available Fund Balance

That portion of fund balance collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Balance Sheet

That portion of the Village's financial statement that discloses the assets, liabilities, and the fund balance of a specific governmental fund as of a specific date.

Balanced Budget

A budget where estimated revenues equal estimated expenditures during a single fiscal period.

Basis of Accounting

A term used when revenues, expenditures, expenses, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash, modified accrual or the accrual method.

Basis Point

Equal to 1/100 of one percent. If interest rates rise from 7.50 percent to 7.75 percent, the difference is referred to as an increase of 25 basis points.

Bond

A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayments of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation (G.O.) and revenue bonds. Bonds are most frequently used to finance construction of large capital projects, such as buildings, streets and major equipment.

Bond Discount

The difference between the present value and the face amount of bonds when the former is less than the latter.

Bond Ordinance or Resolution

An ordinance or resolution authorizing a bond issue.

Bond Premium

The difference between the present value and the face amount of bonds when the former is greater than the latter.

Budget

A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Budget Message

A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message contains an explanation of the principal budget items, an outline of the government's experience during the past period and its financial status at the time of the message and recommendations regarding the financial plan for the coming period.

Budgetary Control

The control or management of a governmental unit in accordance with an approved budget. The purpose of budgetary control is to keep expenditures within the limitations of available appropriations and available revenues.

Capital Expenditures

Expenditures resulting in the acquisition of or addition to fixed assets such as land, buildings, machinery, and equipment.

Capital 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.

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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

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.

Committed Fund Balance

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

Compensated Absences

The expense incurred and the offsetting liability for accrued vacation time, personal time, and the portion of sick leave that becomes vested and will be paid at termination.

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.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Deferred Revenue

Amounts for which asset recognition criteria (e.g., a valid receivable) have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, receivables that are measurable but not available are one example of deferred revenue.

Deficit

The excess of expenditures or expenses over revenues or income during a single accounting period.

Department

A major administrative division of the Village which indicates overall management responsibility for an operation or group of related operations within a functional area.

Depreciation

- (1) Expiration in the useful life of fixed assets attributable to wear and tear, deterioration, and obsolescence.
- (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Division

A segment of a department which is assigned a specific operation.

Due from Other Funds

An asset account used to indicate amounts owed to a particular fund by another fund for goods sold or services rendered. See **Advance To Other Funds** and **Interfund Receivable/Payable**.

Due to Other Funds

A liability account reflecting amounts owed by a particular fund to another fund for goods sold or services rendered. See **Advance From Other Funds** and **Interfund Receivable/Payable**.

Efficiency Measures

Performance measures which measure the cost of an activity (either in terms of dollars or work hours) per unit of output or outcome or otherwise gauge the productivity of an activity. Generally, efficiency measures in the latter category compare work successfully completed with the potential amount of work which could have been accomplished.

Encumbrance

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Enterprise Fund

A set of self-balancing accounts used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. The Water and Sewer Fund and the Parking Funds are enterprise funds.

Entity

The basic unit upon which accounting and/or financial reporting activities focus. The basic governmental legal and accounting entity is the individual fund and account group.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Equalized Assessed Valuation

The assessed valuation of a property increased by a multiplier established by the Illinois Department of Revenue which is intended to increase the total assessed valuation of all property in the County to a level that is equal to 33-1/3% of market value.

Equalization Factor

A factor determined by the State which when applied to the counties' assessed value will cause all property to equal one-third of its market value.

Expenditure

This term refers to the amount of funds paid or to be paid for obtaining an asset, goods, and services. For budget purposes, the term expenditure applies to all costs or expected commitments.

Expense

The term expense is used in full accrual accounting to report decreases in net total assets.

Fiscal Policies

The Village's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY)

The time period designated by the Village signifying the beginning and ending period for recording financial transactions. Beginning January 1, 1996 the Village of Mount Prospect specified January 1 to December 31 as its fiscal year.

Fixed Assets

Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Forfeiture

The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses.

Franchise Fee

A fee paid by public service businesses for use of Village streets, alleys and property in providing their services to citizens of a community. Services requiring franchises include cable television.

Full Faith and Credit

A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full-faith-and-credit bonds.

Full-Time Equivalent (FTE)

A standardized unit of measure used to determine the equivalent number of full-time employees. It is calculated by dividing the total hours actually worked or planned for a job class (regular and overtime) by a standard number of hours a full-time employee would work for the job class.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Function

A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

Fund

An accounting entity with a set of self-balancing accounts that is used to account for financial transactions for specific activities or government functions. Seven commonly used funds in governmental accounting are: the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, and trust and agency funds.

Fund Balance

Fund balance is the excess of assets over liabilities. The fund balance is composed of three categories: nonspendable, restricted and unrestricted.

Fund Type

Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fixed Assets

Capital assets that are not assets of any fund, but of the government unit as a whole. Most often these assets arise from the expenditure of the resources of governmental funds.

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

Generally Accepted Auditing Standards (GAAS)

Standards established by the AICPA for the conduct and reporting of financial audits. There are 10 basic GAAS, classed into three broad categories: general standards, standards of field work and standards of reporting.

General Fund

The largest fund within the Village, the General Fund accounts for most of the financial resources of the government. General Fund revenues include sales taxes, licenses and permits, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, inspection services, community development, public works and general administration.

General Obligation Bonds

Bonds that finance a variety of public projects such as streets, buildings, and improvements, and which are backed by the full faith and credit of the issuing government.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Governmental Fund Types

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. The measurement focus in these fund types is on the determination of financial position and changes in financial position, rather than on net income determination. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

Grant

Contributions or gifts of cash or other assets from another government or entity to be used for a specified purpose, activity, or facility. Grants may be classified as either categorical or block, depending on the amount of discretion allowed the grantee.

Gross Bonded Debt

The total amount of direct debt of a government, represented by outstanding bonds before deduction of any assets available and earmarked for their retirement.

Imprest Account

An account into which a fixed amount of money is placed for minor disbursements or disbursements for a specific purpose (e.g., petty cash).

Income

A term used in proprietary fund type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

Infrastructure Assets

Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

Interfund Receivable/Payable

Short-term loans made by one fund to another, or the current portion of an advance to or from another fund.

Interfund Transfer

Payment from one fund to another fund primarily for work or services provided.

Intergovernmental Revenues

Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Internal Service Fund

Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis; for example, the Risk Management Fund.

Interperiod Equity

The measure of the extent to which current-year revenues are sufficient to pay for the services provided by the government entity during the year, and whether current-year citizens are receiving services by shifting part of the payment burden to future years' citizens or by using up previously accumulated resources.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Investments

Securities held for the production of revenues in the form of interest or dividends. The term does not include fixed assets used in government operations.

Joint Venture

A legal entity or other contractual arrangement in which a government participates in a separate activity for the benefit of the public and in which the government retains an ongoing financial interest.

Level of Budgetary Control

The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that increase the total expenditures of any fund must be approved by the governing body. Expenditures may not legally exceed budgeted appropriations at the fund level.

Levy

(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities.
(Noun) The total amount of taxes, special assessments or service charges imposed by the Village.

Liability

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

Line-Item Budget

A budget that lists each expenditure category (salaries, office supplies, telephone service, copy machine costs, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt

Debt with a maturity of more than one year after the date of issuance.

Measurement Focus

The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

Millage

The tax rate on real property based on \$1.00 per \$1,000 of assessed property value.

Modified Accrual Accounting

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Expenditures are recorded when the related fund liability is incurred.

Net Income

Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

**VILLAGE OF MOUNT PROSPECT
2013 BUDGET
GLOSSARY**

Non-Operating Expenditures

The costs of government services which are not directly attributable to a specific Village program or operation. Examples include debt service obligations and pension fund expenses.

Non-Operating Revenues

The incomes received by the government which are not directly attributable to providing a service. An example would be interest on investments.

Nonspendable Fund Balance

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

Operating Budget

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. See **Budget**.

Ordinance

A formal legislative enactment by the governing body of a municipality. It has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. See **Resolution**.

Organizational Unit

A responsibility center within a government.

Other Financing Sources

Governmental fund debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental operating statement.

Other Financing Uses

Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental operating statement.

Overlapping Debt

The proportionate share that property within each government must bear of the debts of all local governments located wholly or in part within the geographic boundaries of the reporting government. The amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction.

Performance Budget

A budget that focuses on activities rather than line items. Work load and unit cost data are collected in order to assess the efficiency of services.

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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, paid-on-call firefighters, etc.). A program budget provides information on what each program is committed to accomplish in the long run (goals) and in the short run (objectives), and measures the degree of achievement of program objectives (performance measures).

Property Tax

A tax levied on the assessed value of real property (also known as "ad valorem taxes").

Proprietary Fund 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.

Resolution

An order of a legislative body requiring less legal formality than an ordinance or statute. See **Ordinance**.

Restricted Fund Balance

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

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Restricted Net Assets

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

Revenue

Monies that the government receives as income. It includes such items as tax payments, fees from services, receipts from other governments, fines, reimbursements, grants, shared revenues and interest income.

Revenue Bonds

Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Retained Earnings

An equity account reflecting the accumulated earnings of the Village's proprietary funds.

Salary Adjustments

An amount to be approved by the Village Board for employee salary increases either negotiated through contracts or otherwise authorized by the Board.

Self-Insurance

A term used to describe the retention of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring this risk to an independent third-party through the purchase of an insurance policy.

Sick Leave Incentive

An incentive payment to employees who have accumulated a set number of unused sick days based on criteria set forth in the Village's Personnel Handbook.

Special Revenue Funds

Funds used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

Special Service Area

A financing technique used to finance special services and special improvements desired by a specific area of the Village. A tax is levied only on the particular area that will receive the special service or improvement.

Statement of Revenues, Expenditures and Changes in Fund Balance

The financial statement that is the governmental fund and expendable trust fund GAAP operating statement. It presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in an entity's fund balance.

Statement of Revenues, Expenses and Changes in Net Assets

The financial statement that is the proprietary fund, nonexpendable trust fund and pension trust fund GAAP operating statement. It presents increases (revenues, gains and operating transfers in) and decreases (expenses, losses and operating transfers out) in an entity's net total assets.

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Tax Anticipation Notes (TAN's)

Notes (or warrants) issued in anticipation of the collection of taxes, usually retirable only from tax collections.

Taxes

Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Levy

The total amount to be raised by general property taxes for operating and debt service purposes.

Tax Rate

The amount of tax levied for each \$100 of assessed valuation.

Unassigned Fund Balance

The available expendable financial resources in a governmental fund that is not the object of tentative management plans.

Unrestricted Fund Balance

A portion of a Governmental Fund's fund balance comprised of the following components: committed, assigned and unassigned.

Unrestricted Net Assets

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

Value

As used in governmental accounting (1) the act of describing anything in terms of money or (2) to measure in terms of money.

Voucher

A written document that evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

Working Capital

This term generally refers to current assets minus current liabilities. Some organizations may exclude certain current assets (e.g., inventory) from this general formula.

Zero-Coupon Debt

Deep discount debt issued with a stated interest rate of zero percent.

