

2017



VILLAGE OF MOUNT PROSPECT, ILLINOIS



ANNUAL BUDGET
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2017



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VILLAGE OF
MOUNT PROSPECT, ILLINOIS

ANNUAL BUDGET
FISCAL YEAR ENDING DECEMBER 31, 2017

SUBMITTED BY:
MICHAEL J. CASSADY
VILLAGE MANAGER

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VILLAGE OF MOUNT PROSPECT, ILLINOIS

2017 BUDGET

VILLAGE OFFICIALS

MAYOR

Arlene A. Juracek

TRUSTEES

Paul Wm. Hoefert

Richard F. Rogers

John J. Matuszak

Colleen E. Saccotelli

Steven S. Polit

Michael A. Zadel

ADMINISTRATION

Michael J. Cassady

Village Manager

Nellie S. Beckner

Assistant to the Village Manager

Karen Agoranos

Deputy Village Clerk

David O. Erb

Finance Director/Treasurer

William J. Cooney, Jr.

Community Development Director

Julie K. Kane

Human Services Director

Timothy Janowick

Police Chief

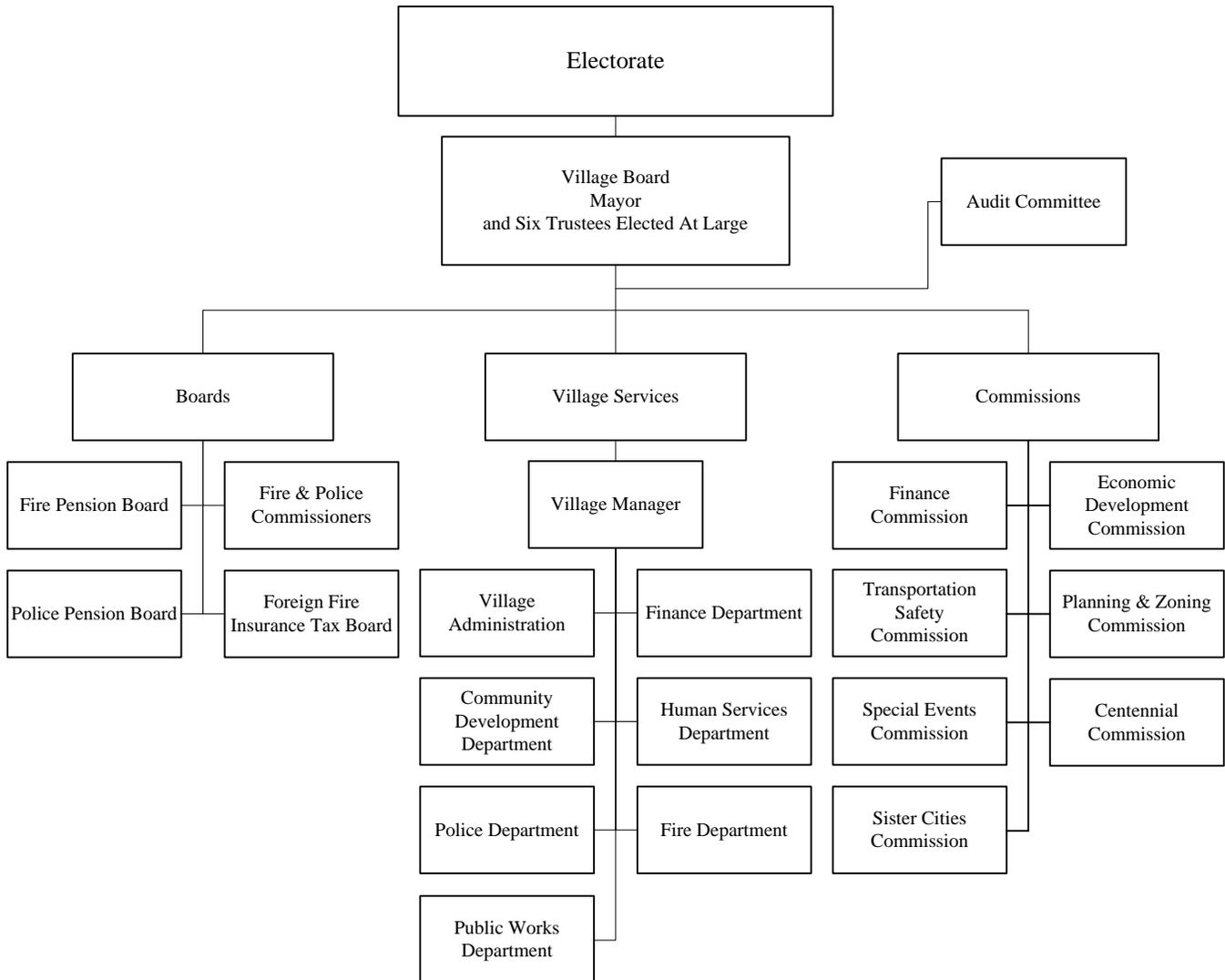
Brian Lambel

Fire Chief

Sean P. Dorsey

Public Works Director

VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



ORDINANCE NO. 6290

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE VILLAGE OF MOUNT PROSPECT FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2017 AND ENDING DECEMBER 31, 2017 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, 2017 and ending December 31, 2017, 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 6, 2016 for public inspection, as provided by Statute; and

WHEREAS, pursuant to notice duly published on November 8, 2016, a public hearing was held by the President and Board of Trustees on said tentative annual budget on November 15, 2016, 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, 2017 and ending December 31, 2017, 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, 2017 and ending December 31, 2017, 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, Matuszak, Polit, Rogers, Saccotelli, Zadel

NAYS: None

ABSENT: None

ABSTAIN: None

PASSED AND APPROVED this 20th day of December, 2016.


Arlene A. Juracek, Mayor

ATTEST:


Karen Agoranos, Deputy Village Clerk

MAYOR
Arlene A. Juracek

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



VILLAGE MANAGER
Michael J. Cassidy

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 20, 2016

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

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

The Budget totals \$112,764,841, a decrease of 3.4% from the amended 2016 Budget. The reduction is a result of the completion of several infrastructure improvement projects as part of our Community Investment Program. The reduction also takes into account the termination of the Downtown Redevelopment TIF District at December 31, 2016. The Operating Budget will see an increase of \$2.3 million, or 3.3% from the 2016 Budget. The Operating Budget includes our team and service initiatives. The increase this year is driven largely by the funding of mandated public safety pension obligations.

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

An increase to the water and sewer rate of 4.0 percent is also included in this Budget to fund expanded water main replacement and sanitary sewer lining. The impact of this increase on a resident is estimated at \$2.10 per month from the current utility rate. We are in the process of conducting a comprehensive review and analysis of our utility rates for water, sanitary and storm sewer. Preliminary results from the

study will be available sometime after the start of 2017. A scheduled increase for refuse collection of \$15.00 will NOT take place as planned as costs for this service have decreased from the prior year.

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

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

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

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

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

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

In summary, the financial position of the Village is very strong. Reserve levels have continued to rise post-recession the result of modest revenue growth and responsible spending plans. Total available balances at December 31, 2016 are projected to be \$38.0 million. These are the funds available to support ongoing operations. Of this amount, \$18.3 million are reserve balances in the General Fund, the Village's main operating budget. General Fund fund balance as a percent of 2017 expenditures is 34.3 percent. The Village's fund balance policy sets as a guideline a reserve level of between 20.0 and 30.0

percent. Strong reserves and annual budgets that are balanced are two factors contributing to the strong bond rating Standard & Poor's has assigned to Village debt (AA+).

The total Village budget for 2018 is \$115,774,173. This is an increase of 2.7 percent from the prior year. The modest increase from the prior year is due to a return to a more typical capital program and controlled spending elsewhere in the budget. The General Fund budget for 2018 is projected at \$54,334,611. This is an increase of 1.9 percent from the prior year. A slight surplus of \$11,935 is projected in the General Fund for 2018. General Fund fund balance is expected to start the year at \$18.3 million, or 33.7 percent of 2018 expenditures. The projected property tax increase for 2017 (payable in 2018) is 4.37 percent.

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

Sincerely,

A handwritten signature in black ink, appearing to read "M. Cassady", with a stylized flourish at the end.

Michael J. Cassady
Village Manager

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

BUDGET INTRODUCTION

BUDGET MESSAGE

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

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

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

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

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

A FEW WORDS ABOUT THE BUDGET

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

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

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

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

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2017 BUDGET

BUDGET INTRODUCTION

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

The 2016 year-end estimate for the General Fund projects a surplus of \$1.3 million. General Fund unassigned reserves are estimated to total \$18,312,679 reserves will be 34.3% at December 31, 2016. It is the Village Board's desire to maintain a 25% General Fund reserve (of the subsequent year General Fund expenditures).

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

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

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

An implementation guide was developed in October 2015 using the goals identified in the Strategic Plan for 2020. This implementation guide provides the objectives, short-term challenges and opportunities, and action items to be taken for accomplishing the goals of the Village. Action items were prioritized as top, medium or moderate priority by the Village Board and fall into three categories; Policy Agenda, Management in Progress, and Major Projects. The implementation guide will be updated annually reflecting work completed and changing priorities.

2016 DEPARTMENT ACTIVITIES

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

Community Development:

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

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

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

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

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

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

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

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

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

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

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

Completed site demolition and environmental abatement of the Central Plaza shopping center located at the northwest corner of Central Road and Main

Street. Proceeded with final steps in court to recover demolition costs by foreclosing on the property. A Request for Proposals was initiated to solicit development proposals for the property.

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

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

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

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

Human Services Department:

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

In addition to programming, Human Services staff have assisted residents throughout the year with direct services including nursing, case management, counseling, court advocacy and crisis intervention services. Residents in need have also received emergency financial, food pantry and medical lending

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closet assistance. The Department provided an extra bag of food to families with children who qualify for the free/reduced lunch program over the summer months this year.

Training for Department staff has continued to be a priority in 2016. Training that various staff members have received during 2016 include training on Social Security benefits, Medicare and Medicaid, Mental Health, Cultural Competency, Ethics, Domestic Violence and Elder Law. All Department staff participated in Red Cross Shelter Operations Training as we continue to focus on emergency preparedness.

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

Finance Department:

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

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

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

Quality service was also a focus during 2016. The department continued to look for opportunities improve

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

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

Police Department:

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

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

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development of its personnel, providing core law enforcement training to line officers, cutting-edge training in specialized areas such as crisis intervention training (CIT), and advanced management training for the Department's leadership team.

Fire Department:

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

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

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

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

Public Works:

The Village's Street Improvement Program completed the resurfacing of 6.5 miles of local streets during

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

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

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

Work performed on the village's Water and Sewer System included replacement of the failed roof on the 2 million gallon welded steel ground-level finished water storage reservoir adjacent to Booster Pumping Station

VILLAGE OF MOUNT PROSPECT

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17. Staff also completed the replacement of approximately 800 lineal feet of water main during the year which included the upsizing of water main along Whitegate Drive utilizing an innovative directional drilling technique in lieu of conventional open cut excavation. The department also completed the first phase of approximately \$15 million worth of improvements identified in the 2015 Combined Sewer System Evaluation study which included lining and rehabilitation of over 8,000 lineal feet of combined sewer pipe; the department's largest single lining project to date. The department also replaced the 30+ year old William Street sewer pumping station and initiated Successful completed the installation of emergency standby power for Water Booster Station 11. Also completed the first year of extensive separate sanitary sewer maintenance and reporting activities required by the Metropolitan Water Reclamation District of Greater Chicago's (MWRDGC) new Inflow and Infiltration Compliance Program.

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

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

2017 BUDGET

The 2017 Budget represents the Village's plan for expected expenditures over the coming year and identifies the means by which those expenditures will be funded. **The General Fund Budget, as presented, is balanced and totals \$53,331,595.** The 2017 forecast budget for the General Fund in the 2016 Budget cycle originally anticipated a slight surplus of \$42,701.

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

- The total Budget represents a 3.4% decrease from the amended 2016 Budget and totals \$112,764,841. The General Fund increased \$3,421,153 or 6.9% from the prior year. The Village's Operating Budget (the part which funds the Village's day-to-day operations) shows an increase of 3.3% and totals \$70,641,337. The Operating Budget includes General Fund expenditures as well as refuse disposal, water and sewer service, and various special revenue activities.
- Projected revenue for the entire Village Budget is \$117,325,039. Total projected expenditures are \$112,764,841. The surplus in revenues *versus* expenditures reflected for 2017 can be attributed to interest earnings on the portfolios of the police and fire pension funds.
- Total revenues and other financing sources are estimated at \$117,325,039. This represents an increase from the prior year's amended budget of 1.9%. The lower than typical annual increase was due to the elimination of the Downtown Redevelopment TIF District. Excluding this item, the increase is approximately 4.7%, more in line with prior years.
- The proposed increase in the 2016 **Property Tax Levy** (payable in 2017) is 2.27% for a total levy of \$18,727,573. The levy is allocated towards public safety (police and fire protection), debt service and public safety pensions. The portion of the levy allocated towards public safety-protection was held flat while the portion of the tax levy allocated for debt service on municipal debt increased just 0.5%. The portion of the levy attributable to the payment of debt service is at 12.4% of the total levy. This ratio declined from the prior year's level of 12.6%. This low level relative to the remainder of the levy along with strong fund balances, and a diversified revenue base, reflects favorably with bond rating

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agencies. The increase to the portion of the levy allocated to pensions was \$403,449 or 7.0% from the prior year. It is important to note that the levy for pensions is being subsidized using general funds totaling \$840,000.

- Personal service costs in 2017 are estimated to be \$45,275,500, an increase of 4.3% from 2016. A 2.0% wage increase is included in the budget for all non-union employees and collectively bargained groups. The increase from the prior year was driven by an increase to public safety pensions. Total contributions increased roughly 21.5% from the prior year. The Village provides pension benefits for all eligible employees through the Police Pension Fund, the Fire Pension Fund or the Illinois Municipal Retirement Fund.
- During 2016, the Village successfully annexed unincorporated areas along the southern edge of its corporate boundaries in an effort to even out service delivery to this part of the community and grow its property tax base. It is expected that these efforts will help ensure an equitable and consistent revenue base for financing Village services in the future. The total EAV of the annexation areas is approximately \$50 million. This will increase the total EAV of the Village by 3.7% to \$1.4 billion. The effect of the annexation reduces the overall village tax rate. For comparison purposes, the 2015 tax rate would decrease from 1.352 to 1.304 from the additional EAV. A reduction in the 2016 tax rate for taxes payable in 2017 is also expected to be lower as a result of the annexations.
- The Police and Fire Pension Funds are established by state statute, but are administered locally in compliance with those statutes. IMRF is a state-wide retirement plan for non-sworn municipal employees, who work 1,000 hours or more. All employees other than sworn Police and Fire personnel are also covered by Social Security. In an effort to address the cost of providing public employee pensions, a second tier of pension benefits for employees covered by both the downstate Police and Fire Pensions and IMRF was created and approved by the state legislature to be effective January 1, 2011.

Contributions for the Police and Fire Pension increased 19.1% and 23.8% respectively. Funding for

pensions has typically come from the property tax levy. Due to the large increase for 2016, the Village Board has elected to phase in the increase using general revenues. This allowed the levy increase for public safety pensions to be limited to 7.0%.

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

- The Capital Budget decreased \$7.6 million or 34.1% from the prior year and totals 14,692,247. Ongoing projects such as street improvement, flood control and water system improvements are included in this total. The decrease is due to the anticipated completion of water and sewer, and flood control projects and the termination of the existing Downtown TIF District.
- The Water and Sewer Fund budget for 2017 has **decreased \$1,432,848** from the prior year to \$15,747,542. The original 2016 budget was amended to \$17,180,390 as a result of carryover capital projects. Projects planned for 2017 include 315,000 for tank repairs, \$650,000 for water main replacement \$550,000 for sewer main replacement, \$350,000 for lift station improvements and 313,250 for other water/sewer system improvements. A 4.0% water rate increase (per plan) is included in this Budget.

2018 FORECAST

The 2018 Forecast Budget is currently showing total projected expenditures of \$115,774,173. This represents a 2.7% increase from the 2017 Proposed Budget. General Fund expenditures for 2018 are forecast to increase \$1.0 million or 1.9% and total \$54.3 million. **The 2017 General Fund Forecast Budget, as presented, is currently showing a slight surplus of \$11,935.**

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

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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. Any surplus in general Village revenue not allocated to the annual operating budget is subsequently committed to support expenditures for capital items such as infrastructure and equipment.

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

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

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

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

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

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

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

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

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

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LONG-TERM FINANCIAL POLICIES

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

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

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

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

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

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

Set annual contribution for Police Pension and Fire Pension at 100% of actuarially determined annual levy requirement. The Public Act 096-1495 tax levy requirement is determined as the annual contribution necessary to fund the normal cost, plus the amount to amortize the excess (if any) of ninety percent (90%) of the accrued liability over the actuarial value of assets as a level percentage of payroll over a thirty (30) year

period which commenced in 2011, plus an adjustment for interest. In order to comply with this state statute, the Village Board has committed to funding the pension funds at 100% of the annual tax levy requirement. Funding is derived, primarily, from the property tax levy which has specific components of the levy dedicated for this purpose. Funding can exceed the annual levy requirement from this and other sources when available.

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

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

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

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

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LONG-TERM FINANCIAL POLICIES

The Village will continue to evaluate its long-term financial policies and make additions and modifications as necessary. The Village's existing fund balance policy incorporate elements of GASB Statement No. 54. In addition to establishing minimum fund balance levels for all funds, the policy includes direction as to the disposition of the surplus fund balance as well as

remedies for returning fund balance to the minimum level if deficient. A copy of this policy is included immediately following this section. Following the Fund Balance/Net Assets Policy in the Introduction Section of this document is the Village's comprehensive Debt Service Policy.

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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 maintain a stable tax rate. Fund balance/net asset levels are also crucial in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance/net assets and unassigned fund balance in the General Fund to evaluate the Government's continued creditworthiness.

Definitions

Governmental Funds

The fund balance will be composed of three primary categories:

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

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

Unrestricted Fund Balance – is made up of three components:

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

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

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

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

Proprietary Funds

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

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

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

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

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FUND BALANCE/NET ASSETS POLICY

Authority

Governmental Funds

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

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

Minimum Unrestricted Fund Balance Levels

Governmental Funds

General Fund

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

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

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

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

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

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

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

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

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

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FUND BALANCE/NET ASSETS POLICY

Debt Service Fund

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

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

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

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

Capital Projects Fund

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

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

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

Minimum Unrestricted Net Assets Levels

Proprietary Funds

Enterprise Fund

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

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

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FUND BALANCE/NET ASSETS POLICY

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

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

Internal Service Fund

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

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

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

discretion of the Board and management (excluding debt service and capitalized asset expenses).

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

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

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

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FUND BALANCE/NET ASSETS POLICY

Other Considerations

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

- The predictability of the Government's revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile)
- The Government's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts)
- The potential drain upon General Fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require a higher level of unrestricted fund balance be maintained in the General Fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General Fund)

- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained)
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose)

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

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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:

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

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

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

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

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

Factors that favor debt financing:

- Revenues available for debt service are sufficient and reliable.
- Issuance of debt will not jeopardize the Village's current credit rating.
- Market conditions present favorable interest rates and good demand for municipal financing.

- A project is mandated by state or federal requirements and current revenues and fund balances are insufficient to pay project costs.
- A project is immediately required to meet or relieve infrastructure needs, and current revenues and fund balances are not sufficient to finance the project.
- The life of the project or asset financed is ten years or longer.

Debt Issuance Guidelines

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

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

Debt Structure Guidelines:

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

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

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DEBT SERVICE POLICY

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

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

Maintenance of specific credit ratings:

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

Current and Advance Refunding of Debt:

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

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

Debt Capacity Guidelines for General Obligation Debt

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

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

Guidelines for Direct Debt:

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

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

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DEBT SERVICE POLICY

Debt Administration

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

Ongoing Monitoring of Outstanding Debt:

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

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

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LONG-TERM NON-FINANCIAL GOALS & OBJECTIVES

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

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

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

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

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

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

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

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STRATEGIC PLAN FOR 2020

The Village Strategic Plan for 2020 was completed in early 2015. The strategic provides the mission, vision, and goals for vision attainment along with the strategic action plan of the organization. Select strategic goals are referenced in the respective department narratives showing the departmental activities supporting those goals.

An implementation guide was developed in October 2015 using the goals identified in the Strategic Plan for 2020. This implementation guide provides the objectives, short-term challenges and opportunities, and action items to be taken for accomplishing the goals of the Village. Action items were prioritized as top, medium or moderate priority by the Village Board and fall into three categories; Policy Agenda, Management in Progress, and Major Projects. The implementation guide will be updated annually reflecting work completed and changing priorities.

Elements of the strategic plan are detailed in the following section.

Mission/Purpose Statement

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

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

Guiding Principles

These shared values signal our expectations for conduct and behavior.

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

- Work toward consensus wherever possible and support the final decision.

Our Vision for 2020

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

Goals for Vision Attainment

The Goals for Visions Attainment in the plan include the following:

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

Strategic Action Plan

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

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

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

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STRATEGIC PLAN FOR 2020

Governance (continued):

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

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

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

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

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

Business: Foster a climate for innovation and entrepreneurship.

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

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

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

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

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

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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 2018-2022 Community Investment Program (CIP) and 2018 calendar year budget is included at the end of this section. Following is a description of the various phases of this budget process.

The Community Investment Program

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

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

The Annual Budget

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

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

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

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

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

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

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

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

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

THE BUDGET MODEL

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

Basis of Accounting

The Village uses the three following fund types:

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

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

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

Budgetary Basis of Accounting

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

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

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

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

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

THE BUDGET DOCUMENT

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

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

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

VILLAGE OF MOUNT PROSPECT

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BUDGET INTRODUCTION

THE BUDGET PROCESS

Budget Summaries - This section presents an overview of the fiscal plan for the coming year through graphics and schedules. The total Village budget is presented graphically and by a schedule which contains prior year actual figures, current year amended budget and estimated amounts, the proposed budget amounts and forecast amounts for the next year. The current year (2016) budget amounts reflect transfers and amendments as of December 20, 2016. More specific summary information is provided in a similar format for Revenues and Other Sources and Budget Expenditures. Additionally, similar schedules are presented for Revenues by Fund, Expenditures by Fund, and Available Fund Balances/Net Assets at the start and at the end of the budget year and the forecast year. Budget Expenditures by Funding Source, presents the Budget Expenditure schedule (modified program structure) by funding source and serves as a bridge to the Expenditures by Fund schedule.

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

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

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

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

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

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

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

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

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BUDGET AWARD

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

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



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FUND DESCRIPTIONS

GOVERNMENTAL FUNDS

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

Special Revenue Funds

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

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

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

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

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

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

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

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

Debt Service Fund

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

Capital Projects Funds

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

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

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

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

PROPRIETARY FUNDS

Enterprise Funds

Water and Sewer Fund (Major 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.

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FUND DESCRIPTIONS

Enterprise Funds (continued)

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

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

Internal Service Funds

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

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

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

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

FIDUCIARY FUNDS

Pension Trust Funds

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

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

SUMMARY OF BUDGET FUND STRUCTURE

Governmental Funds	General Fund (Major Fund)	
	Debt Service Fund	
	Special Revenue Funds	
	Capital Projects Funds	
Proprietary Funds	Enterprise Funds	Water & Sewer Fund (Major Fund)
		Parking Funds
	Internal Service Funds	
Fiduciary Funds	Pension Trust Funds	

**VILLAGE OF MOUNT PROSPECT
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BUDGET CALENDAR FOR 2018 BUDGET**

DATE	ACTION
4/25/17	Joint Workshop - 1Q Review Village Board and Finance Commission
5/31/17	Community Investment Program Kickoff Meeting (during regular weekly Staff Meeting) Open up staff access to Plan-It Budgeting Software System Projection of funds available for Community Investment Program (CIP)
6/14/17	Budget Kickoff Meeting (during regular weekly Staff Meeting) Open up staff access to NWS Budgeting Software System
7/14/17	Completed Departmental Budgets Advanced to Level 3 - Finance Operating and Capital Budgets
7/14/17	Revenue Estimates completed by Finance Department
7/21/17	Personnel Budget Review with Village Manager and Finance Director
7/28/17	Preliminary Budget Review - VMO and Finance
8/9-10/17	Departmental Budget reviews with Village Manager and Finance Director
8/18/17	Mid-Year Budget Review - Written Report Only Village Board and Finance Commission
9/1/17	Complete Proposed Budget Amounts
9/29/17	Deliver Proposed Budget to Village Board and Finance Commission
9/29/17	Proposed Budget available for public inspection at the Village Clerk's Office and the Mount the Mount Prospect Public Library - Budget posted on Village website.
10/12/17	Finance Commission Meeting - Budget Review Overview, Departmental Operating Budget Presentations
10/14/17	Joint Workshop - Community Investment Program (CIP) Review Village Board and Finance Commission (in lieu of Coffee with Council) CIP Overview, Departmental Capital Budget Presentations
10/24/17	Joint Workshop - Budget Review Village Board and Finance Commission Overview, Departmental Operating Budget Presentations
11/21/17	Budget Public Hearing and First Reading of Property Tax Levy and Proposed Budget Ordinances at Village Board Meeting
12/5/17	Truth in Taxation Public Hearing and Second Reading of Property Tax Levy and Proposed Budget Ordinances at Village Board Meeting
12/31/17	Approved Budget available for distribution

**VILLAGE OF MOUNT PROSPECT, ILLINOIS
BUDGET INTRODUCTION
BUDGET CALENDAR FOR 2018 BUDGET**

2017

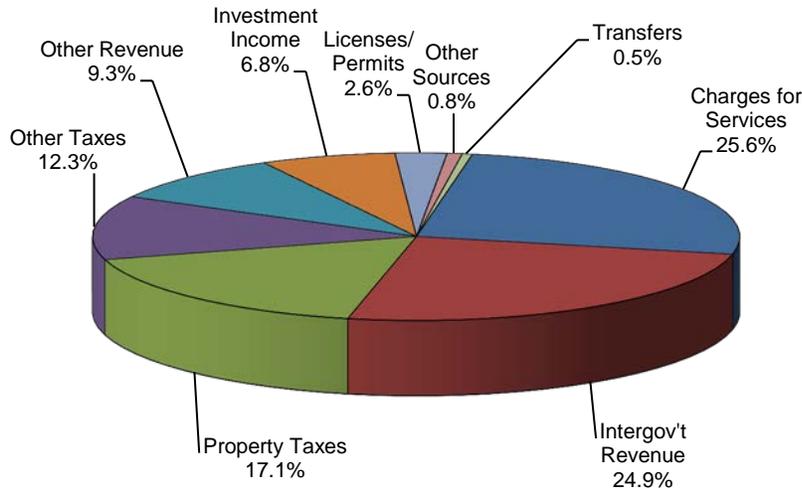
Task	Assigned Group	April	May	June	July	August	September	October	November	December
Joint Workshop - 1Q Review	Citizens, Village Board, Finance Commission, Leadership Team ⁽¹⁾	█								
Community Investment Program (CIP) Kickoff Meeting	Leadership Team		█							
Budget Kickoff Meeting	Leadership Team			█						
Departmental Budgets Completed	Leadership Team				█					
Revenue Estimates Completed	Budget Team ⁽²⁾				█					
Review Personnel/Staffing Requests and Changes	Budget Team				█					
Preliminary Budget Review	Budget Team				█					
Departmental Budget Review	Leadership Team, Budget Team					█				
Mid-Year Budget Review (Report Only)	Village Board, Finance Commission, Leadership Team					█				
Complete Proposed Budget Amounts	Leadership Team, Budget Team						█			
Deliver Proposed Budget Document	Budget Team						█			
Release to the Public of Proposed Budget Document	Budget Team						█			
Finance Commission Budget Review	Citizens, Finance Commission, Leadership Team							█		
Joint Workshop - CIP Review	Citizens, Village Board, Finance Commission, Leadership Team							█		
Joint Workshop - Operating Budget Review	Citizens, Village Board, Finance Commission, Leadership Team							█		
Budget Public Hearing, First Reading of Tax Levy and Proposed Budget Ordinances	Citizens, Village Board, Budget Team								█	
Truth in Taxation Public Hearing, Second Reading of Tax Levy and Proposed Budget Ordinances, Approval	Citizens, Village Board, Budget Team									█
Approved Budget Document Available for Distribution	Budget Team									█

(1) Leadership Team consists of the Village Manager, Assistant to the Village Manager, Department Directors and Senior Staff from all Departments.

(2) Budget Team consists of the Village Manager, Assistant to the Village Manager, Administrative Analyst, Finance Director, Deputy Finance Director and Finance Department Staff.

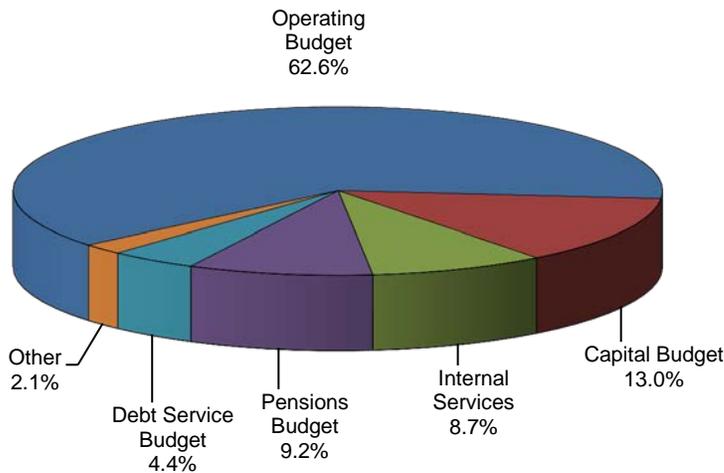
**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
TOTAL VILLAGE BUDGET**

2017 Revenues & Other Sources



January 1 - December 31, 2017	
Charges for Services	30,074,981
Intergovernmental Revenue	29,309,261
Property Taxes	20,092,000
Other Taxes	14,489,092
Other Revenue	10,924,005
Investment Income	7,925,100
Licenses and Permits	3,029,000
Other Sources	881,600
Transfers	600,000
Village Revenues	117,325,039

2017 Budget Expenditures



January 1 - December 31, 2017	
Operating Budget	70,641,337
Capital Budget	14,692,247
Internal Services	9,853,743
Pensions Budget	10,334,501
Debt Service Budget	4,922,013
Other	2,321,000
Village Expenditures	112,764,841

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
TOTAL VILLAGE BUDGET**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES AND OTHER SOURCES					
Property Taxes	21,769,995	22,784,200	22,786,200	20,092,000	19,368,000
Other Taxes	14,305,753	14,198,368	14,048,368	14,489,092	14,803,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	3,029,000	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,282,827	29,309,261	29,488,224
Charges for Services	27,983,964	30,766,533	29,319,838	30,074,981	31,093,755
Fines & Forfeits	725,065	656,100	644,100	641,100	642,100
Investment Income	2,603,791	8,485,500	6,799,200	7,925,100	8,382,100
Reimbursements	9,155,496	194,500	286,000	240,500	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	10,924,005	11,243,100
Other Financing Sources	301,171	-	664,544	600,000	425,000
Total Revenues & Other Sources	114,945,738	115,052,508	115,437,777	117,325,039	118,718,297
BUDGET EXPENDITURES					
Village Operating Budget	62,939,403	68,383,810	67,919,240	70,641,337	72,382,201
Village Capital Budget	24,714,503	22,299,393	21,447,074	14,692,247	15,327,822
Debt Services Budget	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
Pension Systems Budget (a)	9,468,704	9,780,823	9,923,453	10,334,501	10,624,700
Internal Services Budget (b)	9,115,249	10,226,107	9,934,221	9,853,743	10,167,166
Business District Fund	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Interfund Transfers	281,599	-	664,544	600,000	425,000
Total Expenditures	112,645,193	116,766,920	117,163,763	112,764,841	115,774,173
CHANGES IN FUND BALANCE					
Excess (Deficiency) of Revenues & Other Sources Over Expenditures	2,300,545	(1,714,412)	(1,725,986)	4,560,198	2,944,124
FUND BALANCE					
Start of Budget Year	157,064,301	159,364,846	159,364,846	157,638,860	162,199,058
End of Budget Year	159,364,846	157,650,434	157,638,860	162,199,058	165,143,182
Less: Pension Fund Balances (c)	(115,356,742)	(121,503,875)	(119,603,805)	(125,843,790)	(132,474,840)
AVAILABLE FUND BALANCE	44,008,104	36,146,559	38,035,055	36,355,268	32,668,342

(a) Pension Systems Budget includes payments made to members and beneficiaries of the Fire and Police Pension plans (defined benefit plans). Village contributions made to the Police and Fire Pension Funds are accounted for within the General Fund of the Operating Budget.

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

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES BY TYPE					
Property Taxes	21,769,995	22,784,200	22,786,200	20,092,000	19,368,000
Other Taxes	14,305,753	14,198,368	14,048,368	14,489,092	14,803,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	3,029,000	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,282,827	29,309,261	29,488,224
Charges For Services	27,983,964	30,766,533	29,319,838	30,074,981	31,093,755
Fines & Forfeits	725,065	656,100	644,100	641,100	642,100
Investment Income	2,603,791	8,485,500	6,799,200	7,925,100	8,382,100
Reimbursements	9,155,496	194,500	286,000	240,500	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	10,924,005	11,243,100
Total Revenues	114,644,567	115,052,508	114,773,233	116,725,039	118,293,297

OTHER FINANCING SOURCES

Interfund Transfers	281,599	-	664,544	600,000	425,000
Sale of Property/Other	19,572	-	-	-	-
Total Other Financing Sources	301,171	-	664,544	600,000	425,000

TOTAL REVENUES AND OTHER SOURCES **114,945,738** **115,052,508** **115,437,777** **117,325,039** **118,718,297**

CHANGES IN FUND BALANCE

Total Revenues & Other Sources	114,945,738	115,052,508	115,437,777	117,325,039	118,718,297
Total Expenditures	112,645,193	116,766,920	117,163,763	112,764,841	115,774,173
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(1,725,986)	4,560,198	2,944,124

ANALYSIS OF CHANGES IN FUND BALANCE

Additions to (Use of) Pension Fund Balances	(31,525)	6,147,133	4,247,063	6,239,985	6,631,050
Additions to (Use of) Other Fund Balances	2,332,070	(7,861,545)	(5,973,049)	(1,679,787)	(3,686,926)
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(1,725,986)	4,560,198	2,944,124

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUDGET EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
OPERATING BUDGET					
PUBLIC REPRESENTATION	605,329	693,608	767,390	807,219	740,910
VILLAGE ADMINISTRATION					
Village Manager's Office, Legal Serv	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454
Village Clerk's Office	209,690	238,198	250,761	252,988	258,748
Human Resources	331,807	358,603	393,723	424,981	404,510
Information Technology	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674
Communications	372,101	452,997	466,905	531,008	538,387
Total Village Administration	3,465,416	3,701,580	4,180,914	4,112,125	4,165,773
FINANCE DEPARTMENT	1,945,585	2,035,030	2,018,529	2,729,370	2,765,485
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	2,104,966	2,426,654	2,327,660	2,441,991	2,495,622
CDBG	431,708	587,104	597,104	590,921	592,904
Total Community Development Dept	2,536,674	3,013,758	2,924,764	3,032,912	3,088,526
HUMAN SERVICES DEPARTMENT	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099
PUBLIC SAFETY AND PROTECTION					
Police Department	16,293,832	17,543,744	17,196,264	18,206,171	18,846,696
Fire Department	13,226,832	14,410,987	14,395,674	15,044,830	15,336,644
Total Public Safety and Protection	29,520,664	31,954,731	31,591,938	33,251,001	34,183,340
PUBLIC WORKS DEPARTMENT					
Administration	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120
Streets/Buildings	2,837,060	3,206,224	3,211,739	3,282,372	3,349,774
Forestry and Grounds	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708
Engineering	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413
Refuse Disposal	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824
Water and Sewer Division	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992
Parking	243,104	437,460	442,330	274,525	279,237
Total Public Works Department	23,817,270	25,877,600	25,335,285	25,575,414	26,286,068
TOTAL OPERATING BUDGET	62,939,403	68,383,810	67,919,240	70,641,337	72,382,201

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUDGET EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
CAPITAL BUDGET					
Community Investment Program	20,527,090	16,350,008	15,397,789	11,911,693	12,994,489
Other Capital Fund Expenditures	4,187,413	5,949,385	6,049,285	2,780,554	2,333,333
Total Capital Budget	24,714,503	22,299,393	21,447,074	14,692,247	15,327,822
DEBT SERVICE BUDGET					
	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
PENSION SYSTEMS BUDGET (a)					
Miscellaneous Pensions	46,455	46,616	46,616	46,781	46,950
Police Pensions	4,685,033	4,833,176	4,801,976	4,938,310	5,068,901
Fire Pensions	4,737,216	4,901,031	5,074,861	5,349,410	5,508,849
Total Pension Systems Budget (a)	9,468,704	9,780,823	9,923,453	10,334,501	10,624,700
INTERNAL SERVICES BUDGET (b)					
Vehicle Maintenance	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230
Risk Management	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
Total Internal Services Budget (b)	9,115,249	10,226,107	9,934,221	9,853,743	10,167,166
BUSINESS DISTRICT FUND					
	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
INTERFUND TRANSFERS					
	281,599	-	664,544	600,000	425,000
TOTAL EXPENDITURES	112,645,193	116,766,920	117,163,763	112,764,841	115,774,173

- (a) Pension Systems Budget includes payments made to members and beneficiaries of the Fire and Police Pension plans (defined benefit plans). Village contributions made to the Police and Fire Pension Funds are accounted for within the General Fund of the Operating Budget.
- (b) Internal Services Budget includes Vehicle Maintenance Fund and Risk Management Fund. The Motor Equipment Replacement Fund and Computer Replacement Funds are included in the Village Capital Budget.

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

	Budget 2017	General Fund	Debt Service Fund
Operating Budget			
Public Representation	807,219	807,219	-
Village Administration-Village Mgr, Legal Services	1,353,274	1,353,274	-
Village Administration-Village Clerk's Office	252,988	252,988	-
Village Administration-Human Resources	424,981	404,981	-
Village Administration-Information Technology	1,549,874	1,549,874	-
Village Administration-Communications	531,008	531,008	-
Finance Department	2,729,370	2,570,392	-
Community Development	2,441,991	2,441,991	-
CDBG	590,921	-	-
Human Services Department	1,133,296	1,133,296	-
Police Department	18,206,171	18,177,171	-
Fire Department	15,044,830	14,979,330	-
Public Works - Administration	1,624,660	1,624,660	-
Public Works - Streets/Buildings	3,282,372	2,558,697	-
Public Works - Forestry and Grounds	1,755,131	1,745,131	-
Public Works - Engineering	1,534,147	1,277,751	-
Public Works - Refuse Disposal	4,504,265	-	-
Public Works - Water and Sewer Division	12,600,314	-	-
Public Works - Parking	274,525	-	-
Total Operating Budget	70,641,337	51,407,763	-
Capital Budget			
Community Investment Program	11,911,693	1,277,051	-
Other Capital Fund Expenditures	2,780,554	-	-
Debt Service Budget	4,922,013	-	4,922,013
Pension Systems Budget			
Miscellaneous Pensions	46,781	46,781	-
Police Pensions	4,938,310	-	-
Fire Pensions	5,349,410	-	-
Internal Services Budget			
Vehicle Maintenance	2,174,423	-	-
Risk Management	7,679,320	-	-
Business District Fund	1,721,000	-	-
Interfund Transfers	600,000	600,000	-
TOTAL EXPENDITURES	112,764,841	53,331,595	4,922,013

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

Funding Source					
Capital Funds	Special Rev Funds	Enterprise Funds	Internal Service Funds	Fiduciary Funds	
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	20,000	-	-
-	-	-	-	-	-
-	-	158,978	-	-	-
-	-	-	-	-	-
-	590,921	-	-	-	-
-	-	-	-	-	-
-	29,000	-	-	-	-
-	65,500	-	-	-	-
-	-	-	-	-	-
-	723,675	-	-	-	-
-	-	-	10,000	-	-
-	256,396	-	-	-	-
-	4,504,265	-	-	-	-
-	-	12,600,314	-	-	-
-	-	274,525	-	-	-
-	6,169,757	13,033,817	30,000	-	-
6,714,392	932,000	2,988,250	-	-	-
342,244	-	-	2,438,310	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	4,938,310
-	-	-	-	-	5,349,410
-	-	-	2,174,423	-	-
-	-	-	7,679,320	-	-
-	1,721,000	-	-	-	-
-	-	-	-	-	-
7,056,636	8,822,757	16,022,067	12,322,053	10,287,720	-

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FUND SUMMARIES**

EXPLANATION OF FUND SUMMARIES

FUND SUMMARY REQUIREMENTS

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

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

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

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

ANALYSIS OF CHANGES IN FUND EQUITY

For 2017, Village revenues and other financing sources are expected to come in at \$117,325,039 and total expenditures are budgeted at \$112,764,841. The net result is a projected increase in fund balance or retained earnings of \$4,560,198. The overall budget surplus for 2017 is primarily the result of a surplus in the Police and Fire Pension Funds. A surplus of \$6.2 million is projected in these two funds. There is also a planned draw down of reserves in several capital funds during 2017.

The General Fund is balanced with revenues and expenditures totaling \$53,331,595. Assuming no changes for 2018 the General Fund forecast budget shows a slight surplus of \$11,935. The Fund Balances/Net Assets policy provides direction on how to handle budget surpluses if and when they are realized.

The debt service funds are showing a total operating surplus of \$6,479 for 2017. Payments are based on the set repayment schedule for the various debt service issues. In the special revenue funds, expenditures are expected to exceed revenues in 2017 by \$365,336. Total fund balance in special revenue funds (excluding the funds not required to maintain a fund balance) is expected to be \$3,113,133 at December 31, 2017, representing 47.8% of 2018 expenditures. The 2017 budget for the Water and Sewer Fund reflects an operating deficit of \$231,542, bringing the ending unrestricted net asset balance to \$2,584,661.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FUND SUMMARIES**

EXPLANATION OF FUND SUMMARIES

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

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

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	50,320,913	49,658,220	51,910,780	53,331,595	54,346,546
DEBT SERVICE FUND	4,871,072	4,987,011	4,987,011	4,928,492	5,043,718
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,361,326	1,415,500	1,424,000	2,065,000	1,935,000
Downtown Redevelopment Construct	2,580,177	2,998,500	3,003,500	-	-
Street Improvement Construc Fund	3,601,966	3,761,500	3,792,000	3,847,000	3,892,000
Flood Control Construction Fund	408,005	447,000	491,000	496,000	526,000
Total Capital Projects Funds	7,951,474	8,622,500	8,710,500	6,408,000	6,353,000
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	3,978,818	4,600,000	4,578,000	4,610,000	4,736,000
Motor Fuel Tax Fund	1,338,976	1,237,500	1,407,000	1,419,000	1,419,000
CDBG	431,708	587,104	597,104	590,921	592,904
Asset Seizure Fund	18,023	15,100	15,200	10,200	10,200
Federal Equitable Share Funds	12	200	200	200	200
DUI Fine Fund	36,127	20,100	25,100	20,100	20,100
Foreign Fire Tax Board Fund	82,540	70,100	86,000	86,000	86,000
Business District Fund	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Special Revenue Funds	7,163,434	7,627,204	9,004,148	8,457,421	8,674,404
ENTERPRISE FUNDS					
Water and Sewer Fund	22,972,292	15,669,600	14,300,500	15,516,000	14,441,000
Village Parking System Fund	140,821	168,700	168,100	184,100	184,100
Parking System Revenue Fund	422,623	146,000	146,000	161,000	161,000
Total Enterprise Funds	23,535,736	15,984,300	14,614,600	15,861,100	14,786,100
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,160,182	2,044,649	2,044,649	2,030,564	2,220,230
Vehicle Replacement Fund	1,430,350	1,608,200	1,622,200	1,673,000	1,673,000
Computer Replacement Fund	272,844	254,550	255,150	242,329	238,713
Risk Management Fund	7,849,009	8,384,534	8,164,839	7,864,833	8,173,786
Total Internal Service Funds	11,712,385	12,291,933	12,086,838	11,810,726	12,305,729
FIDUCIARY FUNDS					
Police Pension Fund	4,365,147	8,266,000	7,385,800	8,525,125	8,969,000
Fire Pension Fund	5,025,577	7,615,340	6,738,100	8,002,580	8,239,800
Total Fiduciary Funds	9,390,724	15,881,340	14,123,900	16,527,705	17,208,800
TOTAL REVENUES & OTHER SOURCES	114,945,738	115,052,508	115,437,777	117,325,039	118,718,297

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
EXPENDITURES BY FUND**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	45,945,581	49,910,442	50,615,021	53,331,595	54,334,611
DEBT SERVICE FUND	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,870,950	3,547,920	3,496,720	2,248,892	2,973,677
Downtown Redevelopment Construct	3,682,910	3,541,129	3,781,129	-	-
Street Improvement Construc Fund	6,253,074	3,739,000	3,664,000	4,012,000	4,117,000
Flood Control Construction Fund	9,191,573	1,767,171	1,782,071	795,744	593,553
Total Capital Projects Funds	20,998,507	12,595,220	12,723,920	7,056,636	7,684,230
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	4,440,426	4,769,144	4,474,578	4,519,265	4,662,824
Motor Fuel Tax Fund	808,665	2,209,091	1,609,091	1,897,071	1,598,673
CDBG	431,708	587,104	597,104	590,921	592,904
Asset Seizure Fund	9,044	7,000	7,000	7,000	7,000
Federal Equitable Share Funds	-	2,000	2,000	2,000	2,000
DUI Fine Fund	12,473	2,000	30,000	20,000	20,000
Foreign Fire Tax Board Fund	67,788	50,500	62,500	65,500	65,500
Business District Fund	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Special Revenue Funds	7,047,334	8,723,939	9,077,817	8,822,757	8,758,901
ENTERPRISE FUNDS					
Water and Sewer Fund	14,143,607	17,180,390	16,653,462	15,747,542	16,231,244
Village Parking System Fund	126,352	361,296	361,296	110,766	703,153
Parking System Revenue Fund	143,267	226,164	231,034	163,759	166,084
Total Enterprise Funds	14,413,226	17,767,850	17,245,792	16,022,067	17,100,481
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230
Vehicle Replacement Fund	670,973	2,554,668	2,419,668	2,124,000	1,887,000
Computer Replacement Fund	176,380	264,800	264,800	314,310	196,750
Risk Management Fund	7,102,928	8,061,714	7,897,300	7,709,320	7,976,936
Total Internal Service Funds	9,969,791	13,055,575	12,644,689	12,322,053	12,280,916
FIDUCIARY FUNDS					
Police Pension Fund	4,685,033	4,833,176	4,801,976	4,938,310	5,068,901
Fire Pension Fund	4,737,216	4,901,031	5,074,861	5,349,410	5,508,849
Total Fiduciary Funds	9,422,249	9,734,207	9,876,837	10,287,720	10,577,750
TOTAL EXPENDITURES	112,645,193	116,766,920	117,163,763	112,764,841	115,774,173

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

	Estimated Balance 1/1/2017	2017 Budget Revenues	2017 Budget Expenditures	Estimated Balance 12/31/2017	Recommended Balance 12/31/2017
GENERAL FUND	18,312,679	53,331,595	53,331,595	18,312,679	10,866,922
DEBT SERVICE FUND	161,530	4,928,492	4,922,013	168,009	935,843
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	191,979	2,065,000	2,248,892	8,087	590,703
Downtown Redevelopment Construct	(1,254,958)	-	-	(1,254,958)	-
Street Improvement Construc Fund	405,611	3,847,000	4,012,000	240,611	1,000,000
Flood Control Construction Fund	1,352,484	496,000	795,744	1,052,740	168,520
Total Capital Projects Funds	695,116	6,408,000	7,056,636	46,480	1,759,223
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,187,814	4,610,000	4,519,265	1,278,549	466,282
Motor Fuel Tax Fund	1,725,585	1,419,000	1,897,071	1,247,514	159,867
CDBG	-	590,921	590,921	-	-
Asset Seizure Fund	100,855	10,200	7,000	104,055	7,000
Federal Equitable Share Funds	18,151	200	2,000	16,351	2,000
DUI Fine Fund	119,835	20,100	20,000	119,935	20,000
Foreign Fire Tax Board Fund	326,229	86,000	65,500	346,729	6,550
Business District Fund	-	1,721,000	1,721,000	-	-
Total Special Revenue Funds	3,478,469	8,457,421	8,822,757	3,113,133	661,699
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	2,816,203	15,516,000	15,747,542	2,584,661	3,285,896
Village Parking System Fund	85,595	184,100	110,766	158,929	28,288
Parking System Revenue Fund	47,059	161,000	163,759	44,300	41,521
Total Enterprise Funds	2,948,857	15,861,100	16,022,067	2,787,890	3,355,705
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	772,779	2,030,564	2,174,423	628,920	222,023
Vehicle Replacement Fund	7,841,657	1,673,000	2,124,000	7,390,657	7,390,657
Computer Replacement Fund	465,556	242,329	314,310	393,575	393,575
Risk Management Fund	3,358,412	7,864,833	7,709,320	3,513,925	1,322,129
Total Internal Service Funds	12,438,404	11,810,726	12,322,053	11,927,077	9,328,384
FIDUCIARY FUNDS (b)					
Police Pension Fund	61,083,864	8,525,125	4,938,310	64,670,679	126,203,860
Fire Pension Fund	58,519,941	8,002,580	5,349,410	61,173,111	110,502,368
Total Fiduciary Funds	119,603,805	16,527,705	10,287,720	125,843,790	236,706,228
Total - Village Funds	157,638,860	117,325,039	112,764,841	162,199,058	263,614,004
Less: Fiduciary Funds (b)	(119,603,805)	(16,527,705)	(10,287,720)	(125,843,790)	(236,706,228)
TOTAL AVAILABLE BALANCES	38,035,055	100,797,334	102,477,121	36,355,268	26,907,776

(a) Estimated balances reflect unrestricted net assets only.

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

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

	Estimated Balance 1/1/2018	2018 Budget Revenues	2018 Budget Expenditures	Estimated Balance 12/31/2018	Recommended Balance 12/31/2018
GENERAL FUND	18,312,679	54,346,546	54,334,611	18,324,614	11,192,930
DEBT SERVICE FUND	168,009	5,043,718	5,037,284	174,443	918,625
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	8,087	1,935,000	2,973,677	(1,030,590)	590,703
Downtown Redevelopment Construct	(1,254,958)	-	-	(1,254,958)	-
Street Improvement Construc Fund	240,611	3,892,000	4,117,000	15,611	1,000,000
Flood Control Construction Fund	1,052,740	526,000	593,553	985,187	168,520
Total Capital Projects Funds	46,480	6,353,000	7,684,230	(1,284,750)	1,759,223
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	1,278,549	4,736,000	4,662,824	1,351,725	480,271
Motor Fuel Tax Fund	1,247,514	1,419,000	1,598,673	1,067,841	164,663
CDBG	-	592,904	592,904	-	-
Asset Seizure Fund	104,055	10,200	7,000	107,255	7,210
Federal Equitable Share Funds	16,351	200	2,000	14,551	2,060
DUI Fine Fund	119,935	20,100	20,000	120,035	20,600
Foreign Fire Tax Board Fund	346,729	86,000	65,500	367,229	6,747
Business District Fund	-	1,810,000	1,810,000	-	-
Total Special Revenue Funds	3,113,133	8,674,404	8,758,901	3,028,636	681,551
ENTERPRISE FUNDS (a)					
Water and Sewer Fund	2,584,661	14,441,000	16,231,244	794,417	3,384,472
Village Parking System Fund	158,929	184,100	703,153	(360,124)	29,137
Parking System Revenue Fund	44,300	161,000	166,084	39,216	42,767
Total Enterprise Funds	2,787,890	14,786,100	17,100,481	473,509	3,456,376
INTERNAL SERVICE FUNDS (a)					
Vehicle Maintenance Fund	628,920	2,220,230	2,220,230	628,920	228,684
Vehicle Replacement Fund	7,390,657	1,673,000	1,887,000	7,176,657	7,176,657
Computer Replacement Fund	393,575	238,713	196,750	435,538	435,538
Risk Management Fund	3,513,925	8,173,786	7,976,936	3,710,775	1,322,129
Total Internal Service Funds	11,927,077	12,305,729	12,280,916	11,951,890	9,163,008
FIDUCIARY FUNDS (b)					
Police Pension Fund	64,670,679	8,969,000	5,068,901	68,570,778	135,038,130
Fire Pension Fund	61,173,111	8,239,800	5,508,849	63,904,062	117,132,510
Total Fiduciary Funds	125,843,790	17,208,800	10,577,750	132,474,840	252,170,640
Total - Village Funds	162,199,058	118,718,297	115,774,173	165,143,182	279,342,353
Less: Fiduciary Funds (b)	(125,843,790)	(17,208,800)	(10,577,750)	(132,474,840)	(252,170,640)
TOTAL AVAILABLE BALANCES	36,355,268	101,509,497	105,196,423	32,668,342	27,171,713

(a) Estimated balances reflect unrestricted net assets only.

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
SUPPLEMENTAL INFORMATION**

SUPPLEMENTAL SCHEDULES AND GRAPHICS

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

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

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

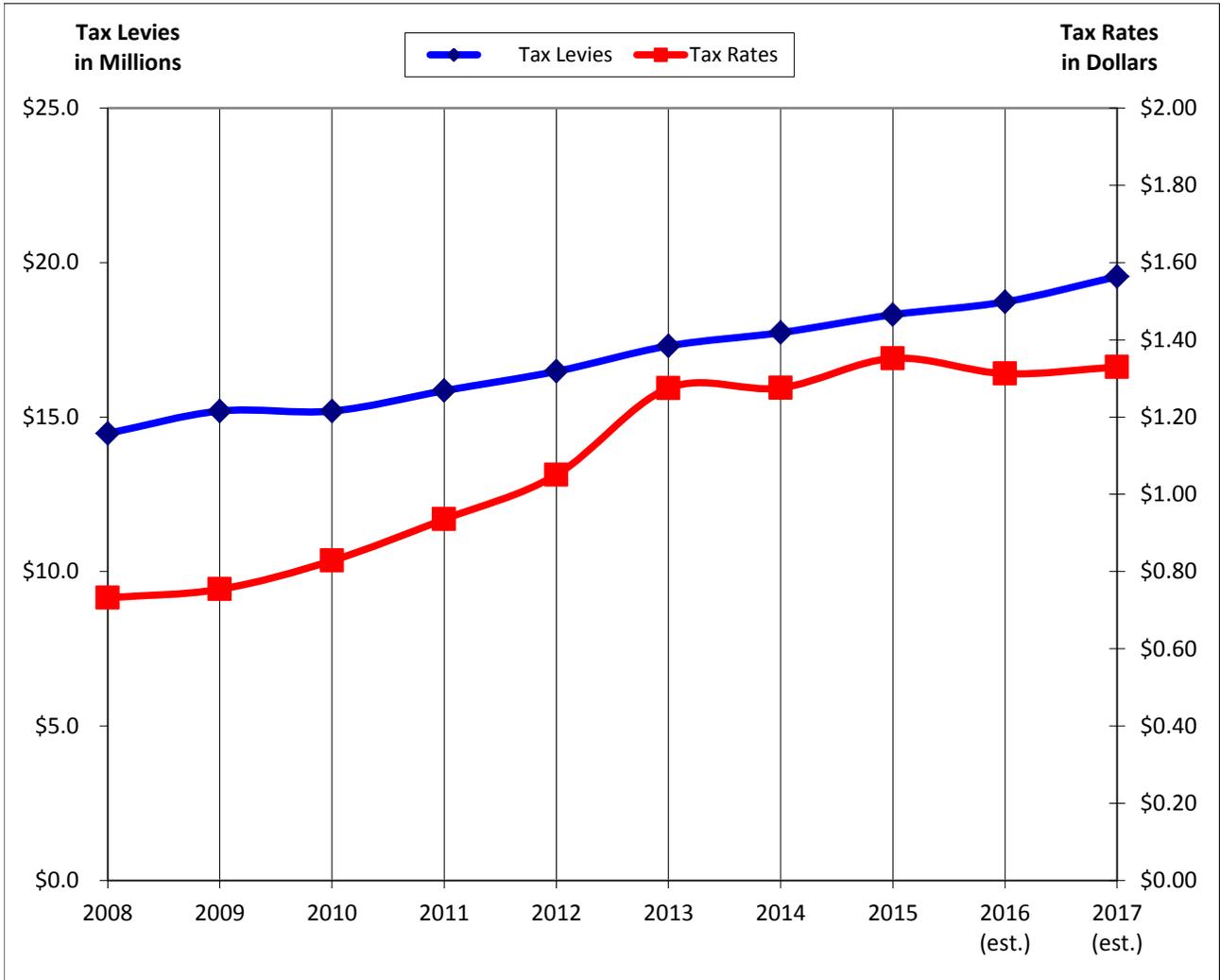
Personal Services - The payment of wages and employee benefits represent 64.7% of the operating budget. This schedule shows 2015 actual, 2016 budget and estimated amounts, budget amounts for 2017 and forecast amounts for 2018. The schedule organizes the personal service amounts by the type of Village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

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

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

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

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



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

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

	2015 Tax Levy		2016 Tax Levy		2017 Tax Levy	
	Rate	Amount	Rate (2)	Amount	Rate (2)	Amount
Village Levies						
Police Protection	\$ 0.3715	\$ 5,032,448	\$ 0.3526	\$ 5,032,448	\$ 0.3423	\$ 5,032,448
Fire Protection	0.3846	5,209,928	0.3651	5,209,928	0.3544	5,209,928
G.O. Bonds	0.1703	2,307,215	0.1625	2,318,583	0.1653	2,430,829
Police Pension	0.2358	3,194,500	0.2395	3,418,122	0.2575	3,785,424
Fire Pension	0.1896	2,568,665	0.1926	2,748,492	0.2100	3,087,387
Total Village Levies	\$ 1.3519	\$ 18,312,756	\$ 1.3123	\$ 18,727,573	\$ 1.3296	\$ 19,546,016

Library Levies						
Operations	\$ 0.6751	\$ 9,144,681	(4)		(4)	
Debt Service	0.1259	1,705,484				
Total Library Levies	\$ 0.8010	\$ 10,850,165	(4)		(4)	

Total Village and Library Levies	\$ 2.1530	\$ 29,162,921	\$ 1.3123	\$ 18,727,573	\$ 1.3296	\$ 19,546,016
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Equalized Assessed Valuation (EAV) (3)	\$1,354,550,848	\$1,427,076,558	\$1,470,121,487
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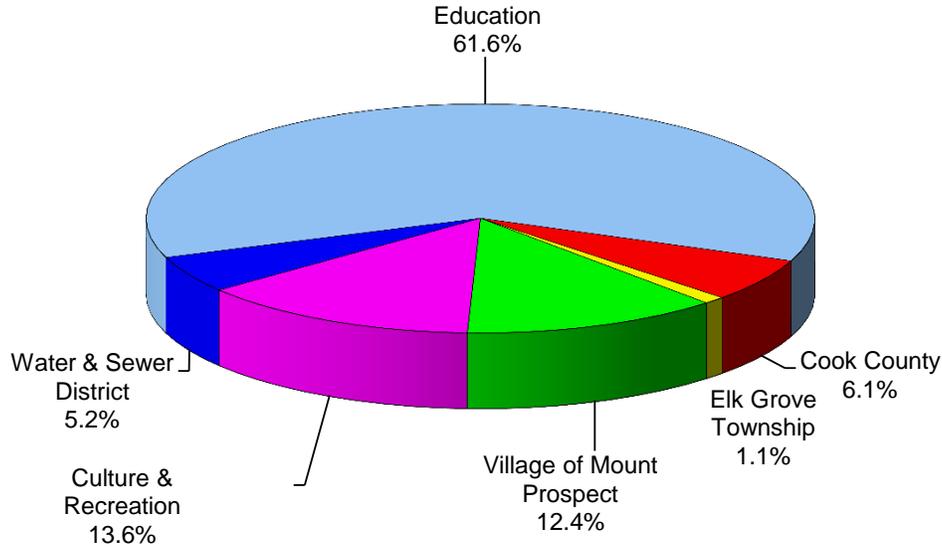
Special Service Area #5						
JAWA Water Agency	\$ 0.1415	\$ 1,545,773	\$ 0.1343	\$ 1,545,773	\$ 0.1304	\$ 1,545,773

Equalized Assessed Valuation (EAV) (3)	\$1,092,135,865	\$1,150,611,284.47	\$1,185,317,187.78
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- (1) Tax rates per \$100 Equalized Assessed Valuation.
- (2) Tax rates are estimated.
- (3) Changes in Equalized Assessed Valuation are based on 10-year historical trends.
- (4) Not available as of the date of this report.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PROPERTY TAX DISTRIBUTION**

DISTRIBUTION OF 2015 PROPERTY TAXES



DISTRIBUTION OF 2015 PROPERTY TAX RATE (1)

	<u>Tax Rate</u>	<u>%</u>		<u>Tax Rate</u>	<u>%</u>
Education:			Village:		
School District 57	\$ 3.364	30.9%	Mount Prospect	\$ 1.352	12.4%
High School District 214	\$ 2.881	26.5%			
Harper District 512	\$ 0.466	4.3%	Culture and Recreation		
	<u>\$ 6.711</u>	<u>61.6%</u>	M.P. Park District	\$ 0.681	6.3%
Cook County:			M.P. Library	\$ 0.801	7.3%
County Government	\$ 0.552	5.1%		<u>\$ 1.482</u>	<u>13.6%</u>
Cook County Forest	\$ 0.069	0.6%	Water & Sewer District		
Other	\$ 0.045	0.4%	Water Reclamation	\$ 0.426	3.9%
	<u>\$ 0.666</u>	<u>6.1%</u>	SSA #5	\$ 0.142	1.3%
Elk Grove Township	\$ 0.113	1.0%		<u>\$ 0.568</u>	<u>5.2%</u>
			TOTAL	<u><u>\$ 10.892</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.

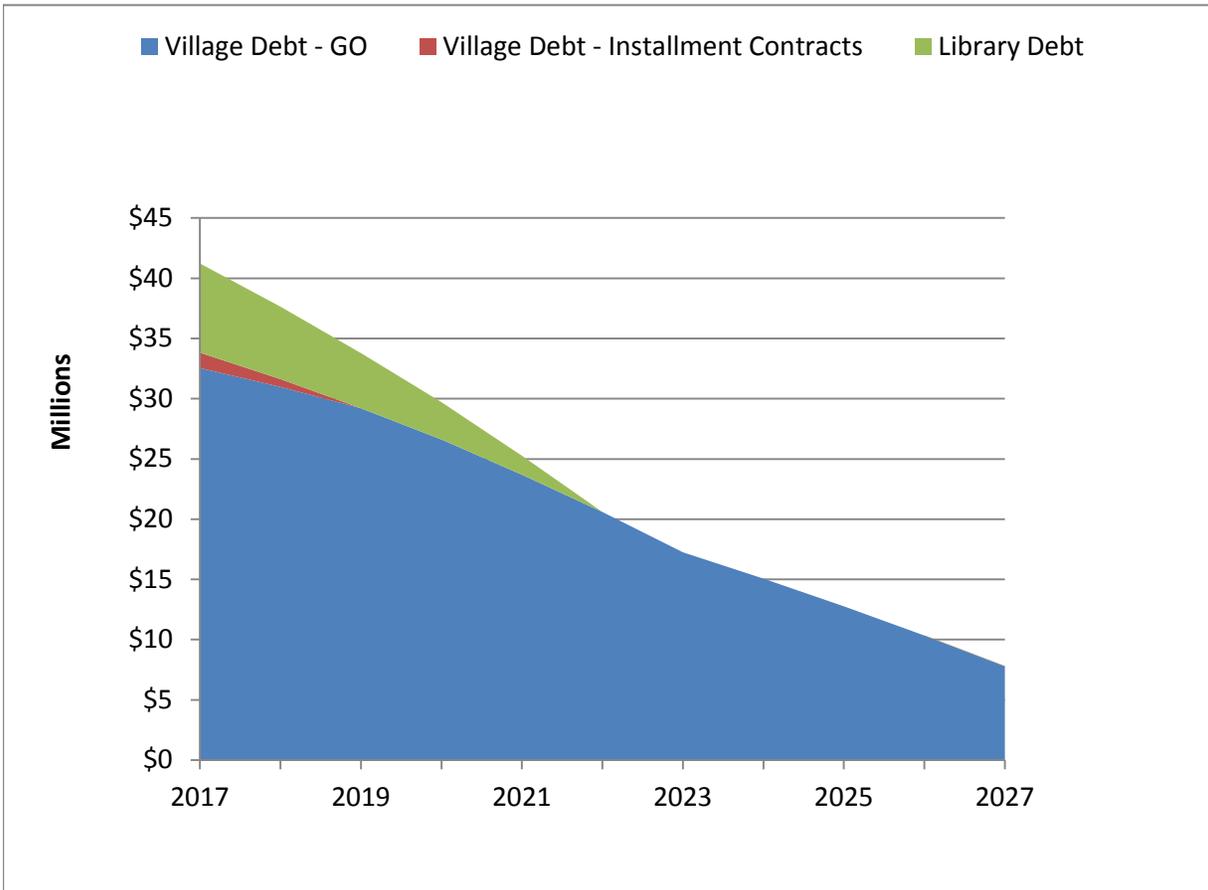
**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
NUMBER OF AUTHORIZED POSITIONS**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PERSONAL SERVICES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
PUBLIC REPRESENTATION	238,882	245,464	253,870	276,724	282,658
VILLAGE ADMINISTRATION					
Village Manager's Office, Legal Serv	764,191	620,691	642,500	576,772	588,663
Village Clerk's Office	189,696	205,483	218,046	218,383	223,451
Human Resources	286,825	323,993	319,664	296,531	302,423
Information Technology	524,330	554,111	614,736	751,616	768,169
Communications	241,965	236,072	256,167	308,693	315,755
Total Village Administration	2,007,007	1,940,350	2,051,113	2,151,995	2,198,461
FINANCE DEPARTMENT	1,179,894	1,212,256	1,171,714	1,221,167	1,247,889
COMMUNITY DEVELOPMENT DEPARTMENT					
Community Development	1,598,012	1,818,454	1,700,560	1,791,429	1,831,720
CDBG	78,080	76,773	76,773	76,443	78,276
Total Community Development Dept	1,676,092	1,895,227	1,777,333	1,867,872	1,909,996
HUMAN SERVICES DEPARTMENT	937,722	961,244	962,932	983,206	1,004,412
PUBLIC SAFETY AND PROTECTION					
Police Department	14,557,794	15,537,077	15,257,730	16,266,001	16,751,050
Fire Department	11,772,822	12,703,618	12,804,975	13,423,208	13,655,725
Total Public Safety and Protection	26,330,616	28,240,695	28,062,705	29,689,209	30,406,775
PUBLIC WORKS DEPARTMENT					
Administration	441,625	530,113	558,113	444,231	452,755
Streets/Buildings	1,694,585	1,660,480	1,663,085	1,652,116	1,687,921
Forestry and Grounds	988,177	1,000,218	1,000,215	1,030,230	1,052,520
Engineering	1,022,529	1,036,626	1,036,626	1,040,890	1,062,895
Refuse Disposal	365,930	357,874	357,874	369,937	378,301
Water and Sewer Division	2,534,499	2,871,844	2,871,744	3,064,432	3,131,529
Parking	90,339	92,535	92,535	96,308	98,540
Vehicle Maintenance	1,356,111	1,363,508	1,365,536	1,387,183	1,417,378
Total Public Works Department	8,493,795	8,913,198	8,945,728	9,085,327	9,281,839
TOTAL PERSONAL SERVICES	40,864,008	43,408,434	43,225,395	45,275,500	46,332,030

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



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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT**

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

- (1) As a home rule municipality the Village does not have any legal debt margin.
- (2) The Village's debt position including debt issued on behalf of the Library is at a favorable level with total debt at \$823 per capita and debt to be paid from property taxes at \$788 per capita as of December 31, 2016. Standard & Poor's has rated Village debt at AA+. In Standard & Poor's latest credit report dated August 2016 they stated that the Village's rating assignment reflects the village's participation in the deep and diverse Chicago metropolitan area economy, very strong management with strong budgetary performance and flexibility, and an adequate debt and contingent liability position.
- (3) Debt Service requirements for the next four years and all subsequent years for the outstanding and proposed debt issues are identified on the next page.

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

Annual Principal Requirements	2017	2018	2019	2020	2021 - 2033	Totals
Debt to be Paid from Property Taxes						
<i>General Obligation Bonds</i>						
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B - Village Refunding	320,000	330,000	340,000	360,000	370,000	1,720,000
Series 2009C - Fire Station #14/EOC	75,000	95,000	120,000	140,000	2,100,000	2,530,000
Series 2011B - Village Refunding Bonds	715,000	735,000	755,000	775,000	-	2,980,000
Series 2012 - Village Refunding Bonds	-	-	-	-	1,745,000	1,745,000
Series 2013 - Flood Control Bonds*	-	-	-	555,000	9,245,000	9,800,000
Series 2014 - Street Bonds	305,000	405,000	560,000	760,000	3,355,000	5,385,000
Total Debt to be Paid from Property Taxes	1,415,000	1,565,000	1,775,000	2,590,000	26,615,000	33,960,000

* This issue's annual levy is to be abated in its entirety using a portion of the home rule sales tax dedicated for flood control.

Debt to be Paid from Home Rule Sales Tax (1st Quarter Percent)

Installment Contracts

IEPA Loan #4	79,035	-	-	-	-	79,035
IEPA Loan #5	109,868	112,771	57,499	-	-	280,138

Installment Notes

2012 Installment Notes	420,000	515,000	590,000	-	-	1,525,000
Total Debt to be Paid from Home Rule Sales	608,903	627,771	647,499	-	-	1,884,173

TOTAL VILLAGE DEBT SERVICE	2,023,903	2,192,771	2,422,499	2,590,000	26,615,000	35,844,173
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Debt to be Paid by Mount Prospect Public Library

General Obligation Bonds

Series 2016 - Library Refunding Bonds	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000
Total Debt to be Paid from Library	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000

TOTAL ANNUAL PRINCIPAL REQUIREMENTS	3,378,903	3,582,771	3,857,499	4,070,000	29,715,000	44,604,173
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VILLAGE OF MOUNT PROSPECT

2017 BUDGET

VILLAGE PROFILE

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

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

VILLAGE FACILITIES AND SERVICES

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



SOCIOECONOMIC INFORMATION (a)

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

(a) Source: U.S. Census Bureau

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE PROFILE**

SOCIOECONOMIC INFORMATION (a)

Employed Persons by Occupational Category

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

Employed Persons by Industry

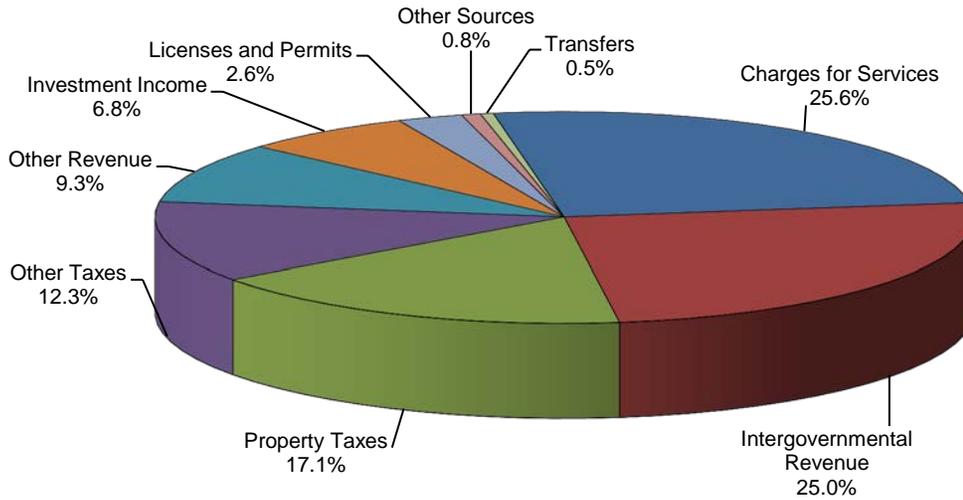
<i>Industry</i>	<i>Number</i>	<i>Percent of Total</i>
Educational, Health and Social Services	5,727	20.59%
Manufacturing	4,136	14.87%
Professional, Scientific, Management, Administrative and Waste Management Services	3,236	11.64%
Retail Trade	2,435	8.76%
Arts, Entertainment, Recreation, Accommodation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

(a) Source: U.S. Census Bureau



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY**

REVENUES AND OTHER SOURCES



January 1 - December 31, 2017	
Charges for Services	30,074,981
Intergovernmental Revenue	29,309,261
Property Taxes	20,092,000
Other Taxes	14,489,092
Other Revenue	10,924,005
Investment Income	7,925,100
Licenses and Permits	3,029,000
Other Sources	881,600
Transfers	600,000
Total Village Revenues	117,325,039

The "Revenues and Other Sources" graphic shows the percentage share of the major revenues and other financing sources that are expected to be received in 2017 by the Village. Total Village revenue and other sources are expected to be \$117,325,039.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUES AND OTHER SOURCES**

The Revenue Section of the budget provides a comprehensive overview of revenue expected to finance the budget along with a summary of revenues by category and by fund. The narrative identifies major revenue sources, discusses significant trends driving the revenue projections and explains the underlying assumptions for the revenue estimates. Following the narrative are two revenue summary schedules followed by traditional line items for each source of revenue and other financing sources expected in the 2017 fiscal year along with forecast amounts for 2018. The first summary, Revenues and Other Sources by Revenue Type, shows the major revenues and other financing sources totaled by the type of revenue and the second summary, Revenues and Other Sources by Fund, shows revenues and other financing sources totaled by fund and by fund group. Each of the schedules report actual amounts for the 2015 fiscal year, amended budget and estimated amounts for 2016, budget amounts for 2017, and forecast amounts for 2018.

Revenue Type	2016 Budget	2017 Budget	Increase (Decrease)	Percent Change
Property Taxes	22,784,200	20,092,000	(2,692,200)	(11.8%)
Other Taxes	14,198,368	14,489,092	290,724	2.0%
Licenses, Permits, & Fees	2,944,000	3,029,000	85,000	2.9%
Intergovernmental Revenue	25,413,467	29,309,261	3,895,794	15.3%
Charges for Services	30,766,533	30,074,981	(691,552)	(2.2%)
Fines and Forfeits	656,100	641,100	(15,000)	(2.3%)
Investment Income	8,485,500	7,925,100	(560,400)	(6.6%)
Reimbursements	194,500	240,500	46,000	23.7%
Other Revenue	9,609,840	10,924,005	1,314,165	13.7%
Total Re-Occurring Revenues	115,052,508	116,725,039	1,672,531	1.5%
Transfers/Other Financing Sources	-	600,000	600,000	-
Total Revenues & Other Financing Sources	115,052,508	117,325,039	2,272,531	2.0%

MAJOR REVENUE SOURCES

The preceding table summarizes the totals for each type of revenue and other financing category and indicates the increase or decrease for 2017 relative to 2016. Total revenues and other financing sources in 2017 for all Village funds are expected to be \$117,325,039 compared to the amended 2016 budget of \$115,052,508.

Total re-occurring revenues for 2017 are estimated at \$116,725,039, an increase of 1.5% from 2016. The largest amount of growth in projected revenue is in the Intergovernmental and Other Revenue categories. **Total revenues and other financing sources** for 2017 are expected to be \$117,325,039 which is an increase of \$2,272,531 (2.0%) from 2016.

Property Taxes

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

In 2017, property tax revenues are expected to total \$20,092,000 compared to \$22,784,200 budgeted for 2016.

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

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

**VILLAGE OF MOUNT PROSPECT
2017 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.

The property tax levy supports different areas of operation and is broken down by 1) Police and Fire protection; 2) Debt Service; and 3) Public Safety Pensions. The 2016 tax levy for the Village reflects an overall increase of 2.27%. The levy for police and fire protection is flat. The levy for debt service on general obligation bonds is increasing \$11,368, or 0.4%. The increase to the Police and Fire Pension levies was limited to 7.0%. **It is important to note that the levy for pension is being subsidized using general funds totaling \$840,000 originally planned to be drawn from reserves.**

Other Taxes

Overall, revenues from Other Taxes are expected to total \$14,489,092, an increase of \$290,724 (2.0%) from the 2016 budget. Following is a summary of some of the larger revenue sources categorized as Other Taxes.

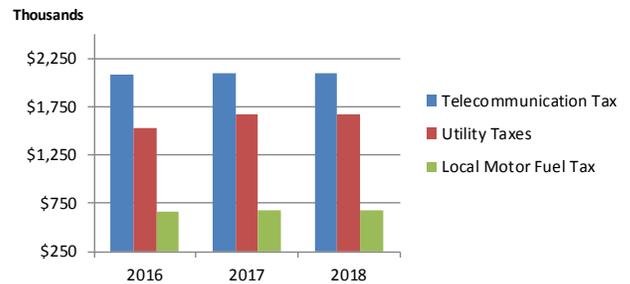
The Village’s total Home Rule Sales tax rate is 1.0%. Of this amount, 0.25% of the total is allocated each to flood control, street resurfacing, capital projects (funded through the Capital Improvement Fund) and to operations. Capital projects funded through the Capital Improvement Fund are those that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

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

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

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

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



Licenses, Permits & Fees

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

Intergovernmental Revenue

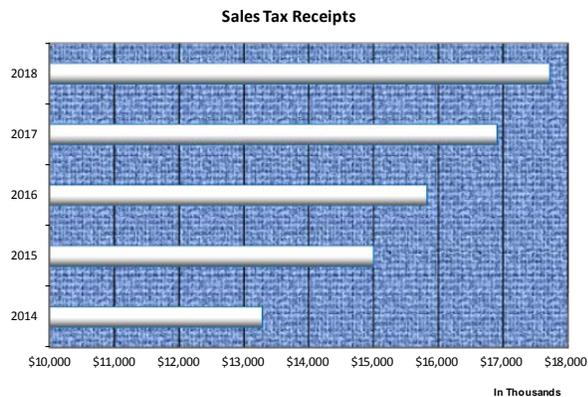
Intergovernmental revenue includes state-shared revenues such as the sales tax, income tax and motor fuel tax, along with other state and federal grant revenues. Intergovernmental revenues are expected to total \$29,309,261 in 2017, an increase of \$3.9 million (15.3%) from the 2016 budget. The increase in this revenue source is primarily due to an increase in the annual budgeted amount in sales tax revenue of \$2,775,000. Growth in other revenues in this category is estimated at 10.2% from the prior year.

Sales Taxes are the second largest source of revenue for the Village and expected to reach \$16.1 million in 2016. The State of Illinois remits 1% of the 6.25% state sales tax to local governments on a point-of-sale basis. Sales tax (state portion) is recorded as revenue only in the General Fund.

Sales taxes are expected to grow an average of 5.8% annually during 2017 and 2018. The budget for 2017 and 2018 is \$17.2 million and \$18.0 million, respectively.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUES AND OTHER SOURCES**

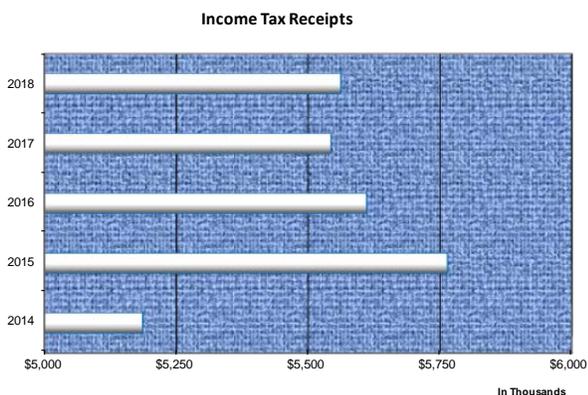
The following chart illustrates the annual changes in sales tax receipts from 2014 to 2018.



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

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

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



Charges for Services

Charges for Services for 2017 are estimated at \$30,074,981, or 2.2% under the amended budget for

2016. The reduction in charges for service is due to the elimination of the service charges placed on the Water and Sewer Fund by the General Fund as a charge back for personnel and other operating costs. These costs are now charged to the Water and Sewer Fund directly.

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

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

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

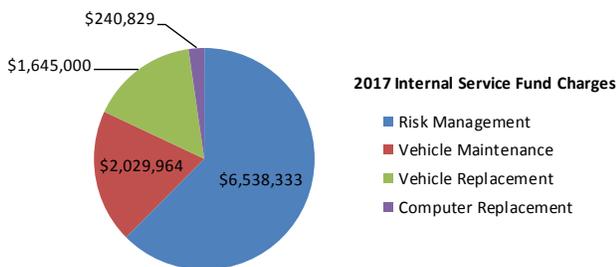
Refuse Disposal Charges – This revenue source consists of single and multi-family refuse disposal fees and the sale of refuse disposal stickers. A total of \$4,132,000 is projected for 2016. Actual receipts for 2015 were \$3,538,962. An annual direct charge to single family households was implemented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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUES AND OTHER SOURCES**

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

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



Fines & Forfeits

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

Investment Income

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

Reimbursements

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

Other Revenue

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

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

Interfund Transfers

Transfers of \$600,000 in 2017 and \$425,000 in 2018 are intended to support mid-range capital projects. Limited funding has resulted in a backlog of projects in the Capital Improvement Fund, which necessitated these transfers.

Other Financing Sources

There are no other financing sources for 2017 or 2018.

VILLAGE OF MOUNT PROSPECT

2017 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, professional association estimates and the projected impact from economic development efforts within the Village. Assumptions for the following categories of revenues will be discussed: ad valorem taxes, local taxes, licenses, permits and fees, intergovernmental revenues, service charges and investment income.

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

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

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

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

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

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

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

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

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUES AND OTHER SOURCES**

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

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

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

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

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

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

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
REVENUES BY TYPE					
Property Taxes	21,769,995	22,784,200	22,786,200	20,092,000	19,368,000
Other Taxes	14,305,753	14,198,368	14,048,368	14,489,092	14,803,518
Licenses, Permits & Fees	3,067,905	2,944,000	2,999,000	3,029,000	3,029,000
Intergovernmental Revenue	25,821,774	25,413,467	28,282,827	29,309,261	29,488,224
Charges For Services	27,983,964	30,766,533	29,319,838	30,074,981	31,093,755
Fines & Forfeits	725,065	656,100	644,100	641,100	642,100
Investment Income	2,603,791	8,485,500	6,799,200	7,925,100	8,382,100
Reimbursements	9,155,496	194,500	286,000	240,500	243,500
Other Revenue	9,210,824	9,609,840	9,607,700	10,924,005	11,243,100
Total Revenues	114,644,567	115,052,508	114,773,233	116,725,039	118,293,297

OTHER FINANCING SOURCES

Interfund Transfers	281,599	-	664,544	600,000	425,000
Sale of Property/Other	19,572	-	-	-	-
Total Other Financing Sources	301,171	-	664,544	600,000	425,000

TOTAL REVENUES AND OTHER SOURCES **114,945,738** **115,052,508** **115,437,777** **117,325,039** **118,718,297**

CHANGES IN FUND BALANCE

Total Revenues & Other Sources	114,945,738	115,052,508	115,437,777	117,325,039	118,718,297
Total Expenditures	112,645,193	116,766,920	117,163,763	112,764,841	115,774,173
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(1,725,986)	4,560,198	2,944,124

ANALYSIS OF CHANGES IN FUND BALANCE

Additions to (Use of) Pension Fund Balances	(31,525)	6,147,133	4,247,063	6,239,985	6,631,050
Additions to (Use of) Other Fund Balances	2,332,070	(7,861,545)	(5,973,049)	(1,679,787)	(3,686,926)
Additions to(Use of) Fund Balances	2,300,545	(1,714,412)	(1,725,986)	4,560,198	2,944,124

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND	50,320,913	49,658,220	51,910,780	53,331,595	54,346,546
DEBT SERVICE FUND	4,871,072	4,987,011	4,987,011	4,928,492	5,043,718
CAPITAL PROJECTS FUNDS					
Capital Improvement Fund	1,361,326	1,415,500	1,424,000	2,065,000	1,935,000
Downtown Redevelopment Construct	2,580,177	2,998,500	3,003,500	-	-
Street Improvement Construc Fund	3,601,966	3,761,500	3,792,000	3,847,000	3,892,000
Flood Control Construction Fund	408,005	447,000	491,000	496,000	526,000
Total Capital Projects Funds	7,951,474	8,622,500	8,710,500	6,408,000	6,353,000
SPECIAL REVENUE FUNDS					
Refuse Disposal Fund	3,978,818	4,600,000	4,578,000	4,610,000	4,736,000
Motor Fuel Tax Fund	1,338,976	1,237,500	1,407,000	1,419,000	1,419,000
CDBG	431,708	587,104	597,104	590,921	592,904
Asset Seizure Fund	18,023	15,100	15,200	10,200	10,200
Federal Equitable Share Funds	12	200	200	200	200
DUI Fine Fund	36,127	20,100	25,100	20,100	20,100
Foreign Fire Tax Board Fund	82,540	70,100	86,000	86,000	86,000
Business District Fund	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Special Revenue Funds	7,163,434	7,627,204	9,004,148	8,457,421	8,674,404
ENTERPRISE FUNDS					
Water and Sewer Fund	22,972,292	15,669,600	14,300,500	15,516,000	14,441,000
Village Parking System Fund	140,821	168,700	168,100	184,100	184,100
Parking System Revenue Fund	422,623	146,000	146,000	161,000	161,000
Total Enterprise Funds	23,535,736	15,984,300	14,614,600	15,861,100	14,786,100
INTERNAL SERVICE FUNDS					
Vehicle Maintenance Fund	2,160,182	2,044,649	2,044,649	2,030,564	2,220,230
Vehicle Replacement Fund	1,430,350	1,608,200	1,622,200	1,673,000	1,673,000
Computer Replacement Fund	272,844	254,550	255,150	242,329	238,713
Risk Management Fund	7,849,009	8,384,534	8,164,839	7,864,833	8,173,786
Total Internal Service Funds	11,712,385	12,291,933	12,086,838	11,810,726	12,305,729
FIDUCIARY FUNDS					
Police Pension Fund	4,365,147	8,266,000	7,385,800	8,525,125	8,969,000
Fire Pension Fund	5,025,577	7,615,340	6,738,100	8,002,580	8,239,800
Total Fiduciary Funds	9,390,724	15,881,340	14,123,900	16,527,705	17,208,800
TOTAL REVENUES & OTHER SOURCES	114,945,738	115,052,508	115,437,777	117,325,039	118,718,297

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

		Actual	Budget	Estimate	Budget	Forecast
GENERAL FUND		2015	2016	2016	2017	2018
Property Taxes						
001.400.001	Property Taxes - CY	9,943,069	-	-	-	-
001.400.002	Property Taxes - PY	(57,119)	-	-	-	-
001.400.003	Prop. Taxes-Police CY	2,854,519	3,147,000	3,147,000	3,367,000	3,729,000
001.400.004	Prop. Taxes-Police PY	(8,069)	-	-	-	-
001.400.005	Prop. Taxes-Fire CY	2,470,256	2,530,000	2,530,000	2,707,000	3,041,000
001.400.006	Prop. Taxes-Fire PY	(8,490)	-	-	-	-
001.400.009	Prop. Taxes - R&B CY	123,569	115,000	115,000	115,000	115,000
001.400.010	Prop. Taxes - R&B PY	(552)	-	-	-	-
001.400.013	TIF Rebate	99,695	100,200	100,200	-	-
001.60.00.00.0.000.400.001	Property Taxes - CY	-	4,957,000	4,957,000	4,957,000	4,957,000
001.70.00.00.0.000.400.001	Property Taxes - CY	-	5,135,000	5,132,000	5,132,000	5,132,000
Total Property Taxes		15,416,878	15,984,200	15,981,200	16,278,000	16,974,000
Other Taxes						
001.401.001	ComEd Electric Tax	1,135,614	1,192,000	1,105,000	1,150,000	1,150,000
001.401.002	Natural Gas Use Tax	114,992	115,000	108,000	115,000	115,000
001.401.003	NICOR Gas Tax	390,780	475,000	320,000	400,000	400,000
001.401.004	Telecomm. Tax	2,133,343	2,200,000	2,085,000	2,100,000	2,100,000
001.402.001	Auto Rental Tax	20,978	20,000	22,000	20,000	20,000
001.402.003	Food & Beverage Tax	759,073	720,000	770,000	773,000	784,000
001.402.005	Hotel/Motel Tax	282,645	288,000	286,000	300,000	315,000
001.402.007	Real Estate Trsfr Tax	1,371,699	925,000	1,025,000	1,075,000	1,125,000
001.403.003	Home Rule Sales - 3rd	1,367,462	1,405,000	1,410,000	1,450,000	1,495,000
001.404.001	Cable TV - Comcast	557,707	572,000	592,000	616,000	640,000
001.404.002	Cable TV - WOW	158,693	176,000	158,000	158,000	158,000
001.404.003	Cable TV - AT&T	62,232	53,000	64,000	70,000	77,000
Total Other Taxes		8,355,218	8,141,000	7,945,000	8,227,000	8,379,000
Licenses, Permits & Fees						
001.409.001	Alarm Licenses	47,799	42,000	44,000	44,000	44,000
001.409.002	Business Licenses	141,055	140,000	145,000	160,000	160,000
001.409.003	Contractor Licenses	55,250	55,000	55,000	55,000	55,000
001.409.005	Elevator Licenses	20,050	28,000	25,000	25,000	25,000
001.409.006	Liquor Licenses	167,388	165,000	178,000	180,000	180,000
001.409.007	Utility Permit Fee	3,400	4,000	4,000	4,000	4,000
001.410.001	Building Permit	744,549	500,000	550,000	550,000	550,000
001.410.003	Electrical Permit	14,695	6,000	8,000	8,000	8,000
001.410.004	Lndlord/Rental Permit	315,030	315,000	295,000	300,000	300,000
001.410.005	Plumbing Permit	511	-	-	-	-
001.410.006	Public Imp Ins Permit	26,862	1,000	15,000	15,000	15,000
001.410.009	Village Impact Fees	26,050	-	-	-	-
Total Licenses, Permits & Fees		1,562,639	1,256,000	1,319,000	1,341,000	1,341,000

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
GENERAL FUND						
Intergovernmental Revenue						
001.415.001	Charitable Games Tax	-	4,000	4,000	4,000	4,000
001.415.002	State Income Tax	5,763,542	5,350,000	5,611,000	5,543,000	5,562,000
001.415.004	State Sales Tax	15,003,273	14,375,000	16,050,000	17,150,000	17,975,000
001.415.005	State Use Tax	1,184,603	1,010,000	1,264,000	1,272,000	1,272,000
001.416.001	Pers Prop Repl Tax	378,233	385,000	377,000	302,000	302,000
001.416.002	Pers Prop Repl Tx-R&B	7,922	8,000	8,000	8,000	8,000
001.417.001	Forest River Fire Dst	51,421	53,000	53,000	53,000	53,000
001.417.002	Maint of State	48,523	102,000	102,000	105,000	108,000
001.418.019	SAFER Grant	-	641,800	641,800	717,500	-
001.420.003	Other Grants	800	-	-	-	-
001.50.00.00.0.000.418.013	NACCHO Grant	1,079	5,000	5,000	2,000	2,000
001.60.00.00.0.000.418.001	Body Armor Grant	8,280	9,720	10,080	6,840	2,520
001.60.00.00.0.000.419.012	Tobacco Enf Grant	-	3,300	3,300	2,700	2,700
Total Intergovernmental Revenue		22,447,676	21,946,820	24,129,180	25,166,040	25,291,220
Charges For Services						
001.20.25.26.0.000.442.001	Mt Prospect Library	-	16,400	16,400	16,810	17,320
001.20.25.26.0.000.442.002	Mt Prospect Park Dist	-	10,200	10,200	10,445	10,706
001.20.26.00.0.000.442.001	Mt Prospect Library	16,213	-	-	-	-
001.20.26.00.0.000.442.002	Mt Prospect Park	8,864	-	-	-	-
001.449.004	Permit Reinspection	43,800	50,000	40,000	50,000	50,000
001.449.005	Plan Examination Fees	6,585	7,000	7,000	7,000	7,000
001.449.006	Stormwater Det Fee	5,098	10,000	5,000	10,000	10,000
001.449.007	Street Opening Fee	915	2,000	2,000	2,000	2,000
001.449.008	Truck Fees	520	1,000	1,000	1,000	1,000
001.449.009	Vacant Structure Reg	5,500	2,000	2,000	2,000	2,000
001.449.011	Water & Sewer Fund	250,000	250,000	250,000	-	-
001.449.012	ZBA Hearing Fees	16,850	15,000	15,000	15,000	15,000
001.60.61.00.0.000.444.001	Special Detail Revenue	41,667	42,000	42,000	42,000	42,000
001.70.00.00.0.000.449.001	Ambulance Transp Fee	1,062,841	980,000	1,100,000	1,133,000	1,167,000
Total Charges For Services		1,458,853	1,385,600	1,490,600	1,289,255	1,324,026
Fines & Forfeits						
001.40.43.00.0.000.453.003	Code Enforcement	48,269	20,000	20,000	20,000	20,000
001.453.008	Forfeited Escrow Funds	47,240	20,000	32,000	30,000	30,000
001.453.009	Local Ordinance Fines	2,880	5,000	6,000	5,000	5,000
001.453.011	Parking Fines	274,269	250,000	250,000	250,000	250,000
001.453.012	Permit Penalties	-	1,000	1,000	1,000	1,000
001.60.00.00.0.000.453.001	Circuit Court Fines	136,328	144,000	144,000	144,000	144,000
001.60.00.00.0.000.453.006	False Alarm Fees	8,430	8,000	8,000	8,000	8,000
001.60.00.00.0.000.453.007	Fines - Parental Resp	2,550	3,000	3,000	3,000	3,000
Total Fines & Forfeits		519,966	451,000	464,000	461,000	461,000

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
GENERAL FUND						
Other Revenue						
001.70.00.00.0.000.477.004	Paramedic Donations	1,700	-	-	-	-
001.80.00.00.0.000.477.006	Public Works	1,700	-	-	-	-
Total Other Revenue		315,754	309,500	317,800	302,800	306,800
Other Financing Sources						
001.491.003	Trans from Tree Trust	20,000	-	-	-	-
001.493.001	Gain/Loss Sale Assets	(31,102)	-	-	-	-
Total Other Financing Sources		(11,102)	-	-	-	-
TOTAL GENERAL FUND		50,320,913	49,658,220	51,910,780	53,331,595	54,346,546

DEBT SERVICE FUND

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
CAPITAL IMPROVEMENT FUND						
Other Taxes						
020.403.004	Home Rule Sales - 4th	1,265,868	1,405,000	1,410,000	1,450,000	1,495,000
Total Other Taxes		1,265,868	1,405,000	1,410,000	1,450,000	1,495,000
Intergovernmental Revenue						
020.418.015	IL Dept of Transp	47,274	-	-	-	-
Total Intergovernmental Revenue		47,274	-	-	-	-
Investment Income						
020.456.001	Interest Income	664	500	4,000	5,000	5,000
Total Investment Income		664	500	4,000	5,000	5,000
Other Revenue						
020.477.001	Developer Donations	47,520	10,000	10,000	10,000	10,000
Total Other Revenue		47,520	10,000	10,000	10,000	10,000
Other Financing Sources						
020.487.001	Transfer In	-	-	-	600,000	425,000
Total Other Financing Sources		-	-	-	600,000	425,000
TOTAL CAPITAL IMPROVEMENT FUND		1,361,326	1,415,500	1,424,000	2,065,000	1,935,000

DOWNTOWN REDEVEL CONST FUND

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

FLOOD CONTROL CONSTRUCTION FUND

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

CDBG

Intergovernmental Revenue						
042.418.002	Comm Dev Block Grant	266,720	527,104	537,104	530,921	532,904
Total Intergovernmental Revenue		266,720	527,104	537,104	530,921	532,904
Other Revenue						
042.476.001	CDBG Program Income	164,988	60,000	60,000	60,000	60,000
Total Other Revenue		164,988	60,000	60,000	60,000	60,000
TOTAL CDBG		431,708	587,104	597,104	590,921	592,904

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

FEDERAL EQUITABLE SHARE FUND

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

DUI FINE FUND

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

BUSINESS DISTRICT FUND

Other Taxes						
048.00.00.00.0.775.402.003	Food & Beverage Tax	382,283	367,000	420,000	440,000	460,000
048.00.00.00.0.775.402.005	Hotel/Motel Tax	232,216	250,000	230,000	230,000	230,000
048.00.00.00.0.775.402.008	Movie Theatre Tax	115,569	112,000	108,000	110,000	110,000
048.00.00.00.0.775.405.001	Randhurst Business	342,040	368,000	360,000	370,000	382,000
Total Other Taxes		1,072,108	1,097,000	1,118,000	1,150,000	1,182,000

Intergovernmental Revenue

048.00.00.00.0.775.415.004	State Sales Tax	123,378	-	512,000	570,000	627,000
Total Intergovernmental Revenue		123,378	-	512,000	570,000	627,000

Investment Income

048.456.001	Interest Income	145	100	1,000	1,000	1,000
Total Investment Income		145	100	1,000	1,000	1,000

Other Financing Sources

048.487.001	Transfer In	81,599	-	664,544	-	-
Total Other Financing Sources		81,599	-	664,544	-	-

TOTAL BUSINESS DISTRICT FUND		1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

PARKING SYSTEM REVENUE FUND

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

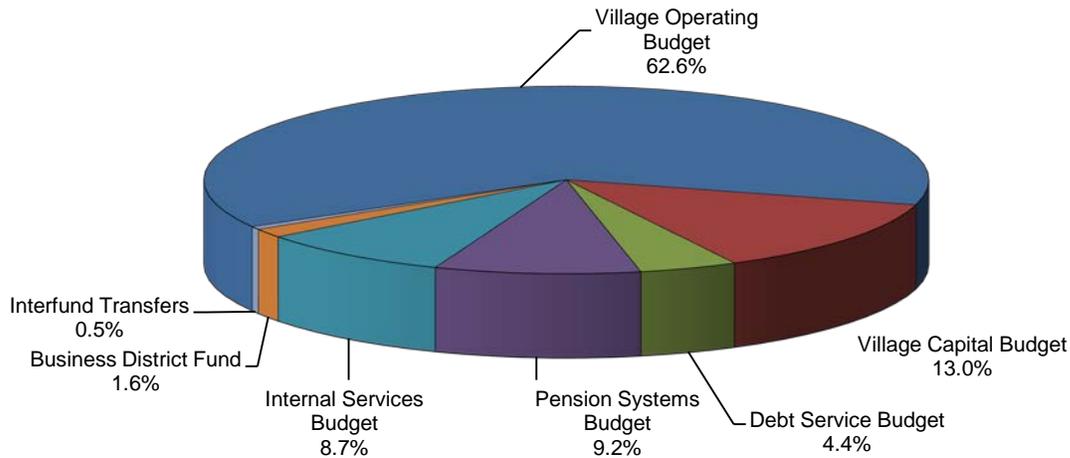
**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
REVENUE AND OTHER SOURCES**

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
EXPENDITURES**

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

TOTAL VILLAGE EXPENDITURES



Total expenditures in 2017 for all Village funds are expected to be \$112,764,841 compared to the amended 2016 budget of \$116,766,920. The following table summarizes the totals for each expense type for 2017 relative to 2016.

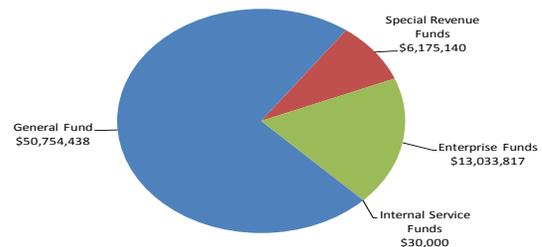
Expenditure	2016 Budget	2017 Budget	Increase (Decrease)	Percent Change
Village Operating Budget	68,383,810	70,641,337	2,257,527	3.3%
Village Capital Budget	22,299,393	14,692,247	(7,607,146)	(34.1%)
Debt Service Budget	4,979,687	4,922,013	(57,674)	(1.2%)
Pension Systems Budget	9,780,823	10,334,501	553,678	5.7%
Internal Services Budget	10,226,107	9,853,743	(372,364)	(3.6%)
Business District Fund	1,097,100	1,721,000	623,900	56.9%
Interfund Transfers	-	600,000	600,000	-
Financing Sources	116,766,920	112,764,841	(4,002,079)	(3.4%)

EXPENDITURES

Operating Budget

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

In 2017, the total operating budget is projected at \$70,641,337. This is an increase of \$2.3 million, or 3.3% from the amended 2016 budget. Funding to support the operating budget comes from the General Fund, Special Revenue Funds, Enterprise Funds and Internal Service Funds. The graph below shows a breakdown of the operating budget by fund type.



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

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

EXPENDITURES

Capital Budget

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

In 2017, the total capital budget is projected at \$14,692,287. This is a decrease of \$7.6 million or 34.1%. The reason for the large decrease is the anticipated completion of a number of flood control and water and sewer projects as well as the elimination of the Downtown Redevelopment TIF.

The basis of the annual capital budget is drawn from the five-year Community Investment Program (CIP). The CIP is a multi-year, prioritized plan for capital expenditures. The CIP addresses capital expenditures of \$25,000 or more and all proposed **additions** to the motor vehicle fleet and computer inventory. In addition to the CIP, other capital expenditures not meeting the guidelines for inclusion in the Community Investment Program are included in the Village capital budget. The total amount of CIP related expenses in the 2017 capital budget is \$11,911,693. Other capital budget expenditures account for \$2,780,554 of the total capital budget.

Debt Service Budget

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

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

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

Pension Systems Budget

The pension systems budget includes expenditures related to the administration and payment of pension and disability payments from three Village administered pension plans. While plans are administered at the local

level, oversight and benefit determinations are dictated by state statute

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

Internal Services Budget

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

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

Business District Fund

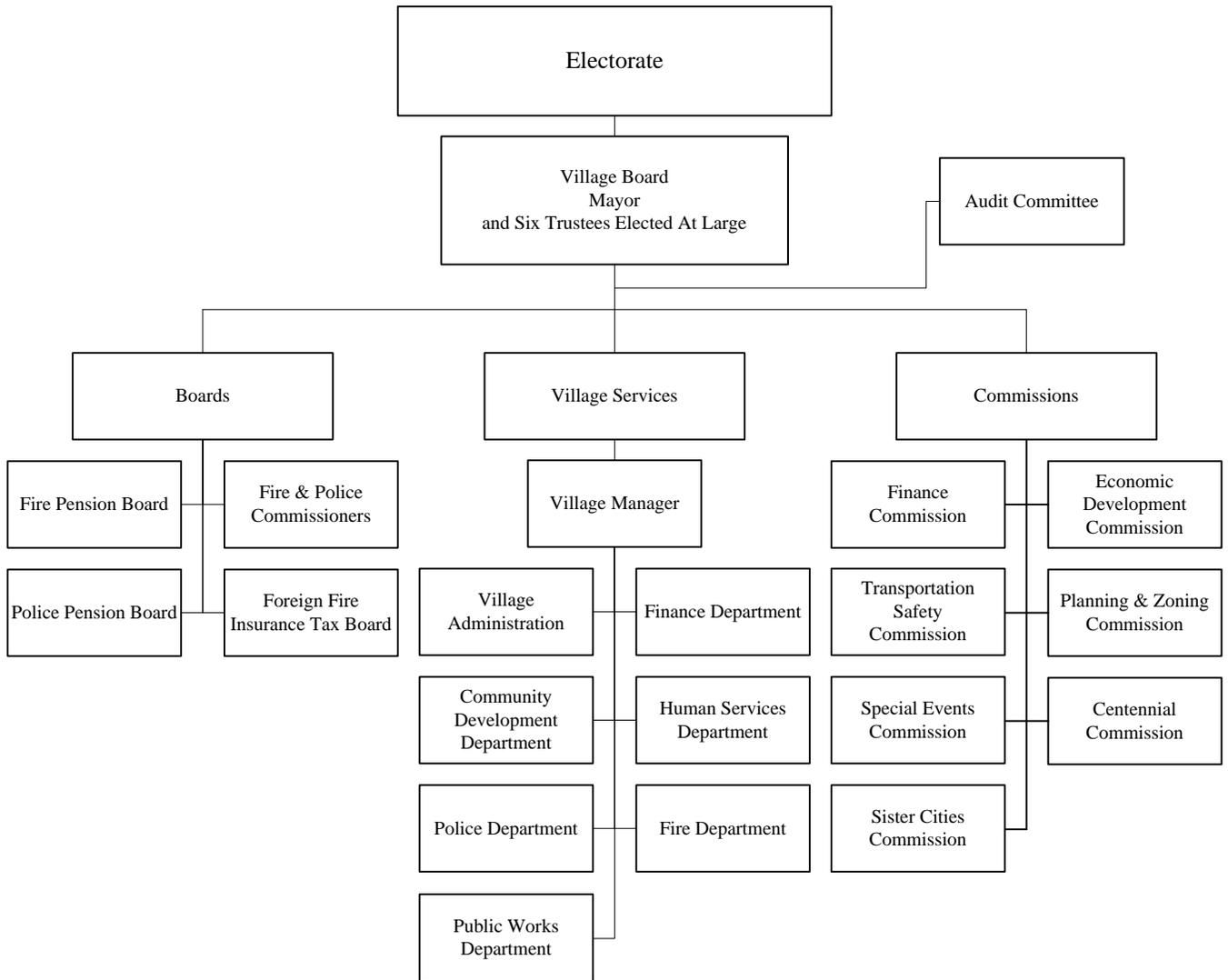
The Business District Fund (a Special Revenue Fund) was established to account for the revenues and expenditures associated with the one Business District within the Village, Randhurst Village.

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

Interfund Transfers

Interfund transfers are typically intended to support a specific program or service. Transfers totaling \$600,000 and \$425,000, respectively, are planned for 2017 and 2018 to support mid-range (\$25,000 - \$500,000) capital projects funded through the Capital Improvement Fund (CIF). The number of capital projects/purchases funded through the CIF often exceeds the available resources creating a backlog. In those instances, projects are prioritized with those of lower priority being deferred to the next year or beyond. The interfund transfers planned for 2017 and 2018 will help alleviate the backlog.

VILLAGE OF MOUNT PROSPECT ORGANIZATIONAL STRUCTURE



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC REPRESENTATION**

STATEMENT OF ACTIVITIES

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

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

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

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

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

Contributions to the following civic groups and activities are included.

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



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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC REPRESENTATION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Mayor & Board of Trustees	137,715	137,184	199,349	172,047	172,265
Community Groups & Misc.	127,174	139,509	142,720	162,230	141,740
Blood Donor Program	2,813	3,516	3,516	3,546	3,587
4th of July and Civics Events	241,997	274,286	282,692	306,555	313,010
Holiday Decorations	80,545	84,729	84,729	108,041	110,308
Centennial Commission	15,085	54,384	54,384	54,800	-
Total Programs	605,329	693,608	767,390	807,219	740,910

Expenditure Classification

Personal Services-Salaries & Wages	185,118	183,202	191,608	211,624	215,795
Personal Services-Employee Benefits	53,764	62,262	62,262	65,100	66,863
Other Employee Costs	3,227	4,000	4,000	5,900	5,900
Contractual Services	294,672	339,553	408,212	411,660	373,996
Utilities	317	440	440	449	458
Commodities & Supplies	63,037	96,868	93,868	105,486	70,898
Other Expenditures	5,194	7,283	7,000	7,000	7,000
Total Expenditure Classification	605,329	693,608	767,390	807,219	740,910

Source of Funds

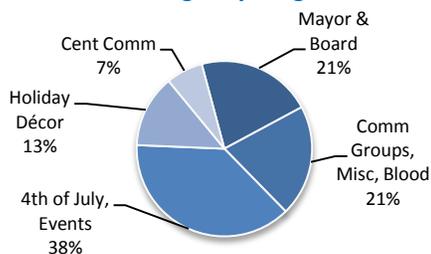
001 General Fund	605,329	693,608	767,390	807,219	740,910
Total Source of Funds	605,329	693,608	767,390	807,219	740,910

BUDGET DISCUSSION AND ANALYSIS

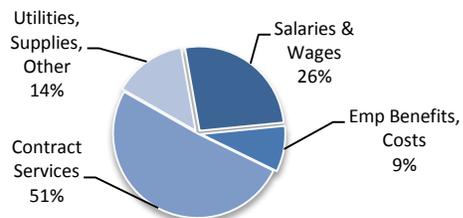
The Public Representation budget includes the Mayor & Board of Trustees, Community Groups & Miscellaneous, Blood Donor, 4th of July and Civic Events, Holiday Decorations, and Centennial Commission programs. Included in the Mayor & Board of Trustees program budget is the provision for the annual salaries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

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

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION**

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

**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION**

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

Blood Donor Program

Personal Services-Salaries & Wages

001.10.11.00.0.002.501.001	Part-Time Earnings	1,843	1,844	1,844	1,844	1,844
Total Personal Services-Salaries & Wages		1,843	1,844	1,844	1,844	1,844

Personal Services-Employee Benefits

001.10.11.00.0.002.511.001	Social Security	114	115	115	115	115
001.10.11.00.0.002.511.002	Medicare	27	27	27	27	28
Total Personal Services-Employee Benefits		141	142	142	142	143

Commodities & Supplies

001.10.11.00.0.002.608.001	Other Supplies	829	1,530	1,530	1,560	1,600
Total Commodities & Supplies		829	1,530	1,530	1,560	1,600

Total Blood Donor Program		2,813	3,516	3,516	3,546	3,587
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**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION**

		Actual	Budget	Estimate	Budget	Forecast
4th of July and Civics Events		2015	2016	2016	2017	2018
Personal Services-Salaries & Wages						
001.10.11.00.8.400.500.001	Full-Time Earnings	82,032	81,374	81,374	81,925	83,564
001.10.11.00.8.400.503.001	Overtime	52,221	46,594	55,000	73,167	74,630
001.10.11.00.8.400.504.001	Specialty Pay	262	258	258	276	276
001.10.11.00.8.400.506.001	Longevity Pay	545	615	615	690	690
Total Personal Services-Salaries & Wages		135,060	128,841	137,247	156,058	159,160
Personal Services-Employee Benefits						
001.10.11.00.8.400.510.001	Medical Insurance	19,106	20,263	20,263	19,129	19,894
001.10.11.00.8.400.511.001	Social Security	6,638	8,107	8,107	9,794	9,990
001.10.11.00.8.400.511.002	Medicare	1,952	1,907	1,907	2,284	2,330
001.10.11.00.8.400.512.001	IMRF Pension Expense	11,957	15,521	15,521	17,683	18,037
001.10.11.00.8.400.513.001	Sick Leave Incentive	662	599	599	601	601
001.10.11.00.8.400.513.002	Vac/Pers Leave Incent.	1,109	1,097	1,097	1,099	1,099
Total Personal Services-Employee Benefits		41,424	47,494	47,494	50,590	51,951
Contractual Services						
001.10.11.00.8.400.530.006	Other Prof. Serv.	9,002	982	982	1,002	1,022
001.10.11.00.8.400.578.003	July 4th Parade	20,187	20,808	20,808	21,224	21,648
001.10.11.00.8.400.580.002	Street Banner Inst.	964	25,663	30,563	31,174	31,797
001.10.11.00.8.400.580.005	Barricade Rental	-	2,123	2,123	2,165	2,208
001.10.11.00.8.400.580.006	Fireworks	3,641	3,714	3,714	3,788	3,863
Total Contractual Services		33,794	53,290	58,190	59,353	60,538
Commodities & Supplies						
001.10.11.00.8.400.603.001	Clothing Supplies	39	40	40	40	40
001.10.11.00.8.400.617.001	Civic Events Sign	107	563	563	574	585
001.10.11.00.8.400.617.002	Light Pole Banners	14,359	21,224	21,224	21,648	22,080
001.10.11.00.8.400.617.003	Parade/Block Pty Supl.	13,629	18,802	13,902	14,180	14,463
001.10.11.00.8.400.617.004	Village Flags	2,622	2,971	2,971	3,030	3,090
001.10.11.00.8.400.622.008	Sign Making Materials	963	1,061	1,061	1,082	1,103
Total Commodities & Supplies		31,719	44,661	39,761	40,554	41,361
Total 4th of July and Civics Events		241,997	274,286	282,692	306,555	313,010

**VILLAGE OF MOUNT PROSPECT
PUBLIC REPRESENTATION**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Holiday Decorations						
Personal Services-Salaries & Wages						
001.10.11.00.8.401.500.001	Full-Time Earnings	7,322	7,426	7,426	7,574	7,725
001.10.11.00.8.401.503.001	Overtime	1,030	2,000	2,000	2,493	2,543
001.10.11.00.8.401.504.001	Specialty Pay	60	61	61	61	61
001.10.11.00.8.401.506.001	Longevity Pay	40	50	50	70	70
Total Personal Services-Salaries & Wages		8,452	9,537	9,537	10,198	10,399
Personal Services-Employee Benefits						
001.10.11.00.8.401.510.001	Medical Insurance	720	747	747	920	957
001.10.11.00.8.401.511.001	Social Security	524	593	593	633	646
001.10.11.00.8.401.511.002	Medicare	123	140	140	149	152
001.10.11.00.8.401.512.001	IMRF Pension Expense	969	1,135	1,135	1,143	1,166
Total Personal Services-Employee Benefits		2,336	2,615	2,615	2,845	2,921
Contractual Services						
001.10.11.00.8.401.580.001	Holiday Wreath Inst.	8,817	14,857	14,857	15,154	15,547
001.10.11.00.8.401.580.003	Holiday Banner Inst.	2,837	4,776	4,776	4,872	4,969
001.10.11.00.8.401.580.004	White Light Inst.	46,213	30,128	30,128	51,700	52,735
Total Contractual Services		57,867	49,761	49,761	71,726	73,251
Commodities & Supplies						
001.10.11.00.8.401.617.005	Holiday Decorations	360	7,959	7,959	8,118	8,280
001.10.11.00.8.401.617.006	White Light Supplies	11,530	14,857	14,857	15,154	15,457
Total Commodities & Supplies		11,890	22,816	22,816	23,272	23,737
Total Holiday Decorations		80,545	84,729	84,729	108,041	110,308
Centennial Commission						
Contractual Services						
001.10.11.00.8.402.530.006	Other Prof. Serv.	-	1,200	1,200	1,200	-
001.10.11.00.8.402.530.010	Marketing Services	258	15,784	15,784	14,100	-
001.10.11.00.8.402.562.002	Printing Expense	-	12,400	12,400	-	-
001.10.11.00.8.402.578.013	Centennial Parade	-	-	-	1,500	-
001.10.11.00.8.402.580.006	Fireworks	-	-	-	3,000	-
Total Contractual Services		258	29,384	29,384	19,800	-
Commodities & Supplies						
001.10.11.00.8.402.608.001	Other Supplies	14,827	25,000	25,000	35,000	-
Total Commodities & Supplies		14,827	25,000	25,000	35,000	-
Total Centennial Commission		15,085	54,384	54,384	54,800	-
TOTAL PUBLIC REPRESENTATION		605,329	693,608	767,390	807,219	740,910

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

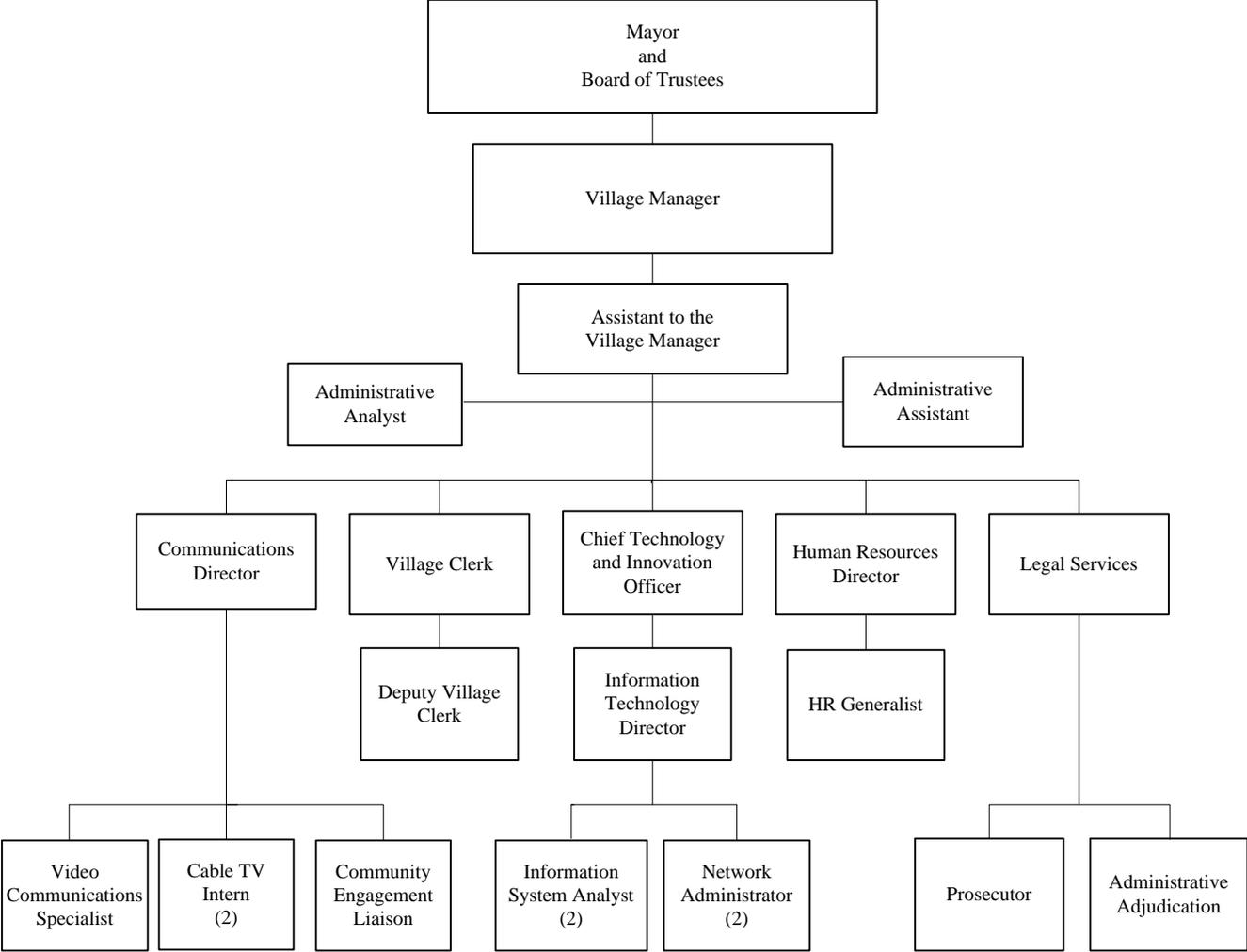
	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Administrative Assistant	0.15	0.15	0.15	10,864	11,170	11,549
Public Information Officer	-	0.10	0.10	-	6,732	6,867
Forestry/Grounds Superintendent	0.05	0.05	0.05	4,925	5,244	5,380
Street/Bldg/Park Superintendent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

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

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

VILLAGE OF MOUNT PROSPECT

VILLAGE ADMINISTRATION



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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMINISTRATION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Mgr Office, Legal Serv	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454
Village Clerk's Office	209,690	238,198	250,761	252,988	258,748
Human Resources	331,807	358,603	393,723	424,981	404,510
Information Technology	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674
Communications	372,101	452,997	466,905	531,008	538,387
Total Programs	3,465,416	3,701,580	4,180,914	4,112,125	4,165,773

Expenditure Classification

Personal Services-Salaries & Wages	1,383,732	1,320,612	1,420,402	1,491,682	1,521,178
Personal Services-Employee Benefits	623,275	619,738	630,711	660,313	677,283
Other Employee Costs	35,051	61,977	91,879	116,781	118,606
Contractual Services	1,383,837	1,650,881	1,973,055	1,761,011	1,770,302
Utilities	10,589	11,779	12,330	12,580	12,772
Commodities & Supplies	14,820	19,421	40,165	40,898	41,182
Office Equipment	5,691	5,872	5,872	5,960	6,050
Other Equipment	8,421	11,300	6,500	22,900	18,400
Total Expenditure Classification	3,465,416	3,701,580	4,180,914	4,112,125	4,165,773

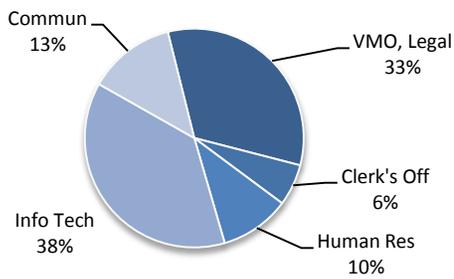
Source of Funds

001 General Fund	3,465,416	3,701,580	4,160,914	4,092,125	4,145,773
063 Risk Management Fund	-	-	20,000	20,000	20,000
Total Source of Funds	3,465,416	3,701,580	4,180,914	4,112,125	4,165,773

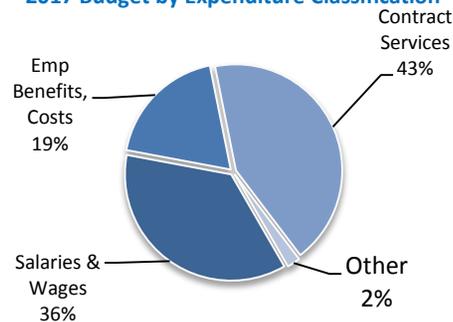
BUDGET DISCUSSION AND ANALYSIS

Village Administration includes the Village Manager's Office (VMO), Legal Services, Village Clerk's Office, Human Resources, Information Technology, Public Information and TV Services programs. The 2017 Village Administration budget increased 11.09% from 2016 and totals \$4,112,125. Increases in Wages, Benefits and Other Employee Costs primarily contribute to the increased budget.

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT

2017 BUDGET

VILLAGE ADMINISTRATION – VILLAGE MANAGER’S OFFICE, LEGAL SERVICES

STATEMENT OF ACTIVITIES

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

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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

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

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

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

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

VILLAGE ADMINISTRATION – VILLAGE MANAGER’S OFFICE, LEGAL SERVICES

Governance goal – Leadership

Place a high priority on developing and maintaining productive local and regional relationships.

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

Commercial Business Districts – Downtown

Create a flexible vision of downtown that is reflective of market conditions.

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

2017 GOALS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

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

Commercial Business Districts – Downtown

Create a flexible vision of downtown that is reflective of market conditions.

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

Infrastructure - Transportation

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

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Manager's Office	789,082	753,956	799,409	690,774	697,954
Legal Services	611,992	558,820	870,520	662,500	662,500
Total Programs	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454

Expenditure Classification

Personal Services-Salaries & Wages	525,083	435,215	480,740	424,922	433,409
Personal Services-Employee Benefits	239,108	185,476	161,760	151,850	155,254
Other Employee Costs	5,746	8,335	20,000	21,100	21,100
Contractual Services	621,217	674,597	997,297	745,111	740,450
Utilities	2,731	2,999	3,550	3,625	3,690
Commodities & Supplies	6,989	5,954	6,382	6,466	6,351
Office Equipment	200	200	200	200	200
Total Expenditure Classification	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454

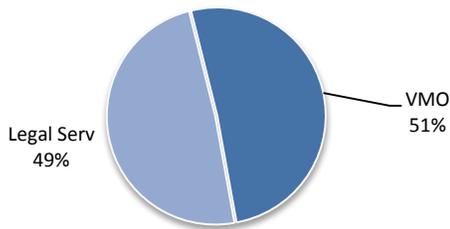
Source of Funds

001 General Fund	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454
Total Source of Funds	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454

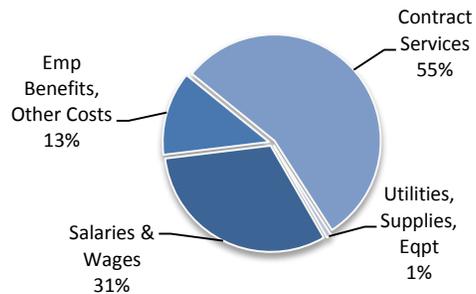
BUDGET DISCUSSION AND ANALYSIS

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

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT

VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

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

VILLAGE OF MOUNT PROSPECT

VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Village Manager's Office					
Commodities & Supplies					
001.20.21.00.0.000.604.001 Office Equipment	1,798	-	-	-	-
001.20.21.00.0.000.606.001 Office Supplies	4,056	4,182	4,182	4,266	4,351
001.20.21.00.0.000.612.001 Publications	1,135	1,772	2,200	2,200	2,000
Total Commodities & Supplies	6,989	5,954	6,382	6,466	6,351
Office Equipment					
001.20.21.00.0.000.656.001 Office Eqpt	200	200	200	200	200
Total Office Equipment	200	200	200	200	200
Total Village Manager's Office	789,082	753,956	799,409	690,774	697,954

Legal Services

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Contractual Services					
001.20.21.00.0.050.530.006 Other Prof. Serv.	2,336	1,020	1,020	1,000	1,000
001.20.21.00.0.050.531.001 Legal-General Counsel	545,953	503,000	768,000	600,000	600,000
001.20.21.00.0.050.531.002 Legal-Special Counsel	57,748	45,000	90,000	50,000	50,000
001.20.21.00.0.050.531.003 Legal-Adm.	5,850	4,600	6,000	6,000	6,000
001.20.21.00.0.050.531.006 Legal-Prosecutor	-	5,100	5,000	5,000	5,000
001.20.21.00.0.050.544.001 Postage - Legal	105	100	500	500	500
Total Contractual Services	611,992	558,820	870,520	662,500	662,500
Total Legal Services	611,992	558,820	870,520	662,500	662,500

TOTAL VILLAGE ADMIN - VILLAGE MANAGER'S OFFICE, LEGAL SERVICES

	1,401,074	1,312,776	1,669,929	1,353,274	1,360,454
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**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - VILLAGE MANAGER'S OFFICE
PERSONAL SERVICES**

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

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

Full-Time	3.70	3.70	3.85
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - VILLAGE CLERK'S OFFICE**

STATEMENT OF ACTIVITIES

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Leadership

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

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

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

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

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

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

Governance goal – Leadership

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - VILLAGE CLERK’S OFFICE**

2017 GOALS

Governance goal – Quality Service

Maintain best practices to assure quality level of essential services.

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

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

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

Governance goal – Leadership

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

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

Workload Measures	Actual	Actual	Estimated	Projected
	2014	2015	2016	2017
Resolutions Prepared	4	5	5	5
Ordinances Drafted	6	7	5	6
FOIAs *	63	71	60	60

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Clerk's Office	209,690	238,198	250,761	252,988	258,748
Total Programs	209,690	238,198	250,761	252,988	258,748

Expenditure Classification

Personal Services-Salaries & Wages	127,304	132,818	138,715	142,946	145,787
Personal Services-Employee Benefits	62,392	72,665	79,331	75,437	77,664
Other Employee Costs	292	974	974	1,367	1,395
Contractual Services	18,298	29,857	29,857	31,317	31,942
Utilities	616	823	823	839	856
Commodities & Supplies	788	1,061	1,061	1,082	1,104
Total Expenditure Classification	209,690	238,198	250,761	252,988	258,748

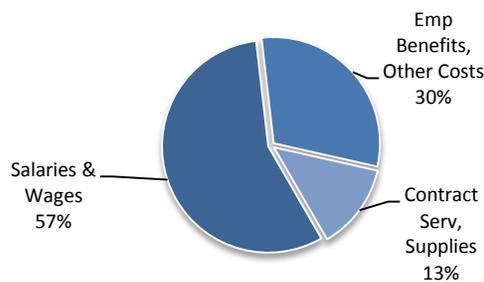
Source of Funds

001 General Fund	209,690	238,198	250,761	252,988	258,748
Total Source of Funds	209,690	238,198	250,761	252,988	258,748

BUDGET DISCUSSION AND ANALYSIS

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

2017 Budget by Expenditure Classification



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

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

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

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

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

Full-Time	2.00	2.00	2.00
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION – HUMAN RESOURCES DIVISION**

STATEMENT OF ACTIVITIES

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

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

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

Governance goal – Quality Service

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

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

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

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

2016 ACCOMPLISHMENTS

Governance goal – Fiscal Health

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

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

Governance goal – Quality Service, Relationships

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

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

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

VILLAGE ADMINISTRATION – HUMAN RESOURCES DIVISION

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

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

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

Maintain effective and efficient mandatory reporting.

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

2017 GOALS

Governance goal – Fiscal Health

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

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

Governance goal – Quality Service

Continue to evaluate data to find opportunities for improvement.

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

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

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

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

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

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

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

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Human Resources	331,807	358,603	393,723	424,981	404,510
Total Programs	331,807	358,603	393,723	424,981	404,510

Expenditure Classification

Personal Services-Salaries & Wages	195,903	193,281	187,855	175,917	179,409
Personal Services-Employee Benefits	90,922	130,712	131,809	120,614	123,014
Other Employee Costs	20,635	30,017	48,303	69,600	70,620
Contractual Services	23,857	3,880	4,600	37,650	10,243
Commodities & Supplies	490	713	21,156	21,200	21,224
Total Expenditure Classification	331,807	358,603	393,723	424,981	404,510

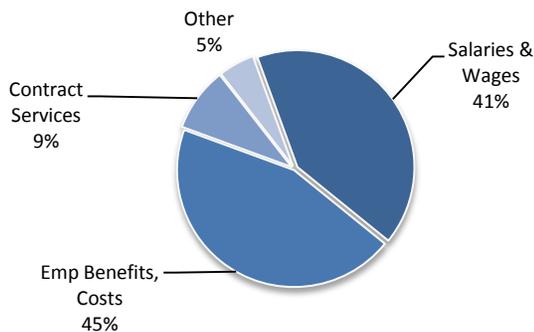
Source of Funds

001 General Fund	331,807	358,603	373,723	404,981	384,510
063 Risk Management Fund	-	-	20,000	20,000	20,000
Total Source of Funds	331,807	358,603	393,723	424,981	404,510

BUDGET DISCUSSION AND ANALYSIS

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

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - HUMAN RESOURCES DIVISION

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

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - HUMAN RESOURCES DIVISION
PERSONAL SERVICES

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

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

Full-Time	2.15	2.15	2.00
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - INFORMATION TECHNOLOGY DIVISION**

STATEMENT OF ACTIVITIES

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

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

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

Maintain best practices to assure efficient mandatory reporting.

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

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

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

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

2017 GOALS

Governance goal – Quality Service

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

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

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

	Estimated	Projected
	2016	2017
Workload Measures		
Helpdesk tickets	35	35
New user computer orientation	3	3
New PCs/tablets installed	8	6

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

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Information Technology	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674
Total Programs	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674

Expenditure Classification

Personal Services-Salaries & Wages	371,424	401,079	436,077	543,294	554,102
Personal Services-Employee Benefits	152,906	153,032	178,659	208,322	214,067
Other Employee Costs	7,057	13,592	13,592	13,864	14,141
Contractual Services	606,843	755,720	755,720	768,471	805,216
Utilities	5,058	5,410	5,410	5,518	5,628
Commodities & Supplies	1,965	4,501	4,466	4,645	4,670
Office Equipment	5,491	5,672	5,672	5,760	5,850
Total Expenditure Classification	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674

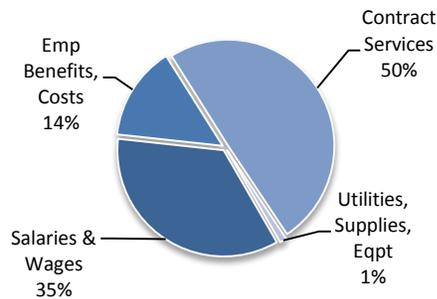
Source of Funds

001 General Fund	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674
Total Source of Funds	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674

BUDGET DISCUSSION AND ANALYSIS

The Information Technology Division (ITD) includes the costs associated with maintaining IT service delivery and providing a reliable and secured network infrastructure that facilitates dependable computing environment, and comprehensive applications delivery. The 2017 budget of \$1,549,874 increased 15.70% from 2016. The increase is primarily related to staffing changes within the division. The Chief Technology & Innovation Officer position was created. This strategic move facilitates the development of a comprehensive corporate communications plan. There were no significant increases in any of the other expense categories from the 2016 budget.

2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - INFORMATION TECHNOLOGY DIVISION

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Information Technology Division					
Personal Services-Salaries & Wages					
001.20.24.00.0.000.500.001 Full-Time Earnings	368,668	398,482	433,480	539,694	550,488
001.20.24.00.0.000.503.001 Overtime	656	497	497	700	714
001.20.24.00.0.000.506.001 Longevity Pay	2,100	2,100	2,100	2,900	2,900
Total Personal Services-Salaries & Wages	371,424	401,079	436,077	543,294	554,102
Personal Services-Employee Benefits					
001.20.24.00.0.000.510.001 Medical Insurance	69,199	59,394	82,000	91,695	95,363
001.20.24.00.0.000.511.001 Social Security	22,802	25,663	26,110	33,606	34,278
001.20.24.00.0.000.511.002 Medicare	5,333	6,006	6,099	7,931	8,090
001.20.24.00.0.000.512.001 IMRF Pension Expense	43,930	49,171	51,652	62,286	63,532
001.20.24.00.0.000.513.001 Sick Leave Incentive	3,040	3,399	3,399	3,402	3,402
001.20.24.00.0.000.513.002 Vac/Pers Leave Incent.	8,602	9,399	9,399	9,402	9,402
Total Personal Services-Employee Benefits	152,906	153,032	178,659	208,322	214,067
Other Employee Costs					
001.20.24.00.0.000.518.001 Dues & Memberships	150	500	500	510	520
001.20.24.00.0.000.522.001 Travel & Meetings	812	1,592	1,592	1,624	1,656
001.20.24.00.0.000.525.004 Training	6,095	11,500	11,500	11,730	11,965
Total Other Employee Costs	7,057	13,592	13,592	13,864	14,141
Contractual Services					
001.20.24.00.0.000.530.006 Other Prof. Serv.	4,865	91,940	91,940	84,089	85,771
001.20.24.00.0.000.532.005 Telephone Maint.	18,441	42,508	42,508	43,358	44,225
001.20.24.00.0.000.551.001 Copier Lease Payment	3,415	2,868	2,868	2,868	2,868
001.20.24.00.0.000.552.001 Computer Lease	249,626	232,382	232,382	222,000	216,448
001.20.24.00.0.000.560.007 Computer Maint.	276,120	318,352	318,352	329,269	346,225
001.20.24.00.0.000.560.011 Internet Service	20,483	28,700	28,700	29,274	29,859
001.20.24.00.0.000.560.012 Computer Software	15,221	15,918	15,918	16,200	16,524
001.20.24.00.0.000.561.004 Cloud-Based Service	18,672	23,052	23,052	41,413	63,296
Total Contractual Services	606,843	755,720	755,720	768,471	805,216
Utilities					
001.20.24.00.0.000.589.001 Telephone - Land Lines	123	156	156	159	162
001.20.24.00.0.000.590.001 Telephone - Cellular	4,935	5,254	5,254	5,359	5,466
Total Utilities	5,058	5,410	5,410	5,518	5,628
Commodities & Supplies					
001.20.24.00.0.000.604.001 Office Equipment	-	520	520	520	520
001.20.24.00.0.000.606.001 Office Supplies	380	1,632	1,600	1,600	1,600
001.20.24.00.0.000.608.001 Other Supplies	820	1,509	1,509	1,525	1,550
001.20.24.00.0.000.612.001 Publications	765	840	837	1,000	1,000
Total Commodities & Supplies	1,965	4,501	4,466	4,645	4,670

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - INFORMATION TECHNOLOGY DIVISION

	Actual	Budget	Estimate	Budget	Forecast
Information Technology Division	2015	2016	2016	2017	2018
Office Equipment					
001.20.24.00.0.000.655.003 Computer Eqpt - Other	4,242	4,422	4,422	4,510	4,600
001.20.24.00.0.000.656.001 Office Eqpt	1,249	1,250	1,250	1,250	1,250
Total Office Equipment	5,491	5,672	5,672	5,760	5,850
Total Information Technology Division	1,150,744	1,339,006	1,399,596	1,549,874	1,603,674

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - INFORMATION TECHNOLOGY DIVISION
PERSONAL SERVICES

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

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

Full-Time	6.00	6.00	6.00
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - COMMUNICATIONS DIVISION**

STATEMENT OF ACTIVITIES

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

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

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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide local government and educational programming.

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

Development goal - Destination Development

Showcase Mount Prospect businesses.

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

2016 ACCOMPLISHMENTS

Governance – Quality Service

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
VILLAGE ADMINISTRATION - COMMUNICATIONS DIVISION**

Cultural Climate – Image and Narrative

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

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

Cultural Climate – Engagement

Host, partner, and design events and experiential activities enrich all aspects of community life.

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

Business goal – Business Climate

Cultivate the climate for additional small businesses and business expansion.

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

2017 Goals

Governance – Quality Service

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

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

Development goal - Destination Development

Showcase Mount Prospect businesses.

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
VILLAGE ADMIN - COMMUNICATIONS DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Communications	183,994	192,621	201,284	205,054	209,140
TV Services	-	88,395	93,643	151,680	150,795
Community Engagement	-	171,981	171,978	174,274	178,452
TV Serv-prior to 2016	131,826	-	-	-	-
TV Intergovt-prior to 2016	56,281	-	-	-	-
Total Programs	372,101	452,997	466,905	531,008	538,387

Expenditure Classification

Personal Services-Salaries & Wages	164,018	158,219	177,015	204,603	208,471
Personal Services-Employee Benefits	77,947	77,853	79,152	104,090	107,284
Other Employee Costs	1,321	9,059	9,010	10,850	11,350
Contractual Services	113,622	186,827	185,581	178,462	182,451
Utilities	2,184	2,547	2,547	2,598	2,598
Commodities & Supplies	4,588	7,192	7,100	7,505	7,833
Other Equipment	8,421	11,300	6,500	22,900	18,400
Total Expenditure Classification	372,101	452,997	466,905	531,008	538,387

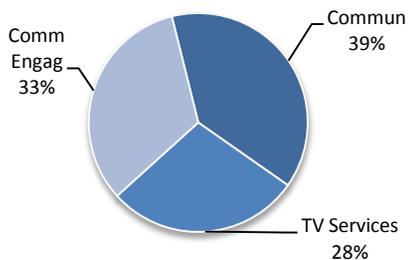
Source of Funds

001 General Fund	372,101	452,997	466,905	531,008	538,387
Total Source of Funds	372,101	452,997	466,905	531,008	538,387

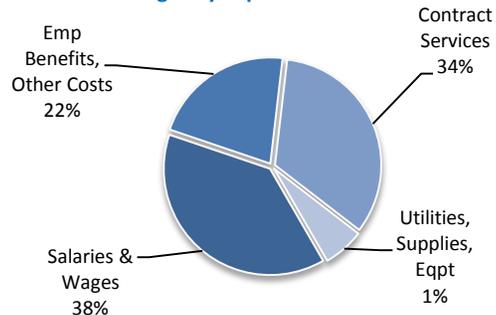
BUDGET DISCUSSION AND ANALYSIS

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

2017 Budget by Program



2017 Budget by Expenditure Classification



VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS DIVISION

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

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS DIVISION

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

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS DIVISION

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

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS DIVISION

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

VILLAGE OF MOUNT PROSPECT
VILLAGE ADMIN - COMMUNICATIONS DIVISION

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

**VILLAGE OF MOUNT PROSPECT
VILLAGE ADMINISTRATION - COMMUNICATIONS DIVISION
PERSONAL SERVICES**

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

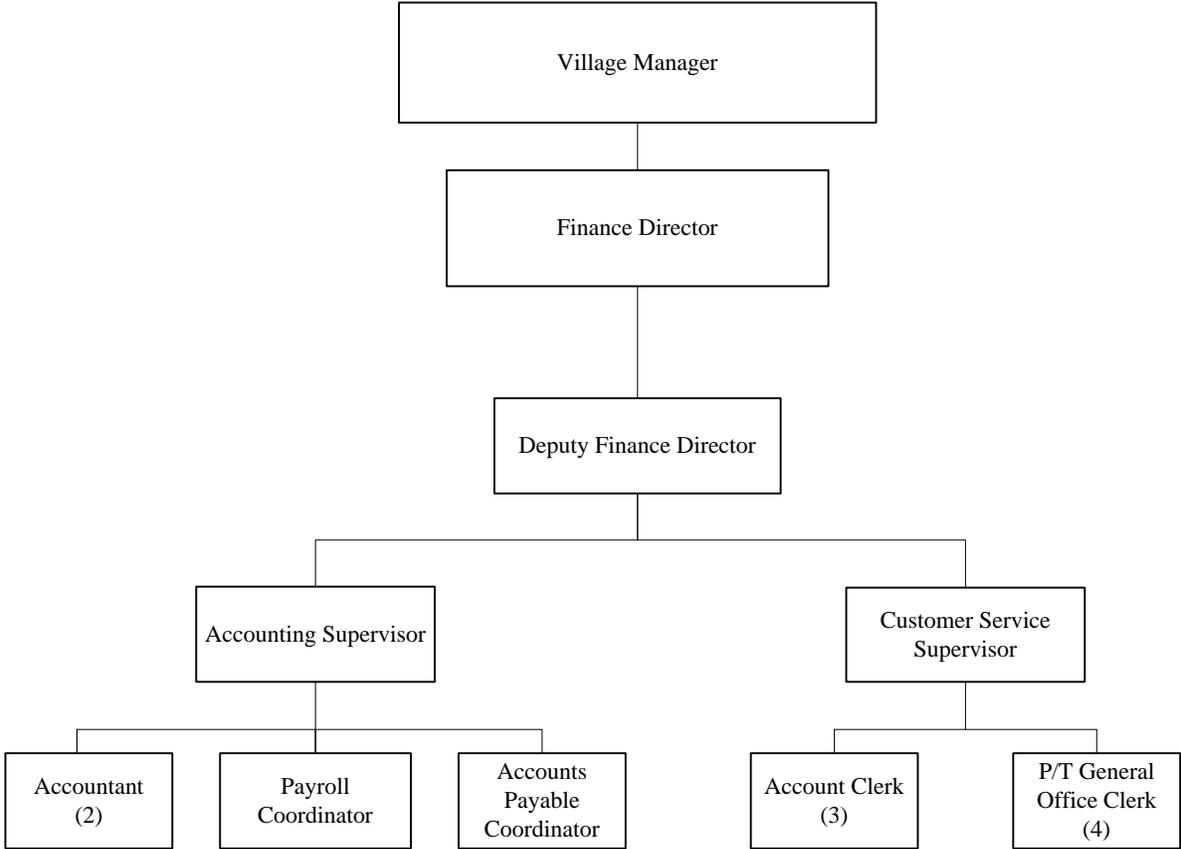
(1) Positions expressed as full-time equivalents with the number of part-time and seasonal positions in brackets. A summary of the number of positions follows:

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



VILLAGE OF MOUNT PROSPECT

FINANCE DEPARTMENT



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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FINANCE DEPARTMENT**

STATEMENT OF ACTIVITIES

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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

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

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

Balance the Budget.

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

Governance goal – Quality Service

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

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

Create a working environment to improve customer service response efforts.

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

Maintain best practices to assure quality level of essential services.

- Conducted a Finance Department Customer Service Survey to establish a benchmark for opportunities for improvement. A six (6) questions survey was distributed during the months of April and May 2015. Areas surveyed included the customer wait time, facility appearance, customer representative's knowledge and manner. The weighted average of the responses ranged from 4.71 to 4.91 out of 5.

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

FINANCE DEPARTMENT

- Efforts to reduce paper and improve document retrieval were achieved with the establishment of electronic files for workers compensation and the implementation of Laserfiche for Food and Beverage tax, Licensing, Easy Park Pass, and miscellaneous receipts.
- New resident welcome information was made readily available on the Village website, which reduced printing and mailing costs.
- Conducted a review of standing finance department policies and procedures. Improvements were made to the petty cash reimbursement procedures. New office equipment was purchased to automate and expedite cash handling and mail processing.
- Prepared the 2016 Annual Budget and the 2016-2020 Capital Improvement Plan and five year financial forecast. The documents were redesigned for a new and improved look in 2015.
- Completed audit and preparation of the 2014 Comprehensive Annual Financial Report by June 30.
- Received the GFOA Certificate of Achievement for Excellence in Financial Reports for 2014 Comprehensive Annual Financial Report and the GFOA Distinguished Budget Award for the 2015 Budget.

2016 ACCOMPLISHMENTS

Governance goal – Fiscal Health

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

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

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

- Conduct annual review of standing financial policies.
- Prepare the 2017 Annual Budget and the 2017-2021 Capital Improvement Plan and five year financial forecast.
- Complete audit and preparation of the 2015 Comprehensive Annual Financial Report by June 30.
- Obtain the GFOA Certificate of Achievement for Excellence in Financial Reports and the GFOA Distinguished Budget Award.
- Continue the development of funding plans for infrastructure repair and replacement.

Governance goal – Quality Service

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

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

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

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FINANCE DEPARTMENT**

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

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

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

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

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

- Conduct annual review of finance department policies.

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

- Perform ERP software updates that improve service delivery and response.
- Implement Project Accounting Software Module and the Governmental Accounting Standards Board (GASB) Reporting Module within the Logos.Net Software.
- Investigate additional on-line payment opportunities available within the Logos.Net Software.

Governance goal – Relationships

Continue to grow professionally and strengthen relationships with peers

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

2017 GOALS

Governance goal – Fiscal Health

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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FINANCE DEPARTMENT**

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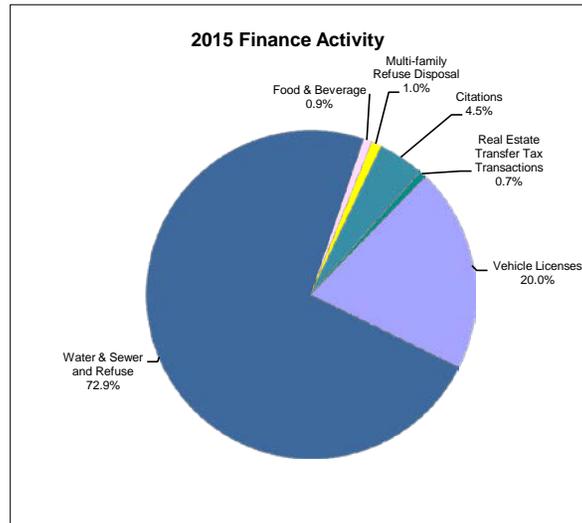
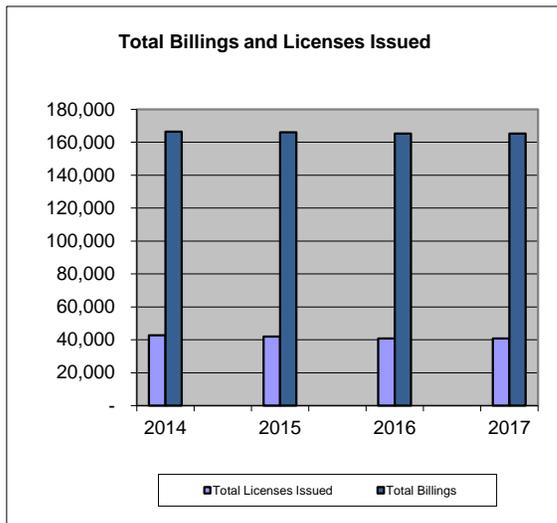
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FINANCE DEPARTMENT**

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



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FINANCE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	460,212	490,839	516,199	1,180,358	1,186,144
Insurance Programs	463,145	450,506	450,097	454,101	460,690
Accounting	502,107	544,932	487,734	506,744	517,693
Customer Service	520,121	548,753	564,499	588,167	600,958
Total Programs	1,945,585	2,035,030	2,018,529	2,729,370	2,765,485

Expenditure Classification

Personal Services-Salaries & Wages	847,799	868,151	855,481	918,108	936,360
Personal Services-Employee Benefits	332,095	344,105	316,233	303,059	311,529
Other Employee Costs	14,133	22,988	25,028	32,470	36,160
Contractual Services	265,162	306,439	328,849	337,669	344,982
Utilities	4,690	5,434	5,434	5,500	5,610
Insurance	415,143	403,228	402,819	406,258	411,813
Commodities & Supplies	32,932	62,264	62,264	53,095	54,031
Other Expenditures	33,631	22,421	22,421	673,211	665,000
Total Expenditure Classification	1,945,585	2,035,030	2,018,529	2,729,370	2,765,485

Source of Funds

001 General Fund	1,945,585	2,035,030	2,018,529	2,570,392	2,602,895
050 Water and Sewer Fund	-	-	-	158,978	162,590
Total Source of Funds	1,945,585	2,035,030	2,018,529	2,729,370	2,765,485

BUDGET DISCUSSION AND ANALYSIS

The Finance Department's budget supports Finance Administration, Insurance, 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 34.2% to \$2,729,370.

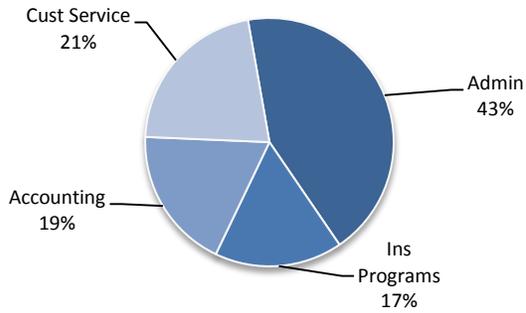
The Administration program budget increased \$689,519 from the prior year due to the inclusion of the annexation payment to the Elk Grove Rural Fire Protection District. The Annexation Elk Grove Fire Protection District contributions are included in the 2017 Budget and totals \$665,427. The increased contribution is required per the intergovernmental agreement. This program also includes ambulance billing services and bank processing fees for the Village. Both of these budget line items have been adjusted to be consistent with year-end estimates for 2016. Ambulance fees are offset by increased revenue. In order to strengthen staff development, the training budget has increased for 2017. The Insurance Programs program budget increased in total 0.80%. Although the Liability Insurance and Life Insurance expenses increased; savings from the Workers' Comp Insurance minimized the overall impact to the program. The Accounting budget decreased 7.01% and the Customer Service budget increased 7.18%. The increase is primarily related to staffing costs for the divisions as well as a reallocation of supply costs.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FINANCE DEPARTMENT**

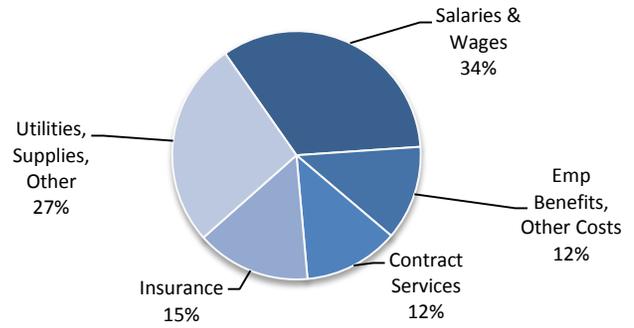
BUDGET DISCUSSION AND ANALYSIS (continued)

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

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Administration						
Personal Services-Salaries & Wages						
001.30.01.00.0.000.500.001	Full-Time Earnings	142,959	143,622	143,622	147,578	150,530
001.30.01.00.0.000.506.001	Longevity Pay	545	545	545	763	763
Total Personal Services-Salaries & Wages		143,504	144,167	144,167	148,341	151,293
Personal Services-Employee Benefits						
001.30.01.00.0.000.510.001	Medical Insurance	14,168	13,397	13,397	12,079	12,562
001.30.01.00.0.000.511.001	Social Security	7,565	7,954	7,954	7,934	8,093
001.30.01.00.0.000.511.002	Medicare	2,017	2,128	2,128	2,173	2,216
001.30.01.00.0.000.512.001	IMRF Pension Expense	16,706	17,426	17,426	16,897	17,235
001.30.01.00.0.000.513.001	Sick Leave Incentive	1,565	1,499	1,499	1,501	1,501
001.30.01.00.0.000.513.002	Vac/Pers Leave Incent.	-	998	998	1,002	1,002
Total Personal Services-Employee Benefits		42,021	43,402	43,402	41,586	42,609
Other Employee Costs						
001.30.01.00.0.000.518.001	Dues & Memberships	1,809	2,188	2,188	2,235	2,350
001.30.01.00.0.000.522.001	Travel & Meetings	8,693	15,000	15,000	17,500	20,000
001.30.01.00.0.000.525.004	Training	3,631	2,050	5,000	9,000	10,000
Total Other Employee Costs		14,133	19,238	22,188	28,735	32,350
Contractual Services						
001.30.01.00.0.000.530.001	Actuarial Services	3,200	3,329	3,329	3,400	3,400
001.30.01.00.0.000.530.004	Collection Services	602	1,000	1,000	1,020	1,040
001.30.01.00.0.000.530.006	Other Prof. Serv.	11,313	30,195	30,195	30,800	30,800
001.30.01.00.0.000.532.002	Equipment Maint.	5,138	7,000	10,795	14,725	14,870
001.30.01.00.0.000.535.001	Ambulance Billing	73,734	70,000	77,000	79,400	81,700
001.30.01.00.0.000.544.002	Postage Expense	1,491	4,245	4,245	4,245	4,245
001.30.01.00.0.000.551.001	Copier Lease Payment	9,873	9,624	9,624	9,816	10,010
001.30.01.00.0.000.560.012	Computer Software	-	-	6,000	6,000	6,000
001.30.01.00.0.000.562.002	Printing Expense	1,292	2,185	1,800	1,916	2,812
001.30.01.00.0.000.563.003	Bank Processing Fees	97,203	105,000	111,000	111,000	113,250
Total Contractual Services		203,846	232,578	254,988	262,322	268,127
Utilities						
001.30.01.00.0.000.589.001	Telephone - Land Lines	2,341	3,100	3,100	3,100	3,160
001.30.01.00.0.000.590.001	Telephone - Cellular	2,349	2,334	2,334	2,400	2,450
Total Utilities		4,690	5,434	5,434	5,500	5,610
Commodities & Supplies						
001.30.01.00.0.000.604.001	Office Equipment	4,383	3,589	3,589	3,650	3,725
001.30.01.00.0.000.606.001	Office Supplies	2,287	4,245	4,245	950	970
001.30.01.00.0.000.608.001	Other Supplies	1,023	1,696	1,696	1,730	1,820
001.30.01.00.0.000.610.001	Paper & Supplies	9,142	12,415	12,415	12,663	12,920
001.30.01.00.0.000.612.001	Publications	1,552	1,654	1,654	1,670	1,720
Total Commodities & Supplies		18,387	23,599	23,599	20,663	21,155

**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration					
Other Expenditures					
001.30.01.00.0.000.636.027 Annexation - EGFPD	33,631	22,421	22,421	673,211	665,000
Total Other Expenditures	33,631	22,421	22,421	673,211	665,000
Total Administration	460,212	490,839	516,199	1,180,358	1,186,144

Insurance Programs

Personal Services-Salaries & Wages

001.30.01.00.0.100.500.001 Full-Time Earnings	36,063	36,010	36,010	37,090	37,832
001.30.01.00.0.100.506.001 Longevity Pay	125	125	125	175	175
Total Personal Services-Salaries & Wages	36,188	36,135	36,135	37,265	38,007

Personal Services-Employee Benefits

001.30.01.00.0.100.510.001 Medical Insurance	4,722	4,466	4,466	4,026	4,187
001.30.01.00.0.100.511.001 Social Security	1,846	1,860	1,860	1,837	1,874
001.30.01.00.0.100.511.002 Medicare	514	524	524	541	552
001.30.01.00.0.100.512.001 IMRF Pension Expense	4,210	4,293	4,293	4,174	4,257
001.30.01.00.0.100.513.001 Sick Leave Incentive	522	-	-	-	-
Total Personal Services-Employee Benefits	11,814	11,143	11,143	10,578	10,870

Insurance

001.30.01.00.0.100.596.001 Liability Insurance	321,966	287,176	287,176	307,452	312,367
001.30.01.00.0.100.596.004 Workers' Comp. Ins.	68,400	90,543	90,543	68,454	69,046
001.30.01.00.0.100.596.008 Other Insurance	8,000	8,000	8,000	8,000	8,000
001.30.01.00.0.100.597.003 Life Insurance	16,777	17,509	17,100	22,352	22,400
Total Insurance	415,143	403,228	402,819	406,258	411,813

Total Insurance Programs	463,145	450,506	450,097	454,101	460,690
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**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT**

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

**VILLAGE OF MOUNT PROSPECT
FINANCE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Customer Service						
Personal Services-Salaries & Wages						
001.30.32.00.0.000.500.001	Full-Time Earnings	242,317	244,622	244,622	173,641	177,114
050.30.32.00.0.000.500.001	Full-Time Earnings	-	-	-	81,189	82,813
001.30.32.00.0.000.501.001	Part-Time Earnings	81,694	84,720	98,544	77,735	79,290
050.30.32.00.0.000.501.001	Part-Time Earnings	-	-	-	32,579	33,231
001.30.32.00.0.000.503.001	Overtime	2,759	3,198	3,198	3,200	3,264
001.30.32.00.0.000.506.001	Longevity Pay	1,865	1,865	1,865	1,556	1,556
050.30.32.00.0.000.506.001	Longevity Pay	-	-	-	975	975
Total Personal Services-Salaries & Wages		328,635	334,405	348,229	370,875	378,243
Personal Services-Employee Benefits						
001.30.32.00.0.000.510.001	Medical Insurance	60,057	60,924	60,924	33,224	34,553
050.30.32.00.0.000.510.001	Medical Insurance	-	-	-	22,602	23,506
001.30.32.00.0.000.511.001	Social Security	19,625	20,863	21,200	16,009	16,329
050.30.32.00.0.000.511.001	Social Security	-	-	-	7,115	7,257
001.30.32.00.0.000.511.002	Medicare	4,590	4,884	4,959	3,737	3,812
050.30.32.00.0.000.511.002	Medicare	-	-	-	1,666	1,699
001.30.32.00.0.000.512.001	IMRF Pension Expense	37,940	39,970	42,390	28,916	29,494
050.30.32.00.0.000.512.001	IMRF Pension Expense	-	-	-	12,852	13,109
001.30.32.00.0.000.513.001	Sick Leave Incentive	2,009	1,300	1,300	1,300	1,300
001.30.32.00.0.000.513.002	Vac/Pers Leave Incent.	184	700	700	701	701
Total Personal Services-Employee Benefits		124,405	128,641	131,473	128,122	131,760
Other Employee Costs						
001.30.32.00.0.000.525.004	Training	-	2,250	1,340	2,205	2,250
Total Other Employee Costs		-	2,250	1,340	2,205	2,250
Contractual Services						
001.30.32.00.0.000.530.006	Other Prof. Serv.	34,577	36,586	36,586	37,320	38,065
001.30.32.00.0.000.544.002	Postage Expense	23,691	31,836	31,836	32,475	33,125
001.30.32.00.0.000.562.002	Printing Expense	1,080	1,134	1,134	1,160	1,185
Total Contractual Services		59,348	69,556	69,556	70,955	72,375
Commodities & Supplies						
001.30.32.00.0.000.606.001	Office Supplies	1,188	1,932	1,932	3,800	3,875
001.30.32.00.0.000.610.001	Paper & Supplies	294	4,935	4,935	5,035	5,135
001.30.32.00.0.000.618.002	Vehicle Licenses	6,251	7,034	7,034	7,175	7,320
Total Commodities & Supplies		7,733	13,901	13,901	16,010	16,330
Total Customer Service		520,121	548,753	564,499	588,167	600,958
TOTAL FINANCE DEPARTMENT		1,945,585	2,035,030	2,018,529	2,729,370	2,765,485

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

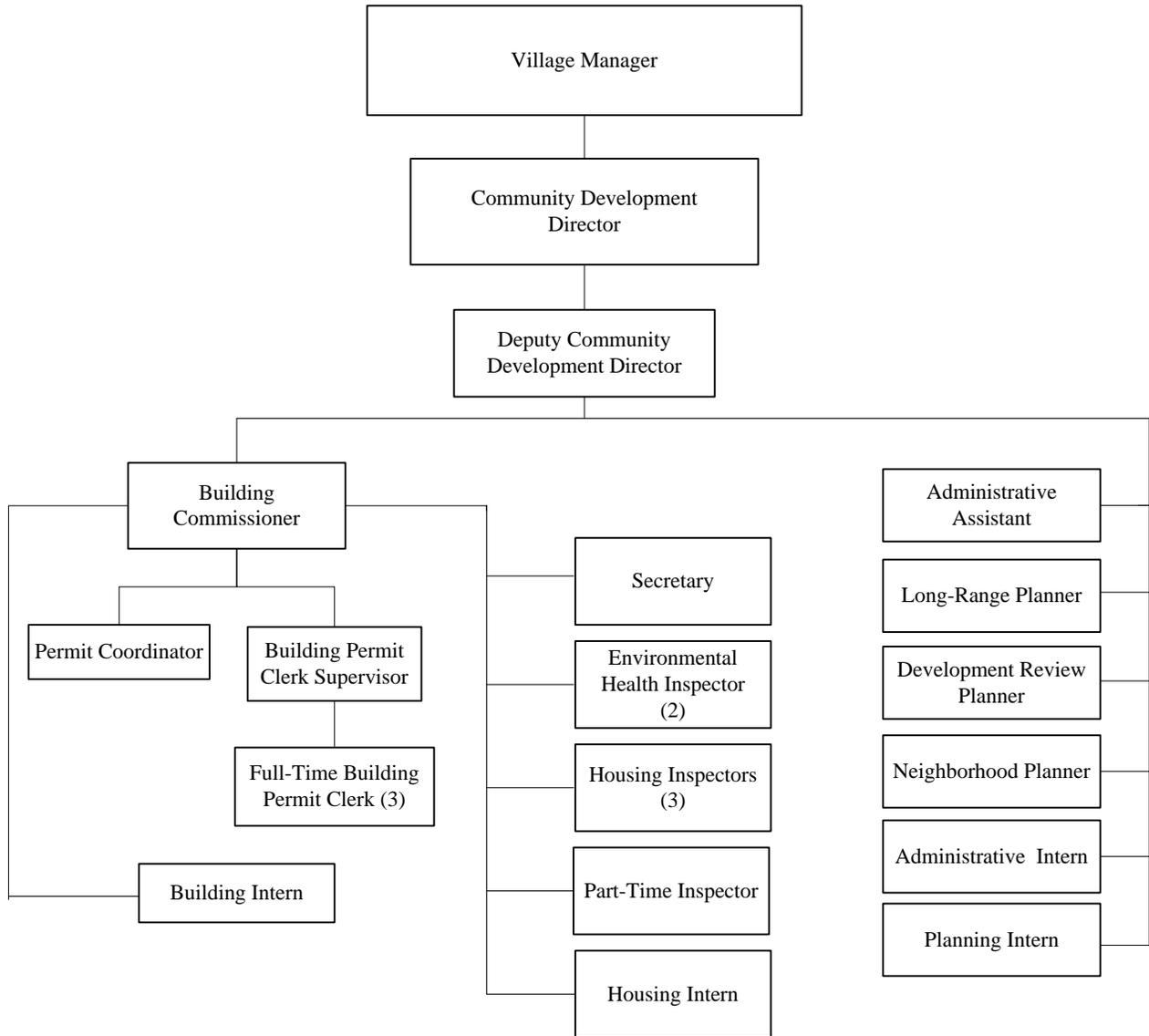
	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Finance Director	1.00	1.00	1.00	139,831	144,039	148,360
Deputy Finance Director	1.00	1.00	1.00	103,256	104,687	106,788
Accounting Supervisor	1.00	1.00	1.00	80,000	81,609	83,693
Accountant	2.00	2.00	2.00	116,616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

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

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



VILLAGE OF MOUNT PROSPECT COMMUNITY DEVELOPMENT DEPARTMENT



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



VILLAGE OF MOUNT PROSPECT

2017 BUDGET

COMMUNITY DEVELOPMENT

STATEMENT OF ACTIVITIES

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

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

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

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

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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

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

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

Infrastructure goal – Transportation

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

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

Business goal – Influence

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

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

Business goal – Connection

Fostered a cooperative attitude among existing corporate citizens.

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

Business goal – Business Climate

Continue to engage in and promote entrepreneurship education.

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

Attracted businesses with a regional customer base.

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

Commercial Business Districts - Downtown

Explore policies to attract businesses.

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

Develop and feature unique identifiers of the downtown.

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

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

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

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

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

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

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

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

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

Infrastructure goal – Transportation

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

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

Business goal – Influence

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

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

Business goal – Connection

Foster a cooperative attitude among existing corporate citizens.

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

Business goal – Business Climate

Attract businesses with a regional customer base.

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

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

Commercial Business Districts goal - Downtown

Explore policies to attract businesses.

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

Develop and feature unique identifiers of the downtown.

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

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

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

Development goal – Development

Sustain a balance between preservation, revitalization, and growth.

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

Development goal – Housing

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

2017 GOALS

Governance goal – Quality Service

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

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

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

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

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

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

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

Infrastructure goal – Transportation

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

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

Business goal – Influence

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

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

Foster a cooperative attitude among existing corporate citizens.

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY DEVELOPMENT**

Business goal – Business Climate

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

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

Commercial Business Districts - Downtown

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

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

Development goal – Housing

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

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

VILLAGE OF MOUNT PROSPECT
 2017 BUDGET
 COMMUNITY DEVELOPMENT DEPARTMENT

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
COMMUNITY DEVELOPMENT**

	2015 Actual	2016 Budget	2016 Estimate	2017 Budget	2018 Forecast
Programs					
Administration	342,285	355,892	356,516	345,628	352,293
Economic Development	105,540	133,182	142,893	140,080	141,149
Planning and Zoning	214,772	322,985	277,467	337,443	345,262
Building	812,290	906,018	906,018	911,898	932,273
Housing Inspections	481,347	457,081	457,081	458,315	470,049
Health inspections	148,732	251,496	187,685	248,627	254,596
Total Programs	2,104,966	2,426,654	2,327,660	2,441,991	2,495,622

Expenditure Classification

Personal Services-Salaries & Wages	1,089,093	1,224,591	1,149,777	1,238,160	1,262,377
Personal Services-Employee Benefits	508,919	593,863	550,783	553,269	569,343
Other Employee Costs	14,616	27,319	27,319	28,843	29,419
Contractual Services	466,577	540,530	559,430	580,262	592,149
Utilities	11,688	20,221	20,221	20,626	21,039
Commodities & Supplies	14,073	20,130	20,130	20,831	21,295
Total Expenditure Classification	2,104,966	2,426,654	2,327,660	2,441,991	2,495,622

Source of Funds

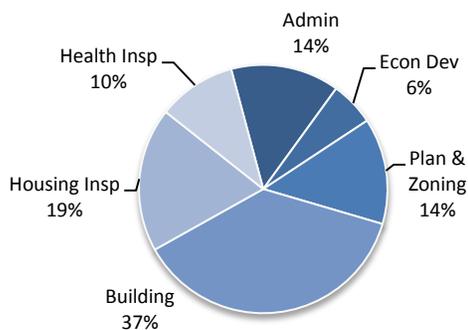
001 General Fund	2,104,966	2,424,754	2,325,760	2,441,991	2,495,622
022 Downtown Redevelopment	-	1,900	1,900	-	-
Total Source of Funds	2,104,966	2,426,654	2,327,660	2,441,991	2,495,622

BUDGET DISCUSSION AND ANALYSIS

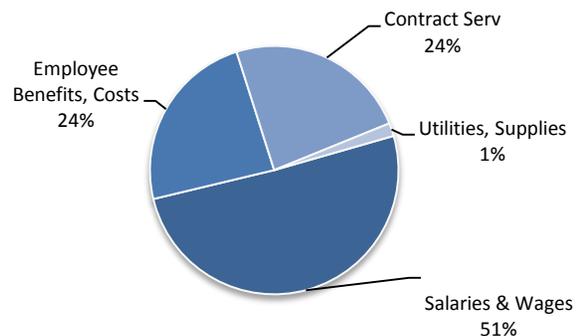
The Community Development budget includes the costs associated with the Administration, Economic Development, Planning and Zoning, Building, Housing Inspections, and Health Inspections programs. No significant increases are planned from the 2016 budget. The budget for 2017 is \$2,441,991, and increase of just 0.6% from the prior year.

The Department made a staffing change during 2016. A full-time Health Inspector position was established to meet the growing needs of this area of department operations in lieu of filling a budgeted Administrative Analyst position.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

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

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

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

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Planning And Zoning						
Personal Services-Salaries & Wages						
001.40.41.00.0.000.500.001	Full-Time Earnings	138,492	192,618	164,200	205,755	209,870
001.40.41.00.0.000.502.001	Seasonal Earnings	-	5,000	5,000	5,000	5,000
001.40.41.00.0.000.506.001	Longevity Pay	100	100	100	150	150
Total Personal Services-Salaries & Wages		138,592	197,718	169,300	210,905	215,020
Personal Services-Employee Benefits						
001.40.41.00.0.000.510.001	Medical Insurance	25,304	50,922	40,000	49,918	51,915
001.40.41.00.0.000.511.001	Social Security	8,299	12,260	10,009	13,078	13,340
001.40.41.00.0.000.511.002	Medicare	1,958	2,869	2,341	3,061	3,122
001.40.41.00.0.000.512.001	IMRF Pension Expense	15,893	22,897	19,498	23,063	23,524
Total Personal Services-Employee Benefits		51,454	88,948	71,848	89,120	91,901
Other Employee Costs						
001.40.41.00.0.000.518.001	Dues & Memberships	1,743	1,433	1,433	1,650	1,683
001.40.41.00.0.000.522.001	Travel & Meetings	679	1,204	1,204	1,228	1,253
001.40.41.00.0.000.525.004	Training	3,065	4,774	4,774	4,869	4,966
Total Other Employee Costs		5,487	7,411	7,411	7,747	7,902
Contractual Services						
001.40.41.00.0.000.532.002	Equipment Maint.	179	1,561	1,561	1,592	1,624
001.40.41.00.0.000.541.001	Legal Notices	2,005	4,243	4,243	4,328	4,415
001.40.41.00.0.000.544.002	Postage Expense	1,210	2,244	2,244	2,289	2,335
001.40.41.00.0.000.551.001	Copier Lease Payment	2,387	2,652	2,652	2,705	2,759
001.40.41.00.0.000.553.001	Vehicle Lease Payment	1,500	1,500	1,500	1,500	1,500
001.40.41.00.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	3,045	3,329
001.40.41.00.0.000.560.001	Technical Services	-	1,061	1,061	1,082	1,104
001.40.41.00.0.000.560.012	Computer Software	540	1,061	1,061	1,082	1,104
001.40.41.00.0.000.562.001	Document Imaging	2,966	5,100	5,100	5,202	5,306
001.40.41.00.0.000.562.002	Printing Expense	941	796	796	812	828
001.40.41.00.0.000.562.004	Maps & Plats	1,137	796	796	812	828
Total Contractual Services		16,102	24,080	24,080	24,449	25,132
Utilities						
001.40.41.00.0.000.589.001	Telephone - Land Lines	924	1,273	1,273	1,298	1,324
Total Utilities		924	1,273	1,273	1,298	1,324
Commodities & Supplies						
001.40.41.00.0.000.604.001	Office Equipment	-	530	530	541	552
001.40.41.00.0.000.606.001	Office Supplies	1,520	2,336	2,336	2,383	2,431
001.40.41.00.0.000.612.001	Publications	693	689	689	1,000	1,000
Total Commodities & Supplies		2,213	3,555	3,555	3,924	3,983
Total Planning And Zoning		214,772	322,985	277,467	337,443	345,262

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

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

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

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

**VILLAGE OF MOUNT PROSPECT
COMMUNITY DEVELOPMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Health Inspections					
Personal Services-Salaries & Wages					
001.40.43.42.0.000.500.001 Full-Time Earnings	90,508	148,339	108,460	149,794	152,790
001.40.43.42.0.000.502.001 Seasonal Earnings	-	5,001	5,001	5,001	5,001
001.40.43.42.0.000.503.001 Overtime	1,119	1,200	1,200	1,200	1,224
001.40.43.42.0.000.506.001 Longevity Pay	800	825	825	1,075	1,075
Total Personal Services-Salaries & Wages	92,427	155,365	115,486	157,070	160,090
Personal Services-Employee Benefits					
001.40.43.42.0.000.510.001 Medical Insurance	27,893	50,922	34,000	46,872	48,747
001.40.43.42.0.000.511.001 Social Security	5,434	9,672	6,176	9,778	9,974
001.40.43.42.0.000.511.002 Medicare	1,271	2,265	1,447	2,286	2,332
001.40.43.42.0.000.512.001 IMRF Pension Expense	10,599	17,937	11,238	17,101	17,443
001.40.43.42.0.000.513.001 Sick Leave Incentive	-	400	400	400	400
001.40.43.42.0.000.513.002 Vac/Pers Leave Incent.	-	197	4,200	200	200
Total Personal Services-Employee Benefits	45,197	81,393	57,461	76,637	79,096
Other Employee Costs					
001.40.43.42.0.000.518.001 Dues & Memberships	140	387	387	395	403
001.40.43.42.0.000.522.001 Travel & Meetings	-	265	265	270	275
001.40.43.42.0.000.525.004 Training	708	743	743	758	773
Total Other Employee Costs	848	1,395	1,395	1,423	1,451
Contractual Services					
001.40.43.42.0.000.533.001 Pest Control	685	849	849	866	883
001.40.43.42.0.000.551.001 Copier Lease Payment	2,387	2,705	2,705	2,759	2,814
001.40.43.42.0.000.553.001 Vehicle Lease Payment	1,500	1,500	1,500	1,500	1,500
001.40.43.42.0.000.554.001 Vehicle Maint Payment	3,237	3,066	3,066	3,045	3,329
001.40.43.42.0.000.560.001 Technical Services	-	412	412	420	428
001.40.43.42.0.000.562.002 Printing Expense	495	563	563	574	585
Total Contractual Services	8,304	9,095	9,095	9,164	9,539
Utilities					
001.40.43.42.0.000.589.001 Telephone - Land Lines	493	717	717	731	746
001.40.43.42.0.000.590.001 Telephone - Cellular	-	1,180	1,180	1,204	1,228
Total Utilities	493	1,897	1,897	1,935	1,974
Commodities & Supplies					
001.40.43.42.0.000.603.001 Clothing Supplies	909	530	530	541	552
001.40.43.42.0.000.604.001 Office Equipment	240	936	936	955	974
001.40.43.42.0.000.606.001 Office Supplies	312	318	318	324	330
001.40.43.42.0.000.615.001 Inspection Supplies	2	567	567	578	590
Total Commodities & Supplies	1,463	2,351	2,351	2,398	2,446
Total Health Inspections	148,732	251,496	187,685	248,627	254,596
TOTAL COMMUNITY DEVELOPMENT	2,104,966	2,426,654	2,327,660	2,441,991	2,495,622

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

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

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

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Employee Benefits						
Medical Insurance				263,923	298,845	277,911
Workers' Comp Insurance				41,040	55,175	41,471
Social Security				73,919	74,541	75,098
Medicare				17,638	17,828	18,006
IMRF Pension				137,581	143,582	136,884
Sick Leave Incentive				3,100	2,499	2,501
Vacation/Personal Leave Incentive				1,800	1,393	1,398
Retiree Sick Incentive				24,000	-	-
Total Employee Benefits				563,001	593,863	553,269
TOTAL	18.50	18.75	18.75	1,773,501	1,818,454	1,791,429

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

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

CDBG

STATEMENT OF ACTIVITIES

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

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

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

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

2015 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

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

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

Development goal – Housing

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

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

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

CDBG

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

2016 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

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

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

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

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

Development goal – Housing

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
CDBG**

2017 GOALS

Infrastructure goal – Environmental Sensibility

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

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

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

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

Development goal – Housing

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

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

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
CDBG**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	68,298	48,276	48,276	48,247	49,374
Community Programs	70,749	55,000	55,000	44,000	44,000
Rehab Projects	292,661	483,828	493,828	498,674	499,530
Total Programs	431,708	587,104	597,104	590,921	592,904

Expenditure Classification

Personal Services-Salaries & Wages	52,062	50,025	50,025	51,171	52,185
Personal Services-Employee Benefits	26,018	26,748	26,748	25,272	26,091
Other Employee Costs	338	1,060	1,060	1,082	1,104
Contractual Services	109,088	508,741	518,741	512,856	512,974
Commodities & Supplies	-	530	530	540	550
Other Expenditures	46,985	-	-	-	-
Infrastructure	197,217	-	-	-	-
Total Expenditure Classification	431,708	587,104	597,104	590,921	592,904

Source of Funds

042 CDBG	431,708	587,104	597,104	590,921	592,904
Total Source of Funds	431,708	587,104	597,104	590,921	592,904

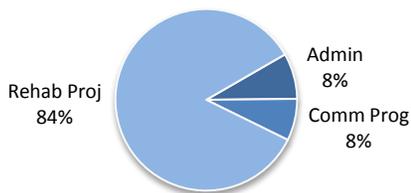
BUDGET DISCUSSION AND ANALYSIS

Community Development Block Grant (CDBG) funds are reported in a separate series of programs. The grant funds are required to be tracked and reported in a separate fund. Grant funds are authorized and placed into a letter of credit from which the Village can draw as expenditures are made. The 2017 CDBG budget increased 0.65% from the 2016 budget.

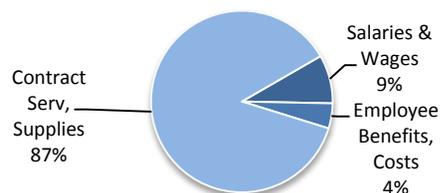
Expenses for the Administration Program cover direct expenditures made by the Planning & Zoning Division to administer the funds. Community Programs funds programs to benefit low/moderate-income residents. The budget for 2017 is \$44,000.

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

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
CDBG**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018	
Administration						
Personal Services-Salaries & Wages						
042.40.41.00.0.151.500.001	Full-Time Earnings	36,880	26,520	26,520	27,051	27,592
042.40.41.00.0.151.502.001	Seasonal Earnings	4,060	-	-	-	-
042.40.41.00.0.151.506.001	Longevity Pay	300	160	160	240	240
Total Personal Services-Salaries & Wages		41,240	26,680	26,680	27,291	27,832
Personal Services-Employee Benefits						
042.40.41.00.0.151.510.001	Medical Insurance	16,736	9,053	9,053	8,333	8,666
042.40.41.00.0.151.511.001	Social Security	2,390	1,655	1,655	1,692	1,726
042.40.41.00.0.151.511.002	Medicare	559	387	387	396	404
042.40.41.00.0.151.512.001	IMRF Pension Expense	4,265	3,170	3,170	3,057	3,118
Total Personal Services-Employee Benefits		23,950	14,265	14,265	13,478	13,914
Other Employee Costs						
042.40.41.00.0.151.522.001	Travel & Meetings	133	530	530	541	552
042.40.41.00.0.151.525.004	Training	205	530	530	541	552
Total Other Employee Costs		338	1,060	1,060	1,082	1,104
Contractual Services						
042.40.41.00.0.151.530.002	Auditing Services	-	463	463	472	481
042.40.41.00.0.151.541.001	Legal Notices	223	477	477	487	497
042.40.41.00.0.151.544.002	Postage Expense	205	530	530	541	552
042.40.41.00.0.151.549.001	Org Memberships	694	717	717	731	746
042.40.41.00.0.151.551.001	Copier Lease Payment	1,580	2,971	2,971	3,030	3,091
042.40.41.00.0.151.562.002	Printing Expense	68	583	583	595	607
Total Contractual Services		2,770	5,741	5,741	5,856	5,974
Commodities & Supplies						
042.40.41.00.0.151.604.001	Office Equipment	-	212	212	216	220
042.40.41.00.0.151.606.001	Office Supplies	-	318	318	324	330
Total Commodities & Supplies		-	530	530	540	550
Total Administration		68,298	48,276	48,276	48,247	49,374

**VILLAGE OF MOUNT PROSPECT
CDBG**

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

**VILLAGE OF MOUNT PROSPECT
CDBG**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Rehab Projects						
Personal Services-Salaries & Wages						
042.40.41.00.0.154.500.001	Full-Time Earnings	10,822	23,205	23,205	23,670	24,143
042.40.41.00.0.154.506.001	Longevity Pay	-	140	140	210	210
Total Personal Services-Salaries & Wages		10,822	23,345	23,345	23,880	24,353
Personal Services-Employee Benefits						
042.40.41.00.0.154.510.001	Medical Insurance	-	7,922	7,922	7,291	7,583
042.40.41.00.0.154.511.001	Social Security	671	1,448	1,448	1,481	1,511
042.40.41.00.0.154.511.002	Medicare	157	339	339	347	354
042.40.41.00.0.154.512.001	IMRF Pension Expense	1,240	2,774	2,774	2,675	2,729
Total Personal Services-Employee Benefits		2,068	12,483	12,483	11,794	12,177
Contractual Services						
042.40.41.00.0.154.572.008	Emrgncy Repair Prog.	-	10,000	10,000	10,000	10,000
042.40.41.00.0.154.572.019	Comm. Connections	-	-	-	25,000	25,000
042.40.41.00.0.154.572.038	CEDA NW Insulated	12,140	-	-	-	-
042.40.41.00.1.154.572.041	Public Parkway Tree	23,429	20,000	20,000	15,000	15,000
042.40.41.00.0.154.572.042	Single Family Rehab	-	188,000	188,000	188,000	188,000
042.40.41.00.1.154.572.043	Sidewalk	-	200,000	210,000	205,000	205,000
042.40.41.00.0.154.572.045	Search Inc. Rehab	-	20,000	20,000	20,000	20,000
042.40.41.00.0.154.572.046	Northwest Compass	-	10,000	10,000	-	-
Total Contractual Services		35,569	448,000	458,000	463,000	463,000
Other Expenditures						
042.40.41.00.0.154.636.012	Single Family Rehab	46,985	-	-	-	-
Total Other Expenditures		46,985	-	-	-	-
Infrastructure						
042.40.41.00.1.154.675.011	Sidewalk	197,217	-	-	-	-
Total Infrastructure		197,217	-	-	-	-
Total Rehab Projects		292,661	483,828	493,828	498,674	499,530
TOTAL CDBG		431,708	587,104	597,104	590,921	592,904

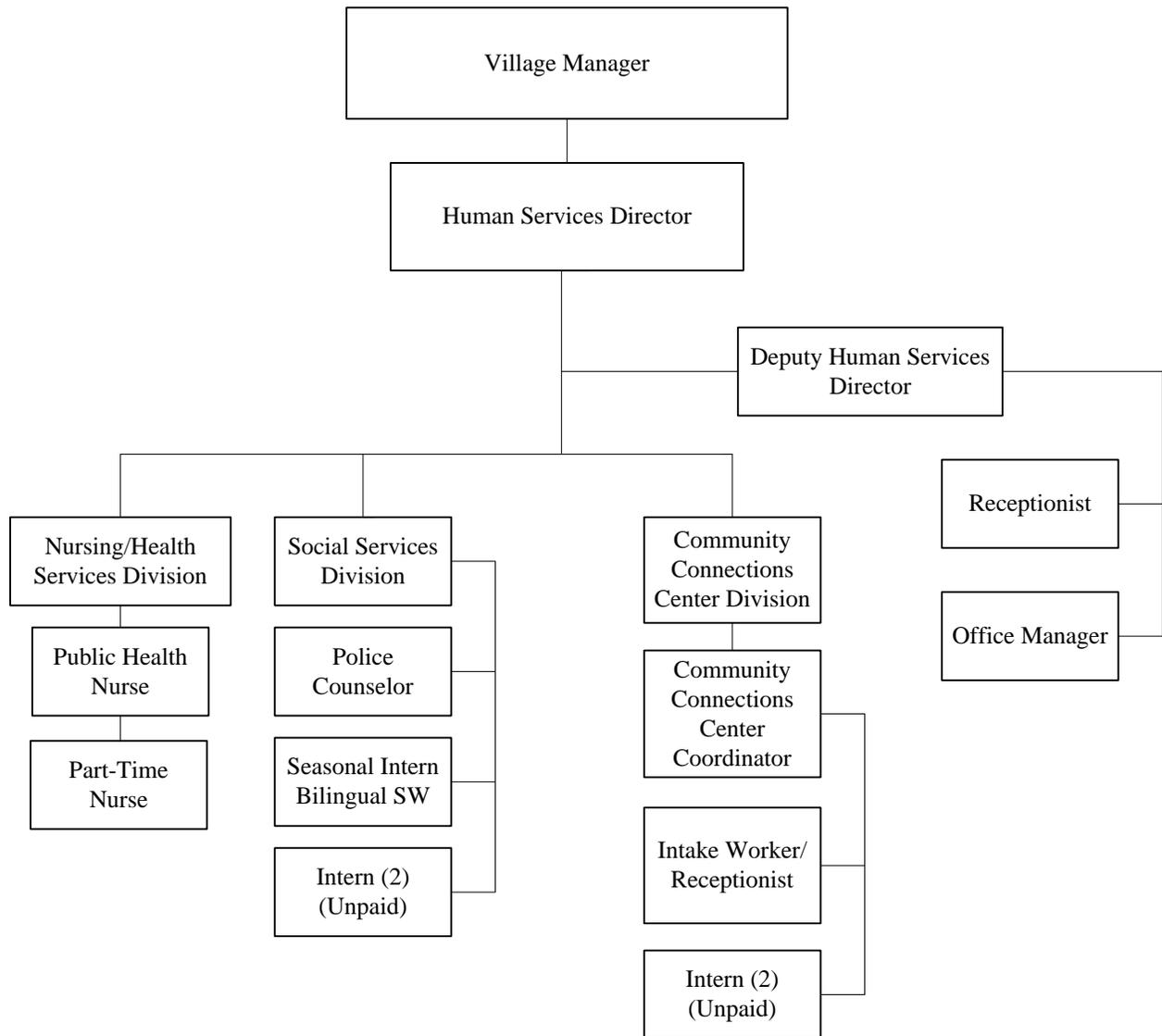
**VILLAGE OF MOUNT PROSPECT
CDBG
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Neighborhood Planner	0.75	0.75	0.75	48,283	49,725	50,721
Total Full Time	0.75	0.75	0.75	48,283	49,725	50,721
Seasonal						
Interns	0.25 (1)	-	-	5,000	-	-
Total Seasonal	0.25 (1)	-	-	5,000	-	-
Other Compensation						
Longevity Pay				300	300	450
Total Other Compensation				300	300	450
Employee Benefits						
Medical Insurance				16,737	16,975	15,624
Social Security				3,325	3,103	3,173
Medicare				779	726	743
IMRF Pension				5,569	5,944	5,732
Total Employee Benefits				26,410	26,748	25,272
TOTAL	1.00	0.75	0.75	79,993	76,773	76,443

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

Full-Time	0.75	0.75	0.75
Seasonal	1.00	-	-

VILLAGE OF MOUNT PROSPECT HUMAN SERVICES DEPARTMENT



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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT**

STATEMENT OF ACTIVITIES

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

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

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

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

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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Fiscal Health

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

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

Governance goal – Quality Service

Evaluate client satisfaction of services through administration of a client satisfaction survey.

- Client satisfaction surveys are administered to clients at the conclusion of service provision or at pre-determined intervals for those services and programs that are ongoing. Surveys are reviewed by the Director and recorded on a monthly basis. Survey statistics are reported on a quarterly basis to department staff.
- During the months of January through June, 245 surveys were distributed with a 74% response rate. 92% of those surveyed strongly agreed with the question pertaining to overall satisfaction with services received.

Reduce the use of paper and improve efficiency.

- The Human Services Department is a member of a beta group along with other local government agencies. The beta group has been working with a software company on the development of a Human Services/Social Services data base software program. The target date for completion of the first phase was December of 2015. The new program allows for the transition to electronic record keeping.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT**

Governance goal – Leadership

Develop and review departmental policies and program guidelines.

- Seven new policies and or guidelines were written during 2015. Policy development is ongoing.
- New policies were reviewed with staff during department staff meetings.

Governance goal – Relationships

Continue to work collaboratively with other Village departments to address resident needs.

- Presentations were made at Police Department shift meetings regarding Human Service Department programs and services.
- A referral process for domestic battery arrests was established to ensure victims receive court advocacy services at the onset of the case.
- Meeting was held with Fire Department to discuss and update referral process.

Cultural climate goal – Community Life

Provide programs at the Community Connections Center.

- The Conversations in English program provides residents who are learning the English language the opportunity to practice conversing in English. An average of eighteen participants attended on a monthly basis.
- The Community Connections Center brings awareness to various topics such as health, safety and diversity by highlighting awareness month topics on the Center calendar and posting materials in the display case.
- The Ask the Village program provides residents with the opportunity to meet with Village staff from the Police Department, Community Development and Human Services to ask questions and address issues.

Cultural Climate goal – Engagement

Host events that appeal to a wide diversity of residents.

- Senior health month in October provided seniors the opportunity to attend a senior health fair sponsored by Representative Harris and additional programs offered by the Village nurse throughout the month.
- The Senior Walking club met on a weekly basis from May through October and was staffed by the Village nurse and a Medical Reserve Corp volunteer.
- The Play and Learn program began in January and was a collaborative effort between the Mount Prospect Public Library – South Branch and the Community Connections Center Human Services staff. The program goal is to promote early childhood literacy, achievement of developmental milestones and positive parent/family-child relationships through play in a community based setting. Classes were held on a weekly basis and on average six families per week attended.
- Eleven eighth grade students from Holmes Junior High participated in the My School My Choice program. Students attended outings with Human Service and Police Department staff throughout the school year at Rolling Meadows High School. Rolling Meadows High School provided student mentors who spoke with the program participants about opportunities available at the high school.

Development goal – Housing

Continue to address the housing needs of the senior population.

- Both nursing and social services were provided at Centennial Apartments for seniors on a monthly basis. Social service staff provided Medicare D enrollment assistance on site at Centennial apartments.
- Presentation was done at Mount Prospect Horizon Senior Living regarding services available through the Human Services Department.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT**

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Evaluate current staffing allocations at Village Hall and the Community Connections Center.

- Review of monthly direct service and program statistics for 2015 resulted in reallocation of 65% of part time bilingual social worker's hours and twelve hours of additional social service staff time to the Community Connections Center (CCC) on a weekly basis. An average of 1/3 of direct service units are provided at the CCC on a monthly basis and 100% of regular programming is provided at the CCC which has made additional staffing at the CCC necessary.

Evaluate effectiveness of counseling services and social service programs.

- The Cross-Cutting Symptom measure has been utilized by social services staff when providing counseling services to better monitor treatment progress and enhance clinical decision-making. The Cross-Cutting Symptom measure is available and utilized for adults and adolescents. As programs with an educational component are developed, pre and post tests will be administered to measure effectiveness. Clients are also given a survey at the conclusion of service to determine satisfaction with services received.

Reduce the use of paper and improve efficiency.

- The Department has been a member of a beta group for a company that is designing a Human Services Client data base. The initial phase of the project was to have been completed by December of 2015. The company put the project on hold in March of 2016 and is not able to provide a tentative completion date at this time. Department staff will be researching and evaluating other options due to uncertainty of the project at this time.

Governance goal – Leadership

Ensure shelter preparedness in the event of an emergency.

- American Red Cross Shelter training was coordinated by the Human Services Department for department staff members, MRC/CERT members and Fire Department personnel. The Human Services Department will coordinate an additional hands on training in which a mock shelter will be set up.

Governance goal – Relationships

Collaborate with community service providers and agencies to meet the needs of residents of Mount Prospect.

- The Family Issues meeting shifted its focus to include all community issues and was renamed the Community Issues meeting. Meetings occur on a quarterly basis and additional agencies and service providers have been invited to attend. Some of the new attendees include representatives from the park districts and Kenneth Young staff from Myers Place. Collaboration on programming at the Community Connections Center with the Mount Prospect Library and District 59 has brought programming to both pre-school and adolescent age children.
- The Public Health Nurse has collaborated with community service providers and businesses throughout the year and during senior health month in October to bring programming to residents. Stay fit, Vista Linda Eye Care and the American Dental Hygienist Association have presented at Diabetes Support group meetings throughout the year.

Cultural Climate goal – Community Life

Work collaboratively with the Mount Prospect Public Library and the Mount Prospect Park District to offer Senior and Youth programming opportunities.

- The Public Health Nurse has expanded the Senior Walking Club to a year round program through collaboration with the Mount Prospect Park District. The walking club has historically walked outdoors from May through October. This past year, the walking club moved indoors to the Central Community Center during the colder months and continued walking as a group with both the Public Health Nurse and a Medical Reserve Corp volunteer present.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT**

- The Park District and Human Services Department worked together this year to improve the application and registration process for the Family Pool Pass program. Human Services staff met with resident applicants on site at the Rec Plex and completed the assessment. Residents were then able to register with the Park District for the family pool pass as part of the appointment.
- The Mount Prospect Public Library and Community Connections Center Coordinator collaborate on two programs serving pre-school age children and junior high school age children.

2017 GOALS

Governance goal- Quality Service

Develop new direct service, Social Service Case Management, to meet additional needs of increasing senior population.

- Define services offered within new service.
- Market service through web site, department service brochure, social media and senior newsletter.

Increase staff expertise in the area of trauma informed care.

- Social Service staff to complete trauma informed care training.
- Clinical staff to participate in a Trauma Informed Consultation group lead by the Children's Advocacy Center.

Governance goal – Leadership

Develop a shelter plan that ensures emergency preparedness.

- Work collaboratively with the Fire Department and the American Red Cross to identify and pre-screen additional shelter sites in the community.
- Coordinate advanced level training on shelter operations for MRC, CERT, and Human Services staff through the American Red Cross.

Governance goal – Relationships

Continue to collaborate with community service providers and agencies to meet the needs of residents of Mount Prospect.

- Evaluate current Partner Agency structure and make recommendations for change in order to expand and better address services needs of residents.
- Work collaboratively with Rainbow Hospice to receive training and develop a grief support group for Spanish speaking residents to address lack of service availability in the Mount Prospect area.

Cultural Climate Goal – Community Life

Continue work on development of Diverse Community Outreach Strategy.

- Review resident survey for feedback relevant to diversity outreach in the community.
- Co-facilitate meeting of community stakeholders who responded to Stakeholder survey and expressed an interest in collaborating to meet the needs of our diverse community.

Cultural Climate goal – Engagement

Provide support groups and psycho-educational groups as a means of providing cost effective services to meet the needs of the community.

- Implement Parenting Education classes for both DCFS mandated clients and residents interested in learning new parenting skills.
- Begin a grief support group at the Community Connections Center.

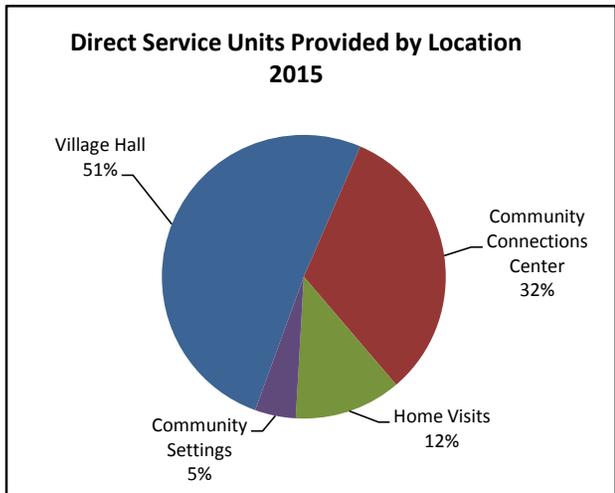
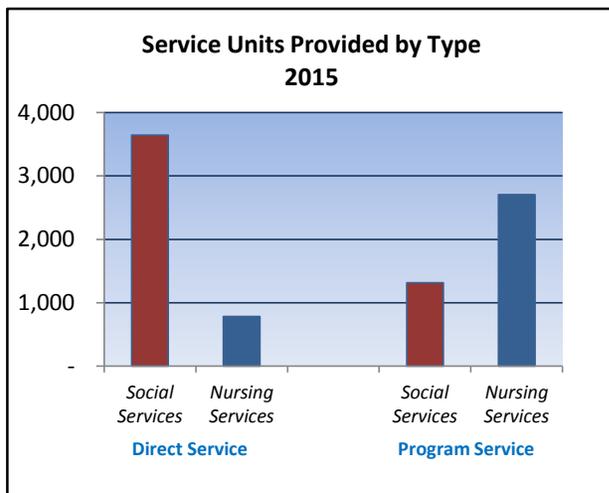
Development goal – Housing

Participate in the Northwest Housing Collaborative initiative, Aging in Community.

- Attend meetings and participate in workshops/focus groups as applicable.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
HUMAN SERVICES DEPARTMENT**

	Actual 2015	Estimated 2016	Projected 2017
WORKLOAD MEASURES			
Social Services - Units of Service Provided			
Direct Service Units			
Assessment, counseling, crisis intervention, court advocacy	564	523	550
Case management, entitlement benefits	2,171	2,349	2,350
Financial assessment and assistance	523	505	510
Police/Fire Department Referral Follow-up	388	457	460
Program Service Units			
Social Service Programs	804	781	800
Food Pantry (households)	512	572	575
Nursing/Health Services - Units of Service Provided			
Direct Service Units			
Assessment, homebound and nursing services	522	511	515
Case management	263	353	350
Program Service Units			
Nursing/Health Service Programs	271	332	330
Screening clinics	1,062	1,021	1,025
Lending Closet	1,374	1,360	1,360
Direct Service Units by Location			
Village Hall	2,258	2,546	2,573
Community Connections Center	1,428	1,414	1,420
Home Visits	539	522	526
Community Settings	206	216	216



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
HUMAN SERVICES DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	236,491	262,491	258,737	261,022	261,605
Social Services	306,768	315,109	315,109	311,381	317,764
Nursing/Health Services	155,320	161,345	161,052	167,781	171,437
Community Connections Center	349,886	368,558	365,522	393,112	401,293
Total Programs	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099

Expenditure Classification

Personal Services-Salaries & Wages	648,809	665,086	665,086	685,952	698,751
Personal Services-Employee Benefits	288,913	296,158	297,846	297,254	305,661
Other Employee Costs	4,217	6,041	5,838	7,329	7,219
Contractual Services	92,770	113,061	108,619	121,749	119,299
Utilities	7,210	11,924	8,038	9,720	9,849
Commodities & Supplies	5,422	14,729	14,489	10,778	10,796
Office Equipment	1,124	504	504	514	524
Total Expenditure Classification	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099

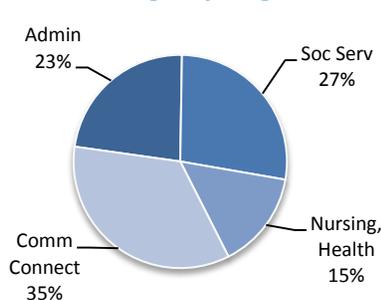
Source of Funds

001 General Fund	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099
Total Source of Funds	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099

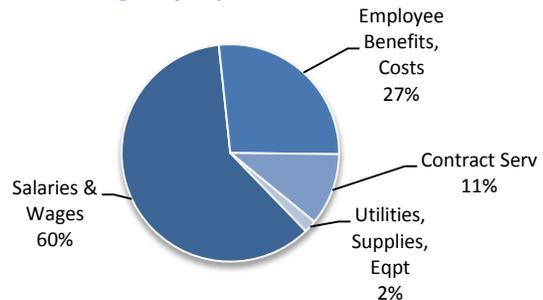
BUDGET DISCUSSION AND ANALYSIS

The Human Services Department budget provides for the Administration, Social Services, Nursing and Health Services, Senior Citizen Leisure Activities and Community Connections Center programs. The budget for 2017 is \$1,133,296. This is an increase of \$25,793, or 2.33% from 2016. Wages and benefits account for 86.76% of the total Human Services budget. As such, growth in the Wages, Benefits and Other Employee Costs account for the majority of the increase from the prior year. Included in the budget is \$5,000 for a HIPAA/HITECH risk assessment. These funds will be utilized if it is determined that the Human Services Department is a covered entity under HIPAA law.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration						
Personal Services-Salaries & Wages						
001.50.01.00.0.000.500.001	Full-Time Earnings	134,245	137,321	137,321	140,606	143,418
001.50.01.00.0.000.506.001	Longevity Pay	640	900	900	1,260	1,260
Total Personal Services-Salaries & Wages		134,885	138,221	138,221	141,866	144,678
Personal Services-Employee Benefits						
001.50.01.00.0.000.510.001	Medical Insurance	34,302	34,763	34,763	31,998	33,278
001.50.01.00.0.000.510.003	Workers' Comp Ins	20,520	26,880	26,880	21,012	21,194
001.50.01.00.0.000.511.001	Social Security	8,183	8,722	8,722	8,948	9,127
001.50.01.00.0.000.511.002	Medicare	1,914	2,042	2,042	2,069	2,110
001.50.01.00.0.000.512.001	IMRF Pension Expense	15,623	16,710	16,710	16,161	16,484
001.50.01.00.0.000.513.001	Sick Leave Incentive	385	100	100	100	100
001.50.01.00.0.000.513.002	Vac/Pers Leave Incent.	464	1,796	1,796	1,799	1,799
001.50.01.00.0.000.513.004	Employee Allowances	530	511	511	511	511
Total Personal Services-Employee Benefits		81,921	91,524	91,524	82,598	84,603
Other Employee Costs						
001.50.01.00.0.000.522.001	Travel & Meetings	388	424	424	625	638
001.50.01.00.0.000.525.004	Training	600	1,000	1,000	1,020	1,040
Total Other Employee Costs		988	1,424	1,424	1,645	1,678
Contractual Services						
001.50.01.00.0.000.530.006	Other Prof. Serv.	300	1,060	1,060	7,700	2,754
001.50.01.00.0.000.532.002	Equipment Maint.	-	530	530	541	552
001.50.01.00.0.000.544.002	Postage Expense	856	1,514	1,200	1,544	1,575
001.50.01.00.0.000.551.001	Copier Lease Payment	4,880	4,794	4,794	4,890	4,988
001.50.01.00.0.000.553.001	Vehicle Lease Payment	200	100	100	400	400
001.50.01.00.0.000.554.001	Vehicle Maint Payment	3,237	3,066	3,066	3,045	3,329
001.50.01.00.0.000.561.004	Cloud-Based Service	-	3,940	2,000	5,040	5,141
001.50.01.00.0.000.561.009	Human Services	-	-	-	300	306
001.50.01.00.0.000.562.002	Printing Expense	140	316	316	322	328
001.50.01.00.0.000.573.006	Volunteer Recruitment	-	300	300	306	312
Total Contractual Services		9,613	15,620	13,366	24,088	19,685
Utilities						
001.50.01.00.0.000.589.001	Telephone - Land Lines	2,218	2,971	2,971	3,030	3,091
001.50.01.00.0.000.590.001	Telephone - Cellular	2,676	4,000	2,500	4,000	4,000
Total Utilities		4,894	6,971	5,471	7,030	7,091
Commodities & Supplies						
001.50.01.00.0.000.605.001	Other Equipment	253	530	530	541	552
001.50.01.00.0.000.606.001	Office Supplies	543	849	849	866	883
001.50.01.00.0.000.608.001	Other Supplies	1,139	1,592	1,592	1,624	1,656
001.50.01.00.0.000.608.002	NACCHO Grant	1,079	5,100	5,100	-	-
001.50.01.00.0.000.620.001	Refreshment Supplies	52	156	156	250	255
Total Commodities & Supplies		3,066	8,227	8,227	3,281	3,346

**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration					
Office Equipment					
001.50.01.00.0.000.655.002 Computer Eqpt - New	1,022	-	-	-	-
001.50.01.00.0.000.656.001 Office Eqpt	102	504	504	514	524
Total Office Equipment	1,124	504	504	514	524
Total Administration	236,491	262,491	258,737	261,022	261,605

Social Services

Personal Services-Salaries & Wages

001.50.51.00.0.000.500.001 Full-Time Earnings	195,797	202,653	202,653	208,571	212,742
001.50.51.00.0.000.502.001 Seasonal Earnings	20,035	20,451	20,451	14,602	14,602
001.50.51.00.0.000.506.001 Longevity Pay	890	1,030	1,030	1,380	1,380
Total Personal Services-Salaries & Wages	216,722	224,134	224,134	224,553	228,724

Personal Services-Employee Benefits

001.50.51.00.0.000.510.001 Medical Insurance	46,625	42,956	42,956	39,412	40,988
001.50.51.00.0.000.511.001 Social Security	13,148	14,092	14,092	14,100	14,382
001.50.51.00.0.000.511.002 Medicare	3,075	3,299	3,299	3,286	3,352
001.50.51.00.0.000.512.001 IMRF Pension Expense	22,778	24,532	24,532	23,808	24,284
001.50.51.00.0.000.513.001 Sick Leave Incentive	289	300	300	300	300
001.50.51.00.0.000.513.002 Vac/Pers Leave Incent.	253	1,199	1,199	1,002	1,002
001.50.51.00.0.000.513.004 Employee Allowances	1,640	1,593	1,593	1,503	1,503
Total Personal Services-Employee Benefits	87,808	87,971	87,971	83,411	85,811

Other Employee Costs

001.50.51.00.0.000.518.001 Dues & Memberships	623	525	525	765	525
001.50.51.00.0.000.522.001 Travel & Meetings	235	306	306	312	318
001.50.51.00.0.000.525.004 Training	1,165	1,663	1,663	1,820	1,856
Total Other Employee Costs	2,023	2,494	2,494	2,897	2,699

Commodities & Supplies

001.50.51.00.0.000.609.001 Program Supplies	215	510	510	520	530
Total Commodities & Supplies	215	510	510	520	530

Total Social Services	306,768	315,109	315,109	311,381	317,764
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**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018	
Nursing/Health Services						
Personal Services-Salaries & Wages						
001.50.52.00.0.000.500.001	Full-Time Earnings	103,857	105,812	105,812	108,333	110,500
001.50.52.00.0.000.501.001	Part-Time Earnings	-	-	-	5,625	5,738
001.50.52.00.0.000.506.001	Longevity Pay	270	270	270	360	360
Total Personal Services-Salaries & Wages		104,127	106,082	106,082	114,318	116,598
Personal Services-Employee Benefits						
001.50.52.00.0.000.510.001	Medical Insurance	27,958	28,335	28,335	26,082	27,125
001.50.52.00.0.000.511.001	Social Security	6,269	6,636	6,636	6,797	6,933
001.50.52.00.0.000.511.002	Medicare	1,466	1,552	1,552	1,588	1,620
001.50.52.00.0.000.512.001	IMRF Pension Expense	12,057	12,711	12,711	12,277	12,523
001.50.52.00.0.000.513.001	Sick Leave Incentive	289	100	100	100	100
001.50.52.00.0.000.513.002	Vac/Pers Leave Incent.	127	197	197	200	200
001.50.52.00.0.000.513.004	Employee Allowances	623	601	601	601	601
Total Personal Services-Employee Benefits		48,789	50,132	50,132	47,645	49,102
Other Employee Costs						
001.50.52.00.0.000.518.001	Dues & Memberships	470	250	250	255	260
001.50.52.00.0.000.522.001	Travel & Meetings	71	153	100	156	159
001.50.52.00.0.000.525.004	Training	79	400	400	408	416
Total Other Employee Costs		620	803	750	819	835
Contractual Services						
001.50.52.00.0.000.532.002	Equipment Maint.	-	153	153	156	159
001.50.52.00.0.000.573.004	Health Fair Screenings	-	250	250	255	260
Total Contractual Services		-	403	403	411	419
Commodities & Supplies						
001.50.52.00.0.000.608.001	Other Supplies	199	510	510	1,200	1,044
001.50.52.00.0.000.620.002	Medical Supplies	100	590	350	400	408
001.50.52.00.0.000.620.004	Cholesterol Screening	1,485	650	650	663	676
001.50.52.00.0.000.620.005	INR Testing Supplies	-	1,350	1,350	1,500	1,530
001.50.52.00.0.000.620.006	Lending Closet	-	825	825	825	825
Total Commodities & Supplies		1,784	3,925	3,685	4,588	4,483
Total Nursing/Health Services		155,320	161,345	161,052	167,781	171,437

**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Community Connections Center						
Personal Services-Salaries & Wages						
001.50.54.00.0.000.500.001	Full-Time Earnings	169,572	173,358	173,358	176,598	180,130
001.50.54.00.0.000.501.001	Part-Time Earnings	2,968	-	-	-	-
001.50.54.00.0.000.502.001	Seasonal Earnings	20,035	20,450	20,450	27,117	27,117
001.50.54.00.0.000.503.001	Overtime	-	221	221	200	204
001.50.54.00.0.000.505.001	Holiday Pay	-	1,720	1,720	-	-
001.50.54.00.0.000.506.001	Longevity Pay	500	900	900	1,300	1,300
Total Personal Services-Salaries & Wages		193,075	196,649	196,649	205,215	208,751
Personal Services-Employee Benefits						
001.50.54.00.0.000.510.001	Medical Insurance	34,969	28,242	28,242	45,625	47,450
001.50.54.00.0.000.511.001	Social Security	11,734	12,316	12,316	12,851	13,108
001.50.54.00.0.000.511.002	Medicare	2,744	2,883	2,883	3,000	3,060
001.50.54.00.0.000.512.001	IMRF Pension Expense	20,048	21,132	21,132	20,131	20,534
001.50.54.00.0.000.513.001	Sick Leave Incentive	-	512	2,200	501	501
001.50.54.00.0.000.513.002	Vac/Pers Leave Incent.	-	544	544	501	501
001.50.54.00.0.000.513.004	Employee Allowances	900	902	902	991	991
Total Personal Services-Employee Benefits		70,395	66,531	68,219	83,600	86,145
Other Employee Costs						
001.50.54.00.0.000.518.001	Dues & Memberships	168	216	120	180	184
001.50.54.00.0.000.522.001	Travel & Meetings	100	204	150	208	212
001.50.54.00.0.000.525.004	Training	318	900	900	1,580	1,611
Total Other Employee Costs		586	1,320	1,170	1,968	2,007
Contractual Services						
001.50.54.00.0.000.530.006	Other Prof. Serv.	71,481	75,000	75,000	77,000	78,540
001.50.54.00.0.000.532.002	Equipment Maint.	864	1,210	1,210	1,234	1,259
001.50.54.00.0.000.533.002	Cleaning Service	4,899	9,000	7,500	7,500	7,650
001.50.54.00.0.000.544.002	Postage Expense	234	306	306	312	318
001.50.54.00.0.000.551.001	Copier Lease Payment	3,338	3,621	3,621	3,693	3,767
001.50.54.00.0.000.560.004	IT System Security	294	1,000	800	1,020	1,040
001.50.54.00.0.000.560.007	Computer Maint.	-	2,138	2,138	2,181	2,225
001.50.54.00.0.000.560.011	Internet Service	2,047	4,488	4,000	4,000	4,080
001.50.54.00.0.000.561.009	Human Services	-	275	275	310	316
Total Contractual Services		83,157	97,038	94,850	97,250	99,195
Utilities						
001.50.54.00.0.000.585.001	Natural Gas	1,621	4,080	1,750	1,800	1,850
001.50.54.00.0.000.589.001	Telephone - Land Lines	637	717	717	731	746
001.50.54.00.0.000.590.001	Telephone - Cellular	58	156	100	159	162
Total Utilities		2,316	4,953	2,567	2,690	2,758

**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Community Connections Center					
Commodities & Supplies					
001.50.54.00.0.000.604.001 Office Equipment	21	530	530	541	552
001.50.54.00.0.000.606.001 Office Supplies	238	537	537	828	845
001.50.54.00.0.000.609.001 Program Supplies	98	1,000	1,000	1,020	1,040
Total Commodities & Supplies	357	2,067	2,067	2,389	2,437
Total Community Connections Center	349,886	368,558	365,522	393,112	401,293
TOTAL HUMAN SERVICES DEPARTMENT	1,048,465	1,107,503	1,100,420	1,133,296	1,152,099

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

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Human Services Director	1.00	1.00	1.00	97,498	99,935	101,934
Deputy Human Services Director	1.00	1.00	1.00	92,684	94,537	96,427
Public Health Nurse	1.00	1.00	1.00	80,063	81,664	83,297
Police Counselor	1.00	1.00	1.00	51,001	58,787	61,425
Community Connection Coordinator	1.00	1.00	1.00	78,206	79,770	81,365
Office Manager	1.00	1.00	1.00	56,709	60,735	61,950
Receptionist	1.00	1.00	1.00	44,210	50,128	52,477
Community Connection Liaison	1.00	1.00	1.00	54,994	56,095	56,998
Receptionist - CCC	-	1.00	1.00	-	37,493	38,235
Total Full Time	8.00	9.00	9.00	555,365	619,144	634,108
Part Time						
Receptionist - CCC	1.00 (2)	-	-	39,739	-	-
Nurse	-	-	0.05 (1)	-	-	5,625
Total Part Time	1.00 (2)	-	0.05 (1)	39,739	-	5,625
Seasonal						
Social Worker- Bi-Lingual	0.50 (1)	0.50 (1)	0.50 (1)	39,309	40,901	41,719
Total Seasonal	0.50 (1)	0.50 (1)	0.50 (1)	39,309	40,901	41,719
Other Compensation						
Overtime				250	221	200
Holiday				1,686	1,720	-
Longevity Pay				2,300	3,100	4,300
Total Other Compensation				4,236	5,041	4,500

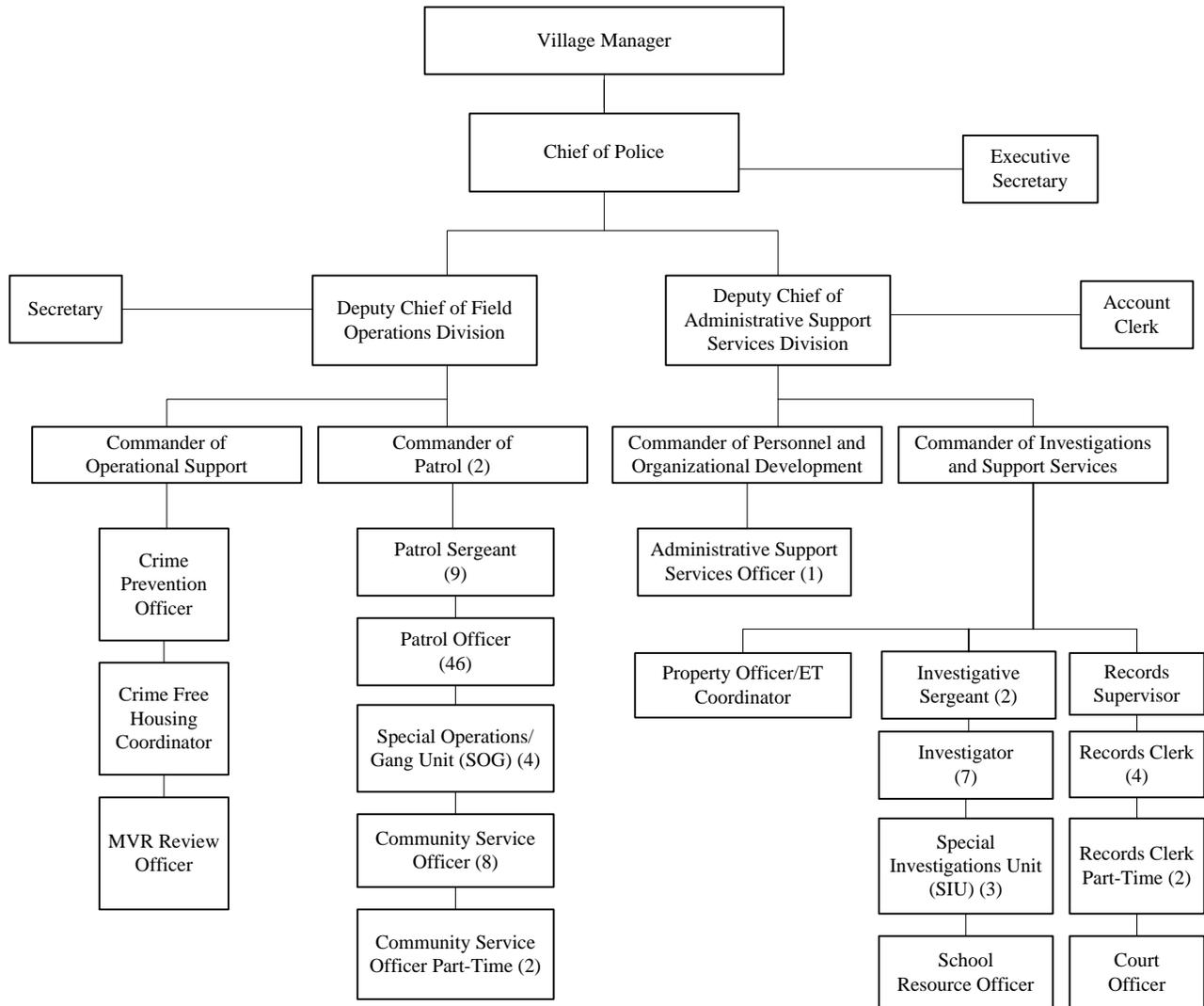
**VILLAGE OF MOUNT PROSPECT
HUMAN SERVICES DEPARTMENT
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Employee Benefits						
Medical Insurance				126,950	134,296	143,117
Workers' Comp Insurance				20,520	26,880	21,012
Social Security				40,155	41,766	42,696
Medicare				9,401	9,776	9,943
IMRF Pension				69,624	75,085	72,377
Sick Leave Incentive				1,000	1,012	1,001
Vacation/Personal Leave Incentive				4,100	3,736	3,502
Employee Allowances				3,606	3,607	3,606
Total Employee Benefits				275,356	296,158	297,254
TOTAL	9.50	9.50	9.55	914,005	961,244	983,206

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

Full-Time	8.00	9.00	9.00
Part-Time	2.00	-	1.00
Seasonal	1.00	1.00	1.00

VILLAGE OF MOUNT PROSPECT POLICE DEPARTMENT



The Police Department consists of two divisions: Field Operations and Administrative Support Services. Field Operations includes the Patrol Section, Crime Prevention and Crime Free Housing. Administrative Support Services includes Investigative, Records Property and Evidence and Personnel and Organizational Development Sections. The Police Department consists of 102 full time employees and 4 part time employees. One Community Service Officer is assigned to the Parking Funds 50% of the time. The Community Outreach Liaison is assigned to the Community Connections Center 100% of the time.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
POLICE DEPARTMENT**

STATEMENT OF ACTIVITIES

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



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

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service and Cultural Climate goal – Engagement

Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduced Part I crimes (i.e., homicide, robbery, burglary, rape, aggravated assault, theft, motor vehicle theft, and arson) by 5% over 2014 reported Part I crimes (*Actual 14.3% decrease*).
- Increased the identification and arrest of intoxicated motorists by 5% over the number of persons arrested for driving while intoxicated in 2014 (*Actual 13% increase*).

Governance goal – Relationships

Expanded the department’s social media reach on Twitter and Facebook through education and awareness.

- The department reached a minimum of 500 Twitter followers and 800 Facebook likes in 2015 (*Actual 1,227 Twitter followers and 2,025 Facebook likes*).

Governance goal – Quality Service

Conducted one recruit testing process:

- Conducted a Police Officer recruiting and hiring process and posted a new hire eligibility list in 2015.

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

POLICE DEPARTMENT

2016 ACCOMPLISHMENTS

Governance goal – Quality Service and Cultural Climate goal – Engagement

Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduced Part II crimes (i.e., simple assaults, fraud, forgery, prostitution, narcotics, etc.) by 2% compared to 2015 reported Part II crimes. *(Projected)*

Governance goal – Quality Service

Conduct policy and process improvements within the police department to enhance services.

- Implemented an electronic reporting system to improve records processes.
- Deployed a SharePoint program to improve organizational communication and ensure community needs are addressed.
- Conducted a policy review to ensure the Department's policies and standards were aligned to meet the accreditation requirements of the Illinois Law Enforcement Accreditation Program (ILEAP).

Governance goal – Relationships

Expand the department's social media reach on Twitter and Facebook through education and awareness.

- The department will reach a minimum of 1,500 Twitter followers and 2,000 Facebook likes in 2016. *(Actual 1,569 Twitter followers and 2,708 Facebook likes as of 07-01-2016).*

Governance goal – Leadership

Continue transitioning to an organizational redesign in 2016

- Middle managers were realigned to leading and managing interrelated processes instead of singular functions within the police department.

Hire additional Community services to improve services and complement staffing levels.

- Recruited and hired two (2) new full-time Community Service Officers and two (2) new part-time Community Service Officers as authorized by the Village Board.

2017 GOALS

Governance goal – Quality Service and Cultural Climate goal – Engagement

Utilize public education, proactive activity, comprehensive investigations and dedicated enforcement patrols.

- Reduce Part I crimes (i.e., homicide, robbery, burglary, rape, aggravated assault, theft, motor vehicle theft, and arson) by 5% compared to 2016 reported Part I crimes.
- Reduce Part II crimes (i.e., simple assaults, fraud, forgery, prostitution, narcotics, etc.) by 5% compared to 2016 reported Part II crimes.
- Direct enforcement activity during peak periods for traffic crashes and enforce hazardous moving violations associated with the cause of collisions in order to reduce the number of personal injury crashes by 5% and property damage crashes by 5% over 2016 reported personal injury and property damage only crashes.
- Increase the identification and arrest of intoxicated motorists by 5% over the number of persons arrested for driving while intoxicated in 2016.

Cultural Climate goal – Engagement

Enhance community engagement with permanently assigned beat officers.

- Host twelve (12) beat engagement initiatives (two in each of the Village's six police beats) where beat officers can create and enhance relationships with the stakeholders in their respective beats.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
POLICE DEPARTMENT**

Governance goal – Leadership

Transition to an outcome-based performance model.

- Organizational performance activities are to be redirected towards an outcome-based performance model where officers are responsible for crime, traffic, and community issues relevant to their assigned beats and use emergent technologies and community policing initiatives to remedy those issues.

Governance goal – Relationships

Expand the department's social media reach on Twitter and Facebook through education and awareness.

- The department will reach a minimum of 1,800 Twitter followers and 3,500 Facebook likes in 2017.

Governance goal – Quality Service

Conduct one recruit testing process and one sergeant's promotional testing process.

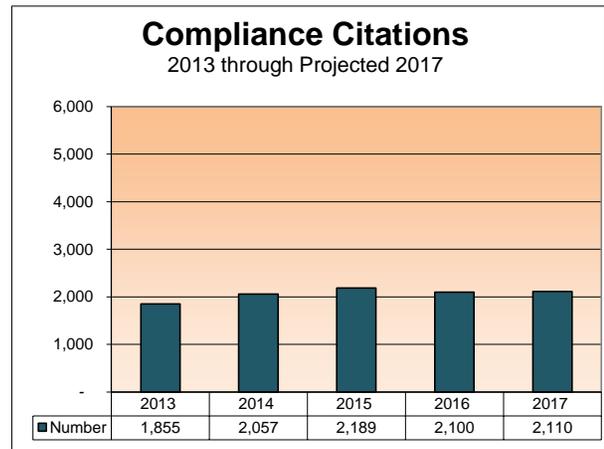
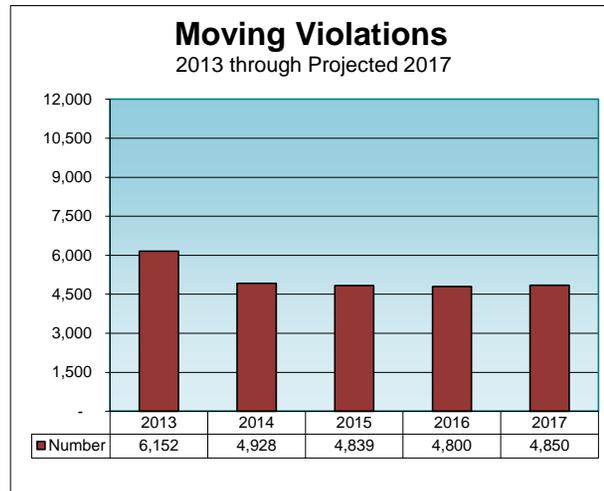
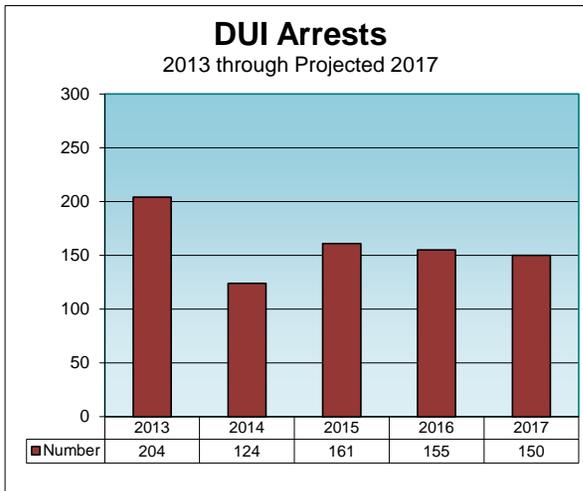
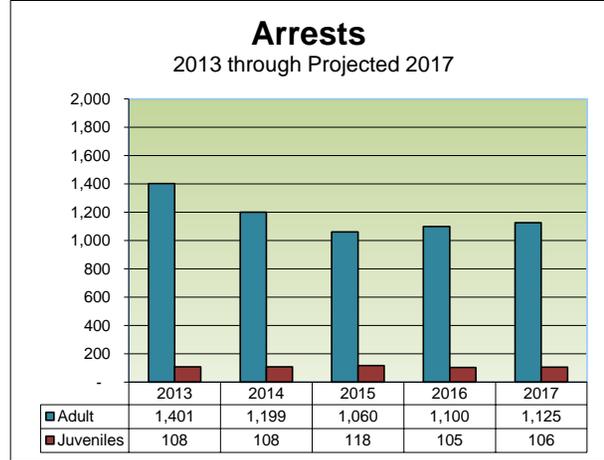
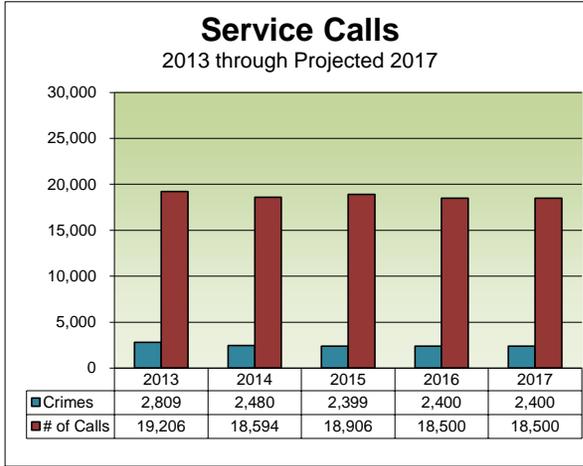
- Through the implementation of a comprehensive and robust recruiting program, attract 200 applicants to apply for the police testing process and establish an eligibility list.
- Attract existing personnel to participate in a sergeant's promotional process and establish an eligibility list.

Enhance technologies within the Police Department.

- Deploy a citizen's online reporting program where citizens can file reports for minor incidents online themselves to enhance our customer service offerings.
- Implement an electronic citation and crash program where citations and crashes can be produced in an efficient and professional manner electronically and improve workflow processes within the Police Department.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
POLICE DEPARTMENT**

WORKLOAD MEASURES



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
POLICE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	3,966,130	4,843,193	4,831,217	5,371,408	5,587,875
Equipment Maintenance - Police	786,285	868,294	850,541	766,282	827,741
Records	389,809	471,357	446,451	466,860	477,212
Technical Services	233,095	-	-	-	-
Auxiliary Service	292,941	-	-	-	-
Crime Prev. & Public Services	174,508	182,349	186,633	183,722	187,744
Patrol & Traffic	8,880,380	9,281,517	9,191,048	9,654,017	9,965,659
Investigative	1,570,684	1,897,034	1,690,374	1,763,882	1,800,465
Total Programs	16,293,832	17,543,744	17,196,264	18,206,171	18,846,696

Expenditure Classification

Personal Services-Salaries & Wages	9,425,567	9,923,193	9,716,957	10,304,683	10,503,813
Personal Services-Employee Benefits	5,132,227	5,613,884	5,540,773	5,961,318	6,247,237
Other Employee Costs	144,625	181,697	176,000	184,000	187,400
Contractual Services	1,414,980	1,573,687	1,536,454	1,519,674	1,666,416
Utilities	33,515	42,664	39,450	47,623	48,578
Commodities & Supplies	106,715	140,924	134,380	149,643	153,417
Office Equipment	9,046	42,695	17,150	10,730	10,960
Other Equipment	27,157	25,000	35,100	28,500	28,875
Total Expenditure Classification	16,293,832	17,543,744	17,196,264	18,206,171	18,846,696

Source of Funds

001 General Fund	16,272,315	17,532,744	17,157,264	18,177,171	18,817,696
043 Asset Seizure Fund	9,044	7,000	7,000	7,000	7,000
044 Federal Equitable Share Funds	-	2,000	2,000	2,000	2,000
045 DUI Fine Fund	12,473	2,000	30,000	20,000	20,000
Total Source of Funds	16,293,832	17,543,744	17,196,264	18,206,171	18,846,696

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
POLICE DEPARTMENT**

BUDGET DISCUSSION AND ANALYSIS

The Public Safety Police Department budget includes the Administration, Equipment Maintenance, Records, Crime Prevention & Public Services, Patrol & Traffic Enforcement and the Investigative Programs. The 2017 budget of \$18,206,171 increased \$662,427 or 3.78% from the 2016 budget.

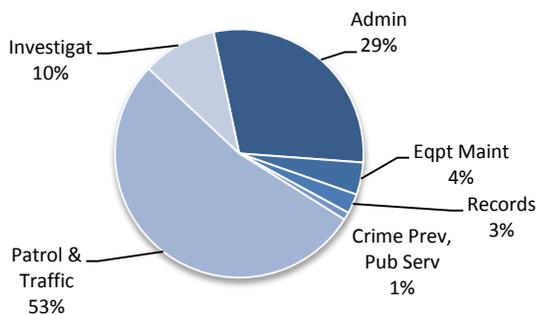
Wages and benefits account for 89.34% of the total Police budget. Included in this amount is the annual required Police Pension contribution. The total pension contribution from the General Fund in 2017 is \$3,817,580, a \$598,580 or 18.60% increase from the prior year. Excluding the wages and benefits categories, the Police Department budget decreased in all other expenditure categories by \$66,497 or 3.31%.

The Police Department budget increase is primarily due to rising personnel costs associated with wages, benefits, and pensions. There were no additional personnel added to the 2017 Budget. The Records Section Program budget has been adjusted for 2017 to display expenses that had been previously absorbed in other programs to more accurately reflect the non-personnel costs associated with that program.

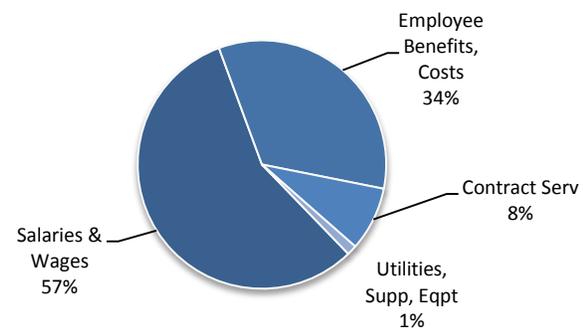
Small adjustments occurred throughout the vast majority of the Police budget; however, employment testing increased \$25,000 or 100% due to the planned costs associated with facilitating both a police recruit and sergeant testing processes in 2017. Police clothing supplies increased \$6,000 or 42% to cover the costs of required equipment for anticipated new officers and “Centennial” badges to celebrate the Village’s 100th anniversary in 2017. Incremental increases in Police Training were also made as the Department remains committed to provide high quality training to its officers in an effort to provide the utmost professional law enforcement services to the Mount Prospect community.

Steps have been taken to maximize workforce efficiency while maintaining the department’s commitment to the community. The department will transition toward an outcome-based performance model that will focus on reducing crime, traffic, and community issues, while increasing community engagement throughout the Village’s six (6) police beats in 2017. Continued process improvements will be made in 2017 to the department’s operations including the deployment of electronic crash and citations programs, and the implementation of a citizen’s online reporting system. The department will also engage in a robust recruiting campaign to attract highly talented new police officers and supervisors to prepare for an entry level police officer exam and a sergeants promotional exam in 2017. The department’s members remain committed to its mission and will continue to meet the challenges it faces in 2017.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration						
Personal Services-Salaries & Wages						
001.60.01.00.0.000.500.001	Full-Time Earnings	410,950	720,656	720,656	733,651	748,324
001.60.01.00.0.000.503.001	Overtime	6,980	8,000	8,000	8,158	8,321
001.60.01.00.0.000.504.001	Specialty Pay	6,800	18,305	18,305	18,305	18,305
001.60.01.00.0.000.505.001	Holiday Pay	9,834	18,111	18,111	20,851	21,268
001.60.01.00.0.000.506.001	Longevity Pay	2,500	4,500	4,500	5,900	5,900
Total Personal Services-Salaries & Wages		437,064	769,572	769,572	786,865	802,118
Personal Services-Employee Benefits						
001.60.01.00.0.000.510.001	Medical Insurance	58,691	117,936	117,936	105,685	109,912
001.60.01.00.0.000.510.003	Workers' Comp Ins	225,720	281,534	281,534	224,494	226,437
001.60.01.00.0.000.511.001	Social Security	8,035	7,898	7,898	10,754	10,969
001.60.01.00.0.000.511.002	Medicare	6,429	11,800	11,800	12,095	12,337
001.60.01.00.0.000.512.001	IMRF Pension Expense	15,843	15,135	15,135	19,424	19,812
001.60.01.00.0.000.512.002	Police Pension Expense	2,918,395	3,219,000	3,219,000	3,817,580	4,041,000
001.60.01.00.0.000.513.001	Sick Leave Incentive	3,518	7,798	7,798	7,803	7,803
001.60.01.00.0.000.513.002	Vac/Pers Leave Incent.	13,660	32,789	32,789	35,802	35,802
001.60.01.00.0.000.513.003	Retiree Sick Incentive	19,957	-	50,000	-	-
001.60.01.00.0.000.513.004	Employee Allowances	1,300	3,250	3,250	3,250	3,250
Total Personal Services-Employee Benefits		3,271,548	3,697,140	3,747,140	4,236,887	4,467,322
Other Employee Costs						
001.60.01.00.0.000.520.001	Medical Examinations	17,391	39,547	25,000	30,100	30,700
001.60.01.00.0.000.522.001	Travel & Meetings	5,245	7,650	7,500	7,800	7,950
001.60.01.00.0.000.525.004	Training	119,349	130,000	125,000	132,600	135,250
Total Other Employee Costs		141,985	177,197	157,500	170,500	173,900
Contractual Services						
001.60.01.00.0.000.530.006	Other Prof. Serv.	2,518	14,280	13,000	14,300	4,460
001.60.01.00.0.000.544.002	Postage Expense	3,526	4,245	3,600	4,330	4,415
001.60.01.00.0.000.546.003	Employment Testing	17,450	25,500	25,000	50,000	25,000
001.60.01.00.0.000.549.001	Org Memberships	5,929	6,000	6,000	9,000	9,180
001.60.01.00.0.000.551.001	Copier Lease Payment	10,455	12,381	12,000	7,000	7,140
001.60.01.00.0.000.560.012	Computer Software	444	23,500	15,000	12,750	13,005
001.60.01.00.0.000.562.001	Document Imaging	6,413	9,180	7,000	-	-
001.60.01.00.0.000.562.002	Printing Expense	9,235	9,690	9,690	10,500	10,710
001.60.01.00.0.000.566.001	Animal Impounding	1,625	3,180	2,500	3,180	3,245
001.60.01.00.0.000.566.002	Accreditation	50	125	1,500	2,000	2,000
Total Contractual Services		57,645	108,081	95,290	113,060	79,155
Utilities						
001.60.01.00.0.000.589.001	Telephone - Land Lines	13,183	16,714	13,500	17,048	17,388
001.60.01.00.0.000.590.001	Telephone - Cellular	20,332	12,565	12,565	16,925	17,265
Total Utilities		33,515	29,279	26,065	33,973	34,653

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

	Actual	Budget	Estimate	Budget	Forecast	
	2015	2016	2016	2017	2018	
Administration						
Commodities & Supplies						
001.60.01.00.0.000.604.001	Office Equipment	-	840	750	855	870
001.60.01.00.0.000.606.001	Office Supplies	4,701	5,100	5,000	4,200	4,285
001.60.01.00.0.000.608.001	Other Supplies	4,357	5,200	5,000	4,300	4,385
001.60.01.00.0.000.612.001	Publications	1,981	3,250	3,000	3,300	3,370
001.60.01.00.0.000.616.001	Vehicle Reg/License	1,729	1,934	1,800	1,968	2,007
001.60.01.00.0.000.621.003	Training Supplies	4,058	5,100	5,100	7,500	7,650
Total Commodities & Supplies		16,826	21,424	20,650	22,123	22,567
Office Equipment						
001.60.01.00.0.000.655.004	Computer Eqpt - Depts	634	37,500	12,000	5,000	5,100
001.60.01.00.0.000.656.006	Office Eqpt - Police	6,913	3,000	3,000	3,000	3,060
Total Office Equipment		7,547	40,500	15,000	8,000	8,160
Total Administration		3,966,130	4,843,193	4,831,217	5,371,408	5,587,875

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Equipment Maintenance - Police						
Contractual Services						
001.60.01.00.0.252.532.001	Digital Imaging Equip.	7,259	7,500	7,500	7,650	7,800
001.60.01.00.0.252.532.002	Equipment Maint.	21,231	35,000	25,000	30,000	30,600
001.60.01.00.0.252.532.003	Pistol Range Maint.	-	6,500	3,500	6,500	6,500
001.60.01.00.0.252.532.004	Radio Maintenance	2,914	2,300	7,000	7,800	7,950
001.60.01.00.0.252.553.001	Vehicle Lease Payment	162,200	239,100	239,100	143,700	143,700
001.60.01.00.0.252.554.001	Vehicle Maint Payment	549,614	520,619	520,619	517,032	565,341
001.60.01.00.0.252.560.006	VRM Maintenance	16,243	15,975	15,975	17,500	17,850
001.60.01.00.0.252.560.010	PIMS Maintenance	10,047	11,000	10,047	11,100	11,320
Total Contractual Services		769,508	837,994	828,741	741,282	791,061
Commodities & Supplies						
001.60.01.00.0.252.608.001	Other Supplies	4,272	5,100	4,500	5,200	5,305
001.60.01.00.0.252.621.012	Squad Emergency Eqpt	6,734	11,000	7,000	11,100	22,500
Total Commodities & Supplies		11,006	16,100	11,500	16,300	27,805
Other Equipment						
001.60.01.00.0.252.665.035	Radar Replacement	1,660	1,700	1,700	1,700	1,735
001.60.01.00.0.252.665.049	Visa Bar Unitrols	2,490	2,500	2,500	2,500	2,550
001.60.01.00.0.252.668.003	Radio Equip -Police	1,621	10,000	6,100	4,500	4,590
Total Other Equipment		5,771	14,200	10,300	8,700	8,875
Total Equipment Maintenance - Police		786,285	868,294	850,541	766,282	827,741

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

	Actual	Budget	Estimate	Budget	Forecast
Records	2015	2016	2016	2017	2018
Personal Services-Salaries & Wages					
001.60.01.61.0.000.500.001 Full-Time Earnings	238,769	293,004	280,865	281,968	287,607
001.60.01.61.0.000.501.001 Part-Time Earnings	30,400	34,803	27,608	37,589	38,341
001.60.01.61.0.000.503.001 Overtime	403	3,000	3,000	4,499	4,589
001.60.01.61.0.000.506.001 Longevity Pay	1,900	2,700	2,700	1,500	1,500
Total 001.60.01.61.0.000.500.001	271,472	333,507	314,173	325,556	332,037
Personal Services-Employee Benefits					
001.60.01.61.0.000.510.001 Medical Insurance	63,240	70,824	58,000	56,250	58,500
001.60.01.61.0.000.511.001 Social Security	16,341	20,495	19,234	20,058	20,459
001.60.01.61.0.000.511.002 Medicare	3,822	4,876	4,498	4,761	4,856
001.60.01.61.0.000.512.001 IMRF Pension Expense	31,576	39,268	38,746	36,231	36,956
001.60.01.61.0.000.513.001 Sick Leave Incentive	839	196	1,800	201	201
001.60.01.61.0.000.513.002 Vac/Pers Leave Incent.	2,519	2,191	10,000	2,203	2,203
Total Personal Services-Employee Benefits	118,337	137,850	132,278	119,704	123,175
Contractual Services					
001.60.01.61.0.000.551.001 Copier Lease Payment	-	-	-	7,000	7,140
001.60.01.61.0.000.562.001 Document Imaging	-	-	-	9,350	9,530
Total Contractual Services	-	-	-	16,350	16,670
Commodities & Supplies					
001.60.01.61.0.000.604.001 Office Equipment	-	-	-	750	750
001.60.01.61.0.000.606.001 Office Supplies	-	-	-	2,000	2,040
001.60.01.61.0.000.608.001 Other Supplies	-	-	-	2,000	2,040
Total Commodities & Supplies	-	-	-	4,750	4,830
Office Equipment					
001.60.01.61.0.000.656.006 Office Eqpt - Police	-	-	-	500	500
Total Office Equipment	-	-	-	500	500
Total Records	389,809	471,357	446,451	466,860	477,212

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Technical Services					
Personal Services-Salaries & Wages					
001.60.01.62.0.000.500.001	Full-Time Earnings	154,644	-	-	-
001.60.01.62.0.000.503.001	Overtime	2,495	-	-	-
001.60.01.62.0.000.504.001	Specialty Pay	4,450	-	-	-
001.60.01.62.0.000.505.001	Holiday Pay	3,525	-	-	-
001.60.01.62.0.000.506.001	Longevity Pay	900	-	-	-
Total Personal Services-Salaries & Wages		166,014	-	-	-
Personal Services-Employee Benefits					
001.60.01.62.0.000.510.001	Medical Insurance	43,849	-	-	-
001.60.01.62.0.000.511.001	Social Security	4,157	-	-	-
001.60.01.62.0.000.511.002	Medicare	2,381	-	-	-
001.60.01.62.0.000.512.001	IMRF Pension Expense	8,119	-	-	-
001.60.01.62.0.000.513.002	Vac/Pers Leave Incent.	7,925	-	-	-
001.60.01.62.0.000.513.004	Employee Allowances	650	-	-	-
Total Personal Services-Employee Benefits		67,081	-	-	-
Total Technical Services		233,095	-	-	-
Auxiliary Service					
Personal Services-Salaries & Wages					
001.60.01.63.0.000.500.001	Full-Time Earnings	203,733	-	-	-
001.60.01.63.0.000.504.001	Specialty Pay	3,650	-	-	-
001.60.01.63.0.000.505.001	Holiday Pay	2,773	-	-	-
001.60.01.63.0.000.506.001	Longevity Pay	1,900	-	-	-
Total Personal Services-Salaries & Wages		212,056	-	-	-
Personal Services-Employee Benefits					
001.60.01.63.0.000.510.001	Medical Insurance	47,856	-	-	-
001.60.01.63.0.000.511.001	Social Security	7,207	-	-	-
001.60.01.63.0.000.511.002	Medicare	3,063	-	-	-
001.60.01.63.0.000.512.001	IMRF Pension Expense	13,864	-	-	-
001.60.01.63.0.000.513.001	Sick Leave Incentive	3,776	-	-	-
001.60.01.63.0.000.513.002	Vac/Pers Leave Incent.	4,469	-	-	-
001.60.01.63.0.000.513.004	Employee Allowances	650	-	-	-
Total Personal Services-Employee Benefits		80,885	-	-	-
Total Auxiliary Service		292,941	-	-	-

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Crime Prev. & Public Services					
Personal Services-Salaries & Wages					
001.60.61.64.0.000.500.001 Full-Time Earnings	110,757	113,229	113,229	115,605	117,917
001.60.61.64.0.000.503.001 Overtime	7,809	7,000	7,000	7,515	7,665
001.60.61.64.0.000.504.001 Specialty Pay	3,450	3,451	3,451	3,451	3,451
001.60.61.64.0.000.505.001 Holiday Pay	3,116	2,770	2,770	3,210	3,274
001.60.61.64.0.000.506.001 Longevity Pay	740	780	780	1,060	1,060
Total Personal Services-Salaries & Wages	125,872	127,230	127,230	130,841	133,367
Personal Services-Employee Benefits					
001.60.61.64.0.000.510.001 Medical Insurance	30,960	31,404	31,404	28,793	29,945
001.60.61.64.0.000.511.001 Social Security	1,277	1,398	1,398	1,476	1,506
001.60.61.64.0.000.511.002 Medicare	1,783	1,867	1,867	1,920	1,958
001.60.61.64.0.000.512.001 IMRF Pension Expense	2,606	2,679	2,679	2,666	2,719
001.60.61.64.0.000.513.001 Sick Leave Incentive	827	196	2,100	201	201
001.60.61.64.0.000.513.002 Vac/Pers Leave Incent.	502	592	592	603	603
001.60.61.64.0.000.513.004 Employee Allowances	650	650	650	650	650
Total Personal Services-Employee Benefits	38,605	38,786	40,690	36,309	37,582
Other Employee Costs					
001.60.61.64.0.000.525.001 Community Policing Trn	2,000	2,500	2,500	2,500	2,500
Total Other Employee Costs	2,000	2,500	2,500	2,500	2,500
Contractual Services					
001.60.61.64.0.000.551.001 Copier Lease Payment	-	3,433	3,433	3,502	3,575
001.60.61.64.0.000.562.002 Printing Expense	70	750	500	750	750
Total Contractual Services	70	4,183	3,933	4,252	4,325
Commodities & Supplies					
001.60.61.64.0.000.606.001 Office Supplies	302	410	350	420	430
001.60.61.64.0.000.608.001 Other Supplies	-	2,040	2,040	2,080	2,120
001.60.61.64.0.000.611.001 Photo Supplies	100	100	100	100	100
001.60.61.64.0.000.621.009 Pub Relations Supplies	1,994	2,040	2,040	2,100	2,140
001.60.61.64.0.000.621.010 Com Policing Supplies	2,966	3,060	3,000	3,120	3,180
001.60.61.64.0.000.621.011 Ctzn Academy Supplies	490	1,000	750	1,000	1,000
001.60.61.64.0.000.621.014 Donated Supplies	2,109	1,000	4,000	1,000	1,000
Total Commodities & Supplies	7,961	9,650	12,280	9,820	9,970
Total Crime Prev. & Public Services	174,508	182,349	186,633	183,722	187,744

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Patrol & Traffic						
Personal Services-Salaries & Wages						
001.60.61.65.0.000.500.001	Full-Time Earnings	6,111,740	6,294,146	6,274,146	6,675,695	6,809,209
001.60.61.65.0.000.501.001	Part-Time Earnings	699	52,410	20,000	54,882	55,980
001.60.61.65.0.000.503.001	Overtime	349,325	398,000	398,000	385,020	392,720
001.60.61.65.0.000.504.001	Specialty Pay	205,065	203,950	203,950	214,309	214,309
001.60.61.65.0.000.505.001	Holiday Pay	236,381	176,170	176,170	209,285	213,471
001.60.61.65.0.000.506.001	Longevity Pay	31,210	32,170	32,170	45,990	45,990
Total Personal Services-Salaries & Wages		6,934,420	7,156,846	7,104,436	7,585,181	7,731,679
Personal Services-Employee Benefits						
001.60.61.65.0.000.510.001	Medical Insurance	1,033,665	1,100,196	1,041,000	974,289	1,013,261
001.60.61.65.0.000.511.001	Social Security	16,051	34,280	34,280	44,294	45,180
001.60.61.65.0.000.511.002	Medicare	98,958	105,837	105,837	112,030	114,271
001.60.61.65.0.000.512.001	IMRF Pension Expense	32,749	65,645	65,645	79,975	81,575
001.60.61.65.0.000.513.001	Sick Leave Incentive	26,696	36,014	36,014	35,999	35,999
001.60.61.65.0.000.513.002	Vac/Pers Leave Incent.	59,174	65,936	65,936	62,899	62,899
001.60.61.65.0.000.513.004	Employee Allowances	38,729	37,700	42,000	39,650	39,650
Total Personal Services-Employee Benefits		1,306,022	1,445,608	1,390,712	1,349,136	1,392,835
Other Employee Costs						
045.60.61.65.0.000.525.004	Training-DUI	640	1,000	15,000	10,000	10,000
Total Other Employee Costs		640	1,000	15,000	10,000	10,000
Contractual Services						
001.60.61.65.0.000.530.006	Other Prof. Serv.	8,546	10,000	9,000	10,000	10,200
001.60.61.65.0.000.551.001	Copier Lease Payment	713	3,433	1,500	7,000	7,140
001.60.61.65.0.000.558.001	NWCD - Police	527,619	541,000	541,000	554,000	588,000
001.60.61.65.0.000.560.007	Computer Maint.	-	-	-	-	96,500
001.60.61.65.0.000.566.003	NIPAS	4,788	6,850	6,000	10,050	8,550
001.60.61.65.0.000.566.008	Traffic Stop Data Anal.	13,250	18,000	13,250	18,000	18,360
Total Contractual Services		554,916	579,283	570,750	599,050	728,750
Commodities & Supplies						
001.60.61.65.0.000.603.001	Clothing Supplies	7,948	14,000	14,000	20,000	15,000
001.60.61.65.0.000.606.001	Office Supplies	2,112	2,550	2,300	2,550	2,600
001.60.61.65.0.000.608.001	Other Supplies	2,127	2,850	2,850	2,900	2,960
001.60.61.65.0.000.611.001	Photo Supplies	1,894	2,040	1,900	2,000	2,080
001.60.61.65.0.000.621.001	Protective Clothing	17,838	24,600	24,600	20,400	14,875
001.60.61.65.0.000.621.002	Honor Guard Supplies	35	2,750	2,750	2,805	2,860
001.60.61.65.0.000.621.005	Ammunition & Targets	29,985	31,500	31,500	33,075	34,730
001.60.61.65.0.000.621.007	Evidence Tech Supplies	4,136	4,795	4,300	4,890	4,990
001.60.61.65.0.000.621.008	Food for Prisoners	2,466	3,500	2,600	3,600	3,650
001.60.61.65.0.000.621.013	Cell Phone Equipment	-	1,000	200	200	200
Total Commodities & Supplies		68,541	89,585	87,000	92,420	83,945

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Patrol & Traffic						
Office Equipment						
001.60.61.65.0.000.655.002	Computer Eqpt - New	-	265	250	270	300
001.60.61.65.0.000.657.003	Evidence Equipment	1,499	1,530	1,500	1,560	1,600
Total Office Equipment		1,499	1,795	1,750	1,830	1,900
Other Equipment						
001.60.61.65.0.000.665.002	Bicycle Patrol Program	-	2,000	2,000	2,000	2,050
001.60.61.65.0.000.665.031	Other Equipment	100	900	900	900	900
044.60.61.65.0.000.665.031	Other Equipment-DEA	-	1,000	1,000	1,000	1,000
045.60.61.65.0.000.665.031	Other Equipment-DUI	11,833	1,000	15,000	10,000	10,000
001.60.61.65.0.000.665.052	Weapons	2,409	2,500	2,500	2,500	2,600
Total Other Equipment		14,342	7,400	21,400	16,400	16,550
Total Patrol & Traffic		8,880,380	9,281,517	9,191,048	9,654,017	9,965,659

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Investigative						
Personal Services-Salaries & Wages						
001.60.61.66.0.000.500.001	Full-Time Earnings	1,135,860	1,348,232	1,213,740	1,285,126	1,310,829
001.60.61.66.0.000.503.001	Overtime	54,382	87,000	87,000	89,186	90,970
001.60.61.66.0.000.504.001	Specialty Pay	44,469	51,814	51,814	48,075	48,075
001.60.61.66.0.000.505.001	Holiday Pay	38,058	40,992	40,992	44,253	45,138
001.60.61.66.0.000.506.001	Longevity Pay	5,900	8,000	8,000	9,600	9,600
Total Personal Services-Salaries & Wages		1,278,669	1,536,038	1,401,546	1,476,240	1,504,612
Personal Services-Employee Benefits						
001.60.61.66.0.000.510.001	Medical Insurance	202,381	240,249	173,000	163,211	169,739
001.60.61.66.0.000.511.001	Social Security	-	-	-	1,346	1,373
001.60.61.66.0.000.511.002	Medicare	18,373	22,738	22,738	21,851	22,288
001.60.61.66.0.000.512.001	IMRF Pension Expense	-	-	-	2,431	2,480
001.60.61.66.0.000.513.001	Sick Leave Incentive	11,563	7,298	10,000	7,298	7,298
001.60.61.66.0.000.513.002	Vac/Pers Leave Incent.	9,062	14,395	14,395	14,395	14,395
001.60.61.66.0.000.513.004	Employee Allowances	8,370	9,820	9,820	8,750	8,750
Total Personal Services-Employee Benefits		249,749	294,500	229,953	219,282	226,323
Other Employee Costs						
043.60.61.66.0.000.525.004	Training-Seiz	-	1,000	1,000	1,000	1,000
Total Other Employee Costs		-	1,000	1,000	1,000	1,000
Contractual Services						
001.60.61.66.0.000.530.006	Other Prof. Serv.	12,040	14,650	12,500	14,940	15,240
043.60.61.66.0.000.530.006	Other Prof. Serv.-Seiz	-	1,000	1,000	1,000	1,000
044.60.61.66.0.000.530.006	Other Prof. Serv.-DEA	-	1,000	1,000	1,000	1,000
001.60.61.66.0.000.534.001	Surveillance Expense	55	2,000	1,000	2,000	2,000
001.60.61.66.0.000.551.001	Copier Lease Payment	5,758	6,686	6,300	7,000	7,140
001.60.61.66.0.000.566.004	MCAT	3,327	6,120	3,500	6,240	6,365
001.60.61.66.0.000.566.005	TAC Unit Lease	9,661	9,690	9,690	10,500	10,710
001.60.61.66.0.000.566.007	Tobacco Enforcement	-	1,000	750	1,000	1,000
043.60.61.66.0.000.566.012	Investigative Purchases	2,000	2,000	2,000	2,000	2,000
Total Contractual Services		32,841	44,146	37,740	45,680	46,455
Utilities						
001.60.61.66.0.000.590.001	Telephone - Cellular	-	13,385	13,385	13,650	13,925
Total Utilities		-	13,385	13,385	13,650	13,925
Commodities & Supplies						
001.60.61.66.0.000.606.001	Office Supplies	763	815	800	830	850
001.60.61.66.0.000.608.001	Other Supplies	1,386	2,600	1,600	2,650	2,700
001.60.61.66.0.000.611.001	Photo Supplies	232	500	300	500	500
001.60.61.66.0.000.621.004	Peer Jury Supplies	-	250	250	250	250
Total Commodities & Supplies		2,381	4,165	2,950	4,230	4,300

**VILLAGE OF MOUNT PROSPECT
POLICE DEPARTMENT**

	Actual	Budget	Estimate	Budget	Forecast
	2015	2016	2016	2017	2018
Investigative					
Office Equipment					
001.60.61.66.0.000.656.001 Office Eqpt	-	400	400	400	400
Total Office Equipment	-	400	400	400	400
Other Equipment					
001.60.61.66.0.000.665.031 Other Equipment	-	400	400	400	450
043.60.61.66.0.000.665.031 Other Equipment-Seiz	7,044	3,000	3,000	3,000	3,000
Total Other Equipment	7,044	3,400	3,400	3,400	3,450
Total Investigative	1,570,684	1,897,034	1,690,374	1,763,882	1,800,465
TOTAL POLICE DEPARTMENT	16,293,832	17,543,744	17,196,264	18,206,171	18,846,696

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

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Chief of Police	1.00	1.00	1.00	144,482	152,413	154,869
Deputy Chief of Police	2.00	2.00	2.00	262,694	268,086	272,546
Commanders	5.00	5.00	5.00	616,214	630,945	642,170
Sergeants	11.00	11.00	11.00	1,193,566	1,220,714	1,348,132
Sworn Officers	51.00	52.00	52.00	4,354,930	4,467,159	4,577,084
Investigators	10.00	10.00	10.00	882,159	909,132	922,146
Crime Prevention Officers (Sworn)	1.00	1.00	1.00	88,930	90,963	92,981
School Counselor (Sworn)	1.00	1.00	1.00	88,930	90,963	92,981
Crime Free Housing Coordinator	1.00	1.00	1.00	64,840	66,135	67,200
Executive Secretary	1.00	1.00	1.00	65,714	67,028	68,107
Records Supervisor	1.00	1.00	1.00	64,028	65,311	66,360
Account Clerk	1.00	1.00	1.00	57,898	59,057	60,006
Secretary	1.00	1.00	1.00	54,572	55,665	56,559
Court Officer -Auxiliary Service	1.00	1.00	1.00	49,624	50,616	46,910
Mobile Video Review Officer	1.00	1.00	1.00	64,840	66,135	67,200
Community Service Officers	4.50	6.50	6.50	249,853	331,868	388,096
Records Clerks	4.00	4.00	4.00	172,271	177,077	168,698
Total Full Time	97.50	100.50	100.50	8,475,545	8,769,267	9,092,045
Part Time						
Community Service Officers	-	1.00 (2)	1.00 (2)	-	52,410	54,882
Records Clerks	1.00 (2)	1.00 (2)	1.00 (2)	35,701	34,803	37,589
Total Part Time	1.00 (2)	1.00 (4)	1.00 (4)	35,701	87,213	92,471
Other Compensation						
Overtime Earnings				477,947	503,000	494,378
Specialty Pay				282,945	277,520	284,140
Holiday Pay				300,819	238,043	277,599
Longevity Pay				47,000	48,150	64,050
Total Other Compensation				1,108,711	1,066,713	1,120,167

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

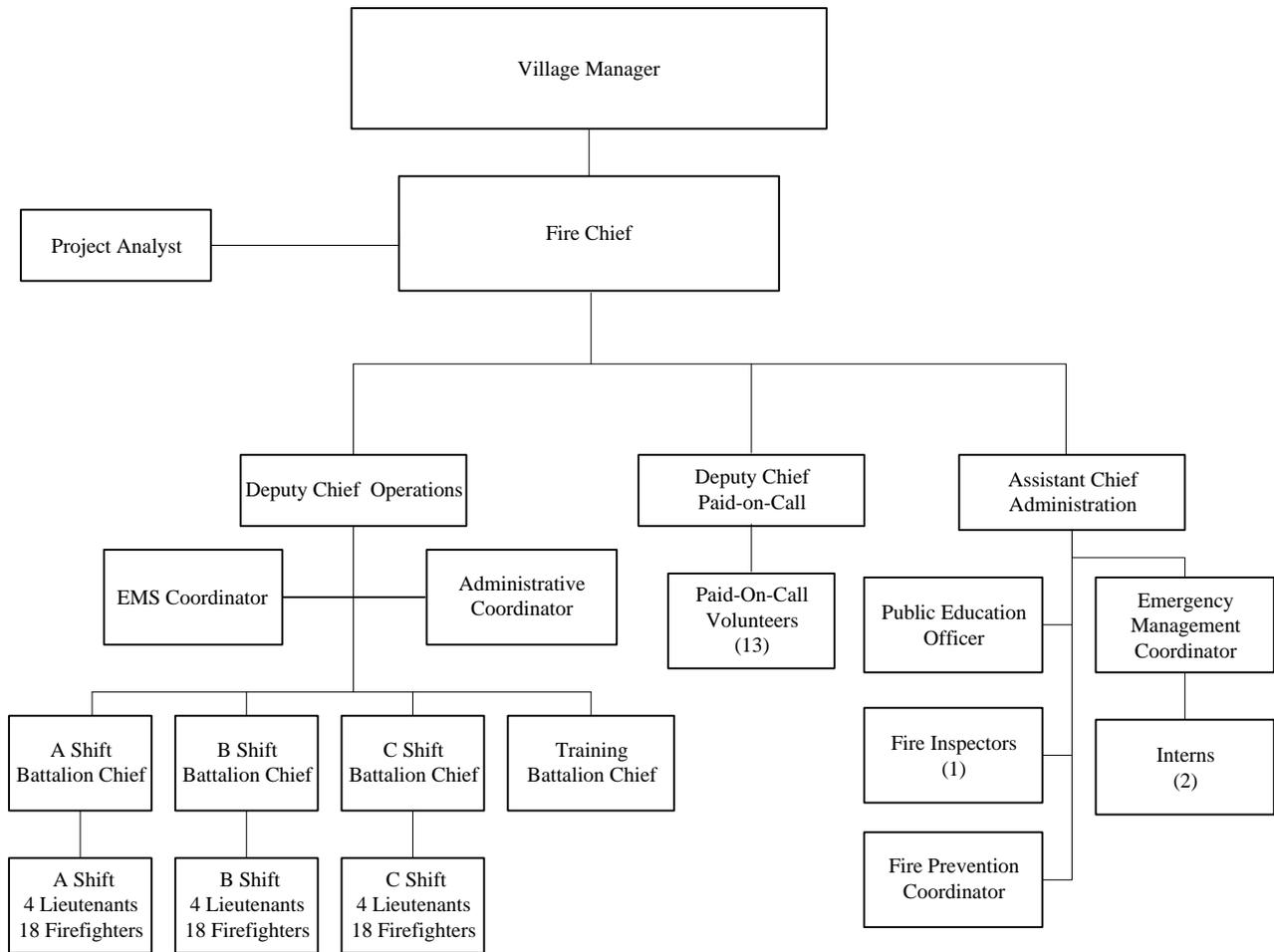
	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Employee Benefits						
Medical Insurance				1,461,379	1,560,609	1,328,228
Workers' Comp Insurance				225,720	281,534	224,494
Social Security				54,949	64,071	77,928
Medicare				140,227	147,118	152,657
IMRF Pension				101,561	122,727	140,727
Police Pension				2,910,175	3,219,000	3,817,580
Sick Leave Incentive				52,500	51,502	51,502
Vacation/Personal Leave Incentive				123,500	115,903	115,902
Employee Allowances				51,420	51,420	52,300
Total Employee Benefits				5,121,431	5,613,884	5,961,318
TOTAL	98.50	101.50	101.50	14,741,388	15,537,077	16,266,001

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

Full-Time	97.50	100.50	100.50
Part-Time	2.00	4.00	4.00



VILLAGE OF MOUNT PROSPECT FIRE DEPARTMENT



The Fire Department consists of two divisions: Operations and Fire Prevention Bureau. The Operations Division consists of administrative and shift personnel to staff the three Village fire stations. The Fire Bureau develops fire safety programs and maintains compliance with fire safety codes. The Fire Department consists of 80 full-time and 16 seasonal employees. In addition, the Fire Department oversees the activities of the Citizen Corps Community Emergency Response Team (CERT). The CERT team has approximately 40 members.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FIRE DEPARTMENT**

STATEMENT OF ACTIVITIES

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

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- All firefighters with 3 or more years of fire service have been trained to the level of Firefighter III and/or Advanced Technician Firefighter.

Examine current training requirements in order to strive to identify opportunities for improvement.

- Reevaluated the Village’s National Incident Management System (NIMS) training requirements for all Village personnel.

Continue to provide paramedics and special teams and with training and a wide knowledge base.

- Provided necessary training to all members of the Department’s special teams, including Hazardous Materials, Technical Rescue and Dive, to ensure they met current training standards.

Provide the best service to Mount Prospect residents during emergencies.

- Implemented new incident command software in the field for improved efficiency and accountability on the scene of emergency incidents.
- Applied for, and received a grant to hire back six firefighters which brought our staffing back up to the necessary level of 72.



2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- Funded and trained Company Officers to old Fire Officer II state certification or the new Advanced Company Officer state certification.
- Trained and certified 45 department paramedics to the Advanced Cardiac Life Support certification.

Develop programs that assist the department in providing high-value, relevant municipal services to the community.

- Purchased equipment for the RTF/Active Shooter program.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FIRE DEPARTMENT**

Ensure policies and procedures are current in order to assist the department in maintaining high-value, relevant municipal services to the community.

- Fire Inspectors reviewed the village Fire Protocol Codes and identified areas of improvement.
- Reviewed and updated all existing standard operating guidelines and procedures, and determined ways to improve the effectiveness and efficiency of the fire department.

Cultural Climate goal – Engagement

Develop and conduct fire and life safety educational program to encourage citizens to be engaged in safety education.

- Developed multi-lingual public education programs to reach a larger community base for our Children’s Fire and Safety Festival.

2017 GOALS

Governance goal – Quality Service

Train personnel to achieve compliance with current state standards to ensure high-value, relevant services are provided to the community.

- Continue to fund and train all Company Officers to old Fire Officer II state certification or the new Advanced Company Officer state certification.
- Continue to train and certify all fire department paramedics to the Advanced Cardiac Life Support certification.
- Train all personnel to the Crude Oil Awareness level.
- Implement a Cancer Awareness Campaign that includes education, policies and procedures

Develop programs that assist the department in providing high-value, relevant municipal services to the community.

- Implement the RTF/Active Shooter program in the first quarter of 2017.

Ensure policies and procedures are current in order to assist the department in maintaining high-value, relevant municipal services to the community.

- Move the department into step 3 of 5 in the accreditation application process.
- Complete a community risk assessment and develop a Standards of Cover document to identify areas of improvement.
- Create the Fire Department Strategic Plan for 2018-2023.
- Develop long and short term goals for increasing support in the southern part of the village

Cultural Climate goal – Engagement

Develop and conduct a fire and life safety educational program to encourage citizens to be engaged in safety education.

- Continue to develop multi-lingual public education programs focused on reaching a larger community base.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
FIRE DEPARTMENT**

Workload Measures	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Emergency Calls				
EMS Calls				
Advanced Life Support	1,981	2,108	2,234	2,250
Basic Life Support	932	838	893	900
Other Services/No Transport	1,072	1,115	1,008	1,030
Total EMS Calls	3,985	4,061	4,135	4,180
Fire Calls	1,926	1,883	1,865	1,870
Total Emergency Calls	5,911	5,944	6,000	6,050
Mutual Aid Calls				
Given	245	262	294	294
Received	342	377	375	375
Total Mutual Aid Calls	587	639	669	669
Automatic Aid Calls				
Given	236	218	232	280
Received	224	158	145	450
Total Automatic Aid Calls	460	376	377	730
Response Time (minutes)*	4:34	4:32	4:26	4:25
Fire Prevention				
Inspections	3,047	2,700	3,500	3,500
Programs Presented	362	466	400	400
Plan Reviews	311	378	400	400
Total Fire Prevention	3,720	3,544	4,300	4,300
Fire Investigations	18	15	15	15
Training Hours				
Fire - All	19,433	18,254	23,770	23,770
Medical - All	4,600	3,200	3,200	3,200
Total Training Hours	24,033	21,454	26,970	26,970

* Unit dispatched time to unit arrival time

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FIRE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	3,684,751	3,851,372	3,940,407	4,519,522	4,566,369
Equipment Maintenance - Fire	829,462	877,564	877,564	864,637	894,624
Operations	8,058,574	8,957,197	8,814,459	8,864,396	9,071,355
Fire Communication	51,492	47,320	71,030	83,770	78,188
Foreign Fire Insurance	67,788	50,500	62,500	65,500	65,500
Paid on Call Program	22,083	37,772	37,772	40,584	41,031
Fire Prevention	505,413	577,612	580,292	414,543	423,656
Emergency Preparedness	7,269	11,650	11,650	191,878	195,921
Total Programs	13,226,832	14,410,987	14,395,674	15,044,830	15,336,644

Expenditure Classification

Personal Services-Salaries & Wages	7,561,938	8,167,001	8,172,001	8,319,862	8,484,676
Personal Services-Employee Benefits	4,210,884	4,536,617	4,632,974	5,103,346	5,171,049
Other Employee Costs	131,476	188,285	201,960	218,735	223,670
Contractual Services	1,082,173	1,111,621	1,136,494	1,131,635	1,182,763
Utilities	38,930	33,690	57,400	62,860	64,000
Insurance	-	500	500	500	500
Commodities & Supplies	34,441	45,328	46,165	51,415	52,234
Other Expenditures	-	178,000	-	-	-
Building Improvements	10,259	10,400	10,400	10,612	10,824
Office Equipment	-	250	250	250	250
Other Equipment	156,731	139,295	137,530	145,615	146,678
Total Expenditure Classification	13,226,832	14,410,987	14,395,674	15,044,830	15,336,644

Source of Funds

001 General Fund	13,159,044	14,360,487	14,333,174	14,979,330	15,271,144
046 Foreign Fire Tax Board Fund	67,788	50,500	62,500	65,500	65,500
Total Source of Funds	13,226,832	14,410,987	14,395,674	15,044,830	15,336,644

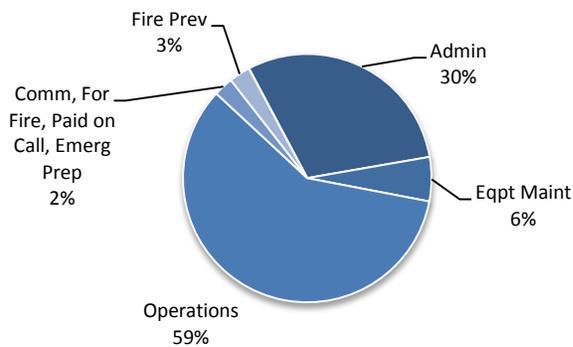
**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
FIRE DEPARTMENT**

BUDGET DISCUSSION AND ANALYSIS (continued)

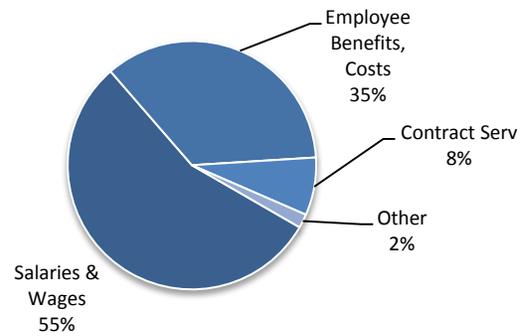
Wages and benefits account for 89.22% of the total Fire budget. Included in this amount is the annual required Fire Pension contribution. The total contribution from the General Fund in 2017 is \$3,387,750, a 23.76% increase over the prior year.

The staffing related challenges of recent years have been alleviated since Engine 13 was put back in service earlier this year. The addition of the six firefighters increased salary, benefit and training expenses. The SAFER Grant provides funding for the salary and benefits expense for 2016 and 2017. SAFER Grant funding Included in the 2017 budget is \$717,500.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Administration						
Personal Services-Salaries & Wages						
001.70.01.00.0.000.500.001	Full-Time Earnings	570,388	602,044	602,044	623,220	635,684
001.70.01.00.0.000.502.001	Seasonal Earnings	-	-	5,000	-	-
001.70.01.00.0.000.503.001	Overtime	777	3,000	3,000	3,000	3,060
001.70.01.00.0.000.504.001	Specialty Pay	1,160	-	-	-	-
001.70.01.00.0.000.505.001	Holiday Pay	22,777	12,331	12,331	13,828	14,105
001.70.01.00.0.000.506.001	Longevity Pay	2,400	2,500	2,500	3,440	3,509
Total Personal Services-Salaries & Wages		597,502	619,875	624,875	643,488	656,358
Personal Services-Employee Benefits						
001.70.01.00.0.000.510.001	Medical Insurance	72,376	70,254	70,254	81,941	85,219
001.70.01.00.0.000.510.003	Workers' Comp Ins	164,160	212,211	212,211	179,153	180,703
001.70.01.00.0.000.511.001	Social Security	11,590	12,331	12,331	14,950	15,249
001.70.01.00.0.000.511.002	Medicare	7,593	9,277	9,277	9,628	9,821
001.70.01.00.0.000.512.001	IMRF Pension Expense	21,989	23,626	23,626	27,099	27,641
001.70.01.00.0.000.512.003	Fire Pension Expense	2,532,316	2,737,340	2,779,000	3,387,750	3,401,800
001.70.01.00.0.000.513.001	Sick Leave Incentive	3,802	10,397	10,397	10,397	10,397
001.70.01.00.0.000.513.002	Vac/Pers Leave Incent.	9,438	9,201	9,201	9,201	9,201
001.70.01.00.0.000.513.003	Retiree Sick Incentive	109,101	-	32,000	-	-
001.70.01.00.0.000.513.004	Employee Allowances	-	-	-	600	-
001.70.01.00.0.000.513.010	Other Benefits	-	-	1,500	-	-
Total Personal Services-Employee Benefits		2,932,365	3,084,637	3,159,797	3,720,719	3,740,031
Other Employee Costs						
001.70.01.00.0.000.518.001	Dues & Memberships	4,021	5,950	5,830	6,860	6,860
001.70.01.00.0.000.520.001	Medical Examinations	28,011	26,800	29,500	29,500	30,090
001.70.01.00.0.000.522.001	Travel & Meetings	1,972	4,600	2,500	2,500	2,550
001.70.01.00.0.000.524.001	Uniform Expense	43,030	43,650	43,650	54,500	56,590
Total Other Employee Costs		77,034	81,000	81,480	93,360	96,090
Contractual Services						
001.70.01.00.0.000.530.006	Other Prof. Serv.	359	2,080	2,080	2,100	2,140
001.70.01.00.0.000.532.002	Equipment Maint.	872	1,000	1,000	1,000	1,020
001.70.01.00.0.000.538.001	Memorial Gifts	247	510	510	520	530
001.70.01.00.0.000.544.002	Postage Expense	1,659	2,080	2,080	2,100	2,142
001.70.01.00.0.000.546.003	Employment Testing	42,711	23,725	27,000	12,800	18,000
001.70.01.00.0.000.551.001	Copier Lease Payment	13,703	10,400	10,400	10,600	10,800
001.70.01.00.0.000.552.001	Computer Lease	-	-	-	-	2,431
001.70.01.00.0.000.559.001	Safety Program	1,653	1,790	1,130	2,500	2,550
001.70.01.00.0.000.560.012	Computer Software	3,989	9,870	16,000	14,570	18,225
001.70.01.00.0.000.562.002	Printing Expense	2,703	3,330	3,330	3,400	3,468
Total Contractual Services		67,896	54,785	63,530	49,590	61,306

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration					
Commodities & Supplies					
001.70.01.00.0.000.606.001 Office Supplies	5,555	5,725	5,725	5,840	5,956
001.70.01.00.0.000.608.001 Other Supplies	455	950	1,250	1,275	1,300
001.70.01.00.0.000.612.001 Publications	595	900	900	900	918
001.70.01.00.0.000.619.013 Special Events Supplies	2,304	2,150	1,500	3,000	3,060
Total Commodities & Supplies	8,909	9,725	9,375	11,015	11,234
Office Equipment					
001.70.01.00.0.000.656.004 Office Eqpt - Fire	-	250	250	250	250
Total Office Equipment	-	250	250	250	250
Other Equipment					
001.70.01.00.0.000.665.034 Phys Cond Equip - Fire	1,045	1,100	1,100	1,100	1,100
Total Other Equipment	1,045	1,100	1,100	1,100	1,100
Total Administration	3,684,751	3,851,372	3,940,407	4,519,522	4,566,369

Equipment Maintenance - Fire

Contractual Services					
001.70.01.00.0.309.553.001 Vehicle Lease Payment	488,300	554,400	554,400	543,700	543,700
001.70.01.00.0.309.554.001 Vehicle Maint Payment	341,162	323,164	323,164	320,937	350,924
Total Contractual Services	829,462	877,564	877,564	864,637	894,624
Total Equipment Maintenance - Fire	829,462	877,564	877,564	864,637	894,624

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
Operations		2015	2016	2016	2017	2018
Personal Services-Salaries & Wages						
001.70.71.00.0.000.500.001	Full-Time Earnings	5,761,312	6,399,960	6,399,960	6,447,336	6,576,283
001.70.71.00.0.000.503.001	Overtime	520,070	385,556	385,556	385,556	393,267
001.70.71.00.0.000.504.001	Specialty Pay	3,650	2,901	2,901	2,901	2,901
001.70.71.00.0.000.505.001	Holiday Pay	292,881	325,722	325,722	378,235	385,800
001.70.71.00.0.000.506.001	Longevity Pay	27,900	29,600	29,600	36,900	36,900
Total Personal Services-Salaries & Wages		6,605,813	7,143,739	7,143,739	7,250,928	7,395,151
Personal Services-Employee Benefits						
001.70.71.00.0.000.510.001	Medical Insurance	1,001,637	1,135,572	1,114,769	1,031,103	1,072,347
001.70.71.00.0.000.511.001	Social Security	-	-	-	1,830	1,867
001.70.71.00.0.000.511.002	Medicare	92,284	104,144	104,144	106,228	108,353
001.70.71.00.0.000.512.001	IMRF Pension Expense	-	-	-	3,305	3,371
001.70.71.00.0.000.513.001	Sick Leave Incentive	35,488	29,507	29,507	29,502	29,502
001.70.71.00.0.000.513.004	Employee Allowances	-	-	40,800	40,800	40,800
001.70.71.00.0.000.513.005	Ins. Opt-Out Incent.	6,750	7,000	7,000	3,000	3,000
Total Personal Services-Employee Benefits		1,136,159	1,276,223	1,296,220	1,215,768	1,259,240
Other Employee Costs						
001.70.71.00.0.000.525.002	Special Rescue Trng.	3,254	4,050	6,000	6,000	6,120
001.70.71.00.0.000.525.004	Training	30,962	55,695	54,820	54,000	55,080
001.70.71.00.0.000.525.005	CPR Trng.	1,987	2,000	2,000	5,375	5,480
001.70.71.00.0.000.525.006	EMS Trng.	12,508	27,380	27,500	25,000	25,500
Total Other Employee Costs		48,711	89,125	90,320	90,375	92,180
Contractual Services						
001.70.71.00.0.000.530.006	Other Prof. Serv.	-	250	250	250	255
001.70.71.00.0.000.532.002	Equipment Maint.	145	5,065	5,750	7,150	7,150
001.70.71.00.0.000.558.002	NWCD - Fire	145,990	136,000	152,000	156,000	165,000
001.70.71.00.0.000.567.001	Glenview Training	-	-	-	16,488	16,488
001.70.71.00.0.000.567.003	Ladder Testing	261	750	750	750	765
001.70.71.00.0.000.567.015	Breathing Air Comp.	2,777	3,500	3,500	3,600	3,672
Total Contractual Services		149,173	145,565	162,250	184,238	193,330
Commodities & Supplies						
001.70.71.00.0.000.608.001	Other Supplies	584	1,560	1,560	1,590	1,622
001.70.71.00.0.000.614.001	Training Supplies	1,609	4,800	5,300	5,300	5,400
001.70.71.00.0.000.619.006	Chemical Supplies	790	1,580	1,580	1,580	1,612
001.70.71.00.0.000.619.008	Oxygen Tank Supplies	5,000	5,100	5,100	5,100	5,200
001.70.71.00.0.000.619.011	Firefighting Supplies	1,346	1,700	1,700	1,700	1,734
Total Commodities & Supplies		9,329	14,740	15,240	15,270	15,568
Other Expenditures						
001.70.71.00.0.000.636.032	SAFER Funding	-	178,000	-	-	-
Total Other Expenditures		-	178,000	-	-	-

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Operations						
Building Improvements						
001.70.71.00.0.000.646.001	Fire Station Improv.	10,259	10,400	10,400	10,612	10,824
Total Building Improvements		10,259	10,400	10,400	10,612	10,824
Other Equipment						
001.70.71.00.0.000.665.004	Breathing Apparatus	3,261	5,150	5,150	5,200	12,200
001.70.71.00.0.000.665.017	Fire Hose & Appliances	4,539	5,250	5,250	5,792	5,908
001.70.71.00.0.000.665.018	Firefighting Equipment	10,632	8,000	8,000	10,100	10,608
001.70.71.00.0.000.665.021	Furniture & Equipment	5,260	6,155	6,165	4,213	4,297
001.70.71.00.0.000.665.023	Haz-Mat Equipment	4,676	5,800	5,800	7,600	5,800
001.70.71.00.0.000.665.031	Other Equipment	800	-	-	-	-
001.70.71.00.0.000.665.032	Paramedic Equipment	24,250	23,810	23,475	24,850	26,010
001.70.71.00.0.000.665.040	Special Rescue Equip	1,266	3,660	2,550	3,350	3,417
001.70.71.00.0.000.665.045	Turn Out Clothing	27,118	32,800	32,800	27,400	27,948
001.70.71.00.0.000.665.051	Water Recovery Equip	17,328	8,780	7,100	8,700	8,874
Total Other Equipment		99,130	99,405	96,290	97,205	105,062
Total Operations		8,058,574	8,957,197	8,814,459	8,864,396	9,071,355

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Fire Communication					
Contractual Services					
001.70.71.00.0.300.532.004 Radio Maintenance	9,964	3,650	2,650	2,650	2,703
001.70.71.00.0.300.560.006 VRM Maintenance	-	1,000	1,000	1,020	1,040
Total Contractual Services	9,964	4,650	3,650	3,670	3,743
Utilities					
001.70.71.00.0.300.589.001 Telephone - Land Lines	19,204	22,550	46,000	46,000	46,000
001.70.71.00.0.300.590.001 Telephone - Cellular	19,726	11,140	11,400	16,860	18,000
Total Utilities	38,930	33,690	57,400	62,860	64,000
Commodities & Supplies					
001.70.71.00.0.300.608.001 Other Supplies	-	1,850	1,500	1,590	1,622
Total Commodities & Supplies	-	1,850	1,500	1,590	1,622
Other Equipment					
001.70.71.00.0.300.668.001 Radio Equip -Fire	2,598	7,130	8,480	15,650	8,823
Total Other Equipment	2,598	7,130	8,480	15,650	8,823
Total Fire Communication	51,492	47,320	71,030	83,770	78,188

Foreign Fire Insurance

Other Employee Costs					
046.70.71.00.0.301.525.004 Training	-	-	12,000	15,000	15,000
Total Other Employee Costs	-	-	12,000	15,000	15,000
Contractual Services					
046.70.71.00.0.301.530.006 Other Prof. Serv.	14,948	15,000	15,000	15,000	15,000
Total Contractual Services	14,948	15,000	15,000	15,000	15,000
Insurance					
046.70.71.00.0.301.594.001 Insurance Exp-Pension	-	500	500	500	500
Total Insurance	-	500	500	500	500
Commodities & Supplies					
046.70.71.00.0.301.608.001 Other Supplies	444	5,000	5,000	5,000	5,000
Total Commodities & Supplies	444	5,000	5,000	5,000	5,000
Other Equipment					
046.70.71.00.0.301.665.021 Furniture & Equipment	52,396	30,000	30,000	30,000	30,000
Total Other Equipment	52,396	30,000	30,000	30,000	30,000
Total Foreign Fire Insurance	67,788	50,500	62,500	65,500	65,500

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

	Actual	Budget	Estimate	Budget	Forecast
Paid on Call Program	2015	2016	2016	2017	2018
Personal Services-Salaries & Wages					
001.70.71.00.0.302.502.001 Seasonal Earnings	8,441	15,678	15,678	18,252	18,252
001.70.71.00.0.302.503.001 Overtime	8,760	8,000	8,000	8,000	8,160
Total Personal Services-Salaries & Wages	17,201	23,678	23,678	26,252	26,412
Personal Services-Employee Benefits					
001.70.71.00.0.302.511.001 Social Security	1,048	976	976	1,136	1,159
001.70.71.00.0.302.511.002 Medicare	245	348	348	386	394
001.70.71.00.0.302.512.001 IMRF Pension Expense	53	-	-	-	-
Total Personal Services-Employee Benefits	1,346	1,324	1,324	1,522	1,553
Other Employee Costs					
001.70.71.00.0.302.520.001 Medical Examinations	-	5,100	5,100	5,100	5,202
001.70.71.00.0.302.524.001 Uniform Expense	1,454	2,650	2,650	2,650	2,703
001.70.71.00.0.302.525.004 Training	520	3,360	3,360	3,400	3,468
Total Other Employee Costs	1,974	11,110	11,110	11,150	11,373
Other Equipment					
001.70.71.00.0.302.665.045 Turn Out Clothing	1,562	1,660	1,660	1,660	1,693
Total Other Equipment	1,562	1,660	1,660	1,660	1,693
Total Paid on Call Program	22,083	37,772	37,772	40,584	41,031

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Fire Prevention						
Personal Services-Salaries & Wages						
001.70.72.00.0.000.500.001	Full-Time Earnings	311,938	344,756	344,756	247,806	252,762
001.70.72.00.0.000.502.001	Seasonal Earnings	12,000	12,001	12,001	-	-
001.70.72.00.0.000.503.001	Overtime	11,678	17,500	17,500	17,500	17,850
001.70.72.00.0.000.504.001	Specialty Pay	4,106	3,752	3,752	4,352	4,352
001.70.72.00.0.000.506.001	Longevity Pay	1,700	1,700	1,700	1,050	1,050
Total Personal Services-Salaries & Wages		341,422	379,709	379,709	270,708	276,014
Personal Services-Employee Benefits						
001.70.72.00.0.000.510.001	Medical Insurance	68,034	97,656	97,656	59,161	61,527
001.70.72.00.0.000.511.001	Social Security	20,564	22,460	22,460	16,013	16,333
001.70.72.00.0.000.511.002	Medicare	4,809	5,612	5,612	4,031	4,112
001.70.72.00.0.000.512.001	IMRF Pension Expense	39,135	41,607	41,607	29,158	29,741
001.70.72.00.0.000.513.001	Sick Leave Incentive	2,815	2,498	2,498	2,502	2,502
001.70.72.00.0.000.513.002	Vac/Pers Leave Incent.	5,657	4,600	5,800	4,600	4,600
Total Personal Services-Employee Benefits		141,014	174,433	175,633	115,465	118,815
Other Employee Costs						
001.70.72.00.0.000.518.001	Dues & Memberships	525	750	750	750	765
001.70.72.00.0.000.524.001	Uniform Expense	432	2,000	2,000	2,000	2,040
001.70.72.00.0.000.525.004	Training	2,760	3,000	3,000	3,100	3,162
Total Other Employee Costs		3,717	5,750	5,750	5,850	5,967
Contractual Services						
001.70.72.00.0.000.530.006	Other Prof. Serv.	5,000	9,000	9,000	9,000	9,180
001.70.72.00.0.000.562.002	Printing Expense	2,272	1,057	1,500	1,500	1,500
Total Contractual Services		7,272	10,057	10,500	10,500	10,680
Commodities & Supplies						
001.70.72.00.0.000.605.001	Other Equ/Safety	2,793	1,743	1,300	1,300	1,300
001.70.72.00.0.000.608.001	Other Supplies	416	1,000	1,000	1,020	1,020
001.70.72.00.0.000.611.001	Photo Supplies	2,915	700	700	1,000	1,020
001.70.72.00.0.000.612.001	Publications	385	200	200	200	200
001.70.72.00.0.000.613.001	Reference Materials	1,496	20	1,500	1,500	1,500
001.70.72.00.0.000.619.004	Fire Safety Education	3,983	4,000	4,000	7,000	7,140
Total Commodities & Supplies		11,988	7,663	8,700	12,020	12,180
Total Fire Prevention		505,413	577,612	580,292	414,543	423,656

**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Emergency Preparedness					
Personal Services-Salaries & Wages					
001.70.73.00.0.000.500.001 Full-Time Earnings	-	-	-	112,735	114,990
001.70.73.00.0.000.502.001 Seasonal Earnings	-	-	-	12,090	12,090
001.70.73.00.0.000.504.001 Specialty Pay	-	-	-	2,551	2,551
001.70.73.00.0.000.506.001 Longevity Pay	-	-	-	1,110	1,110
Total Personal Services-Salaries & Wages	-	-	-	128,486	130,741
Personal Services-Employee Benefits					
001.70.73.00.0.000.510.001 Medical Insurance	-	-	-	27,082	28,165
001.70.73.00.0.000.511.001 Social Security	-	-	-	7,889	8,046
001.70.73.00.0.000.511.002 Medicare	-	-	-	1,864	1,901
001.70.73.00.0.000.512.001 IMRF Pension Expense	-	-	-	13,037	13,298
Total Personal Services-Employee Benefits	-	-	-	49,872	51,410
Other Employee Costs					
001.70.73.00.0.000.525.004 Training	40	1,300	1,300	3,000	3,060
Total Other Employee Costs	40	1,300	1,300	3,000	3,060
Contractual Services					
001.70.73.00.0.000.530.006 Other Prof. Serv.	600	-	-	-	-
001.70.73.00.0.000.567.002 Siren Maintenance	2,858	4,000	4,000	4,000	4,080
Total Contractual Services	3,458	4,000	4,000	4,000	4,080
Commodities & Supplies					
001.70.73.00.0.000.603.001 Clothing Supplies	1,017	470	1,000	1,000	1,020
001.70.73.00.0.000.605.001 Other Equipment	477	500	500	500	510
001.70.73.00.0.000.608.001 Other Supplies	630	-	-	-	-
001.70.73.00.0.000.608.003 Employee Go Kit	836	1,000	1,000	1,000	1,020
001.70.73.00.0.000.619.001 Educational Materials	791	850	850	1,000	1,020
001.70.73.00.0.000.619.003 Radio Equipment	-	2,000	2,000	2,000	2,040
001.70.73.00.0.000.619.012 EOC Supplies	20	1,530	1,000	1,020	1,020
Total Commodities & Supplies	3,771	6,350	6,350	6,520	6,630
Total Emergency Preparedness	7,269	11,650	11,650	191,878	195,921
TOTAL FIRE DEPARTMENT	13,226,832	14,410,987	14,395,674	15,044,830	15,336,644

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

	Budgeted Positions (1)			Budgeted Amounts					
	2015	2016	2017	2015	2016	2017			
Full Time									
Fire Chief	1.00	1.00	1.00	150,352	153,231	150,805			
Deputy Fire Chief	1.00	1.00	1.00	131,249	134,752	133,365			
Battalion Chief - Training	1.00	1.00	1.00	115,723	115,703	117,566			
Battalion Chiefs	3.00	3.00	3.00	343,314	350,597	357,183			
Fire Marshal	1.00	1.00	-	86,928	89,211	-			
Assistant Chief Administration	-	-	1.00	-	-	122,004			
Lieutenants	9.00	12.00	12.00	974,786	1,322,573	1,357,830			
Firefighters/Paramedics	50.00	50.00	52.00	4,453,863	4,491,737	4,596,415			
Firefighters	1.00	4.00	2.00	66,979	235,053	135,908			
Administrative EMS Officer	1.00	1.00	1.00	78,547	80,117	81,601			
Emergency Management Coordinator	-	-	1.00	-	-	68,932			
Public Education Officer	1.00	1.00	1.00	73,459	74,928	76,134			
Fire Inspectors	2.00	2.00	1.00	132,366	129,040	65,484			
Administrative Coordinator	1.00	1.00	1.00	52,180	54,831	50,999			
Project Analyst	1.00	1.00	1.00	66,208	63,410	64,483			
Fire Prevention Coordinator	1.00	1.00	1.00	51,197	51,577	52,388			
Total Full Time	74.00	80.00	80.00	6,777,151	7,346,760	7,431,097			
Seasonal									
Season/Intern	0.50	(2)	0.50	(2)	0.50	(2)	12,001	12,001	12,090
Paid-On-Call Volunteer Firefighters	0.50	(13)	0.50	(12)	0.50	(14)	16,965	15,678	18,252
Total Seasonal	1.00	(15)	1.00	(14)	1.00	(16)	28,966	27,679	30,342
Other Compensation									
Overtime Earnings				529,550	414,056	414,056			
Specialty Pay				11,205	6,653	9,804			
Holiday Pay				308,421	338,053	392,063			
Longevity Pay				37,000	33,800	42,500			
Total Other Compensation				886,176	792,562	858,423			

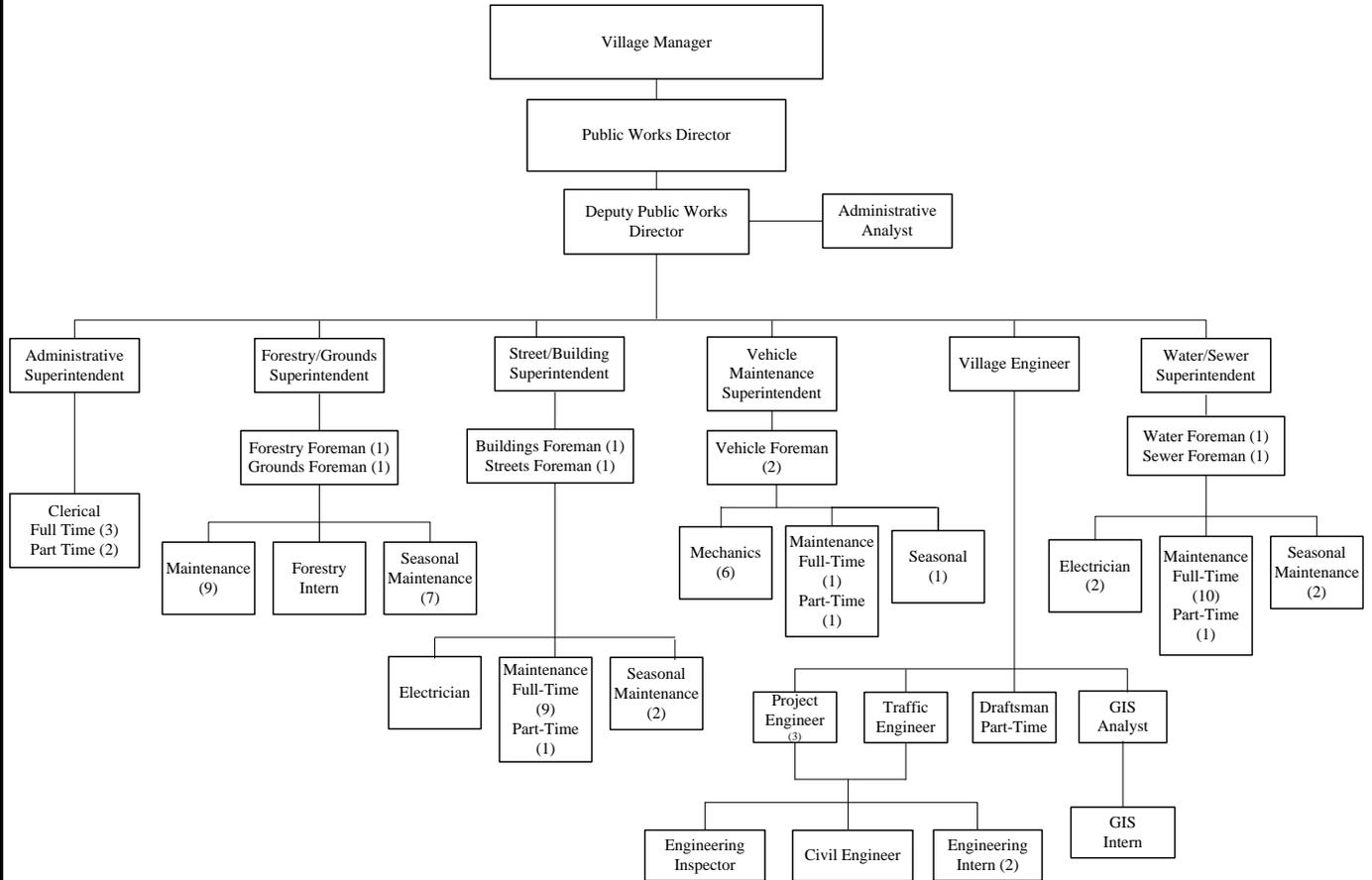
**VILLAGE OF MOUNT PROSPECT
FIRE DEPARTMENT
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Employee Benefits						
Medical Insurance				1,099,360	1,303,482	1,199,287
Workers' Comp Insurance				164,160	212,211	179,153
Social Security				35,860	35,767	42,204
Medicare				108,464	119,381	121,751
IMRF Pension				62,952	65,233	72,599
Fire Pension				2,526,125	2,737,340	3,387,750
Sick Leave Incentive				42,400	42,402	42,401
Vacation/Personal Leave Incentive				14,200	13,801	13,801
Retiree Sick Incentive				110,000	-	-
Employee Allowances				-	-	41,400
Insurance Opt-Out Incentive				6,000	7,000	3,000
Total Employee Benefits				4,169,521	4,536,617	5,103,346
TOTAL	75.00	81.00	81.00	11,861,814	12,703,618	13,423,208

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

Full-Time	74.00	80.00	80.00
Seasonal	15.00	14.00	16.00

VILLAGE OF MOUNT PROSPECT PUBLIC WORKS DEPARTMENT



The Public Works Department consists of six divisions. The full-time, part-time and seasonal personnel assigned to maintenance functions are interchanged between the Streets, Forestry and Water & Sewer Divisions as the need dictates. The Public Works Department consists of 65 full-time, 7 part-time, and 31 seasonal employees. Not reflected in this organization chart is one Community Service Officer who is assigned to the Parking Funds 50% of the time.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS (A)**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120
Streets/Buildings	2,837,060	3,281,224	3,286,739	3,282,372	3,349,774
Forestry & Grounds	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708
Engineering	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413
Refuse Disposal	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824
Water & Sewer Division	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992
Parking	243,104	362,460	367,330	274,525	279,237
Total Programs	23,817,270	25,877,600	25,335,285	25,575,414	26,286,068

Expenditure Classification

Personal Services-Salaries & Wages	5,265,793	5,318,919	5,318,919	5,524,070	5,631,088
Personal Services-Employee Benefits	1,871,891	2,230,771	2,261,273	2,174,074	2,233,373
Other Employee Costs	70,575	79,159	82,075	86,263	87,964
Contractual Services	14,691,630	16,121,106	15,547,268	15,782,894	16,290,171
Utilities	377,904	492,540	495,841	497,798	507,114
Insurance	137,034	129,824	129,824	132,548	134,634
Commodities & Supplies	841,592	1,144,990	1,139,794	1,178,651	1,200,237
Other Expenditures	460,728	4,080	4,080	4,162	4,245
Building Improvements	3,500	82,215	82,215	7,359	7,506
Office Equipment	1,789	2,871	2,871	2,928	2,986
Other Equipment	78,434	107,125	107,125	98,467	99,836
Distribution Systems	16,400	60,500	60,500	86,200	86,914
Infrastructure	-	103,500	103,500	-	-
Total Expenditure Classification	23,817,270	25,877,600	25,335,285	25,575,414	26,286,068

Source of Funds

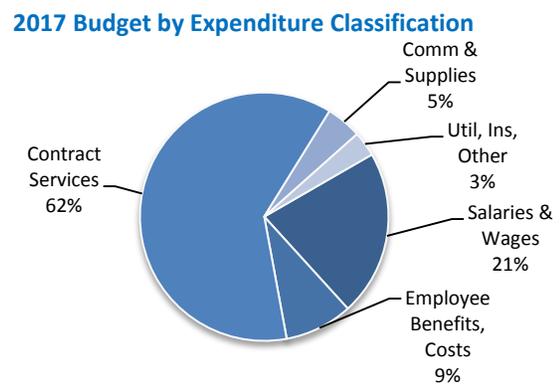
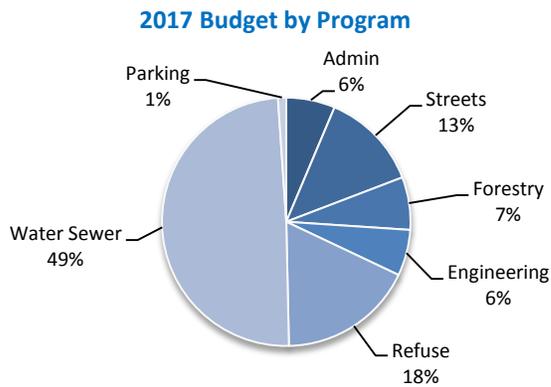
001 General Fund	6,497,114	7,131,914	7,168,311	7,206,239	7,354,342
040 Refuse Disposal Fund	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824
041 Motor Fuel Tax Fund	779,101	911,834	911,834	980,071	998,673
050 Water and Sewer Fund	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992
051 Village Parking System Fund	99,837	211,296	211,296	110,766	113,153
052 Parking System Revenue Fund	143,267	226,164	231,034	163,759	166,084
063 Risk Management Fund	7,189	10,000	6,000	10,000	10,000
Total Source of Funds	23,817,270	25,877,600	25,335,285	25,575,414	26,286,068

(A) Excludes Vehicle Maintenance Fund, an Internal Service Fund

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS (A)**

BUDGET DISCUSSION AND ANALYSIS

The Public Works budget includes the program areas of Streets/Buildings, Forestry/Grounds, Engineering, Refuse Disposal, Water and Sewer, and Parking. The 2017 Public Works budget decreased 1.17% (\$302,186) from 2016 and totals \$25,575,414. Three program areas, Streets/Buildings, Forestry/Grounds and Engineering saw increases to their budgets while the remaining program areas had decreases from the prior year. The largest single decrease from the 2016 budget is for Parking Lot Improvements. The budget for this item was \$103,500 in 2016 where none is budgeted in 2017. No other significant changes occurred in any other area of the Public Works budget.



(A) Excludes Vehicle Maintenance Fund, an Internal Service Fund



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS ADMIN**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Administration	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120
Total Programs	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120

Expenditure Classification

Personal Services-Salaries & Wages	239,465	310,043	310,043	272,531	277,899
Personal Services-Employee Benefits	202,160	220,070	248,070	171,700	174,856
Other Employee Costs	25,993	29,763	32,677	30,879	31,475
Contractual Services	1,051,261	1,066,934	1,066,934	1,117,520	1,177,223
Utilities	11,816	14,353	14,353	14,744	15,038
Commodities & Supplies	15,502	15,406	15,406	15,713	16,025
Office Equipment	1,248	1,273	1,273	1,298	1,323
Other Equipment	159	270	270	275	281
Total Expenditure Classification	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120

Source of Funds

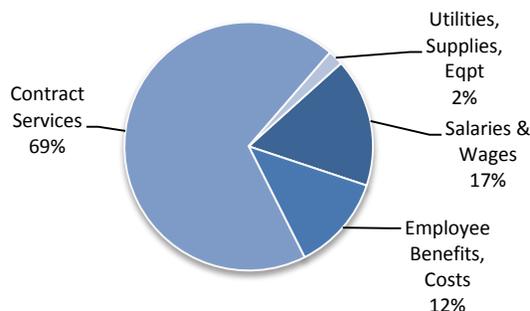
001 General Fund	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120
Total Source of Funds	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120

BUDGET DISCUSSION AND ANALYSIS

The total Administration budget for Public Works for 2017 is \$1,624,660. This is a decrease of \$33,452 or 2.02% from the prior year. The decrease is primarily related to a change in the allocation of expenses for the Administrative Analyst position. In 2016 the Administrative Analyst position was reallocated from the Forestry Tech position within the Forestry Division. During the budget process the position was budgeted in the administration program. The position is allocated 50% to the administration program and the remaining 50% for this position is recorded in the Public Works Water and Sewer Division. This change accurately reflects the costs for the position. There is additional savings for Workers' Compensation which is offset by the increase in the Vehicle Lease payments.

The Public Works Administration budget includes 50% of the salaries for the Director of Public Works, the Deputy Director, and clerical personnel with the remaining 50% for these positions recorded in the Public Works Water and Sewer Division.

2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Administration						
Personal Services-Salaries & Wages						
001.80.01.00.0.000.500.001	Full-Time Earnings	219,205	290,844	290,844	254,911	260,009
001.80.01.00.0.000.501.001	Part-Time Earnings	17,905	14,553	14,553	14,912	13,034
001.80.01.00.0.000.502.001	Seasonal Earnings	-	-	-	-	2,134
001.80.01.00.0.000.503.001	Overtime	1,055	3,146	3,146	708	722
001.80.01.00.0.000.506.001	Longevity Pay	1,300	1,500	1,500	2,000	2,000
Total Personal Services-Salaries & Wages		239,465	310,043	310,043	272,531	277,899
Personal Services-Employee Benefits						
001.80.01.00.0.000.510.001	Medical Insurance	32,352	55,073	55,073	37,275	38,766
001.80.01.00.0.000.510.003	Workers' Comp Ins	75,240	94,505	94,505	73,984	74,624
001.80.01.00.0.000.511.001	Social Security	13,535	18,728	18,728	16,070	16,391
001.80.01.00.0.000.511.002	Medicare	3,653	4,635	4,635	4,090	4,172
001.80.01.00.0.000.512.001	IMRF Pension Expense	29,755	37,930	37,930	31,082	31,704
001.80.01.00.0.000.513.001	Sick Leave Incentive	5,561	2,500	2,500	2,500	2,500
001.80.01.00.0.000.513.002	Vac/Pers Leave Incent.	11,130	6,699	6,699	6,699	6,699
001.80.01.00.0.000.513.003	Retiree Sick Incentive	30,934	-	28,000	-	-
Total Personal Services-Employee Benefits		202,160	220,070	248,070	171,700	174,856
Other Employee Costs						
001.80.01.00.0.000.517.001	CDL Reimbursement	630	1,000	1,000	1,000	1,000
001.80.01.00.0.000.521.001	Other Employee Exp.	2,841	2,898	2,898	2,956	3,015
001.80.01.00.0.000.522.001	Travel & Meetings	5,415	5,467	5,467	5,576	5,687
001.80.01.00.0.000.524.001	Uniform Expense	10,600	10,812	10,812	11,028	11,248
001.80.01.00.0.000.525.004	Training	6,507	9,586	12,500	10,319	10,525
Total Other Employee Costs		25,993	29,763	32,677	30,879	31,475
Contractual Services						
001.80.01.00.0.000.532.002	Equipment Maint.	-	1,418	1,418	1,446	1,474
001.80.01.00.0.000.544.002	Postage Expense	7,970	9,180	9,180	9,364	9,551
001.80.01.00.0.000.551.001	Copier Lease Payment	6,373	7,650	7,650	7,803	7,959
001.80.01.00.0.000.553.001	Vehicle Lease Payment	357,800	397,400	397,400	451,700	451,700
001.80.01.00.0.000.554.001	Vehicle Maint Payment	668,298	636,108	636,108	631,725	690,749
001.80.01.00.0.000.562.002	Printing Expense	1,803	1,848	1,848	1,885	1,922
001.80.01.00.0.000.574.005	Uniform Rent/Cleaning	9,017	13,330	13,330	13,597	13,868
Total Contractual Services		1,051,261	1,066,934	1,066,934	1,117,520	1,177,223
Utilities						
001.80.01.00.0.000.589.001	Telephone - Land Lines	7,886	10,533	10,533	10,744	10,958
001.80.01.00.0.000.590.001	Telephone - Cellular	3,930	3,820	3,820	4,000	4,080
Total Utilities		11,816	14,353	14,353	14,744	15,038

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS ADMIN**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Administration					
Commodities & Supplies					
001.80.01.00.0.000.603.001 Clothing Supplies	100	-	-	-	-
001.80.01.00.0.000.606.001 Office Supplies	7,574	8,717	8,717	8,891	9,068
001.80.01.00.0.000.608.001 Other Supplies	643	656	656	669	682
001.80.01.00.0.000.614.001 Training Supplies	1,297	1,421	1,421	1,449	1,477
001.80.01.00.0.000.616.001 Vehicle Reg/License	404	240	240	245	250
001.80.01.00.0.000.622.001 Open House Supplies	5,484	4,372	4,372	4,459	4,548
Total Commodities & Supplies	15,502	15,406	15,406	15,713	16,025
Office Equipment					
001.80.01.00.0.000.656.005 Office Eqpt - PW	1,248	1,273	1,273	1,298	1,323
Total Office Equipment	1,248	1,273	1,273	1,298	1,323
Other Equipment					
001.80.01.00.0.000.668.002 Radio Equip -PW	159	270	270	275	281
Total Other Equipment	159	270	270	275	281
Total Administration	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120
TOTAL PUBLIC WORKS ADMIN	1,547,604	1,658,112	1,689,026	1,624,660	1,694,120

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

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Public Works Director	0.50	0.50	0.50	73,864	76,070	77,591
Deputy Public Works Director	0.50	0.50	0.50	59,406	60,595	62,716
Administrative Analyst	-	1.00	0.50	-	67,285	25,972
Administrative Coordinator	1.50	1.50	1.50	85,190	86,894	88,632
Total Full Time	2.50	3.50	3.00	218,460	290,844	254,911
Part Time						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,214	14,553	14,912
Total Part Time	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,214	14,553	14,912
Other Compensation						
Overtime Earnings				6,510	3,146	708
Longevity Pay				1,300	1,500	2,000
Total Other Compensation				7,810	4,646	2,708
Employee Benefits						
Medical Insurance				32,182	55,073	37,275
Workers' Comp Insurance				75,240	94,505	73,984
Social Security				14,536	18,728	16,070
Medicare				3,611	4,635	4,090
IMRF Pension				28,493	37,930	31,082
Sick Leave Incentive				1,800	2,500	2,500
Vacation/Personal Leave Incentive				6,300	6,699	6,699
Retiree Sick Incentive				31,000	-	-
Total Employee Benefits				193,162	220,070	171,700
TOTAL	2.85	3.85	3.35	433,646	530,113	444,231

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

Full-Time	2.50	3.50	3.00
Part-Time	0.70	0.70	0.70

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS**

STATEMENT OF ACTIVITIES

It is the responsibility of the Streets/Buildings Division to manage, maintain, repair, operate, and improve the Village's public streets, street lights, signage, storm sewer system, and municipal buildings in a manner consistent with Village Board policy and regulatory agency requirements.

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

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

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

Infrastructure goal – Flood Control, Water and Sewer: Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property.

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Completed the replacement of four (4) roof top heating units and the main HVAC unit for the Public Works facility and the replacement of 11,000 square foot roof over the Public Works administration area.

Infrastructure goal – Transportation

Improve and maintain the Village's transportation system.

- Maintain a safe and effective transportation network by replacing 600 street signs, filling cracks on 3.67 miles of street and striping 32 miles of pavement.

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems

- Maintained the storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting approximately 14,000 cubic yards of leaves, cleaning 536 storm sewer inlets/catch basins, and televising and assessing the condition of approximately 65,000 lineal feet of storm sewer.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Replaced 28 year old flat roof over main parking garage and vehicle maintenance areas of Public Works facility.
- Completed first year of a five year program to paint the interior surfaces of the Village Hall parking deck.

Infrastructure goal – Transportation

Improve and maintain the Village's transportation system.

- Maintain a safe and effective transportation network by performing scheduled replacement of 970 street signs, filling cracks on approximately 4.5 miles of street, and striping 49 miles of pavement.
- Complete construction of 5,500 ton salt dome at Public Works facility allowing for storage of approximately 1.5 years use of salt.
- Installed eight (8) new automated payment machines for commuter parking lots.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – STREETS/BUILDINGS**

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems

- Maintain storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting 13,900 cubic yards of leaves during leaf program, cleaning approximately 381 storm sewer inlets/catch basins, and televise and assess the condition of 70,000 lineal feet of storm sewer mains.

2017 GOALS

Governance goal – Quality Service

Provide and maintain Village facilities that are attractive, functional and customer friendly.

- Completed second year of a five year program to paint the interior surfaces of the Village Hall parking deck.

Infrastructure goal – Transportation

Improve and maintain the Village’s transportation system.

- Maintain a safe and effective transportation network by performing scheduled replacement of 800 street signs, filling cracks on approximately 6.8 miles of street, and striping 35 miles of pavement.
- Complete removal and replacement of approximately 400 sidewalk panels that have deteriorated.



Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems

- Maintain storm sewer system by cleaning approximately 4,000 miles of Village streets, collecting approximately 14,000 cubic yards of leaves during leaf program, cleaning approximately 500 storm sewer inlets/catch basins, and televise and assess the condition of 70,000 lineal feet of storm sewer mains.

	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
WORKLOAD MEASURES				
Street Maintenance				
Streets Cleaned (miles)	4,309	3,980	4,000	4,000
Leaves Removed (cubic yards)	14,652	14,000	13,900	14,000
Signs Replaced	774	722	970	800
Pavement Markings (lineal feet)	258,720	166,050	170,000	170,000
Asphalt Patching (tons)	185	950	1,500	1,500
Crack Filling (lbs.)	59,568	51,412	54,300	50,000
Storm Sewer Repairs (number of locations)	13	11	12	10
Storm Sewer Inlet/Catch Basin Cleaning	411	486	381	500
Storm Sewer Inlet/Catch Basin Repair	23	16	28	25
Service Requests	952	788	500	500

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Streets & Buildings Administration	157,240	159,333	159,333	151,513	154,772
Street Maintenance	361,744	395,479	395,479	448,964	457,197
State Highway Maintenance	62,757	93,321	93,331	95,651	97,678
Traffic Sign Maintenance	145,558	135,101	135,101	141,823	144,653
Storm Sewer & Basin Maintenance	103,060	112,073	112,073	115,320	117,766
Snow Removal Program	968,311	1,136,850	1,139,750	1,163,288	1,187,187
Maintenance of Buildings	1,038,390	1,174,067	1,176,672	1,165,813	1,190,521
Total Programs	2,837,060	3,206,224	3,211,739	3,282,372	3,349,774

Expenditure Classification

Personal Services-Salaries & Wages	1,220,991	1,179,734	1,179,734	1,205,954	1,229,289
Personal Services-Employee Benefits	473,594	480,746	483,351	446,162	458,632
Contractual Services	585,097	782,168	785,068	850,769	866,783
Utilities	35,077	56,555	56,555	58,331	59,498
Commodities & Supplies	520,423	687,335	687,345	701,076	715,091
Other Expenditures	-	4,080	4,080	4,162	4,245
Other Equipment	1,878	15,606	15,606	15,918	16,236
Total Expenditure Classification	2,837,060	3,206,224	3,211,739	3,282,372	3,349,774

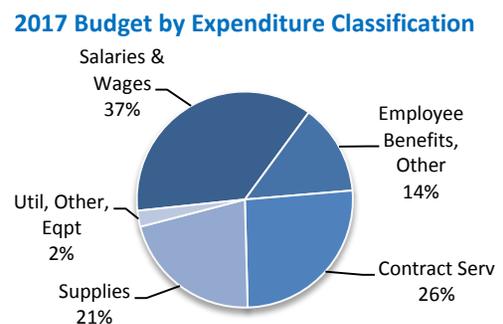
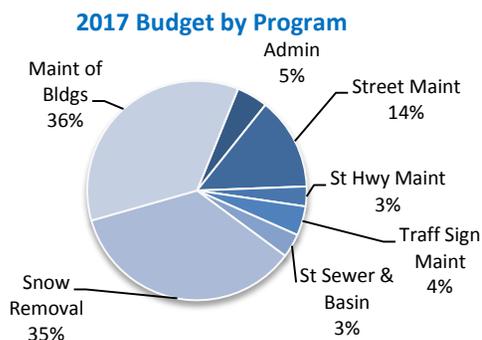
Source of Funds

001 General Fund	2,332,535	2,545,758	2,551,273	2,558,697	2,612,626
041 Motor Fuel Tax Fund	504,525	660,466	660,466	723,675	737,148
Total Source of Funds	2,837,060	3,206,224	3,211,739	3,282,372	3,349,774

BUDGET DISCUSSION AND ANALYSIS

The Streets/Buildings Division includes costs related to the Streets & Buildings Administration, Street Maintenance, State Highway Maintenance, Traffic Sign Maintenance, Storm Sewer & Basin Maintenance, Snow Removal, and Maintenance of Public Buildings programs. This division is funded by the General and Motor Fuel Tax Funds. The 2017 budget of \$3,282,372 increased \$76,148 or 2.38% from the 2016 budget. The majority of the increase is related to an additional \$50,000 in funding for sidewalk maintenance.

The State Highway Maintenance program is fully funded and completely offset by revenue from the Illinois Department of Transportation. IDOT is presently current on payments for this program.



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Streets & Buildings Administration					
Personal Services-Salaries & Wages					
001.80.81.00.0.000.500.001 Full-Time Earnings	99,329	102,097	102,097	97,870	99,827
001.80.81.00.0.000.503.001 Overtime	2,877	3,591	3,591	3,370	3,437
001.80.81.00.0.000.504.001 Specialty Pay	524	541	541	541	541
001.80.81.00.0.000.506.001 Longevity Pay	540	630	630	-	-
Total Personal Services-Salaries & Wages	103,270	106,859	106,859	101,781	103,805
Personal Services-Employee Benefits					
001.80.81.00.0.000.510.001 Medical Insurance	20,083	20,369	20,369	18,749	19,499
001.80.81.00.0.000.511.001 Social Security	6,543	7,041	7,041	6,623	6,755
001.80.81.00.0.000.511.002 Medicare	1,552	1,648	1,648	1,573	1,604
001.80.81.00.0.000.512.001 IMRF Pension Expense	12,926	13,457	13,457	12,118	12,360
001.80.81.00.0.000.513.001 Sick Leave Incentive	1,579	1,300	1,300	1,300	1,300
001.80.81.00.0.000.513.002 Vac/Pers Leave Incent.	7,464	5,099	5,099	5,099	5,099
Total Personal Services-Employee Benefits	50,147	48,914	48,914	45,462	46,617
Utilities					
001.80.81.00.0.000.590.001 Telephone - Cellular	3,591	3,290	3,290	4,000	4,080
Total Utilities	3,591	3,290	3,290	4,000	4,080
Commodities & Supplies					
001.80.81.00.0.000.603.001 Clothing Supplies	232	270	270	270	270
Total Commodities & Supplies	232	270	270	270	270
Total Streets & Buildings Administration	157,240	159,333	159,333	151,513	154,772

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Street Maintenance					
Personal Services-Salaries & Wages					
001.80.81.81.0.350.500.001 Full-Time Earnings	110,410	89,338	89,338	91,116	92,938
001.80.81.81.0.350.502.001 Seasonal Earnings	9,433	9,787	9,787	9,787	9,787
001.80.81.81.0.350.503.001 Overtime	30,123	27,728	27,728	30,846	31,463
001.80.81.81.0.350.504.001 Specialty Pay	241	151	151	151	151
001.80.81.81.0.350.506.001 Longevity Pay	640	720	720	950	950
Total Personal Services-Salaries & Wages	150,847	127,724	127,724	132,850	135,289
Personal Services-Employee Benefits					
001.80.81.81.0.350.510.001 Medical Insurance	26,372	30,092	30,092	24,991	25,991
001.80.81.81.0.350.511.001 Social Security	9,131	8,003	8,003	7,374	7,521
001.80.81.81.0.350.511.002 Medicare	2,186	1,874	1,874	1,948	1,987
001.80.81.81.0.350.512.001 IMRF Pension Expense	16,383	14,167	14,167	13,932	14,211
001.80.81.81.0.350.513.001 Sick Leave Incentive	117	200	200	200	200
001.80.81.81.0.350.513.002 Vac/Pers Leave Incent.	797	1,097	1,097	1,102	1,102
Total Personal Services-Employee Benefits	54,986	55,433	55,433	49,547	51,012
Contractual Services					
001.80.81.81.0.350.547.001 Other Eqpt Rental	478	595	595	607	619
001.80.81.81.0.350.569.008 Refuse Disposal	2,290	5,968	5,968	6,087	6,208
001.80.81.81.0.350.574.008 Contract Hauling	-	7,429	7,429	7,578	7,729
001.80.81.81.0.350.575.001 Brick Sidewalk Mainten:	10,399	10,612	10,612	10,824	11,040
041.80.81.81.0.350.575.002 Crack Filling	54,561	55,658	55,658	56,771	57,906
041.80.81.81.0.350.575.004 Pavement Markings	62,944	64,505	64,505	65,795	67,111
001.80.81.81.0.350.575.014 Streetscape Furnishing	-	40,000	40,000	40,800	41,616
041.80.81.81.0.350.575.016 Sidewalk Maintenance	-	-	-	50,000	50,000
Total Contractual Services	130,672	184,767	184,767	238,462	242,229
Commodities & Supplies					
001.80.81.81.0.350.622.002 Small Tools	-	595	595	607	619
001.80.81.81.0.350.624.003 Refuse Containers	-	520	520	530	541
001.80.81.81.0.350.624.006 Guard Rail Supplies	-	624	624	636	649
001.80.81.81.0.350.624.008 Patching Materials	19,395	19,815	19,815	20,211	20,615
001.80.81.81.0.350.624.011 St Sweeper Supplies	5,844	6,001	6,001	6,121	6,243
Total Commodities & Supplies	25,239	27,555	27,555	28,105	28,667
Total Street Maintenance	361,744	395,479	395,479	448,964	457,197

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
State Highway Maintenance					
Personal Services-Salaries & Wages					
001.80.81.81.0.351.500.001 Full-Time Earnings	23,876	24,249	24,249	24,733	25,228
001.80.81.81.0.351.503.001 Overtime	7,841	6,164	6,164	7,064	7,205
001.80.81.81.0.351.504.001 Specialty Pay	60	61	61	61	61
001.80.81.81.0.351.506.001 Longevity Pay	210	210	210	270	270
Total Personal Services-Salaries & Wages	31,987	30,684	30,684	32,128	32,764
Personal Services-Employee Benefits					
001.80.81.81.0.351.510.001 Medical Insurance	6,181	6,535	6,535	6,590	6,854
001.80.81.81.0.351.511.001 Social Security	1,877	1,949	1,949	1,823	1,859
001.80.81.81.0.351.511.002 Medicare	464	458	458	480	490
001.80.81.81.0.351.512.001 IMRF Pension Expense	3,721	3,730	3,730	3,680	3,754
001.80.81.81.0.351.513.001 Sick Leave Incentive	55	100	100	100	100
001.80.81.81.0.351.513.002 Vac/Pers Leave Incent.	399	598	598	598	598
Total Personal Services-Employee Benefits	12,697	13,370	13,370	13,271	13,655
Contractual Services					
001.80.81.81.0.351.547.001 Other Eqpt Rental	-	1,230	1,230	1,255	1,280
001.80.81.81.0.351.569.008 Refuse Disposal	-	1,601	1,601	1,633	1,666
001.80.81.81.0.351.571.005 Catch Basin Cleaning	6,268	6,608	6,608	6,740	6,875
001.80.81.81.0.351.574.008 Contract Hauling	5	3,022	3,022	3,082	3,144
001.80.81.81.0.351.575.002 Crack Filling	6,238	6,367	6,367	6,494	6,624
Total Contractual Services	12,511	18,828	18,828	19,204	19,589
Commodities & Supplies					
001.80.81.81.0.351.622.002 Small Tools	561	613	613	625	638
001.80.81.81.0.351.622.007 Snow Plow Blades	220	1,414	1,414	1,442	1,471
001.80.81.81.0.351.624.007 Basin Supplies	-	826	836	843	860
001.80.81.81.0.351.624.008 Patching Materials	2,105	5,683	5,683	5,797	5,913
001.80.81.81.0.351.624.009 Salt/Calcium Chloride	-	19,034	19,034	19,415	19,803
001.80.81.81.0.351.624.010 Salt Spreader Parts	1,273	1,302	1,302	1,328	1,355
001.80.81.81.0.351.624.011 St Sweeper Supplies	1,403	1,567	1,567	1,598	1,630
Total Commodities & Supplies	5,562	30,439	30,449	31,048	31,670
Total State Highway Maintenance	62,757	93,321	93,331	95,651	97,678

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual	Budget	Estimate	Budget	Forecast	
	2015	2016	2016	2017	2018	
Traffic Sign Maintenance						
Personal Services-Salaries & Wages						
001.80.81.81.0.352.500.001	Full-Time Earnings	54,914	55,692	55,692	56,800	57,936
001.80.81.81.0.352.503.001	Overtime	35,114	24,921	24,921	29,298	29,884
001.80.81.81.0.352.506.001	Longevity Pay	525	525	525	675	675
Total Personal Services-Salaries & Wages		90,553	81,138	81,138	86,773	88,495
Personal Services-Employee Benefits						
001.80.81.81.0.352.510.001	Medical Insurance	5,400	5,833	5,833	6,862	7,136
001.80.81.81.0.352.511.001	Social Security	5,510	5,436	5,436	4,886	4,984
001.80.81.81.0.352.511.002	Medicare	1,426	1,273	1,273	1,354	1,381
001.80.81.81.0.352.512.001	IMRF Pension Expense	11,275	10,413	10,413	10,448	10,657
001.80.81.81.0.352.513.001	Sick Leave Incentive	2,495	1,899	1,899	1,901	1,901
001.80.81.81.0.352.513.002	Vac/Pers Leave Incent.	5,302	4,600	4,600	4,600	4,600
Total Personal Services-Employee Benefits		31,408	29,454	29,454	30,051	30,659
Commodities & Supplies						
001.80.81.81.0.352.622.002	Small Tools	285	530	530	541	552
001.80.81.81.0.352.622.006	Emergency Barricades	1,806	1,910	1,910	1,948	1,987
001.80.81.81.0.352.622.008	Sign Making Materials	18,397	18,896	18,896	19,274	19,659
001.80.81.81.0.352.624.001	School Crossing Signs	1,948	1,989	1,989	2,029	2,069
001.80.81.81.0.352.624.004	Folding Stop Signs	560	571	571	582	594
001.80.81.81.0.352.624.012	Traffic Marking Paint	601	613	613	625	638
Total Commodities & Supplies		23,597	24,509	24,509	24,999	25,499
Total Traffic Sign Maintenance		145,558	135,101	135,101	141,823	144,653

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Storm Sewer & Basin Maintenance					
Personal Services-Salaries & Wages					
001.80.81.81.0.353.500.001 Full-Time Earnings	53,323	54,180	54,180	55,261	56,366
001.80.81.81.0.353.503.001 Overtime	16,741	12,943	12,943	15,029	15,330
001.80.81.81.0.353.504.001 Specialty Pay	390	391	391	391	391
001.80.81.81.0.353.506.001 Longevity Pay	350	385	385	515	515
Total Personal Services-Salaries & Wages	70,804	67,899	67,899	71,196	72,602
Personal Services-Employee Benefits					
001.80.81.81.0.353.510.001 Medical Insurance	9,004	9,293	9,293	9,155	9,521
001.80.81.81.0.353.511.001 Social Security	4,067	4,292	4,292	4,035	4,116
001.80.81.81.0.353.511.002 Medicare	1,027	1,005	1,005	1,052	1,073
001.80.81.81.0.353.512.001 IMRF Pension Expense	8,258	8,223	8,223	8,120	8,282
001.80.81.81.0.353.513.002 Vac/Pers Leave Incent.	1,196	1,300	1,300	1,300	1,300
Total Personal Services-Employee Benefits	23,552	24,113	24,113	23,662	24,292
Contractual Services					
001.80.81.81.0.353.530.006 Other Prof. Serv.	2,677	2,734	2,734	2,789	2,845
001.80.81.81.0.353.571.004 Storm Sewer Repairs	1,858	1,902	1,902	1,940	1,979
001.80.81.81.0.353.574.008 Contract Hauling	-	2,978	2,978	3,038	3,099
001.80.81.81.0.353.574.013 Opus Ponds - Maint	2,544	4,772	4,772	4,867	4,964
Total Contractual Services	7,079	12,386	12,386	12,634	12,887
Commodities & Supplies					
001.80.81.81.0.353.624.005 Det/Ret Supplies	44	1,302	1,302	1,328	1,355
001.80.81.81.0.353.624.007 Basin Supplies	1,581	6,373	6,373	6,500	6,630
Total Commodities & Supplies	1,625	7,675	7,675	7,828	7,985
Total Storm Sewer & Basin Maintenance	103,060	112,073	112,073	115,320	117,766

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Snow Removal Program						
Personal Services-Salaries & Wages						
001.80.81.81.0.354.500.001	Full-Time Earnings	250,472	241,345	241,345	245,079	249,981
001.80.81.81.0.354.502.001	Seasonal Earnings	9,259	20,000	20,000	20,000	20,000
001.80.81.81.0.354.503.001	Overtime	66,806	56,373	56,373	64,562	65,853
001.80.81.81.0.354.504.001	Specialty Pay	610	591	591	609	609
001.80.81.81.0.354.506.001	Longevity Pay	1,820	1,960	1,960	2,445	2,445
Total Personal Services-Salaries & Wages		328,967	320,269	320,269	332,695	338,888
Personal Services-Employee Benefits						
001.80.81.81.0.354.510.001	Medical Insurance	57,121	61,048	61,048	60,030	62,431
001.80.81.81.0.354.511.001	Social Security	20,208	20,193	20,193	18,981	19,361
001.80.81.81.0.354.511.002	Medicare	4,829	4,734	4,734	4,913	5,011
001.80.81.81.0.354.512.001	IMRF Pension Expense	37,401	36,299	36,299	35,617	36,329
001.80.81.81.0.354.513.001	Sick Leave Incentive	4,010	1,599	1,599	1,599	1,599
001.80.81.81.0.354.513.002	Vac/Pers Leave Incent.	3,052	3,596	3,596	3,602	3,602
Total Personal Services-Employee Benefits		126,621	127,469	127,469	124,742	128,333
Contractual Services						
001.80.81.81.0.354.530.006	Other Prof. Serv.	2,407	6,012	6,012	6,132	6,255
001.80.81.81.0.354.547.001	Other Eqpt Rental	3,429	598	3,498	3,568	3,639
001.80.81.81.0.354.574.006	Weather Forecasting	7,783	8,366	8,366	8,533	8,704
001.80.81.81.0.354.574.008	Contract Hauling	4,913	5,011	5,011	5,111	5,213
001.80.81.81.0.354.575.011	Snow Removal	82,871	85,313	85,313	87,019	88,759
041.80.81.81.0.354.575.011	Snow Removal	33,956	78,030	78,030	79,591	81,183
001.80.81.81.0.354.576.016	Plow Damage Seeding	13,192	14,220	14,220	14,504	14,794
Total Contractual Services		148,551	197,550	200,450	204,458	208,547
Commodities & Supplies						
001.80.81.81.0.354.603.001	Clothing Supplies	39	40	40	40	40
001.80.81.81.0.354.622.005	Restoration Materials	2,873	4,033	4,033	4,114	4,196
001.80.81.81.0.354.622.007	Snow Plow Blades	1,914	4,807	4,807	4,903	5,001
041.80.81.81.0.354.624.009	Salt/Calcium Chloride	353,064	462,273	462,273	471,518	480,948
001.80.81.81.0.354.624.010	Salt Spreader Parts	3,406	3,476	3,476	3,546	3,617
001.80.81.81.0.354.624.013	Snow Blowers	998	1,327	1,327	1,354	1,381
Total Commodities & Supplies		362,294	475,956	475,956	485,475	495,183
Other Equipment						
001.80.81.81.0.354.665.039	Snowplows	1,878	15,606	15,606	15,918	16,236
Total Other Equipment		1,878	15,606	15,606	15,918	16,236
Total Snow Removal Program		968,311	1,136,850	1,139,750	1,163,288	1,187,187

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Maintenance of Buildings						
Personal Services-Salaries & Wages						
001.80.81.82.0.000.500.001	Full-Time Earnings	337,096	341,463	341,463	334,981	341,681
001.80.81.82.0.000.501.001	Part-Time Earnings	19,070	25,798	25,798	26,211	26,735
001.80.81.82.0.000.503.001	Overtime	85,982	75,145	75,145	84,544	86,235
001.80.81.82.0.000.504.001	Specialty Pay	180	180	180	180	180
001.80.81.82.0.000.506.001	Longevity Pay	2,235	2,575	2,575	2,615	2,615
Total Personal Services-Salaries & Wages		444,563	445,161	445,161	448,531	457,446
Personal Services-Employee Benefits						
001.80.81.82.0.000.510.001	Medical Insurance	86,711	92,298	92,298	74,724	77,713
001.80.81.82.0.000.511.001	Social Security	27,381	27,746	27,746	25,362	25,869
001.80.81.82.0.000.511.002	Medicare	6,422	6,494	6,494	6,542	6,673
001.80.81.82.0.000.512.001	IMRF Pension Expense	51,270	53,161	53,161	50,496	51,506
001.80.81.82.0.000.513.001	Sick Leave Incentive	1,262	699	699	702	702
001.80.81.82.0.000.513.002	Vac/Pers Leave Incent.	1,137	1,595	4,200	1,601	1,601
Total Personal Services-Employee Benefits		174,183	181,993	184,598	159,427	164,064
Contractual Services						
001.80.81.82.0.000.530.006	Other Prof. Serv.	7,965	8,743	8,743	8,918	9,096
001.80.81.82.0.000.532.002	Equipment Maint.	81,430	98,692	98,692	100,666	102,679
001.80.81.82.0.000.533.002	Cleaning Service	87,841	124,848	124,848	127,345	129,892
001.80.81.82.0.000.533.003	Roof Repairs	-	1,792	1,792	1,828	1,865
001.80.81.82.0.000.533.007	HVAC Repairs	62,203	79,591	79,591	81,183	82,807
001.80.81.82.0.000.533.008	Overhead Door Repair	16,052	19,102	19,102	19,484	19,874
001.80.81.82.0.000.533.009	General Store Maint.	3,296	4,033	4,033	4,114	4,196
001.80.81.82.0.000.533.010	Historical Building Main	7,629	8,489	8,489	8,659	8,832
001.80.81.82.0.000.574.002	Reseal Floors	19,868	23,347	23,347	23,814	24,290
Total Contractual Services		286,284	368,637	368,637	376,011	383,531
Utilities						
001.80.81.82.0.000.585.001	Natural Gas	24,386	49,877	49,877	50,875	51,893
001.80.81.82.0.000.591.001	Water & Sewer	7,100	3,388	3,388	3,456	3,525
Total Utilities		31,486	53,265	53,265	54,331	55,418
Commodities & Supplies						
001.80.81.82.0.000.622.002	Small Tools	456	480	480	490	500
001.80.81.82.0.000.624.002	Custodial Supplies	50,325	53,060	53,060	54,121	55,203
001.80.81.82.0.000.627.002	Generators	-	3,183	3,183	3,247	3,312
001.80.81.82.0.000.628.001	M&R Supplies - VH	19,457	22,517	22,517	22,967	23,426
001.80.81.82.0.000.628.002	M&R Supplies-Pol&Fire	9,910	11,357	11,357	11,584	11,816
001.80.81.82.0.000.628.003	M&R Supplies - PW	16,037	16,979	16,979	17,319	17,665
001.80.81.82.0.000.628.004	M&R Supplies - Sta 12	2,686	3,591	3,591	3,663	3,736
001.80.81.82.0.000.628.005	M&R Supplies - Sta 14	2,480	7,429	7,429	7,578	7,730
001.80.81.82.0.000.628.006	M&R Supplies -CC Ctr	523	2,335	2,335	2,382	2,429
Total Commodities & Supplies		101,874	120,931	120,931	123,351	125,817

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Maintenance of Buildings					
Other Expenditures					
001.80.81.82.0.000.636.003 General Store Property	-	4,080	4,080	4,162	4,245
Total Other Expenditures	-	4,080	4,080	4,162	4,245
Total Maintenance of Buildings	1,038,390	1,174,067	1,176,672	1,165,813	1,190,521
TOTAL PUBLIC WORKS - STREETS/BUILDINGS	2,837,060	3,206,224	3,211,739	3,282,372	3,349,774

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - STREETS/BUILDINGS
PERSONAL SERVICES**

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Street/Bldg/Park Superintendent	0.95		0.95		0.95		105,657	107,770	103,308
Forestry/Grounds Superintendent	0.05		0.05		0.05		4,925	5,244	5,380
Foreman	2.05		2.05		2.05		186,838	190,576	194,386
Maintenance Personnel	5.70		5.70		5.70		430,252	425,923	434,644
Electricians	2.25		2.25		2.25		174,455	178,851	168,122
Forestry Technician	0.05		-		-		3,299	-	-
Total Full Time	11.05		11.00		11.00		905,426	908,364	905,840
Part Time									
Maintenance Personnel	0.50	(1)	0.50	(1)	0.50	(1)	25,194	25,798	26,211
Total Part Time	0.50	(1)	0.50	(1)	0.50	(1)	25,194	25,798	26,211
Seasonal									
Seasonal/Intern	0.85	(19)	0.85	(19)	0.85	(19)	29,787	29,787	29,787
Total Seasonal	0.85	(19)	0.85	(19)	0.85	(19)	29,787	29,787	29,787
Other Compensation									
Overtime Earnings							213,360	206,865	234,713
Specialty Pay							2,279	1,915	1,933
Longevity Pay							6,610	7,005	7,470
Total Other Compensation							222,249	215,785	244,116
Employee Benefits									
Medical Insurance							215,329	225,468	201,101
Social Security							74,880	74,660	69,084
Medicare							17,538	17,486	17,862
IMRF Pension							134,925	139,450	134,411
Sick Leave Incentive							4,800	5,797	5,802
Vacation/Personal Leave Incentive							19,500	17,885	17,902
Total Employee Benefits							466,972	480,746	446,162
TOTAL	12.40		12.35		12.35		1,649,628	1,660,480	1,652,116

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

Full-Time	11.05	11.00	11.00
Part-Time	1.00	1.00	1.00
Seasonal	19.00	19.00	19.00

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – FORESTRY AND GROUNDS**

STATEMENT OF ACTIVITIES

It is the responsibility of the Forestry and Grounds Division to manage, maintain, repair and improve the Village’s parkways, parkway trees, and public grounds in a manner consistent with the Village Board policy and regulatory agency requirements.

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

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

2015 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village’s parkways, parkway trees, and public grounds.

- Received Tree City USA Award for 30th year and Growth Award for 13th time.
- Completed scheduled tree trimming of approximately 4,600 trees maintaining the Village’s five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Planted approximately 1040 trees of varying species to maintain a diversified urban forest.
- Removed approximately 950 trees, approximately
- Maintained Society of Municipal Arborist Accreditation.



2016 ACCOMPLISHMENTS

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village’s parkways, parkway trees and public grounds.

- Received Tree City USA Award for 31st year.
- Completed scheduled tree trimming of approximately 4,331 trees maintaining the Village’s five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Removed 650 unhealthy trees in a timely manner.
- Planted 1,100 trees of varying species to maintain a diversified urban forest. Achieved one tree planting for every tree removal.

Create vibrant public spaces.

- Planted approximately 11,800 flowers, managing a landscape maintenance contract, and turf mowing contract.

2017 GOALS

Infrastructure goal – Environmental Sensibility

Provide and maintain the Village’s parkways, parkway trees and public grounds.

- Complete requirements for Tree USA Award and Growth Award.
- Complete scheduled tree trimming of approximately 4,700 trees to ensure the Village’s five (5) year tree trimming cycle.

Secure the health of the urban forest.

- Remove 500 unhealthy trees in a timely manner.
- Plant approximately 750 trees of varying species to maintain a diversified urban forest. Achieve one tree planting for every tree removal.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – FORESTRY AND GROUNDS**

Create vibrant public spaces.

- Plant approximately 14,000 flowers (large increase due to the Centennial), manage a landscape maintenance contract, and turf mowing contract.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Forestry and Grounds Maintenance				
Service Requests	1,901	1,595	1,600	1,600
Acres of Turf Maintained*	53	53	53	53
Trees Trimmed (custom)	4,416	4,280	4,331	4,700
Plantings				
Trees	946	1,040	1,100	750
Flowers, Annual	8,642	8,642	11,800	14,000
Flowers, Bulbs	-	-	1,000	1,000
Shrubs	168	30	175	150
Perennials/Ground Cover	2,028	1,017	2,500	2,500
Total Plantings	11,784	10,729	16,575	18,400
Removals				
Trees	1,344	1,344	650	500
Stumps	1,344	1,344	650	850
Shrubs	128	142	150	150
Total Removals	2,816	2,830	1,450	1,500

* Does not include sites which only receive mowing.



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - FORESTRY AND GROUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Forestry & Grounds Administration	129,414	138,434	138,431	140,358	143,393
Forestry Program	764,069	955,948	951,948	979,139	999,681
Maintenance of Grounds	497,532	537,280	537,280	559,662	571,069
Public Grounds Beautification	68,103	74,470	74,470	75,972	77,565
Total Programs	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708

Expenditure Classification

Personal Services-Salaries & Wages	719,284	719,594	719,594	745,877	759,738
Personal Services-Employee Benefits	268,893	280,624	280,621	284,353	292,782
Other Employee Costs	3,269	6,212	6,212	6,336	6,463
Contractual Services	381,354	594,037	590,037	610,795	622,809
Utilities	3,375	3,290	3,290	3,356	3,423
Commodities & Supplies	48,373	55,152	55,152	56,246	57,362
Other Equipment	34,570	47,223	47,223	48,168	49,131
Total Expenditure Classification	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708

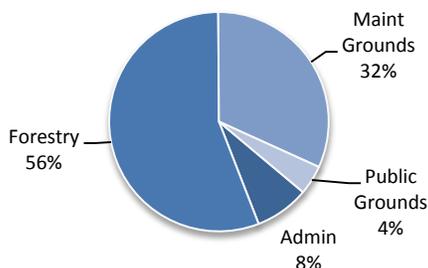
Source of Funds

001 General Fund	1,451,929	1,696,132	1,696,129	1,745,131	1,781,708
063 Risk Management Fund	7,189	10,000	6,000	10,000	10,000
Total Source of Funds	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708

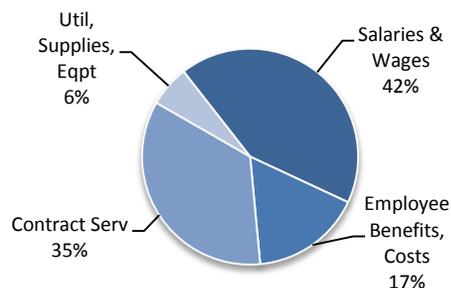
BUDGET DISCUSSION AND ANALYSIS

The Forestry and Grounds Division budget includes the costs associated with Forestry & Grounds Administration, Forestry, Maintenance of Grounds, and Public Grounds Beautification programs. Expenditures for all public properties, except the grounds of the Water and Sewer Fund properties, are included in this division. The 2017 budget of \$1,755,131 increased 2.87% from 2016. The increase is primarily related wage and benefits. There were no significant increases in any of the expense categories from the 2016 budget.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Forestry & Grounds Administration					
Personal Services-Salaries & Wages					
001.80.82.00.0.000.500.001 Full-Time Earnings	93,391	94,386	94,386	96,829	98,766
001.80.82.00.0.000.503.001 Overtime	934	6,027	6,027	6,011	6,131
001.80.82.00.0.000.504.001 Specialty Pay	540	541	541	541	541
001.80.82.00.0.000.506.001 Longevity Pay	360	450	450	630	630
Total Personal Services-Salaries & Wages	95,225	101,404	101,404	104,011	106,068
Personal Services-Employee Benefits					
001.80.82.00.0.000.510.001 Medical Insurance	15,824	14,967	14,967	14,495	15,075
001.80.82.00.0.000.511.001 Social Security	5,655	6,398	6,398	6,546	6,677
001.80.82.00.0.000.511.002 Medicare	1,323	1,497	1,497	1,535	1,566
001.80.82.00.0.000.512.001 IMRF Pension Expense	10,920	12,225	12,225	11,819	12,055
001.80.82.00.0.000.513.001 Sick Leave Incentive	-	1,098	1,095	1,101	1,101
001.80.82.00.0.000.513.002 Vac/Pers Leave Incent.	-	395	395	401	401
Total Personal Services-Employee Benefits	33,722	36,580	36,577	35,897	36,875
Commodities & Supplies					
001.80.82.00.0.000.603.001 Clothing Supplies	467	450	450	450	450
Total Commodities & Supplies	467	450	450	450	450
Total Forestry & Grounds Administration	129,414	138,434	138,431	140,358	143,393

Forestry Program

Personal Services-Salaries & Wages					
001.80.82.83.0.000.500.001 Full-Time Earnings	264,555	268,381	268,381	274,334	279,821
001.80.82.83.0.000.502.001 Seasonal Earnings	11,042	11,627	11,627	11,627	11,627
001.80.82.83.0.000.503.001 Overtime	58,875	52,080	52,080	58,222	59,386
001.80.82.83.0.000.504.001 Specialty Pay	1,591	1,594	1,594	1,594	1,594
001.80.82.83.0.000.506.001 Longevity Pay	1,925	2,540	2,540	2,760	2,760
Total Personal Services-Salaries & Wages	337,988	336,222	336,222	348,537	355,188
Personal Services-Employee Benefits					
001.80.82.83.0.000.510.001 Medical Insurance	70,479	74,981	74,981	76,542	79,604
001.80.82.83.0.000.511.001 Social Security	20,953	21,010	21,010	21,641	22,074
001.80.82.83.0.000.511.002 Medicare	4,900	4,917	4,917	5,097	5,199
001.80.82.83.0.000.512.001 IMRF Pension Expense	37,762	38,873	38,873	38,029	38,790
001.80.82.83.0.000.513.001 Sick Leave Incentive	1,756	1,699	1,699	1,699	1,699
001.80.82.83.0.000.513.002 Vac/Pers Leave Incent.	527	899	899	899	899
Total Personal Services-Employee Benefits	136,377	142,379	142,379	143,907	148,265

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Forestry Program						
Other Employee Costs						
001.80.82.83.0.000.522.001	Travel & Meetings	3,269	6,212	6,212	6,336	6,463
Total Other Employee Costs		3,269	6,212	6,212	6,336	6,463
Contractual Services						
001.80.82.83.0.000.530.006	Other Prof. Serv.	4,335	4,485	4,485	4,575	4,666
001.80.82.83.0.000.569.008	Refuse Disposal	2,659	4,772	4,772	4,867	4,965
001.80.82.83.0.000.574.008	Contract Hauling	5,013	6,430	6,430	6,559	6,690
001.80.82.83.0.000.576.005	Private Tree Removal	1,754	5,493	5,493	5,603	5,715
001.80.82.83.0.000.576.006	Tree Removal	83,956	146,234	146,234	149,159	152,142
001.80.82.83.0.000.576.007	Stump Removal	38,553	54,759	54,759	55,854	56,971
001.80.82.83.0.000.576.008	Perennial Flower	-	3,183	3,183	3,247	3,312
001.80.82.83.0.000.576.011	Tree Trimming	103,265	180,000	180,000	183,600	187,272
063.80.82.83.4.000.576.012	Tree Hazard Study	7,189	10,000	6,000	10,000	10,000
001.80.82.83.0.000.576.013	Tree	26,593	41,133	41,133	41,956	42,795
Total Contractual Services		273,317	456,489	452,489	465,420	474,528
Utilities						
001.80.82.83.0.000.590.001	Telephone - Cellular	3,375	3,290	3,290	3,356	3,423
Total Utilities		3,375	3,290	3,290	3,356	3,423
Commodities & Supplies						
001.80.82.83.0.000.605.001	Other Equipment	8,010	8,400	8,400	8,568	8,739
001.80.82.83.0.000.622.005	Restoration Materials	1,733	1,787	1,787	1,823	1,859
001.80.82.83.0.000.623.001	Fertilizer	-	1,169	1,169	1,192	1,216
Total Commodities & Supplies		9,743	11,356	11,356	11,583	11,814
Total Forestry Program		764,069	955,948	951,948	979,139	999,681

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Maintenance of Grounds						
Personal Services-Salaries & Wages						
001.80.82.84.0.355.500.001	Full-Time Earnings	191,420	193,265	193,265	201,604	205,636
001.80.82.84.0.355.502.001	Seasonal Earnings	25,421	32,900	32,900	32,900	32,900
001.80.82.84.0.355.503.001	Overtime	38,660	25,944	25,944	27,355	27,902
001.80.82.84.0.355.504.001	Specialty Pay	586	587	587	903	903
001.80.82.84.0.355.506.001	Longevity Pay	1,160	1,160	1,160	1,530	1,530
Total Personal Services-Salaries & Wages		257,247	253,856	253,856	264,292	268,871
Personal Services-Employee Benefits						
001.80.82.84.0.355.510.001	Medical Insurance	41,992	44,788	44,788	47,429	49,326
001.80.82.84.0.355.511.001	Social Security	15,812	15,823	15,823	16,406	16,734
001.80.82.84.0.355.511.002	Medicare	3,698	3,705	3,705	3,855	3,932
001.80.82.84.0.355.512.001	IMRF Pension Expense	26,676	26,406	26,406	26,064	26,585
001.80.82.84.0.355.513.001	Sick Leave Incentive	277	898	898	901	901
001.80.82.84.0.355.513.002	Vac/Pers Leave Incent.	499	395	395	401	401
Total Personal Services-Employee Benefits		88,954	92,015	92,015	95,056	97,879
Contractual Services						
001.80.82.84.0.355.530.006	Other Prof. Serv.	5,924	7,061	7,061	7,202	7,346
001.80.82.84.0.355.574.011	St-scape Corr Maint	23,306	26,493	26,493	28,500	29,070
001.80.82.84.0.355.574.014	Grounds Maintenance	61,552	70,149	70,149	75,150	76,653
001.80.82.84.0.355.575.010	Railroad Station	1,112	7,429	7,429	7,578	7,729
001.80.82.84.0.355.576.014	Contract Spraying	8,540	12,039	12,039	12,280	12,525
001.80.82.84.0.355.576.015	Contract Sprinkler	7,603	11,830	11,830	12,067	12,308
Total Contractual Services		108,037	135,001	135,001	142,777	145,631
Commodities & Supplies						
001.80.82.84.0.355.622.002	Small Tools	454	486	486	496	506
001.80.82.84.0.355.622.003	Grounds Maintenance	7,484	7,651	7,651	7,804	7,960
001.80.82.84.0.355.622.004	Lawn Care Equipment	585	836	836	853	870
001.80.82.84.0.355.623.001	Fertilizer	201	212	212	216	221
Total Commodities & Supplies		8,724	9,185	9,185	9,369	9,557
Other Equipment						
001.80.82.84.0.355.665.014	Sprinkler System	657	7,428	7,428	7,577	7,728
001.80.82.84.0.355.665.041	Repl St Furniture	33,913	39,795	39,795	40,591	41,403
Total Other Equipment		34,570	47,223	47,223	48,168	49,131
Total Maintenance of Grounds		497,532	537,280	537,280	559,662	571,069

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY AND GROUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Public Grounds Beautification					
Personal Services-Salaries & Wages					
001.80.82.84.0.356.500.001 Full-Time Earnings	22,697	23,063	23,063	23,524	23,994
001.80.82.84.0.356.503.001 Overtime	5,877	4,798	4,798	5,212	5,316
001.80.82.84.0.356.504.001 Specialty Pay	150	151	151	151	151
001.80.82.84.0.356.506.001 Longevity Pay	100	100	100	150	150
Total Personal Services-Salaries & Wages	28,824	28,112	28,112	29,037	29,611
Personal Services-Employee Benefits					
001.80.82.84.0.356.510.001 Medical Insurance	4,396	4,158	4,158	4,027	4,188
001.80.82.84.0.356.511.001 Social Security	1,733	1,744	1,744	1,790	1,826
001.80.82.84.0.356.511.002 Medicare	405	408	408	422	430
001.80.82.84.0.356.512.001 IMRF Pension Expense	3,306	3,340	3,340	3,254	3,319
Total Personal Services-Employee Benefits	9,840	9,650	9,650	9,493	9,763
Contractual Services					
001.80.82.84.0.356.574.010 Beautify RR ROW	-	2,547	2,547	2,598	2,650
Total Contractual Services	-	2,547	2,547	2,598	2,650
Commodities & Supplies					
001.80.82.84.0.356.622.002 Small Tools	199	203	203	207	211
001.80.82.84.0.356.623.002 Tree/Bush/Flower Repl	29,240	33,958	33,958	34,637	35,330
Total Commodities & Supplies	29,439	34,161	34,161	34,844	35,541
Total Public Grounds Beautification	68,103	74,470	74,470	75,972	77,565
TOTAL PUBLIC WORKS - FORESTRY AND GROUNDS	1,459,118	1,706,132	1,702,129	1,755,131	1,791,708

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - FORESTRY & GROUNDS
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Forestry/Grounds Superintendent	0.90	0.90	0.90	88,637	94,386	96,829
Foreman	1.45	1.45	1.45	131,141	133,764	136,439
Maintenance Personnel	5.00	5.00	5.00	347,390	350,945	363,023
Forestry Technician	0.90	-	-	59,369	-	-
Total Full Time	8.25	7.35	7.35	626,537	579,095	596,291
Seasonal						
Seasonal/Intern	1.00 (3)	1.00 (3)	1.00 (3)	43,877	44,527	44,527
Total Seasonal	1.00 (3)	1.00 (3)	1.00 (3)	43,877	44,527	44,527
Other Compensation						
Overtime Earnings				90,500	88,849	96,800
Specialty Pay				3,414	2,873	3,189
Longevity Pay				3,545	4,250	5,070
Total Other Compensation				97,459	95,972	105,059
Employee Benefits						
Medical Insurance				155,977	138,894	142,493
Social Security				47,998	44,975	46,383
Medicare				11,235	10,527	10,909
IMRF Pension				83,617	80,844	79,166
Sick Leave Incentive				3,900	3,695	3,701
Vacation/Personal Leave Incentive				1,700	1,689	1,701
Retiree Sick Incentive				-	-	-
Total Employee Benefits				304,427	280,624	284,353
TOTAL	9.25	8.35	8.35	1,072,300	1,000,218	1,030,230

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

Full-Time	8.25	7.35	7.35
Seasonal	3.00	3.00	3.00

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING**

STATEMENT OF ACTIVITIES

It is the responsibility of the Engineering Division to design and improve the Village’s public streets, sidewalks, detention ponds and Levee 37 in a manner consistent with Village Board policy and regulatory agency requirements.

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

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

Infrastructure goal – Flood Control, Water and Sewer – Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property.

2015 ACCOMPLISHMENTS

Infrastructure Goal – Transportation

Improve the Village’s transportation system.

- Completed resurfacing of 9.9 miles of streets as part of the Village Street Resurfacing Program.
- Completed construction Phase I and II of Kensington Business Center Jogging Path and Lighting Improvements.
- Completed construction of the Northwest Highway Streetscape Improvements.
- Completed construction of the Central / Weller Pedestrian Crossing Improvement Project.

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Completed Hydraulic Analysis of tributary areas to Levee 37 Pump Stations 1 and 2.
- Complete construction of Phase II of the Storm Sewer Improvements, Isabella Basin relief sewer project, as recommended in the 2011 Comprehensive Flood Study.

2016 ACCOMPLISHMENTS

Infrastructure Goal – Transportation

Improve the Village’s transportation system.

- Completed resurfacing of 6.5 miles of streets as part of the Village Street Resurfacing Program.
- Completed construction of the Share Cost Sidewalk Program, CDBG Sidewalk Program.
- Completed construction of new sidewalk along Camp McDonald Rd between Burning Bush Ln and River Rd.
- Completed construction of the Phase I Bike Route Sign Project.
- Completed construction of Phase I of the Emergency Vehicle Preemption System Replacement Project.
- Coordinate construction inspection of the Kensington Business Center Jogging Path and Lighting Improvements, Phase III.



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – ENGINEERING**

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Complete construction of Phase III of the Storm Sewer Improvements as recommended in the 2011 Comprehensive Flood Study. Improvements include Lavergne / Catalpa and Palm / Cherrywood.
- Complete construction of the Private Property Drainage Improvements program.

2017 GOALS

Infrastructure Goal – Transportation

Improve the Village’s transportation system.

- Complete resurfacing of 6.8 miles of streets as part of the Village Street Resurfacing Program.
- Conduct feasibility study and design engineering for improvements to the Rand / Central / Mount Prospect Road Intersection.
- Conduct feasibility study and design engineering for improvements to the Downtown Intersections.
- Complete construction of the Share Cost Sidewalk Program, CDBG Sidewalk Program and New Sidewalk Program.
- Complete construction of Phase II of the Emergency Vehicle Preemption System Replacement Project.

Infrastructure Goal – - Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and systems.

- Complete construction of Phase IV of the Storm Sewer Improvements as recommended in the 2011 Comprehensive Flood Study. Improvements include Park Drive.
- Complete construction of the Private Property Drainage Improvements Program.
- Complete construction of the Kensington Business Center Pond 6 Dredging Project.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Engineering Division				
Construction Project Inspections	60	100	105	110
Plan Reviews	155	231	235	240
Street Resurfacing (miles)	18.8	9.8	6.5	6.8
Shared Cost Sidewalk (square feet)	8,525	9,300	7,325	8,000
Residential Flood Plain Studies	38	26	35	45

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - ENGINEERING**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Engineering Services	922,125	938,624	938,624	984,157	966,008
Traffic Control-Street Lighting	517,497	544,656	544,627	549,990	561,405
Total Programs	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413

Expenditure Classification

Personal Services-Salaries & Wages	755,885	763,771	763,771	773,944	788,945
Personal Services-Employee Benefits	266,644	272,855	272,855	266,946	273,950
Other Employee Costs	2,765	3,770	3,770	5,346	5,453
Contractual Services	176,004	165,640	165,640	213,252	178,938
Utilities	215,167	242,808	242,779	239,565	244,357
Commodities & Supplies	21,436	32,121	32,121	32,733	33,362
Office Equipment	334	578	578	590	602
Other Equipment	1,387	1,737	1,737	1,771	1,806
Total Commodities & Supplies	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413

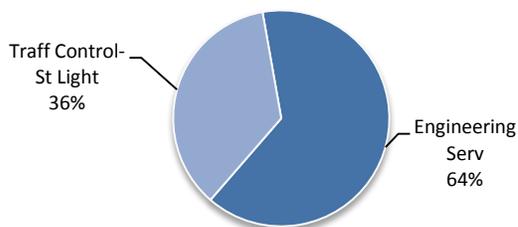
Source of Funds

001 General Fund	1,165,046	1,231,912	1,231,883	1,277,751	1,265,888
041 Motor Fuel Tax Fund	274,576	251,368	251,368	256,396	261,525
Total Source of Funds	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413

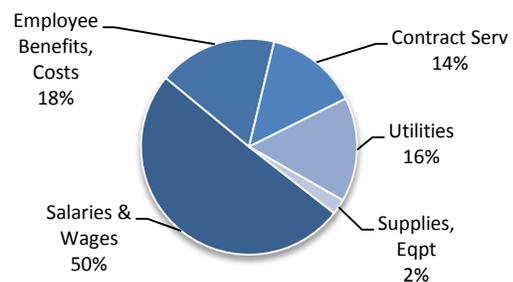
BUDGET DISCUSSION AND ANALYSIS

The Engineering Division budget includes the Engineering Services and the Traffic Control-Street Lighting programs. Included in these programs are the costs associated with the municipal engineering, infrastructure improvements, public and private site improvement plan reviews and inspections, utility permitting, drainage, traffic control, and street lighting. The 2017 budget of \$1,534,147 increased \$50,867 or 3.43% from the 2016 budget. Wages and Benefits were increased and the budget includes \$40,000 for professional services. The funds will be used in 2017 to create official bench marks for surveying throughout the Village. The creation of official Village bench marks would assist private developers, engineers, and architects in designing private improvements.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Engineering Services						
Personal Services-Salaries & Wages						
001.80.83.00.0.000.500.001	Full-Time Earnings	565,976	577,746	577,746	585,914	597,632
001.80.83.00.0.000.501.001	Part-Time Earnings	29,260	20,828	20,828	21,164	21,587
001.80.83.00.0.000.502.001	Seasonal Earnings	15,993	18,286	18,286	18,285	18,285
001.80.83.00.0.000.503.001	Overtime	14,777	17,300	17,300	14,978	15,278
001.80.83.00.0.000.504.001	Specialty Pay	600	601	601	601	601
001.80.83.00.0.000.506.001	Longevity Pay	2,900	2,600	2,600	4,100	4,100
Total Personal Services-Salaries & Wages		629,506	637,361	637,361	645,042	657,483
Personal Services-Employee Benefits						
001.80.83.00.0.000.510.001	Medical Insurance	78,383	79,104	79,104	78,457	81,595
001.80.83.00.0.000.511.001	Social Security	38,768	40,638	40,638	40,853	41,670
001.80.83.00.0.000.511.002	Medicare	9,173	9,507	9,507	9,620	9,812
001.80.83.00.0.000.512.001	IMRF Pension Expense	71,969	75,534	75,534	72,072	73,513
001.80.83.00.0.000.513.001	Sick Leave Incentive	4,993	5,598	5,598	5,604	5,604
001.80.83.00.0.000.513.002	Vac/Pers Leave Incent.	12,840	11,096	11,096	11,107	11,107
Total Personal Services-Employee Benefits		216,126	221,477	221,477	217,713	223,301
Other Employee Costs						
001.80.83.00.0.000.518.001	Dues & Memberships	847	1,388	1,388	1,416	1,445
001.80.83.00.0.000.525.004	Training	1,918	2,382	2,382	3,930	4,008
Total Other Employee Costs		2,765	3,770	3,770	5,346	5,453
Contractual Services						
001.80.83.00.0.000.530.006	Other Prof. Serv.	7,501	7,651	7,651	47,804	7,960
001.80.83.00.0.000.532.002	Equipment Maint.	1,388	1,426	1,426	1,455	1,485
001.80.83.00.0.000.547.003	Vehicle Rental	-	-	-	2,000	2,040
001.80.83.00.0.000.553.001	Vehicle Lease Payment	10,400	8,900	8,900	10,600	10,600
001.80.83.00.0.000.554.001	Vehicle Maint Payment	35,174	33,318	33,318	33,088	36,180
001.80.83.00.0.000.562.004	Maps & Plats	3,685	5,093	5,093	1,115	1,138
001.80.83.00.0.000.577.004	ROW Restoration	3,242	6,559	6,559	6,690	6,824
Total Contractual Services		61,390	62,947	62,947	102,752	66,227
Utilities						
001.80.83.00.0.000.590.001	Telephone - Cellular	5,788	5,098	5,098	5,200	5,304
Total Utilities		5,788	5,098	5,098	5,200	5,304
Commodities & Supplies						
001.80.83.00.0.000.603.001	Clothing Supplies	1,180	1,300	1,300	1,300	1,300
001.80.83.00.0.000.608.001	Other Supplies	499	1,082	1,082	1,104	1,126
001.80.83.00.0.000.626.002	Engineering Supplies	3,150	3,274	3,274	3,339	3,406
Total Commodities & Supplies		4,829	5,656	5,656	5,743	5,832
Office Equipment						
001.80.83.00.0.000.656.002	Office Eqpt - Eng	334	578	578	590	602
Total Office Equipment		334	578	578	590	602

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Engineering Services					
Other Equipment					
001.80.83.00.0.000.665.012 Engineering Equipment	1,387	1,737	1,737	1,771	1,806
Total Other Equipment	1,387	1,737	1,737	1,771	1,806
Total Engineering Services	922,125	938,624	938,624	984,157	966,008

Traffic Control-Street Lighting

Personal Services-Salaries & Wages

001.80.83.86.0.357.500.001 Full-Time Earnings	114,331	115,221	115,221	116,727	119,062
001.80.83.86.0.357.503.001 Overtime	11,338	10,478	10,478	11,244	11,469
001.80.83.86.0.357.504.001 Specialty Pay	60	61	61	61	61
001.80.83.86.0.357.506.001 Longevity Pay	650	650	650	870	870
Total Personal Services-Salaries & Wages	126,379	126,410	126,410	128,902	131,462

Personal Services-Employee Benefits

001.80.83.86.0.357.510.001 Medical Insurance	23,973	24,803	24,803	23,096	24,020
001.80.83.86.0.357.511.001 Social Security	7,648	7,945	7,945	8,074	8,235
001.80.83.86.0.357.511.002 Medicare	1,789	1,859	1,859	1,896	1,934
001.80.83.86.0.357.512.001 IMRF Pension Expense	14,762	15,273	15,273	14,669	14,962
001.80.83.86.0.357.513.001 Sick Leave Incentive	2,306	1,300	1,300	1,300	1,300
001.80.83.86.0.357.513.002 Vac/Pers Leave Incent.	40	198	198	198	198
Total Personal Services-Employee Benefits	50,518	51,378	51,378	49,233	50,649

Contractual Services

001.80.83.86.0.357.577.001 Streetlight Maint	3,100	3,183	3,183	9,000	9,180
041.80.83.86.0.357.577.002 Traffic Light Maint	104,335	92,187	92,187	94,031	95,912
001.80.83.86.0.357.577.003 Traffic Signal Device	7,179	7,323	7,323	7,469	7,619
Total Contractual Services	114,614	102,693	102,693	110,500	112,711

Utilities

001.80.83.86.0.357.587.001 Electricity - Street	39,138	78,529	78,500	72,000	73,440
041.80.83.86.0.357.588.001 Electricity - NW	170,241	159,181	159,181	162,365	165,613
Total Utilities	209,379	237,710	237,681	234,365	239,053

Commodities & Supplies

001.80.83.86.0.357.603.001 Clothing Supplies	200	200	200	200	200
001.80.83.86.0.357.622.010 Street Light Supplies	16,407	26,265	26,265	26,790	27,330
Total Commodities & Supplies	16,607	26,465	26,465	26,990	27,530

Total Traffic Control-Street Lighting	517,497	544,656	544,627	549,990	561,405
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TOTAL PUBLIC WORKS - ENGINEERING	1,439,622	1,483,280	1,483,251	1,534,147	1,527,413
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**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - ENGINEERING
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Village Engineer	1.00	1.00	1.00	116,274	118,600	120,972
Project Engineers	3.00	3.00	3.00	299,754	305,750	311,864
Traffic Engineer	1.00	1.00	1.00	104,520	106,611	108,743
Civil Engineer	1.00	1.00	1.00	62,001	69,723	67,731
Electrician	0.10	0.10	0.10	8,399	8,610	7,984
Engineering Assistant	1.00	1.00	-	82,032	83,673	-
Engineering Inspector	-	-	1.00	-	-	85,347
Total Full Time	7.10	7.10	7.10	672,980	692,967	702,641
Part Time						
Draftsman	0.40 (1)	0.40 (1)	0.40 (1)	20,347	20,828	21,164
Total Part Time	0.40 (1)	0.40 (1)	0.40 (1)	20,347	20,828	21,164
Seasonal						
Seasonal/Intern	0.50 (2)	0.50 (2)	0.50 (2)	18,286	18,286	18,285
Total Seasonal	0.50 (2)	0.50 (2)	0.50 (2)	18,286	18,286	18,285
Other Compensation						
Overtime Earnings				24,420	27,778	26,222
Specialty Pay				662	662	662
Longevity Pay				3,550	3,250	4,970
Total Other Compensation				28,632	31,690	31,854
Employee Benefits						
Medical Insurance				102,715	103,907	101,553
Social Security				47,261	48,583	48,927
Medicare				11,062	11,366	11,516
IMRF Pension				85,081	90,807	86,741
Sick Leave Incentive				6,700	6,898	6,904
Vacation/Personal Leave Incentive				13,600	11,294	11,305
Total Employee Benefits				266,419	272,855	266,946
TOTAL	8.00	8.00	8.00	1,006,664	1,036,626	1,040,890

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

Full-Time	7.10	7.10	7.10
Part-Time	1.00	1.00	1.00
Seasonal	2.00	2.00	2.00

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL**

STATEMENT OF ACTIVITIES

The mission of the Refuse Disposal Program is to coordinate a comprehensive municipal solid waste system that provides both environmental and economic benefits to the community. The Public Works Department is responsible for the administration of the residential and commercial contracts as well as public education on environmental issues, waste minimization, resource recovery, and medical and household hazardous waste.

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provided a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Promoted and coordinated recycling services at all of the community events including the Public Works Open House and the Earth Day Event at the Friendship Park Conservatory.
- Operated permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Continued to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.



2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provided a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Operated permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Increased residential recycling utilizing the Village’s multiple public communication systems.
- Participated in community outreach programs that educate residents on Village recycling efforts with the anticipated goal of increasing recycling and reducing waste volumes.
- Promoted and coordinated recycling services for all community events.
- Continued to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.
- Hosted a one day document destruction event for Village and SWANCC Community residents.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – REFUSE DISPOSAL**

2017 GOALS

Governance goal – Quality Service

Efficiently collect waste and recycling.

- Provide a high level solid waste program (single family, multi family, commercial) while striving to reduce waste volumes.
- Negotiate and implement a new solid waste contract.

Increase landfill diversion, reduce environmental impacts and increase recycling.

- Operate permanent recycling location for electronic waste, medications, sharps, compact fluorescent lights bulbs, holiday light recycling and batteries.
- Increase residential recycling utilizing the Village’s multiple public communication systems.
- Participate in community outreach programs that educate residents on Village recycling efforts with the anticipated goal of increasing recycling and reducing waste volumes.
- Promote and coordinate recycling services for all community events.
- Continue to operate a seasonal drop-off site for electronics waste for Village and SWANCC member community residents.
- Host a one day document destruction event for Village and SWANCC Community residents.

	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
WORKLOAD MEASURES				
Solid Waste Collected (in tons) (1)				
Landfilled	20,182	22,980	20,324	20,324
Recycled	5,499	5,369	5,476	5,586
Yardwaste	4,639	2,256	2,301	2,347
Total Waste Collected (tons)	30,320	30,605	28,101	28,257
Solid Waste Diverted (in tons)				
Recycling Program (2)				
Aluminum, glass, plastics, tin/steel	1,375	1,342	1,369	1,396
Mixed Paper	1,155	1,128	1,151	1,174
Newspaper	2,968	2,899	2,957	3,016
Total Recycling Program (tons)	5,498	5,369	5,477	5,586
Yardwaste Program (3)	4,639	4,732	4,548	4,548
Total Diverted (tons)	10,137	10,101	10,025	10,134
Percentage Diverted	33%	33%	36%	36%

- (1) Single Family and Multi-Family residential
- (2) Single Family, Multi-Family, Schools and Municipal
- (3) Single Family

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - REFUSE DISPOSAL**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Refuse Disposal Program	4,192,748	4,532,949	4,238,383	4,253,727	4,406,681
Leaf Removal Program Disposal	244,326	236,195	236,195	250,538	256,143
Total Programs	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824

Expenditure Classification

Personal Services-Salaries & Wages	250,239	241,809	241,809	256,271	261,348
Personal Services-Employee Benefits	115,691	116,065	116,065	113,666	116,953
Other Employee Costs	-	1,273	1,273	1,298	1,324
Contractual Services	4,002,598	4,334,224	4,046,858	4,063,062	4,211,964
Utilities	246	456	456	465	474
Insurance	31,809	28,914	28,914	29,528	29,999
Commodities & Supplies	36,491	46,403	39,203	39,975	40,762
Total Expenditure Classification	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824

Source of Funds

040 Refuse Disposal Fund	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824
Total Source of Funds	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824

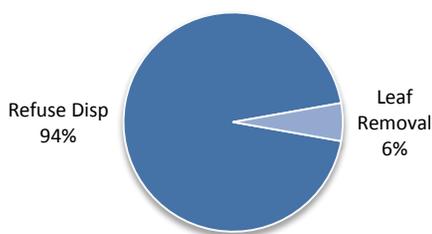
BUDGET DISCUSSION AND ANALYSIS

The Refuse Disposal Program includes the costs associated with the pickup of household refuse and yard waste, pickup of household materials to be recycled and tipping fees. The refuse pickup program includes approximately 13,600 single-family residents and 8,400 multi-family units. Recycling pickup includes all the single-family properties and approximately 7,200 multi-family units. Republic Services holds the residential refuse collection contract with the Village through 2017. This is the last year of a twelve year refuse collection contract with the Village. Annual increases in this contract are limited to the rate of the Consumer Price Index (CPI) or a maximum of 4% and a minimum of 2%. The Village also holds an exclusive commercial refuse collection contract with Republic Services through 2017. This will be the last year of a 9-year contract. Both the residential and commercial contracts will expire December 31, 2017. All businesses are directly billed by Republic.

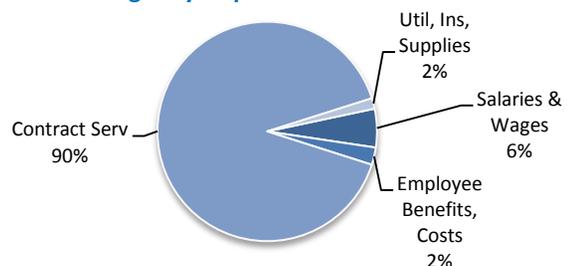
The Leaf Removal Program includes the personnel, equipment operation and maintenance, and fuel costs associated with the curbside collection of leaves by Public Works personnel between the first full week of October and the week before Thanksgiving. The collection encompasses all the single family homes and 347 miles of street.

The total Refuse budget for 2017 totals \$4,504,265. This is a decrease of \$264,879 or 5.55% from 2016. The decrease is a result of the tipping fees budget reduced. SWANCC negotiated a new contract with Groot resulting in reduced fees and savings for the Village.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Refuse Disposal Program						
Personal Services-Salaries & Wages						
040.80.85.00.0.000.500.001	Full-Time Earnings	81,468	82,335	82,335	84,422	86,110
040.80.85.00.0.000.501.001	Part-Time Earnings	12,706	12,165	12,165	12,730	12,985
040.80.85.00.0.000.503.001	Overtime	3,630	3,772	3,772	4,190	4,274
040.80.85.00.0.000.506.001	Longevity Pay	470	570	570	790	790
Total Personal Services-Salaries & Wages		98,274	98,842	98,842	102,132	104,159
Personal Services-Employee Benefits						
040.80.85.00.0.000.510.001	Medical Insurance	24,324	24,803	24,803	23,096	24,020
040.80.85.00.0.000.510.003	Workers' Comp Ins	6,840	8,205	8,205	6,414	6,470
040.80.85.00.0.000.511.001	Social Security	5,924	6,162	6,162	6,367	6,494
040.80.85.00.0.000.511.002	Medicare	1,385	1,443	1,443	1,491	1,521
040.80.85.00.0.000.512.001	IMRF Pension Expense	11,306	11,769	11,769	10,039	10,240
040.80.85.00.0.000.513.001	Sick Leave Incentive	139	100	100	100	100
040.80.85.00.0.000.513.002	Vac/Pers Leave Incent.	66	99	99	99	99
Total Personal Services-Employee Benefits		49,984	52,581	52,581	47,606	48,944
Other Employee Costs						
040.80.85.00.0.000.522.001	Travel & Meetings	-	1,273	1,273	1,298	1,324
Total Other Employee Costs		-	1,273	1,273	1,298	1,324
Contractual Services						
040.80.85.00.0.000.530.006	Other Prof. Serv.	1,502	1,469	1,469	1,498	1,528
040.80.85.00.0.000.544.002	Postage Expense	5,998	4,162	11,000	7,500	7,500
040.80.85.00.0.000.552.001	Computer Lease	802	746	746	713	695
040.80.85.00.0.000.568.001	S/F Refuse Collection	1,306,965	1,396,478	1,368,745	1,424,212	1,481,311
040.80.85.00.0.000.568.002	M/F Refuse Collection	507,231	535,875	521,000	541,640	563,108
040.80.85.00.0.000.568.004	Refuse Coll Stickers	191,410	237,000	175,000	242,000	252,000
040.80.85.00.0.000.568.005	Tipping Fees - SWANCC	1,158,394	1,323,087	1,141,000	987,707	1,013,797
040.80.85.00.0.000.568.006	Fixed Costs - SWANCC	17,420	-	2,800	-	-
040.80.85.00.0.000.568.007	Sticker Commission	3,575	4,162	4,162	4,245	4,330
040.80.85.00.0.000.568.008	S/F Recycling	687,467	697,565	690,082	717,816	747,181
040.80.85.00.0.000.568.009	M/F Recycling	102,985	112,100	109,544	113,720	118,064
040.80.85.00.0.000.568.012	Tipping Fees	10,689	10,968	10,698	11,187	11,410
Total Contractual Services		3,994,438	4,323,612	4,036,246	4,052,238	4,200,924
Utilities						
040.80.85.00.0.000.589.001	Telephone - Land Lines	246	456	456	465	474
Total Utilities		246	456	456	465	474
Insurance						
040.80.85.00.0.000.596.001	Liability Insurance	31,809	28,914	28,914	29,528	29,999
Total Insurance		31,809	28,914	28,914	29,528	29,999

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Refuse Disposal Program					
Commodities & Supplies					
040.80.85.00.0.000.603.001 Clothing Supplies	300	600	600	600	600
040.80.85.00.0.000.623.006 Recycling Supplies	17,697	26,671	19,471	19,860	20,257
Total Commodities & Supplies	17,997	27,271	20,071	20,460	20,857
Total Refuse Disposal Program	4,192,748	4,532,949	4,238,383	4,253,727	4,406,681

Leaf Removal Program

Personal Services-Salaries & Wages

040.80.85.00.0.365.500.001 Full-Time Earnings	106,831	108,156	108,156	112,735	114,990
040.80.85.00.0.365.503.001 Overtime	43,714	33,389	33,389	39,762	40,557
040.80.85.00.0.365.504.001 Specialty Pay	650	652	652	652	652
040.80.85.00.0.365.506.001 Longevity Pay	770	770	770	990	990
Total Personal Services-Salaries & Wages	151,965	142,967	142,967	154,139	157,189

Personal Services-Employee Benefits

040.80.85.00.0.365.510.001 Medical Insurance	30,301	32,511	32,511	33,966	35,325
040.80.85.00.0.365.511.001 Social Security	9,533	9,027	9,027	9,720	9,914
040.80.85.00.0.365.511.002 Medicare	2,255	2,114	2,114	2,276	2,322
040.80.85.00.0.365.512.001 IMRF Pension Expense	18,064	17,234	17,234	17,500	17,850
040.80.85.00.0.365.513.001 Sick Leave Incentive	1,486	1,200	1,200	1,200	1,200
040.80.85.00.0.365.513.002 Vac/Pers Leave Incent.	4,068	1,398	1,398	1,398	1,398
Total Personal Services-Employee Benefits	65,707	63,484	63,484	66,060	68,009

Contractual Services

040.80.85.00.0.365.568.011 Street Sweeper Rental	8,160	10,612	10,612	10,824	11,040
Total Contractual Services	8,160	10,612	10,612	10,824	11,040

Commodities & Supplies

040.80.85.00.0.365.622.009 Repair/Maint Supplies	2,984	3,061	3,061	3,122	3,184
040.80.85.00.0.365.623.003 St Sweeper Brooms	5,037	5,138	5,138	5,241	5,346
040.80.85.00.0.365.623.004 Leaf Machine Parts	9,355	9,553	9,553	9,744	9,939
040.80.85.00.0.365.623.005 Leaf Truck Boxes	1,118	1,380	1,380	1,408	1,436
Total Commodities & Supplies	18,494	19,132	19,132	19,515	19,905

Total Leaf Removal Program

	244,326	236,195	236,195	250,538	256,143
TOTAL PUBLIC WORKS - REFUSE DISPOSAL	4,437,074	4,769,144	4,474,578	4,504,265	4,662,824

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - REFUSE DISPOSAL
PERSONAL SERVICES**

	Budgeted Positions (1)						Budgeted Amounts		
	2015		2016		2017		2015	2016	2017
Full Time									
Administrative Superintendent	1.00		1.00		1.00		73,864	74,909	76,848
Foreman	0.10		0.10		0.10		9,213	9,397	9,585
Maintenance Personnel	1.50		1.50		1.50		103,584	106,185	110,724
Total Full Time	2.60		2.60		2.60		186,661	190,491	197,157
Part Time									
Secretary	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	11,881	12,165	12,730
Total Part Time	0.30	(0.6)	0.30	(0.6)	0.30	(0.6)	11,881	12,165	12,730
Other Compensation									
Overtime Earnings							35,960	37,161	43,952
Specialty Pay							902	652	652
Longevity Pay							1,240	1,340	1,780
Total Other Compensation							38,102	39,153	46,384
Employee Benefits									
Medical Insurance							55,116	57,314	57,062
Workers' Comp Insurance							6,840	8,205	6,414
Social Security							14,863	15,189	16,087
Medicare							3,483	3,557	3,767
IMRF Pension							27,434	29,003	27,539
Sick Leave Incentive							1,200	1,300	1,300
Vacation/Personal Leave Incentive							1,500	1,497	1,497
Total Employee Benefits							110,436	116,065	113,666
TOTAL	2.90		2.90		2.90		347,080	357,874	369,937

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

Full-Time	2.60	2.60	2.60
Part-Time	0.60	0.60	0.60

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

STATEMENT OF ACTIVITIES

The mission of the Water and Sewer Division is to manage, maintain, repair, operate and improve the Village’s water distribution system and sanitary sewer system in a manner consistent with Village Board policy and regulatory agency requirements.

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

Infrastructure goal – Flood Control, Water and Sewer – Improve and maintain infrastructure facilities and systems for public health and safety, to protect our investment in these vital community resources and to protect private property.

2015 ACCOMPLISHMENTS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Completed the installation of the new Automated Meter Reading system by completing the conversion of all 11,000 Village water accounts.
- Completed replacement of approximately 2,000 lineal feet of water main. Project included the upsizing of water main along Evergreen, east of the elevated tank, and Maple Street between Evergreen and Busse Av.
- Completed Combined Sewer System Evaluation study making a recommendation to the Village Board that included an estimated \$15 million in sewer improvements over the next 10 – 15 years.
- Completed the installation of emergency standby power for Water Booster Station 11.
- Completed the first year Illinois Environmental Protection Agency testing for Unregulated Contaminant Monitoring Rule (UCMR3).



2016 ACCOMPLISHMENTS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Completed cleaning, repair and painting of Water Booster Station 17.
- Completed installation of first of six remote pressure monitoring sites at designated locations in the water system. Remote pressure monitoring stations were a recommendation of the 2010 hydraulic water model. Improvements will enhance performance of the water system and address IEPA monitoring rules.
- Completed the replacement of 30+ year old William Street relief station.
- Completed first year of cured-in-place lining of Category 5 combined sewers identified in the 2015 Combined Sewer Assessment. Completed lining of approximately 8,000 lineal feet of Category 5 combined sewers.
- Replaced aging leak correlation and underground pipe locating equipment.
- Completed replacement of roof at Water Booster Pumping Station #4.
- Completed replacement of approximately 600 lineal feet of water main along Whitegate Drive. In addition to the water main all associated service taps, valves and hydrants were replaced.
- The Village began to implement the changes required under the new Inflow and Infiltration Control Program required by the Metropolitan Water Reclamation District for Greater Chicago. There will be a greater emphasis on standardizing inspections and results across all of the greater Chicago area.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – WATER & SEWER DIVISION**

2017 GOALS

Infrastructure goal – Flood Control, Water and Sewer

Improve and maintain infrastructure facilities and system.

- Complete the replacement of 30+ year old Louis Street relief station.
- Complete the replacement of roof at Water Booster Pumping Station 16.
- Complete construction of 2017 water main replacement project.
- Complete cleaning, repair and painting of the north water reservoir at Booster Pumping Station 5.
- The Village will continue to meet the requirements of the 2014 Inflow and Infiltration Control Program required by the Metropolitan Water Reclamation District for Greater Chicago. The ongoing efforts include clearwater inspections, sewer televising and smoke testing of the separate sanitary sewer basins.
- Complete second year of cured-in-place lining of Category 5 and 4 combined sewers identified in the 2015 Combined Sewer Assessment. Complete lining of approximately 12,000 linear feet of sewer.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Water Mains				
Installed (feet)	-	1,990	600	600
Valves Replaced	-	9	8	1
Valves Repaired	-	5	4	5
Main Leaks Repaired	64	70	88	75
Service Leaks Repaired	16	3	6	10
Water Meters Installed	1,954	9,726	150	250
Fire Hydrants				
Replaced	4	6	25	30
Repaired	3	9	30	30
Painted	-	150	400	400
JULIE Markings				
Calls	8,425	11,006	11,500	12,000
Flagged	4,625	6,053	6,325	6,600
Water Samples				
Water Quality	964	650	700	700
Lead/Copper	30	-	-	50
Water Purchased (million gallons)	1,301	1,204	1,185	1,250
Unaccounted Water	-2.0%	-2.0%	2.0%	2.0%
Water/Sewer Service Requests	1,306	757	900	900
Sanitary Sewers				
Cleaned (ft)	90,000	120,000	75,000	60,000
Televised (ft)	90,000	120,000	75,000	60,000
Relined (ft)	-	-	8,450	12,000
Private Building Inspections	652	1,470	1,250	800

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Water & Sewer Administration	1,174,187	1,333,166	1,343,257	1,075,721	1,098,517
Equipment Maintenance	820,288	868,050	868,050	965,576	1,011,001
Maintenance of Buildings	328,037	261,787	261,787	276,001	281,998
Maintenance of Grounds	130,128	127,239	127,232	133,390	135,873
Lake Michigan Water Supply	6,443,522	6,946,000	6,649,000	6,788,000	7,026,000
Water Supply Maint. & Repair	813,425	885,229	885,229	963,863	981,921
Water Distribution Maint. & Rep.	647,246	745,045	745,045	802,100	817,009
Water Meter Maintenance & Repair	443,676	378,997	378,897	407,106	414,994
Water Valve/Hydrant Maint & Rep	508,494	529,261	531,261	525,632	536,919
Sanitary Sewer Maint. & Repair	544,685	542,474	542,474	662,925	676,760
Total Programs	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992

Expenditure Classification

Personal Services-Salaries & Wages	2,018,007	2,042,161	2,042,161	2,203,997	2,247,077
Personal Services-Employee Benefits	516,492	829,683	829,583	860,435	884,452
Other Employee Costs	38,548	38,141	38,143	42,404	43,249
Contractual Services	8,361,726	9,043,983	8,753,741	8,781,699	9,084,813
Utilities	106,773	164,131	167,461	170,172	172,937
Insurance	101,312	97,471	97,471	100,042	101,609
Commodities & Supplies	193,055	297,869	299,863	321,990	326,498
Other Expenditures	460,728	-	-	-	-
Office Equipment	207	1,020	1,020	1,040	1,061
Other Equipment	40,440	42,289	42,289	32,335	32,382
Distribution Systems	16,400	60,500	60,500	86,200	86,914
Total Expenditure Classification	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992

Source of Funds

050 Water and Sewer Fund	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992
Total Source of Funds	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992

BUDGET DISCUSSION AND ANALYSIS

The Public Works Water & Sewer Division budget includes the costs associated with supplying water and sewer service to our residents. It includes the cost of Lake Michigan Water Supply, the distribution costs, the maintenance and repair to grounds, water meters, sanitary sewers, equipment, valves, hydrants, and water mains as well as the costs for improvements to the water and sewer systems.

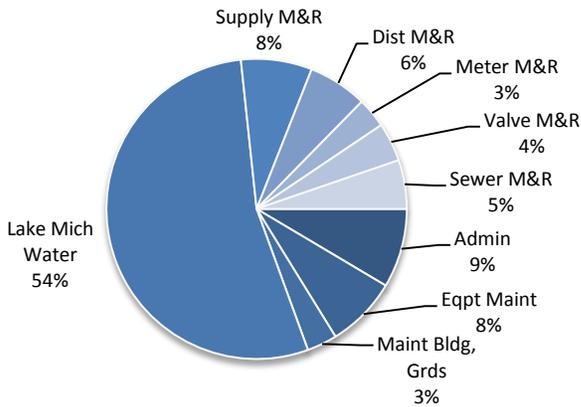
**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - WATER & SEWER DIVISION**

BUDGET DISCUSSION AND ANALYSIS (continued)

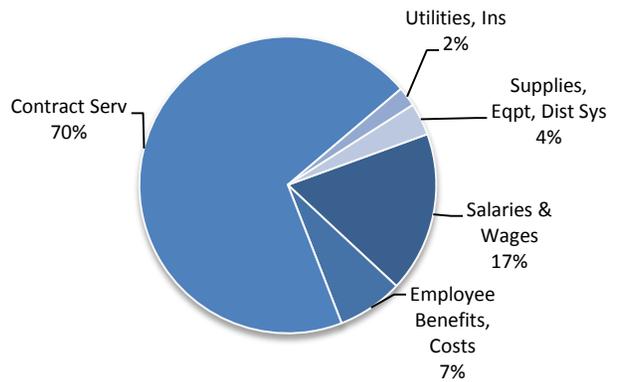
The total Water & Sewer Division budget of \$12,600,314 reflects a decrease of \$16,346 or 0.13% from the 2016 budget. Changes in the program budgets were made that offset the increased cost for wages and benefits, other employee costs and vehicle expenses. Funding for professional services dropped \$43,980 or 45.81%. This was a result of the near completion of a Water Rate Study budgeted in 2016. The \$250,000 service charge has been eliminated in the 2017 Budget. The Water & Sewer Fund is now being direct charged for salaries and benefits in the Finance Department for water billing operations. Funding in the other equipment water meter replacement budget was reduced as a result of the AMR project completed last year. Many residential meters were replaced as part of the AMR project. A revised schedule for the replacement of water meters was established as a result of the project..

While the rate increase for Lake Michigan Water is 4% for 2017, the total cost of water purchases decreased \$158,000 due to fewer gallons billed are projected for year. Capital projects funded by the Water and Sewer Fund are located under the Capital Improvements section of this document.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Water & Sewer Administration						
Personal Services-Salaries & Wages						
050.80.84.00.0.000.500.001	Full-Time Earnings	387,321	394,384	394,384	425,140	433,643
050.80.84.00.0.000.501.001	Part-Time Earnings	17,905	14,553	14,553	14,912	15,168
050.80.84.00.0.000.503.001	Overtime	5,438	5,954	5,954	4,959	5,058
050.80.84.00.0.000.504.001	Specialty Pay	600	601	601	601	601
050.80.84.00.0.000.506.001	Longevity Pay	2,000	2,200	2,200	2,400	2,400
Total Personal Services-Salaries & Wages		413,264	417,692	417,692	448,012	456,870
Personal Services-Employee Benefits						
050.80.84.00.0.000.510.001	Medical Insurance	76,405	77,127	77,127	78,149	81,275
050.80.84.00.0.000.510.003	Workers' Comp Ins	54,720	70,030	70,030	54,741	55,215
050.80.84.00.0.000.511.001	Social Security	23,661	25,542	25,542	27,095	27,637
050.80.84.00.0.000.511.002	Medicare	6,021	6,230	6,230	6,668	6,801
050.80.84.00.0.000.512.001	IMRF Pension Expense	49,911	50,933	50,933	50,938	51,957
050.80.84.00.0.000.513.001	Sick Leave Incentive	9,320	2,899	2,899	2,902	2,902
050.80.84.00.0.000.513.002	Vac/Pers Leave Incent.	(11,618)	8,097	8,097	8,103	8,103
050.80.84.00.0.000.513.009	OPEB Expense	8,766	-	-	-	-
050.80.84.00.0.000.513.011	Net Pension Expense	(522,491)	-	-	-	-
Total Personal Services-Employee Benefits		(305,305)	240,858	240,858	228,596	233,890
Other Employee Costs						
050.80.84.00.0.000.518.001	Dues & Memberships	4,703	3,373	3,373	3,440	3,508
050.80.84.00.0.000.521.001	Other Employee Exp.	3,151	3,225	3,225	3,290	3,355
050.80.84.00.0.000.522.001	Travel & Meetings	4,223	4,504	4,504	4,594	4,685
050.80.84.00.0.000.524.001	Uniform Expense	18,188	18,595	18,597	18,967	19,346
050.80.84.00.0.000.525.004	Training	8,283	8,444	8,444	12,113	12,355
Total Other Employee Costs		38,548	38,141	38,143	42,404	43,249
Contractual Services						
050.80.84.00.0.000.530.002	Auditing Services	11,500	10,214	17,000	18,000	18,000
050.80.84.00.0.000.530.006	Other Prof. Serv.	43,663	96,000	96,000	52,020	53,060
050.80.84.00.0.000.532.002	Equipment Maint.	-	1,225	1,250	1,250	1,250
050.80.84.00.0.000.544.002	Postage Expense	62,395	51,000	51,000	52,020	53,060
050.80.84.00.0.000.551.001	Copier Lease Payment	6,373	7,803	7,803	7,959	8,118
050.80.84.00.0.000.552.001	Computer Lease	18,672	17,730	17,730	15,058	17,083
050.80.84.00.0.000.557.001	Service Charge - Water	250,000	250,000	250,000	-	-
050.80.84.00.0.000.560.002	Comp Programming	1,243	1,268	1,250	1,293	1,300
050.80.84.00.0.000.560.007	Computer Maint.	2,680	2,734	2,700	2,789	2,800
050.80.84.00.0.000.560.009	GIS Maintenance	10,378	21,861	21,861	22,298	22,743
050.80.84.00.0.000.562.002	Printing Expense	882	5,958	5,958	6,077	6,198
050.80.84.00.0.000.563.002	Bank & Fiscal Fees	-	2,186	2,186	2,230	2,274
050.80.84.00.0.000.574.005	Uniform Rent/Cleaning	10,070	10,434	10,434	10,643	10,855
Total Contractual Services		417,856	478,413	485,172	191,637	196,741

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Water & Sewer Administration						
Utilities						
050.80.84.00.0.000.589.001	Telephone - Land Lines	29,600	40,856	40,856	41,673	42,506
050.80.84.00.0.000.590.001	Telephone - Cellular	6,001	4,670	8,000	8,000	8,000
Total Utilities		35,601	45,526	48,856	49,673	50,506
Insurance						
050.80.84.00.0.000.596.001	Liability Insurance	99,312	95,471	95,471	98,042	99,609
050.80.84.00.0.000.596.008	Other Insurance	2,000	2,000	2,000	2,000	2,000
Total Insurance		101,312	97,471	97,471	100,042	101,609
Commodities & Supplies						
050.80.84.00.0.000.603.001	Clothing Supplies	579	500	500	500	500
050.80.84.00.0.000.606.001	Office Supplies	3,964	4,044	4,044	4,125	4,207
050.80.84.00.0.000.608.001	Other Supplies	1,024	2,082	2,082	2,124	2,166
050.80.84.00.0.000.614.001	Training Supplies	675	689	689	703	717
050.80.84.00.0.000.616.001	Vehicle Reg/License	220	449	449	458	467
050.80.84.00.0.000.622.001	Open House Supplies	2,841	2,898	2,898	2,956	3,015
050.80.84.00.0.000.626.002	Engineering Supplies	-	1,191	1,191	1,215	1,239
050.80.84.00.0.000.626.004	Water Conservation	904	923	923	941	959
Total Commodities & Supplies		10,207	12,776	12,776	13,022	13,270
Other Expenditures						
050.80.84.00.0.000.638.001	Depreciation	460,728	-	-	-	-
Total Other Expenditures		460,728	-	-	-	-
Other Equipment						
050.80.84.00.0.000.668.005	Radio Equip -Water	1,976	2,289	2,289	2,335	2,382
Total Other Equipment		1,976	2,289	2,289	2,335	2,382
Total Water & Sewer Administration		1,174,187	1,333,166	1,343,257	1,075,721	1,098,517

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Equipment Maintenance					
Contractual Services					
050.80.84.01.0.000.553.001 Vehicle Lease Payment	313,400	378,500	378,500	479,400	479,400
050.80.84.01.0.000.554.001 Vehicle Maint Payment	506,888	489,550	489,550	486,176	531,601
Total Contractual Services	820,288	868,050	868,050	965,576	1,011,001
Total Equipment Maintenance	820,288	868,050	868,050	965,576	1,011,001

Maintenance of Buildings

Personal Services-Salaries & Wages					
050.80.84.87.0.375.500.001 Full-Time Earnings	134,449	135,512	135,512	144,655	147,548
050.80.84.87.0.375.503.001 Overtime	25,297	23,899	23,899	25,098	25,600
050.80.84.87.0.375.504.001 Specialty Pay	950	952	952	952	952
050.80.84.87.0.375.506.001 Longevity Pay	500	500	500	700	700
Total Personal Services-Salaries & Wages	161,196	160,863	160,863	171,405	174,800

Personal Services-Employee Benefits

050.80.84.87.0.375.510.001 Medical Insurance	40,200	43,340	43,340	45,628	47,453
050.80.84.87.0.375.511.001 Social Security	10,099	10,037	10,037	10,691	10,905
050.80.84.87.0.375.511.002 Medicare	2,362	2,349	2,349	2,501	2,551
050.80.84.87.0.375.512.001 IMRF Pension Expense	18,689	19,231	19,231	19,310	19,696
050.80.84.87.0.375.513.002 Vac/Pers Leave Incent.	1,741	998	998	998	998
050.80.84.87.0.375.513.011 Net Pension Expense	24,353	-	-	-	-
Total Personal Services-Employee Benefits	97,444	75,955	75,955	79,128	81,603

Contractual Services

050.80.84.87.0.375.533.003 Roof Repairs	55,365	8,323	8,323	8,489	8,500
050.80.84.87.0.375.533.005 Building Repairs	6,879	8,843	8,843	9,020	9,000
Total Contractual Services	62,244	17,166	17,166	17,509	17,500

Utilities

050.80.84.87.0.375.585.001 Natural Gas	5,686	6,242	6,242	6,367	6,495
Total Utilities	5,686	6,242	6,242	6,367	6,495

Commodities & Supplies

050.80.84.87.0.375.628.003 M&R Supplies - PW	1,467	1,561	1,561	1,592	1,600
Total Commodities & Supplies	1,467	1,561	1,561	1,592	1,600

Total Maintenance of Buildings	328,037	261,787	261,787	276,001	281,998
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**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual	Budget	Estimate	Budget	Forecast	
	2015	2016	2016	2017	2018	
Maintenance of Grounds						
Personal Services-Salaries & Wages						
050.80.84.87.0.376.500.001	Full-Time Earnings	40,123	40,728	40,728	41,540	42,371
050.80.84.87.0.376.502.001	Seasonal Earnings	14,710	14,927	14,927	14,927	14,927
050.80.84.87.0.376.503.001	Overtime	11,263	10,296	10,296	12,003	12,243
050.80.84.87.0.376.504.001	Specialty Pay	300	301	301	301	301
050.80.84.87.0.376.506.001	Longevity Pay	200	200	200	300	300
Total Personal Services-Salaries & Wages		66,596	66,452	66,452	69,071	70,142
Personal Services-Employee Benefits						
050.80.84.87.0.376.510.001	Medical Insurance	9,546	9,839	9,839	10,083	10,486
050.80.84.87.0.376.511.001	Social Security	4,063	4,122	4,122	4,285	4,371
050.80.84.87.0.376.511.002	Medicare	950	966	966	1,004	1,024
050.80.84.87.0.376.512.001	IMRF Pension Expense	5,951	6,123	6,123	6,066	6,187
050.80.84.87.0.376.513.011	Net Pension Expense	9,054	-	-	-	-
Total Personal Services-Employee Benefits		29,564	21,050	21,050	21,438	22,068
Contractual Services						
050.80.84.87.0.376.574.012	Landscape & Fence	515	1,061	1,060	1,082	1,100
050.80.84.87.0.376.574.014	Grounds Maintenance	28,082	32,523	32,523	35,523	36,233
Total Contractual Services		28,597	33,584	33,583	36,605	37,333
Commodities & Supplies						
050.80.84.87.0.376.622.002	Small Tools	80	203	200	207	200
050.80.84.87.0.376.622.003	Grounds Maintenance	2,127	2,453	2,450	2,502	2,500
050.80.84.87.0.376.622.004	Lawn Care Equipment	264	465	465	474	475
050.80.84.87.0.376.622.007	Snow Plow Blades	2,900	3,032	3,032	3,093	3,155
Total Commodities & Supplies		5,371	6,153	6,147	6,276	6,330
Total Maintenance of Grounds		130,128	127,239	127,232	133,390	135,873

Lake Michigan Water Supply

Contractual Services						
050.80.84.87.0.378.570.001	JAWA - Water Purchase	4,727,298	5,165,000	4,848,000	4,956,000	5,148,000
050.80.84.87.0.378.570.002	JAWA - Power Cost	117,520	114,000	119,000	126,000	129,000
050.80.84.87.0.378.570.003	JAWA - O&M Cost	385,507	454,000	409,000	410,000	429,000
050.80.84.87.0.378.570.004	JAWA - Fixed Cost	1,213,197	1,213,000	1,273,000	1,296,000	1,320,000
Total Contractual Services		6,443,522	6,946,000	6,649,000	6,788,000	7,026,000
Total Lake Michigan Water Supply		6,443,522	6,946,000	6,649,000	6,788,000	7,026,000

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Water Supply Maint. & Repair					
Personal Services-Salaries & Wages					
050.80.84.87.0.379.500.001 Full-Time Earnings	331,537	336,493	336,493	366,600	373,932
050.80.84.87.0.379.503.001 Overtime	72,349	66,543	66,543	73,918	75,396
050.80.84.87.0.379.504.001 Specialty Pay	1,551	1,554	1,554	1,554	1,554
050.80.84.87.0.379.506.001 Longevity Pay	2,390	2,690	2,690	3,530	3,530
Total Personal Services-Salaries & Wages	407,827	407,280	407,280	445,602	454,412
Personal Services-Employee Benefits					
050.80.84.87.0.379.510.001 Medical Insurance	66,063	70,902	70,902	84,121	87,486
050.80.84.87.0.379.511.001 Social Security	25,622	25,571	25,571	25,473	25,982
050.80.84.87.0.379.511.002 Medicare	5,992	5,984	5,984	5,962	6,081
050.80.84.87.0.379.512.001 IMRF Pension Expense	47,531	48,994	48,994	46,012	46,932
050.80.84.87.0.379.513.001 Sick Leave Incentive	4,386	2,799	2,799	2,799	2,799
050.80.84.87.0.379.513.002 Vac/Pers Leave Incent.	2,209	2,297	2,297	2,303	2,303
050.80.84.87.0.379.513.011 Net Pension Expense	58,171	-	-	-	-
Total Personal Services-Employee Benefits	209,974	156,547	156,547	166,670	171,583
Contractual Services					
050.80.84.87.0.379.532.002 Equipment Maint.	53,234	62,424	62,424	63,672	64,945
050.80.84.87.0.379.533.004 Emergency Repairs	2,660	3,121	3,121	3,183	3,200
050.80.84.87.0.379.533.006 Electrical Repairs	4,961	7,283	7,283	7,429	7,500
050.80.84.87.0.379.569.003 Water Sample Testing	26,283	46,818	46,818	47,754	48,710
050.80.84.87.0.379.569.004 Water Tank Repairs	4,824	5,100	5,100	5,202	5,000
Total Contractual Services	91,962	124,746	124,746	127,240	129,355
Utilities					
050.80.84.87.0.379.586.001 Electricity	49,836	88,434	88,434	90,203	92,007
Total Utilities	49,836	88,434	88,434	90,203	92,007
Commodities & Supplies					
050.80.84.87.0.379.622.009 Repair/Maint Supplies	12,453	20,808	20,808	21,224	21,650
050.80.84.87.0.379.626.005 Water Treatment Chem	14,962	25,500	25,500	26,010	26,000
050.80.84.87.0.379.627.002 Generators	10,011	36,414	36,414	36,414	36,414
Total Commodities & Supplies	37,426	82,722	82,722	83,648	84,064
Distribution Systems					
050.80.84.87.0.379.671.002 Tank Repair/Inspection	16,400	25,500	25,500	25,500	25,500
050.80.84.87.0.379.671.004 Tank Dsgn Engineering	-	-	-	25,000	25,000
Total Distribution Systems	16,400	25,500	25,500	50,500	50,500
Total Water Supply Maint. & Repair	813,425	885,229	885,229	963,863	981,921

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Water Distribution Maint. & Rep.					
Personal Services-Salaries & Wages					
050.80.84.87.0.380.500.001 Full-Time Earnings	199,062	200,394	200,394	210,752	214,967
050.80.84.87.0.380.501.001 Part-Time Earnings	34,996	51,275	51,275	50,951	51,970
050.80.84.87.0.380.503.001 Overtime	51,855	38,945	38,945	45,379	46,287
050.80.84.87.0.380.504.001 Specialty Pay	1,140	1,142	1,142	1,142	1,142
050.80.84.87.0.380.506.001 Longevity Pay	720	360	360	1,020	1,020
Total Personal Services-Salaries & Wages	287,773	292,116	292,116	309,244	315,386
Personal Services-Employee Benefits					
050.80.84.87.0.380.510.001 Medical Insurance	32,288	33,917	33,917	40,210	41,818
050.80.84.87.0.380.511.001 Social Security	17,611	18,122	18,122	19,183	19,567
050.80.84.87.0.380.511.002 Medicare	4,119	4,242	4,242	4,489	4,579
050.80.84.87.0.380.512.001 IMRF Pension Expense	33,170	34,719	34,719	34,650	35,343
050.80.84.87.0.380.513.002 Vac/Pers Leave Incent.	203	99	99	99	99
050.80.84.87.0.380.513.011 Net Pension Expense	38,997	-	-	-	-
Total Personal Services-Employee Benefits	126,388	91,099	91,099	98,631	101,406
Contractual Services					
050.80.84.87.0.380.530.005 Control System Prog	41,988	51,000	51,000	52,020	53,050
050.80.84.87.0.380.530.006 Other Prof. Serv.	-	-	-	26,000	26,000
050.80.84.87.0.380.532.002 Equipment Maint.	3,962	5,530	5,530	5,641	5,750
050.80.84.87.0.380.569.006 Parkway Restoration	57,665	61,921	61,921	63,159	64,422
050.80.84.87.0.380.569.007 Pavement Restoration	24,537	40,000	40,000	40,800	41,616
050.80.84.87.0.380.569.008 Refuse Disposal	5,403	6,373	6,373	6,500	6,630
050.80.84.87.0.380.571.006 Backflow Prevention	4,145	40,800	40,800	40,000	40,000
050.80.84.87.0.380.574.007 Julie Service Charges	11,641	12,240	12,240	13,260	13,525
050.80.84.87.0.380.574.008 Contract Hauling	29,739	30,600	30,600	31,212	31,836
Total Contractual Services	179,080	248,464	248,464	278,592	282,829
Commodities & Supplies					
050.80.84.87.0.380.622.002 Small Tools	273	408	408	416	425
050.80.84.87.0.380.622.005 Restoration Materials	25,396	28,050	28,050	28,611	28,650
050.80.84.87.0.380.622.006 Emergency Barricades	1,782	1,968	1,968	2,007	2,045
050.80.84.87.0.380.622.009 Repair/Maint Supplies	25,347	44,880	44,880	45,778	46,693
050.80.84.87.0.380.627.003 Water - Gas Pumps	1,000	2,040	2,040	2,081	2,100
Total Commodities & Supplies	53,798	77,346	77,346	78,893	79,913
Office Equipment					
050.80.84.87.0.380.656.007 Office Eqpt - Water	207	1,020	1,020	1,040	1,061
Total Office Equipment	207	1,020	1,020	1,040	1,061
Distribution Systems					
050.80.84.87.0.380.671.006 Wireless Telemetry	-	35,000	35,000	35,700	36,414
Total Distribution Systems	-	35,000	35,000	35,700	36,414
Total Water Distribution Maint. & Rep.	647,246	745,045	745,045	802,100	817,009

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Water Meter Maintenance & Repair					
Personal Services-Salaries & Wages					
050.80.84.87.0.381.500.001 Full-Time Earnings	127,709	132,705	132,705	144,594	147,486
050.80.84.87.0.381.502.001 Seasonal Earnings	13,124	12,996	12,996	14,927	14,927
050.80.84.87.0.381.503.001 Overtime	32,872	27,526	27,526	30,816	31,432
050.80.84.87.0.381.504.001 Specialty Pay	577	601	601	601	601
050.80.84.87.0.381.506.001 Longevity Pay	70	470	470	690	690
Total Personal Services-Salaries & Wages	174,352	174,298	174,298	191,628	195,136
Personal Services-Employee Benefits					
050.80.84.87.0.381.510.001 Medical Insurance	20,110	17,703	17,703	34,239	35,609
050.80.84.87.0.381.511.001 Social Security	10,811	10,815	10,815	11,891	12,129
050.80.84.87.0.381.511.002 Medicare	2,528	2,532	2,532	2,783	2,839
050.80.84.87.0.381.512.001 IMRF Pension Expense	18,481	19,176	19,176	19,804	20,200
050.80.84.87.0.381.513.001 Sick Leave Incentive	55	100	-	100	100
050.80.84.87.0.381.513.011 Net Pension Expense	41,690	-	-	-	-
Total Personal Services-Employee Benefits	93,675	50,326	50,226	68,817	70,877
Contractual Services					
050.80.84.87.0.381.547.003 Vehicle Rental	1,672	3,060	3,060	3,121	3,183
050.80.84.87.0.381.560.002 Comp Programming	891	15,000	15,000	15,300	15,600
050.80.84.87.0.381.569.001 Meter Installation	95,398	66,300	66,300	67,626	68,975
050.80.84.87.0.381.569.002 Meter Testing & Repair	37,800	26,775	26,775	27,311	27,855
Total Contractual Services	135,761	111,135	111,135	113,358	115,613
Commodities & Supplies					
050.80.84.87.0.381.622.002 Small Tools	132	178	178	182	185
050.80.84.87.0.381.626.008 Water Meter Repair	1,292	3,060	3,060	3,121	3,183
Total Commodities & Supplies	1,424	3,238	3,238	3,303	3,368
Other Equipment					
050.80.84.87.0.381.665.050 Water Meters	38,464	40,000	40,000	30,000	30,000
Total Other Equipment	38,464	40,000	40,000	30,000	30,000
Total Water Meter Maintenance & Repair	443,676	378,997	378,897	407,106	414,994

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Water Valve/Hydrant Maint & Rep					
Personal Services-Salaries & Wages					
050.80.84.87.0.382.500.001 Full-Time Earnings	219,519	233,566	233,566	217,979	222,339
050.80.84.87.0.382.503.001 Overtime	54,158	52,572	52,572	57,867	59,024
050.80.84.87.0.382.504.001 Specialty Pay	360	361	361	361	361
050.80.84.87.0.382.506.001 Longevity Pay	1,080	1,540	1,540	1,480	1,480
Total Personal Services-Salaries & Wages	275,117	288,039	288,039	277,687	283,204
Personal Services-Employee Benefits					
050.80.84.87.0.382.510.001 Medical Insurance	45,490	52,022	52,022	41,100	42,744
050.80.84.87.0.382.511.001 Social Security	16,824	17,874	17,874	17,233	17,578
050.80.84.87.0.382.511.002 Medicare	3,935	4,182	4,182	4,032	4,113
050.80.84.87.0.382.512.001 IMRF Pension Expense	59,713	34,244	34,244	31,125	31,748
050.80.84.87.0.382.513.001 Sick Leave Incentive	-	200	200	200	200
050.80.84.87.0.382.513.011 Net Pension Expense	23,527	-	-	-	-
Total Personal Services-Employee Benefits	149,489	108,522	108,522	93,690	96,383
Contractual Services					
050.80.84.87.0.382.574.001 Painting Services	2,752	28,000	28,000	28,560	29,130
050.80.84.87.0.382.574.008 Contract Hauling	16,319	18,513	18,513	18,883	19,260
Total Contractual Services	19,071	46,513	46,513	47,443	48,390
Commodities & Supplies					
050.80.84.87.0.382.622.005 Restoration Materials	9,000	9,180	9,180	9,364	9,550
050.80.84.87.0.382.622.009 Repair/Maint Supplies	19,461	20,477	20,477	20,887	21,300
050.80.84.87.0.382.626.001 Painting Supplies	1,013	1,530	1,530	1,561	1,592
050.80.84.87.0.382.626.006 Water Hydrants	16,926	30,000	32,000	45,000	45,900
050.80.84.87.0.382.626.007 Water Valves	18,417	25,000	25,000	30,000	30,600
Total Commodities & Supplies	64,817	86,187	88,187	106,812	108,942
Total Water Valve/Hydrant Maint & Rep	508,494	529,261	531,261	525,632	536,919

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Sanitary Sewer Maint. & Repair					
Personal Services-Salaries & Wages					
050.80.84.88.0.383.500.001 Full-Time Earnings	189,961	193,130	193,130	247,352	252,299
050.80.84.88.0.383.503.001 Overtime	40,541	40,279	40,279	41,624	42,456
050.80.84.88.0.383.504.001 Specialty Pay	1,260	1,262	1,262	1,262	1,262
050.80.84.88.0.383.506.001 Longevity Pay	120	750	750	1,110	1,110
Total Personal Services-Salaries & Wages	231,882	235,421	235,421	291,348	297,127
Personal Services-Employee Benefits					
050.80.84.88.0.383.510.001 Medical Insurance	37,845	39,009	39,009	55,731	57,960
050.80.84.88.0.383.511.001 Social Security	14,332	14,618	14,618	15,610	15,922
050.80.84.88.0.383.511.002 Medicare	3,352	3,422	3,422	3,653	3,726
050.80.84.88.0.383.512.001 IMRF Pension Expense	26,642	27,979	27,979	28,173	28,736
050.80.84.88.0.383.513.001 Sick Leave Incentive	-	100	100	100	100
050.80.84.88.0.383.513.002 Vac/Pers Leave Incent.	405	198	198	198	198
050.80.84.88.0.383.513.011 Net Pension Expense	32,687	-	-	-	-
Total Personal Services-Employee Benefits	115,263	85,326	85,326	103,465	106,642
Contractual Services					
050.80.84.88.0.383.532.002 Equipment Maint.	4,513	10,200	10,200	10,404	10,612
050.80.84.88.0.383.569.008 Refuse Disposal	4,708	5,306	5,306	5,412	5,520
050.80.84.88.0.383.571.001 Sewer Repair/Repl	39,215	40,442	40,442	41,251	42,075
050.80.84.88.0.383.571.002 Building Sewer Insp	35,898	27,030	27,030	70,000	71,400
050.80.84.88.0.383.571.003 Sewer Cleaning	34,989	50,000	50,000	51,000	52,020
050.80.84.88.0.383.571.007 Flow Monitoring Analy	38,880	31,212	31,212	31,836	32,472
050.80.84.88.0.383.574.008 Contract Hauling	5,142	5,722	5,722	5,836	5,952
Total Contractual Services	163,345	169,912	169,912	215,739	220,051
Utilities					
050.80.84.88.0.383.586.001 Electricity	15,650	23,929	23,929	23,929	23,929
Total Utilities	15,650	23,929	23,929	23,929	23,929
Commodities & Supplies					
050.80.84.88.0.383.622.005 Restoration Materials	4,125	4,208	4,208	4,292	4,377
050.80.84.88.0.383.622.009 Repair/Maint Supplies	14,420	16,395	16,395	16,723	17,057
050.80.84.88.0.383.626.003 Manhole Frame Supp	-	7,283	7,283	7,429	7,577
Total Commodities & Supplies	18,545	27,886	27,886	28,444	29,011
Total Sanitary Sewer Maint. & Repair	544,685	542,474	542,474	662,925	676,760
TOTAL PUBLIC WORKS - WATER & SEWER DIVISION	11,853,688	12,617,248	12,332,232	12,600,314	12,980,992

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - WATER & SEWER DIVISION
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Public Works Director	0.50	0.50	0.50	73,864	76,070	77,591
Deputy Public Works Director	0.50	0.50	0.50	59,406	60,595	62,716
Water/Sewer Superintendent	1.00	1.00	1.00	108,098	110,260	112,465
Foreman	2.20	2.20	2.20	193,396	200,299	204,305
Electricians	0.50	0.50	0.50	41,991	43,049	119,748
Maintenance Personnel	14.70	14.70	14.70	991,985	1,029,180	1,049,419
GIS Analyst	1.00	1.00	1.00	72,239	73,683	75,157
Administrative Analyst	-	-	0.50	-	-	25,972
Administrative Coordinator	1.50	1.50	1.50	72,329	73,776	71,239
Total Full Time	21.90	21.90	22.40	1,613,308	1,666,912	1,798,612
Part Time						
Secretary	0.35 (0.7)	0.35 (0.7)	0.35 (0.7)	14,214	14,553	14,912
Maintenance Personnel	1.00 (2.0)	1.00 (2.0)	1.00 (2.0)	50,070	51,275	50,951
Total Part Time	1.35 (2.7)	1.35 (2.7)	1.35 (2.7)	64,284	65,828	65,863
Seasonal						
Seasonal/Intern	1.50 (6)	1.50 (6)	1.50 (6)	27,808	27,923	29,854
Total Seasonal	1.50 (6)	1.50 (6)	1.50 (6)	27,808	27,923	29,854
Other Compensation						
Overtime Earnings				286,330	266,014	291,664
Specialty Pay				6,173	6,774	6,774
Longevity Pay				8,155	8,710	11,230
Total Other Compensation				300,658	281,498	309,668
Employee Benefits						
Medical Insurance				320,185	343,859	389,261
Workers' Comp Insurance				54,720	70,030	54,741
Social Security				124,482	126,701	131,461
Medicare				29,343	29,907	31,092
IMRF Pension				228,447	241,399	236,078
Sick Leave Incentive				4,500	6,098	6,101
Vacation/Personal Leave Incentive				10,500	11,689	11,701
Total Employee Benefits				772,177	829,683	860,435
TOTAL	24.75	24.75	25.25	2,778,235	2,871,844	3,064,432

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

Full-Time	21.90	21.90	22.40
Part-Time	2.70	2.70	2.70
Seasonal	6.00	6.00	6.00

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS - PARKING**

The Parking Division includes the costs associated with the parking program. The Village manages the costs of the program in two separate enterprise funds: the Parking System Revenue Fund and the Village Parking System Fund.

Parking System Revenue Fund is used to account for the provision of public parking services with fees shared with the commuter railroad. All activities are accounted for including administration, operations, maintenance and collection.

Village Parking System Fund is used to account for the provision of Village-owned public parking services including the Village Hall parking deck and leased commuter spaces. All activities are accounted for including administration, operations, maintenance, and billing and collection.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - PARKING**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Village Parking System	99,837	211,296	211,296	110,766	113,153
Parking System	143,267	226,164	231,034	163,759	166,084
Total Programs	243,104	437,460	442,330	274,525	279,237

Expenditure Classification

Personal Services-Salaries & Wages	61,922	61,807	61,807	65,496	66,792
Personal Services-Employee Benefits	28,417	30,728	30,728	30,812	31,748
Contractual Services	133,590	134,120	138,990	145,797	147,641
Utilities	5,450	10,947	10,947	11,165	11,387
Insurance	3,913	3,439	3,439	2,978	3,026
Commodities & Supplies	6,312	10,704	10,704	10,918	11,137
Building Improvements	3,500	82,215	82,215	7,359	7,506
Infrastructure	-	103,500	103,500	-	-
Total Commodities & Supplies	243,104	437,460	442,330	274,525	279,237

Source of Funds

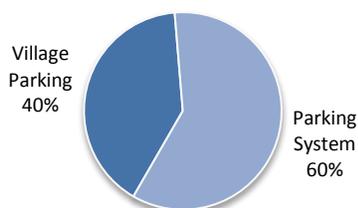
051 Village Parking System Fund	99,837	211,296	211,296	110,766	113,153
052 Parking System Revenue Fund	143,267	226,164	231,034	163,759	166,084
Total Source of Funds	243,104	437,460	442,330	274,525	279,237

BUDGET DISCUSSION AND ANALYSIS

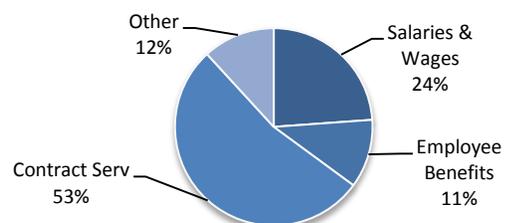
This Parking Program is funded by two enterprise funds, the Village Parking Enterprise Fund and the Parking System Revenue Fund. The total Parking program budget of \$274,525 reflects a significant decrease of \$162,935 or 37.25% from the 2016 budget. The enterprise funds were supported by the revenue generated from Parking Fees, Rental Fees, and Home Rule Sales Tax in previous budget years. Over the years the revenue has not been able to keep pace with the expenses and the funds were in deficit net positions. The Village has worked to manage spending and has improved net position in both funds. In 2015 an operating transfer in of \$200,000 was made to bring the Parking System Revenue Fund into a positive net position.

Program budgets within the Parking Program were adjusted in 2016; the most significant adjustments were the removal of the Vehicle Lease, Vehicle Maintenance and the Service Charge from the General Fund. This was completed in an effort to bring down expenses more in-line with revenue projections. The Home Rule Sales Tax funding was moved to the Capital Improvement Fund. Exploring options for future funding for the Parking Funds is a priority in the coming years as the revenue is still not able to support the Parking programs. Capital projects funded by the Parking Funds are located under the Capital Improvements section of this document

2017 Budget by Program



2017 Budget by Expenditure Category



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018	
Village Parking System						
Personal Services-Salaries & Wages						
051.80.81.81.0.000.500.001	Full-Time Earnings	31,882	32,161	32,161	33,532	34,203
051.80.81.81.0.000.503.001	Overtime	3,494	3,132	3,132	3,862	3,939
051.80.81.81.0.000.504.001	Specialty Pay	144	146	146	146	146
051.80.81.81.0.000.506.001	Longevity Pay	186	186	186	265	265
Total Personal Services-Salaries & Wages		35,706	35,625	35,625	37,805	38,553
Personal Services-Employee Benefits						
051.80.81.81.0.000.510.001	Medical Insurance	9,922	9,942	9,942	9,817	10,210
051.80.81.81.0.000.511.001	Social Security	2,121	2,249	2,249	2,384	2,432
051.80.81.81.0.000.511.002	Medicare	496	527	527	558	569
051.80.81.81.0.000.512.001	IMRF Pension Expense	4,160	4,352	4,352	4,348	4,435
051.80.81.81.0.000.513.001	Sick Leave Incentive	95	200	200	200	200
051.80.81.81.0.000.513.002	Vac/Pers Leave Incent.	336	395	395	401	401
051.80.81.81.0.000.513.009	OPEB Expense	(1,689)	-	-	-	-
Total Personal Services-Employee Benefits		15,441	17,665	17,665	17,708	18,247
Contractual Services						
051.80.81.81.0.000.530.006	Other Prof. Serv.	-	530	530	541	552
051.80.81.81.0.000.532.002	Equipment Maint.	3,476	3,706	3,706	3,780	3,856
051.80.81.81.0.000.533.002	Cleaning Service	3,639	25,682	25,682	26,196	26,720
051.80.81.81.0.000.553.001	Vehicle Lease Payment	16,440	-	-	-	-
051.80.81.81.0.000.554.001	Vehicle Maint Payment	4,963	-	-	-	-
051.80.81.81.0.000.575.007	Parking Lot Sealcoating	10,925	11,258	11,258	11,483	11,713
051.80.81.81.0.000.575.008	Striping Parking Lots	3,591	3,683	3,683	3,757	3,832
Total Contractual Services		43,034	44,859	44,859	45,757	46,673
Insurance						
051.80.81.81.0.000.596.001	Liability Insurance	2,156	1,902	1,902	1,596	1,622
Total Insurance		2,156	1,902	1,902	1,596	1,622
Commodities & Supplies						
051.80.81.81.0.000.608.001	Other Supplies	-	530	530	541	552
Total Commodities & Supplies		-	530	530	541	552
Building Improvements						
051.80.81.81.0.000.647.006	Parking Deck	3,500	7,215	7,215	7,359	7,506
Total Building Improvements		3,500	7,215	7,215	7,359	7,506
Infrastructure						
051.80.81.81.0.000.679.003	Parking Lot Imp	-	103,500	103,500	-	-
Total Infrastructure		-	103,500	103,500	-	-
Total Village Parking System		99,837	211,296	211,296	110,766	113,153

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Parking System						
Personal Services-Salaries & Wages						
052.80.81.81.0.000.500.001	Full-Time Earnings	23,646	23,851	23,851	24,812	25,308
052.80.81.81.0.000.503.001	Overtime	2,329	2,088	2,088	2,575	2,627
052.80.81.81.0.000.504.001	Specialty Pay	96	98	98	98	98
052.80.81.81.0.000.506.001	Longevity Pay	145	145	145	206	206
Total Personal Services-Salaries & Wages		26,216	26,182	26,182	27,691	28,239
Personal Services-Employee Benefits						
052.80.81.81.0.000.510.001	Medical Insurance	7,387	7,321	7,321	7,255	7,545
052.80.81.81.0.000.511.001	Social Security	1,551	1,657	1,657	1,750	1,785
052.80.81.81.0.000.511.002	Medicare	363	390	390	412	420
052.80.81.81.0.000.512.001	IMRF Pension Expense	3,066	3,200	3,200	3,186	3,250
052.80.81.81.0.000.513.001	Sick Leave Incentive	64	100	100	100	100
052.80.81.81.0.000.513.002	Vac/Pers Leave Incent.	285	395	395	401	401
052.80.81.81.0.000.513.009	OPEB Expense	260	-	-	-	-
Total Personal Services-Employee Benefits		12,976	13,063	13,063	13,104	13,501
Contractual Services						
052.80.81.81.0.000.530.006	Other Prof. Serv.	5,843	6,559	6,559	6,690	6,824
052.80.81.81.0.000.533.002	Cleaning Service	2,809	3,706	3,706	3,780	3,856
052.80.81.81.0.000.550.001	Metra Land Lease	40,343	43,800	48,670	53,670	53,670
052.80.81.81.0.000.553.001	Vehicle Lease Payment	10,960	-	-	-	-
052.80.81.81.0.000.554.001	Vehicle Maint Payment	4,963	-	-	-	-
052.80.81.81.0.000.574.010	Beautify RR ROW	11,559	16,723	16,723	17,057	17,398
052.80.81.81.0.000.575.007	Parking Lot Sealcoating	10,432	12,735	12,735	12,990	13,250
052.80.81.81.0.000.575.008	Striping Parking Lots	2,399	2,459	2,459	2,508	2,558
052.80.81.81.0.000.575.011	Snow Removal	1,248	3,279	3,279	3,345	3,412
Total Contractual Services		90,556	89,261	94,131	100,040	100,968
Utilities						
052.80.81.81.0.000.585.001	Natural Gas	1,288	2,670	2,670	2,723	2,777
052.80.81.81.0.000.586.001	Electricity	3,786	7,959	7,959	8,118	8,280
052.80.81.81.0.000.591.001	Water & Sewer	376	318	318	324	330
Total Utilities		5,450	10,947	10,947	11,165	11,387
Insurance						
052.80.81.81.0.000.596.001	Liability Insurance	1,757	1,537	1,537	1,382	1,404
Total Insurance		1,757	1,537	1,537	1,382	1,404

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING**

	Actual	Budget	Estimate	Budget	Forecast
	2015	2016	2016	2017	2018
Parking System					
Commodities & Supplies					
052.80.81.81.0.000.608.001 Other Supplies	4,392	6,559	6,559	6,690	6,824
052.80.81.81.0.000.624.014 Bicycle Racks	1,281	1,307	1,307	1,333	1,360
052.80.81.81.0.000.624.015 Parking Bumpers	-	636	636	649	662
052.80.81.81.0.000.628.007 M&R Supplies -RR Sta	639	1,672	1,672	1,705	1,739
Total Commodities & Supplies	6,312	10,174	10,174	10,377	10,585
Building Improvements					
052.80.81.82.1.000.651.004 Train Station	-	75,000	75,000	-	-
Total Building Improvements	-	75,000	75,000	-	-
Total Parking System	143,267	226,164	231,034	163,759	166,084
TOTAL PUBLIC WORKS - PARKING	243,104	437,460	442,330	274,525	279,237

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - PARKING
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Maintenance Personnel	0.40	0.40	0.40	26,440	27,104	28,858
Community Service Officer	0.50	0.50	0.50	28,341	28,908	29,486
Total Full Time	0.90	0.90	0.90	54,781	56,012	58,344
Other Compensation						
Overtime Earnings				5,700	5,220	6,437
Specialty Pay				244	244	244
Longevity Pay				280	331	471
Total Other Compensation				6,224	5,795	7,152
Employee Benefits						
Medical Insurance				17,274	17,263	17,072
Social Security				3,864	3,906	4,134
Medicare				907	917	970
IMRF Pension				7,132	7,552	7,534
Sick Leave Incentive				400	300	300
Vacation/Personal Leave Incentive				800	790	802
Total Employee Benefits				30,377	30,728	30,812
TOTAL	0.90	0.90	0.90	91,382	92,535	96,308

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

Full-Time	0.90	0.90	0.90
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

STATEMENT OF ACTIVITIES

The mission of the Vehicle Maintenance Division is to cost effectively manage, maintain, repair and improve the Village’s fleet of vehicles and equipment, which will provide each department safe and efficient vehicles/equipment with reliable service lives.

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

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

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

2015 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Completed the construction of two (2) dump trucks and placed into service.
- Completed scheduled vehicle replacements that included six (6) Public Works vehicles, nine (9) Police squad cars and one (1) Fire vehicle.
- Completed the replacement of an in-ground car lift.



Infrastructure goal – Environmental Sensibility

Reduce fuel expense and environmental impact.

- Completed an alternative fuel study that provided a detailed assessment of the Village’s fleet operations with the goal of reduced fuel expenditures. The study analyzed the advantages and feasibility of converting the fleet to alternative fuel sources. Results were presented to the Village Board. In short, each fuel technology provided some environmental benefit; however, none of the available technologies seem operationally viable or cost effective at this time.

2016 ACCOMPLISHMENTS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Completed scheduled vehicle replacements that included fourteen (14) Public Works vehicles, eleven (11) Police squad cars and three (3) Fire vehicles.
- Completed upgrade of Public Works’ base radio to digital capable repeater to improve radio communication throughout the Village.
- Completed a study to determine the optimum fleet replacement schedule with the goal of operating the most cost effective fleet.
- Completed a rate study to determine proper charge back rates to all operating departments.

Minimize unscheduled repairs and downtime.

- Completed 400 preventative maintenance services.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PUBLIC WORKS DEPARTMENT – VEHICLE MAINTENANCE**

2017 GOALS

Governance goal – Quality Service

Provide and maintain safe, efficient, reliable vehicles and equipment.

- Install dump bodies and auxiliary equipment and place into service three (3) new dump trucks with snow and ice control equipment.
- Complete scheduled vehicle/equipment replacement for thirteen (13) Public Works vehicles, ten (10) Police vehicles, one (1) Pool vehicle and five (5) Fire vehicles.
- Continue to rebuild, fabricate and repair Ford leaf machines that are no longer produced.

Minimize unscheduled repairs and downtime.

- Complete approximately 400 preventive maintenance services.

WORKLOAD MEASURES	Actual 2014	Actual 2015	Estimated 2016	Projected 2017
Fleet Maintenance				
Number of Vehicles Maintained	215	215	215	215
Preventive Maintenance - Completed	390	396	400	400
Preventive Maintenance - % of Jobs	34	32	32	32
Work Orders - Completed	1,157	1,256	1,250	1,250
Unleaded Fuel Used	85,064	83,901	84,000	83,000
Diesel Fuel Used	58,357	53,509	55,000	54,000
Repairs				
Small Engine Repairs	88	85	85	85
Body Repairs	33	20	25	25
Total Repairs	121	105	110	110
Equipment Rebuilding				
Vehicles	2	2	2	2
Snow Plows	1	1	1	1
Salt Spreaders	1	1	-	1
Total Equipment Rebuilds	4	4	3	4

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PUBLIC WORKS - VEHICLE MAINTENANCE**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Vehicle Maint Administration	226,745	245,885	245,885	202,521	206,361
Vehicle Maintenance Program	1,792,765	1,928,508	1,817,036	1,971,902	2,013,869
Total Programs	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230

Expenditure Classification

Personal Services-Salaries & Wages	964,646	971,751	971,751	985,679	1,005,090
Personal Services-Employee Benefits	391,465	391,757	393,785	401,504	412,288
Other Employee Costs	1,810	2,456	2,456	4,005	4,085
Contractual Services	115,298	144,940	144,940	106,483	108,484
Utilities	3,754	3,195	3,195	3,259	3,325
Commodities & Supplies	519,504	656,002	542,502	669,115	682,492
Other Expenditures	3,187	-	-	-	-
Office Equipment	55	578	578	590	602
Other Equipment	19,791	3,714	3,714	3,788	3,864
Total Expenditure Classification	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230

Source of Funds

060 Vehicle Maintenance Fund	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230
Total Source of Funds	2,019,510	2,174,393	2,062,921	2,174,423	2,220,230

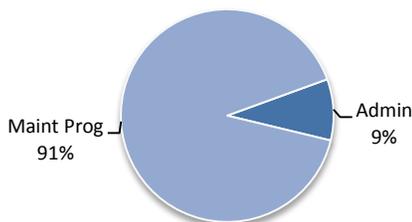
BUDGET DISCUSSION AND ANALYSIS

The Vehicle Maintenance Division includes the charges related to the maintenance and repair of all Village vehicles. The division consists of ten full-time employees, one part-time and one seasonal employee; and is responsible for pool vehicles, police vehicles, fire vehicles, and public works vehicles. In addition, the division maintains other equipment such as pumps, compressors and leaf machines.

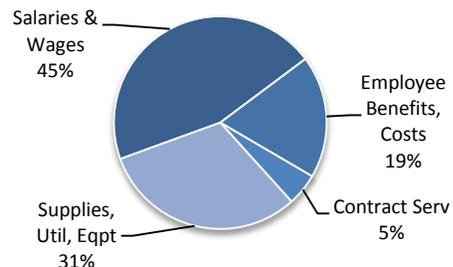
The Vehicle Maintenance Fund, an internal service fund, includes the operating expenses for this division. Financing is provided by charges to each Village department or division. Charges are based on the number of vehicles assigned to each department.

The 2017 budget for vehicle maintenance remains flat and totals \$2,174,423. In 2016 a vehicle replacement life cycle study and vehicle rate chargeback study were included in the budget. These studies have been completed and thus removed from the 2017 budget. This reduction offsets the programed increases for salaries and benefits, and other employee costs.

2017 Budget by Program



2017 Budget by Expenditure Classification



**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Vehicle Maintenance Administration					
Personal Services-Salaries & Wages					
060.80.86.00.0.000.500.001 Full-Time Earnings	108,223	109,967	109,967	112,167	114,410
060.80.86.00.0.000.503.001 Overtime	1,237	1,910	1,910	2,429	2,478
060.80.86.00.0.000.504.001 Specialty Pay	600	601	601	601	601
060.80.86.00.0.000.506.001 Longevity Pay	400	400	400	600	600
Total Personal Services-Salaries & Wages	110,460	112,878	112,878	115,797	118,089
Personal Services-Employee Benefits					
060.80.86.00.0.000.510.001 Medical Insurance	16,964	16,012	16,012	15,288	15,900
060.80.86.00.0.000.510.003 Workers' Comp Ins	27,360	30,417	30,417	23,777	23,982
060.80.86.00.0.000.511.001 Social Security	6,668	7,297	7,297	7,479	7,629
060.80.86.00.0.000.511.002 Medicare	1,560	1,708	1,708	1,751	1,786
060.80.86.00.0.000.512.001 IMRF Pension Expense	12,815	13,945	13,945	13,475	13,745
060.80.86.00.0.000.513.002 Vac/Pers Leave Incent.	10,691	4,495	4,495	4,501	4,501
060.80.86.00.0.000.513.009 OPEB Expense	13,773	-	-	-	-
Total Personal Services-Employee Benefits	89,831	73,874	73,874	66,271	67,543
Other Employee Costs					
060.80.86.00.0.000.525.004 Training	1,810	2,456	2,456	4,005	4,085
Total Other Employee Costs	1,810	2,456	2,456	4,005	4,085
Contractual Services					
060.80.86.00.0.000.530.006 Other Prof. Serv.	15,798	47,949	47,949	7,745	7,900
060.80.86.00.0.000.552.001 Computer Lease	3,207	2,986	2,986	2,852	2,781
Total Contractual Services	19,005	50,935	50,935	10,597	10,681
Utilities					
060.80.86.00.0.000.589.001 Telephone - Land Lines	616	860	860	877	895
060.80.86.00.0.000.590.001 Telephone - Cellular	3,138	2,335	2,335	2,382	2,430
Total Utilities	3,754	3,195	3,195	3,259	3,325
Commodities & Supplies					
060.80.86.00.0.000.603.001 Clothing Supplies	300	300	300	300	300
060.80.86.00.0.000.606.001 Office Supplies	500	618	618	630	643
060.80.86.00.0.000.608.001 Other Supplies	1,030	1,051	1,051	1,072	1,093
Total Commodities & Supplies	1,830	1,969	1,969	2,002	2,036
Office Equipment					
060.80.86.00.0.000.656.001 Office Eqpt	55	578	578	590	602
Total Office Equipment	55	578	578	590	602
Total Vehicle Maintenance Administration	226,745	245,885	245,885	202,521	206,361

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Vehicle Maintenance Program						
Personal Services-Salaries & Wages						
060.80.86.89.0.000.500.001	Full-Time Earnings	707,136	725,748	725,748	728,110	742,672
060.80.86.89.0.000.501.001	Part-Time Earnings	18,441	24,441	24,441	25,564	26,075
060.80.86.89.0.000.502.001	Seasonal Earnings	3,149	4,485	4,485	4,485	4,485
060.80.86.89.0.000.503.001	Overtime	117,259	95,991	95,991	102,315	104,361
060.80.86.89.0.000.504.001	Specialty Pay	4,801	4,808	4,808	4,808	4,808
060.80.86.89.0.000.506.001	Longevity Pay	3,400	3,400	3,400	4,600	4,600
Total Personal Services-Salaries & Wages		854,186	858,873	858,873	869,882	887,001
Personal Services-Employee Benefits						
060.80.86.89.0.000.510.001	Medical Insurance	127,754	134,345	134,345	155,568	161,791
060.80.86.89.0.000.511.001	Social Security	52,358	53,499	53,499	54,173	55,256
060.80.86.89.0.000.511.002	Medicare	12,245	12,517	12,517	12,675	12,929
060.80.86.89.0.000.512.001	IMRF Pension Expense	97,759	102,229	102,229	97,613	99,565
060.80.86.89.0.000.513.001	Sick Leave Incentive	1,063	1,921	1,921	1,901	1,901
060.80.86.89.0.000.513.002	Vac/Pers Leave Incent.	219	1,972	4,000	1,903	1,903
060.80.86.89.0.000.513.004	Employee Allowances	10,236	11,400	11,400	11,400	11,400
Total Personal Services-Employee Benefits		301,634	317,883	319,911	335,233	344,745
Contractual Services						
060.80.86.89.0.000.532.002	Equipment Maint.	94,260	91,347	91,347	93,174	95,037
060.80.86.89.0.000.532.004	Radio Maintenance	-	578	578	590	602
060.80.86.89.0.000.574.009	Fuel System	2,033	2,080	2,080	2,122	2,164
Total Contractual Services		96,293	94,005	94,005	95,886	97,803
Commodities & Supplies						
060.80.86.89.0.000.622.002	Small Tools	1,747	3,906	3,906	3,984	4,064
060.80.86.89.0.000.625.001	Fuel System Repair	1,118	1,157	1,157	1,180	1,204
060.80.86.89.0.000.625.002	Steam Cleaner	1,245	1,270	1,270	1,295	1,321
060.80.86.89.0.000.625.003	Vehicle Maint Supplies	202,938	214,200	214,200	233,484	222,854
060.80.86.89.0.000.627.001	Gas Vehicles	310,626	433,500	320,000	427,170	451,013
Total Commodities & Supplies		517,674	654,033	540,533	667,113	680,456
Other Expenditures						
060.80.86.89.0.000.638.001	Depreciation	3,187	-	-	-	-
Total Other Expenditures		3,187	-	-	-	-
Other Equipment						
060.80.86.89.0.000.665.030	Oil Pump Replacement	742	817	817	833	850
060.80.86.89.0.000.665.083	Car Lift (In-Ground)	16,524	-	-	-	-
060.80.86.89.0.000.668.004	Radio Equip -Vcle Mnt	2,525	2,897	2,897	2,955	3,014
Total Other Equipment		19,791	3,714	3,714	3,788	3,864
Total Vehicle Maintenance Program		1,792,765	1,928,508	1,817,036	1,971,902	2,013,869
TOTAL PUBLIC WORKS - VEHICLE MAINTENANCE		2,019,510	2,174,393	2,062,921	2,174,423	2,220,230

**VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS - VEHICLE MAINTENANCE
PERSONAL SERVICES**

	Budgeted Positions (1)			Budgeted Amounts		
	2015	2016	2017	2015	2016	2017
Full Time						
Vehicles Superintendent	1.00	1.00	1.00	107,811	109,967	112,167
Foreman	2.00	2.00	2.00	195,761	199,676	191,690
Body Repair Mechanic	1.00	1.00	1.00	85,890	88,055	79,831
Mechanics	5.00	5.00	5.00	361,418	371,311	381,873
Maintenance Personnel	1.00	1.00	1.00	62,442	66,706	74,716
Total Full Time	10.00	10.00	10.00	813,322	835,715	840,277
Part Time						
Maintenance Personnel	0.50 (1)	0.50 (1)	0.50 (1)	25,194	24,441	25,564
Total Part Time	0.50 (1)	0.50 (1)	0.50 (1)	25,194	24,441	25,564
Seasonal						
Seasonal/Intern	0.25 (1)	0.25 (1)	0.25 (1)	4,371	4,485	4,485
Total Seasonal	0.25 (1)	0.25 (1)	0.25 (1)	4,371	4,485	4,485
Other Compensation						
Overtime Earnings				99,130	97,901	104,744
Specialty Pay				5,409	5,409	5,409
Longevity Pay				3,800	3,800	5,200
Total Other Compensation				108,339	107,110	115,353
Employee Benefits						
Medical Insurance				147,464	150,357	170,856
Workers' Comp Insurance				27,360	30,417	23,777
Social Security				59,604	60,796	61,652
Medicare				13,946	14,225	14,426
IMRF Pension				109,890	116,174	111,088
Sick Leave Incentive				2,100	1,921	1,901
Vacation/Personal Leave Incentive				7,600	6,467	6,404
Employee Allowances				11,400	11,400	11,400
Total Employee Benefits				379,364	391,757	401,504
TOTAL	10.75	10.75	10.75	1,330,590	1,363,508	1,387,183

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

A summary of the number of positions follows:

Full-Time	10.00	10.00	10.00
Part-Time	1.00	1.00	1.00
Seasonal	1.00	1.00	1.00

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

CAPITAL IMPROVEMENTS

The Capital Improvements section for the Village has been categorized by 1) those projects included in the 5-year Community Investment Program (CIP), and 2) other capital fund expenditures.

Community Investment Program (CIP)

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

The CIP development process begins in March with the electronic distribution of CIP project request forms to the operating departments and concludes with Village Board acceptance of the plan at a July Village Board Meeting. The final CIP is published as a stand-alone document. Following the Community Investment line item pages is a schedule identifying the impact of 2017 budgeted capital expenditures on the operating budget.

Other Capital Fund Expenditures

The Other Capital Fund Expenditures section includes capital improvements that do not meet the definition for inclusion in the Community Investment Program. Two of the programs included in this section are the Vehicle Replacement and Computer Replacement programs, both internal service funds.

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

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

Detailed schedules of all vehicles and computers budgeted in these two funds are included at the end of the Other Capital Fund Expenditures section.



VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY INVESTMENT PROGRAM

Capital Improvements for the Village have been categorized by 1) those projects included in the 5-year Community Investment Program (CIP), and 2) other capital fund expenditures. This section details the programs and expenditures included in the CIP. The CIP is the Village's plan for capital expenditures over the upcoming five years. Capital expenditures are being defined as the purchase or construction of long-lived, high-cost, tangible assets. "Long-lived" implies a useful life in excess of one year. "High-cost" means that the project amounts to at least \$25,000. "Tangible" assets exclude contractual services except those that are necessary for putting a tangible asset into service. Programs of the CIP are summarized below:

Water System – This program includes capital improvements and certain equipment items related to managing the Village's water system. Included in the 2017 allocation of \$1,278,250 is \$675,000 for water main replacement and \$315,000 for tank repairs. Funding for water system projects comes from the Water and Sewer Fund.

Sanitary System – This program includes capital improvements and certain equipment items related to managing the Village's sanitary sewer system. The \$900,000 included in the 2017 budget is for sewer main replacement totaling \$550,000 and lift station repairs totaling \$350,000. Funding for water system projects comes from the Water and Sewer Fund.

Flood Control Projects – Projects totaling \$200,000 have been planned for flood control in 2017. There is \$100,000 budgeted for private property drainage improvements and \$100,000 for work on Levee 37.

Storm Sewer – This program is for the maintenance and repair of the combined and storm sewer system. Four projects are included in the 2017 budget. Combined sewer improvements totaling \$800,000 consist of cured in place lining treatment of sewer mains. Funds totaling \$360,000 have also been budgeted for general storm sewer system improvements. There is also \$280,000 allocated for detention pond improvements and \$100,000 for storm sewer system inspections.

Street Construction and Reconstruction – Projects totaling \$1,185,000 have been planned for street construction and reconstruction. Projects budgeted in the program include downtown pedestrian improvements and intersection studies totaling \$400,000 each, corridor improvements totaling \$200,000, signal preemption totaling \$135,000 and traffic signal replacement totaling \$50,000.

Resurfacing/Curbs & Gutters/Sidewalks – Projects totaling \$5,114,200 have been planned for the Resurfacing/Street Maintenance program in 2017. Included in this program is the Village's major street resurfacing program. The 2017 budget provides \$4.4 million for street resurfacing, \$392,000 for streetlight improvements and \$160,000 for sidewalk improvements. Funding for these projects comes from several Funds including the General Fund, Capital Improvement Fund, Street Improvement Construction Fund and Motor Fuel Tax Fund.

Improvements to Public Buildings – This program support the maintenance and repair of various Village-owned buildings. Projects totaling \$263,000 are budgeted for 2017. Other projects include parking deck maintenance and HVAC repairs.

Computer Hardware/Software - This program includes hardware and software used to support the Village's computer network or related devices. Total budget for this program in 2017 is \$340,091. Of this amount, \$110,000 will be used to purchase new police ticketing software.

Vehicles and Automotive Equipment – This program includes additions made to the Village motor vehicle fleet. Replacement vehicle purchases already included in the vehicle replacement program appear under the Vehicle Replacement program. There are no additions planned to the Village motor vehicle fleet for 2017.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY INVESTMENT PROGRAM**

Non-Automotive Equipment - This program includes various capital equipment items used to support departmental operations. Total budgeted non-automotive equipment for 2017 is \$714,892. Fire Department equipment totaling \$514,495 consisting of cardiac monitors, powered EMS stretchers and chairs, and SCBA gear is included in this total. Payments as part of a 7-year financing program for police and fire radio equipment totaling \$127,247 are also included in this category.

Miscellaneous - This program includes various expenditures not accounted for in any other program. A total of \$375,500 has been budgeted in 2017 for items such as tree replacement, tree removal and restoration, retaining wall work and traffic improvements.

The total budget for projects included in the CIP for 2017 is \$11,886,933. This is a decrease of \$4,463,075 or 27.3% from the prior year. The significant decrease is due to various flood control and water and sewer related projects completed during 2016.

Highlighted below are major capital projects included in the CIP budget. These projects have budgeted expenditures for 2017 exceeding \$500,000.



Water Main Replacement

Description – Annual water main replacement

Justification – Replace deteriorated water mains prone to leakage to minimize service disruptions and preserve water quality. Pending improvements are for Connie Drive, Deneen Lane, Small Lane, and Prospect Avenue. Work may change depending on hydraulic water modeling. Project aligns with the Village’s strategic infrastructure goal regarding Flood Control, Water and Sewer - to improve and maintain infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of construction/maintenance of \$650,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Impact on Operating Budget – Potential savings in the cost of water as water loss is reduced from few main breaks. The amount is not quantifiable.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY INVESTMENT PROGRAM**

Sewer Main Rehabilitation

Description – Sewer main relining, spot repairs and manhole repairs



Justification – Maintain structural integrity of sewer pipes. Remove excess infiltration and inflow to minimize basement back-ups and sewer surcharges. Projects will be selected based on need. Project aligns with the Village’s strategic infrastructure goal regarding Flood Control, Water and Sewer - to improve and maintain infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of construction/maintenance of \$550,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Impact on Operating Budget – No budget impact

Combined Sewer Improvements

Description – Evaluate and repair main line sewers and associated structures in combined sewer service areas.

Justification – In 2015 the Village conducted a combined sewer system analysis. The analysis included the televising of approximately 200,000 lineal feet of combined sewer that had not been rehabilitated. The condition assessment rated sewers on a 1 to 5 scale with 1 being the best and 5 being the worst. In 2017 repairs will be initiated to address category 5 mains. Project aligns with the Village’s strategic infrastructure goal regarding Flood Control, Water and Sewer. Goal of improving and maintaining infrastructure facilities and systems for public health and safety, to protect the investment in these vital community resources and to protect private property.

2017 Expenditures – consist of design and construction of \$800,000.

2017 Funding Source – Water and Sewer Fund

Useful Life – 50 years

Impact on Operating Budget – No budget impact



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
COMMUNITY INVESTMENT PROGRAM**



Street Improvement Program

Description – Resurfacing of Village streets to maintain 20-year life.

Justification – Repair of Village streets to provide safe and smooth pavement for motorists and to prevent necessity of complete street reconstruction. Materials testing will be conducted as part of this project to verify compliance with project designs and Village codes. Project aligns with the Village’s strategic goal of designing and implementing upgrades, improvements and maintenance to the Village’s transportation system, creating optimum mobility and system sustainability.

2017 Expenditures – consist of planning/design of \$4,433,500 and construction/maintenance of \$38,500.

2017 Funding Source – Street Improvement Construction Fund and Motor Fuel Tax Fund

Useful Life – 20 years

Impact on Operating Budget – Annual crack sealing expenses (approximately \$53,000 to \$57,000 per year).

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Water System	1,812,450	2,885,212	2,643,300	1,278,250	1,086,662
Sanitary System	1,290	875,000	875,000	900,000	1,200,000
Flood Control Projects	9,189,093	1,112,625	1,132,625	200,000	360,000
Storm Sewer	630,404	1,380,000	1,380,000	1,540,000	1,192,000
Street Construction & Reconst	25,409	660,343	635,343	1,185,000	1,335,000
Resurfacing/Curbs & Gutters/Side	6,558,800	4,802,471	4,727,471	5,114,200	5,194,000
Improvements to Public Buildings	959,192	2,294,126	1,668,926	263,000	1,618,000
Computer Hardware/Software	138,768	386,547	406,447	340,851	52,680
Vehicles and Automotive Equip	-	-	-	-	140,000
Non-Automotive Equipment	279,330	292,172	267,172	714,892	507,647
Miscellaneous	932,354	1,661,512	1,661,505	375,500	308,500
Total Programs	20,527,090	16,350,008	15,397,789	11,911,693	12,994,489

Expenditure Classification

Contractual Services	200,260	259,517	237,317	223,821	94,180
Other Expenditures	190,426	687,000	687,000	400,000	200,000
Land Improvements	309,426	788,823	788,823	200,000	350,000
Building Improvements	1,025,861	2,227,126	1,599,126	285,000	1,075,000
Office Equipment	5,359	11,030	7,930	107,530	1,000
Other Equipment	2,000,183	1,090,084	946,172	1,093,142	1,234,309
Distribution Systems	616,500	4,113,300	4,013,300	2,765,000	2,827,000
Infrastructure	16,179,075	7,173,128	7,118,121	6,837,200	7,213,000
Total Expenditure Classification	20,527,090	16,350,008	15,397,789	11,911,693	12,994,489

Source of Funds

001 General Fund	519,293	876,206	872,099	1,277,051	1,282,180
020 Capital Improvement Fund	1,818,177	3,472,920	3,421,720	2,082,392	2,895,647
022 Downtown Redevel Const Fund	412,327	683,858	683,858	-	-
023 Street Improvemnt Const Fund	6,238,850	3,644,000	3,569,000	3,972,000	4,077,000
024 Flood Control Const Fund	9,189,093	1,662,625	1,682,625	660,000	462,000
040 Refuse Disposal Fund	3,352	-	-	15,000	-
041 Motor Fuel Tax Fund	29,564	1,297,257	697,257	917,000	600,000
050 Water and Sewer Fund	2,289,919	4,563,142	4,321,230	2,988,250	3,087,662
051 Village Parking System Fund	26,515	150,000	150,000	-	590,000
Total Source of Funds	20,527,090	16,350,008	15,397,789	11,911,693	12,994,489

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Water System						
Building Improvements						
<i>Water and Sewer Fund</i>						
050.80.90.00.1.700.651.011	Water Facility Roof	93,184	65,000	65,000	70,000	70,000
Total Building Improvements		93,184	65,000	65,000	70,000	70,000
Other Equipment						
<i>Water and Sewer Fund</i>						
050.80.90.00.1.700.665.001	AMR System	1,602,355	281,912	140,000	-	-
050.80.90.00.1.700.665.025	Leak Detection Equip	-	80,000	80,000	-	-
050.80.90.00.1.700.665.054	Booster Pump/Panel	52,119	55,000	55,000	55,000	60,000
050.80.90.00.1.700.665.079	SCADA Wireless Tele	8,686	65,000	65,000	108,250	141,662
050.80.90.00.1.700.665.088	Televising Camera	-	-	-	80,000	90,000
050.80.90.00.1.700.666.002	Emerg Gen/Wells	9,544	-	-	-	-
Total Other Equipment		1,672,704	481,912	340,000	243,250	291,662
Distribution Systems						
<i>Water and Sewer Fund</i>						
050.80.90.00.1.700.671.001	Tank Repair/Ren	1,630	1,562,200	1,562,200	315,000	75,000
050.80.90.00.1.700.671.003	Water Main Repl	20,932	700,000	600,000	650,000	650,000
050.80.90.00.1.700.671.004	Tank Dsgn Engineering	24,000	76,100	76,100	-	-
Total Distribution Systems		46,562	2,338,300	2,238,300	965,000	725,000
Total Water System		1,812,450	2,885,212	2,643,300	1,278,250	1,086,662

Sanitary System

Distribution Systems						
<i>Water and Sewer Fund</i>						
050.80.90.00.1.701.672.002	Lift Station Rehab	-	350,000	350,000	350,000	650,000
050.80.90.00.1.701.672.005	Sewer Main Repair/Rep	1,290	525,000	525,000	550,000	550,000
Total Distribution Systems		1,290	875,000	875,000	900,000	1,200,000
Total Sanitary System		1,290	875,000	875,000	900,000	1,200,000

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Flood Control Projects					
Other Equipment					
<i>Flood Control Construction Fund</i>					
024.80.90.00.1.702.665.089 Emergency Pumping	-	85,000	85,000	-	-
024.80.90.00.1.702.666.003 Emergency Generator	-	-	-	-	230,000
Total Other Equipment	-	85,000	85,000	-	230,000
Infrastructure					
<i>Flood Control Construction Fund</i>					
024.80.90.00.0.702.677.001 Creek Bank Stabiliz	6,138	-	-	-	-
024.80.90.00.0.702.677.002 Creek Tree Trimming	23,475	-	-	-	-
024.80.90.00.0.702.677.004 Priv Prop Drainage	8,640	191,360	191,360	100,000	100,000
024.80.90.00.0.702.677.006 Prosp Mdws Flood Imp	124,021	220,000	240,000	-	-
024.80.90.00.0.702.677.007 Weller Creek Imp	-	-	-	-	30,000
024.80.90.00.0.702.677.017 Isabella Comb Sewer	8,909,468	568,265	568,265	-	-
024.80.90.00.0.702.677.018 Hydraulic Analysis	117,000	48,000	48,000	-	-
024.80.90.00.1.702.677.003 Levee 37	351	-	-	100,000	-
Total Infrastructure	9,189,093	1,027,625	1,047,625	200,000	130,000
Total Flood Control Projects	9,189,093	1,112,625	1,132,625	200,000	360,000

Storm Sewer

Distribution Systems

General Fund

001.80.90.00.0.703.672.006 Storm Sewer Inspection	99,153	-	-	-	-
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Flood Control Construction Fund

024.80.90.00.0.703.672.006 Storm Sewer Inspection	-	100,000	100,000	100,000	102,000
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Water and Sewer Fund

050.80.90.00.1.703.672.003 Combined Sewer Impr	469,495	800,000	800,000	800,000	800,000
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Total Distribution Systems	568,648	900,000	900,000	900,000	902,000
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Infrastructure

Capital Improvement Fund

020.80.90.00.1.703.677.005 Detention Pond Impr	61,756	30,000	30,000	280,000	290,000
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Flood Control Construction Fund

024.80.90.00.1.703.677.019 Storm Sewer Impr	-	450,000	450,000	360,000	-
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Total Infrastructure	61,756	480,000	480,000	640,000	290,000
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Total Storm Sewer	630,404	1,380,000	1,380,000	1,540,000	1,192,000
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**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Street Construction & Reconstruction					
Contractual Services					
Capital Improvement Fund					
020.40.90.00.0.704.565.002 Traffic Study/Imp	-	25,000	-	-	-
Total Contractual Services	-	25,000	-	-	-
Other Equipment					
General Fund					
001.80.90.00.0.704.665.087 EVP System	-	-	-	135,000	135,000
Capital Improvement Fund					
020.80.90.00.0.704.665.087 EVP System	-	135,000	135,000	-	-
Total Other Equipment	-	135,000	135,000	135,000	135,000
Other Expenditures					
Capital Improvement Fund					
020.40.90.00.0.704.636.029 Downtown Pedestrian	-	-	-	400,000	200,000
Downtown Redevelopment Construct					
022.40.90.00.0.704.636.029 Downtown Pedestrian	9,667	265,000	265,000	-	-
Total Other Expenditures	9,667	265,000	265,000	400,000	200,000
Land Improvements					
Capital Improvement Fund					
020.40.90.00.0.704.641.001 Corridor Improv	-	-	-	200,000	350,000
Total Land Improvements	-	-	-	200,000	350,000
Infrastructure					
General Fund					
001.80.90.00.0.704.674.001 Intersection Studies	-	-	-	400,000	600,000
Capital Improvement Fund					
020.80.90.00.1.704.678.019 Kensington Road Imp	-	88,086	88,086	-	-
Motor Fuel Tax Fund					
041.80.90.00.0.704.676.003 Traffic Signal Repl	15,742	147,257	147,257	50,000	50,000
Total Infrastructure	15,742	235,343	235,343	450,000	650,000
Total Street Construction & Reconstruction	25,409	660,343	635,343	1,185,000	1,335,000

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Resurfacing/Curbs & Gutters/Sidewalks					
Contractual Services					
Street Improvement Construc Fund					
023.80.90.00.0.705.575.015 Brick Sidewalk Sealing	75,000	-	-	-	-
Total Contractual Services	75,000	-	-	-	-
Infrastructure					
General Fund					
001.80.90.00.0.705.675.003 Sidewalk Share-Cost	68,423	88,400	88,400	90,200	92,000
001.80.90.00.1.705.675.009 Sidewalk Improv Prog	-	260,000	260,000	160,000	190,000
Capital Improvement Fund					
020.80.90.00.0.705.679.001 D/T Streetscape Prog	106,787	88,213	88,213	-	-
020.80.90.00.0.705.679.003 Parking Lot Improv	-	58,000	58,000	-	35,000
020.80.90.00.1.705.674.003 Rand-Central-MP Road	-	-	-	-	-
020.80.90.00.1.705.676.001 Streetlight Improv	37,735	60,000	60,000	75,000	125,000
020.80.90.00.1.705.678.008 Bridge Rehab	54,272	-	-	-	175,000
Downtown Redevelopment Construct					
022.80.90.00.0.705.679.001 D/T Streetscape Prog	181,901	153,858	153,858	-	-
Street Improvement Construc Fund					
023.80.90.00.0.705.678.003 Resurfacing-SC Fund	6,020,860	3,469,000	3,469,000	3,922,000	3,952,000
023.80.90.00.0.705.679.026 NWHWY-MP Rd Bike	-	75,000	-	-	75,000
Motor Fuel Tax Fund					
041.80.90.00.0.705.678.002 Resurfacing - MFT Fund	13,822	550,000	550,000	550,000	550,000
041.80.90.00.1.705.676.001 Streetlight Improv	-	-	-	317,000	-
Total Infrastructure	6,483,800	4,802,471	4,727,471	5,114,200	5,194,000
Total Resurfacing/Curbs & Gutters/Sidewalks	6,558,800	4,802,471	4,727,471	5,114,200	5,194,000

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Improvements to Public Buildings						
Contractual Services						
Capital Improvement Fund						
020.60.90.00.0.706.565.001	Space Needs Study	-	21,000	23,800	-	-
Total Contractual Services		-	21,000	23,800	-	-
Building Improvements						
Capital Improvement Fund						
020.60.90.00.1.706.647.013	Range Firing Control	41,874	78,126	78,126	-	-
020.60.90.00.1.706.647.014	Admin Sect Renovation	-	-	-	-	500,000
020.70.90.00.1.706.647.011	Kitchen Renovation	48,186	-	-	-	-
020.80.90.00.1.706.649.003	PW Roof Repair	234,241	1,140,000	512,000	-	-
020.80.90.00.1.706.651.001	Other Public Building	153,124	155,000	155,000	138,000	160,000
020.80.90.00.1.706.651.002	Salt Storage Building	14,870	100,000	700,000	-	-
020.80.90.00.1.706.651.010	Repl HVAC-Pub Bldgs	440,382	50,000	50,000	25,000	275,000
Motor Fuel Tax Fund						
041.80.90.00.0.706.651.002	Salt Storage Building	-	600,000	-	-	-
Total Building Improvements		932,677	2,123,126	1,495,126	163,000	935,000
Infrastructure						
Capital Improvement Fund						
020.80.90.00.0.706.679.021	Parking Deck Maint	-	-	-	100,000	-
020.80.90.00.0.706.679.022	Public Safety Garage	-	-	-	-	93,000
Village Parking System Fund						
051.80.90.00.0.706.679.021	Parking Deck Maint	26,515	150,000	150,000	-	590,000
Total Infrastructure		26,515	150,000	150,000	100,000	683,000
Total Improvements to Public Buildings		959,192	2,294,126	1,668,926	263,000	1,618,000

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

		Actual	Budget	Estimate	Budget	Forecast
Computer Hardware/Software		2015	2016	2016	2017	2018
Contractual Services						
General Fund						
001.20.90.00.0.707.530.019	Network Security	17,021	90,000	90,000	-	-
001.20.90.00.0.707.561.004	Cloud-Based Service	29,428	16,572	16,572	15,881	6,680
001.20.90.00.0.707.561.006	Network Management	-	8,400	8,400	-	-
001.20.90.00.0.707.561.007	Microsoft Licensing	17,195	13,545	13,545	14,100	-
001.70.90.00.0.707.561.003	Fire Department Soft	-	-	-	11,340	-
001.80.90.00.0.707.561.002	Software Development	11,580	-	-	5,000	-
Capital Improvement Fund						
020.20.90.00.0.707.561.013	Microsoft Office Suite	-	85,000	85,000	-	-
020.60.90.00.0.707.561.010	Police Dept Software	-	-	-	110,000	45,000
Refuse Disposal Fund						
040.80.90.00.0.707.561.002	Software Development	3,352	-	-	15,000	-
Water and Sewer Fund						
050.80.90.00.0.707.561.002	Software Development	6,684	-	-	10,000	-
Total Contractual Services		85,260	213,517	213,517	181,321	51,680

Building Improvements

Capital Improvement Fund

020.20.90.00.0.707.651.006	Wireless Connectivity	-	39,000	39,000	52,000	-
Total Building Improvements		-	39,000	39,000	52,000	-

Office Equipment

General Fund

001.10.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	1,800	-
001.20.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	74,800	-
001.50.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	28,000	-
001.60.90.00.0.707.655.002	Computer Eqpt - New	5,359	8,100	5,000	-	-
001.80.90.00.0.707.655.002	Computer Eqpt - New	-	-	-	2,930	-

Water and Sewer Fund

050.80.90.00.0.707.655.002	Computer Eqpt - New	-	2,930	2,930	-	1,000
Total Office Equipment		5,359	11,030	7,930	107,530	1,000

Other Equipment

General Fund

001.70.90.00.0.707.665.046	Video Conferencing	-	1,000	-	-	-
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Capital Improvement Fund

020.20.90.00.0.707.665.047	Security Cameras	-	-	20,000	-	-
020.20.90.00.1.707.665.082	Desktop Virtualization	-	95,000	95,000	-	-
020.20.90.00.1.707.665.086	Door Access Control	48,149	-	4,000	-	-
Total Other Equipment		48,149	96,000	119,000	-	-

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Computer Hardware/Software					
Other Expenditures					
Capital Improvement Fund					
020.20.90.00.0.707.665.042 Telephone System - VH	-	27,000	27,000	-	-
Total Other Expenditures	-	27,000	27,000	-	-
Total Computer Hardware/Software	138,768	386,547	406,447	340,851	52,680

Vehicles and Automotive Equip

Other Equipment					
Capital Improvement Fund					
020.80.90.00.1.708.665.083 Car Lift (In-Ground)	-	-	-	-	140,000
Total Other Equipment	-	-	-	-	140,000
Total Vehicles and Automotive Equip	-	-	-	-	140,000

Non-Automotive Equipment

Building Improvements					
Capital Improvement Fund					
020.60.90.00.1.709.647.015 Roll Call & Kitchen	-	-	-	-	70,000
Total Building Improvements	-	-	-	-	70,000

Other Equipment

General Fund					
001.70.90.00.0.709.665.034 Phys Cond Equip - Fire	11,955	12,500	12,500	12,500	-
Capital Improvement Fund					
020.20.90.00.1.709.665.008 Cable TV Equip -Repl	-	-	-	60,650	-
020.20.90.00.1.709.665.075 Board Room Cameras	34,733	44,700	44,700	-	-
020.60.90.00.1.709.668.003 Radio Equip -Police	62,860	62,860	62,860	62,860	62,860
020.70.90.00.1.709.665.004 Breathing Apparatus	69,540	-	-	126,495	-
020.70.90.00.1.709.665.006 Bunker Gear Lockers	1,600	-	-	-	-
020.70.90.00.1.709.665.017 Fire Hose & Appliances	-	25,000	-	-	-
020.70.90.00.1.709.665.032 Paramedic Equipment	-	20,000	20,000	356,000	310,400
020.70.90.00.1.709.665.043 Thermal Imaging Cam	31,980	-	-	-	-
020.70.90.00.1.709.665.051 Water Recovery Eqpt	-	-	-	32,000	-
020.70.90.00.1.709.668.001 Radio Equip -Fire	64,387	64,387	64,387	64,387	64,387
020.80.90.00.1.709.668.002 Radio Equip -PW	2,275	62,725	62,725	-	-
Total Other Equipment	279,330	292,172	267,172	714,892	437,647
Total Vehicles and Automotive Equip	279,330	292,172	267,172	714,892	507,647

**VILLAGE OF MOUNT PROSPECT
COMMUNITY INVESTMENT PROGRAM**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Miscellaneous					
Contractual Services					
General Fund					
001.80.90.00.0.710.574.017 Retaining Wall-Prospect	-	-	-	42,500	42,500
Downtown Redevelopment Construct					
022.80.90.00.0.710.575.014 Streetscape Furnishing	40,000	-	-	-	-
Total Contractual Services	40,000	-	-	42,500	42,500
Other Expenditures					
Capital Improvement Fund					
020.80.90.00.0.710.636.031 Bike Route Sign Project	-	130,000	130,000	-	-
Downtown Redevelopment Construct					
022.40.90.00.0.710.636.007 Facade Program	142,893	100,000	100,000	-	-
022.40.90.00.0.710.636.028 Downtown Wayfinding	37,866	165,000	165,000	-	-
Total Other Expenditures	180,759	395,000	395,000	-	-
Land Improvements					
Capital Improvement Fund					
020.80.90.00.1.710.641.002 KBC Jogging Path	309,426	788,823	788,823	-	-
Total Land Improvements	309,426	788,823	788,823	-	-
Infrastructure					
General Fund					
001.80.90.00.0.710.679.005 Reforestation	35,480	42,900	42,900	47,190	51,909
001.80.90.00.0.710.679.006 Tree Repl - Village	38,376	57,454	57,454	63,574	70,307
001.80.90.00.0.710.679.007 Tree Repl - Cost	29,963	67,913	67,906	74,322	81,778
001.80.90.00.0.710.679.008 Tree Repl - Pub Prop	-	9,922	9,922	10,914	12,006
001.80.90.00.0.710.679.009 EAB Reforestation	77,565	85,000	85,000	40,000	-
001.80.90.00.0.710.679.010 EAB Ash Reduction	77,795	114,500	114,500	47,000	-
Street Improvement Construc Fund					
023.80.90.00.0.710.679.020 Traffic Improvement	142,990	100,000	100,000	50,000	50,000
Total Infrastructure	402,169	477,689	477,682	333,000	266,000
Total Miscellaneous	932,354	1,661,512	1,661,505	375,500	308,500
TOTAL COMMUNITY INVESTMENT PROGRAM	20,527,090	16,350,008	15,397,789	11,911,693	12,994,489

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	Budget 2017	Impact
Water System			
Building Improvements			
<i>Water and Sewer Fund</i>			
050.80.90.00.1.700.651.011	Water Facility Roof	70,000	
Other Equipment			
<i>Water and Sewer Fund</i>			
050.80.90.00.1.700.665.054	Booster Pump/Panel	55,000	
050.80.90.00.1.700.665.079	SCADA Wireless Telemetry	108,250	\$2,000 annual maint./inspection
050.80.90.00.1.700.665.088	Televising Camera	80,000	\$2,000 annual maintenance
Distribution Systems			
<i>Water and Sewer Fund</i>			
050.80.90.00.1.700.671.001	Tank Repair/Renovation	315,000	
050.80.90.00.1.700.671.003	Water Main Repl	650,000	
Sanitary System			
Distribution Systems			
<i>Water and Sewer Fund</i>			
050.80.90.00.1.701.672.002	Lift Station Rehab	350,000	
050.80.90.00.1.701.672.005	Sewer Main Repair/Repl	550,000	
Flood Control Projects			
Infrastructure			
<i>Flood Control Construction Fund</i>			
024.80.90.00.0.702.677.004	Priv Prop Drainage	100,000	
024.80.90.00.1.702.677.003	Levee 37	100,000	\$5,000 annual maintenance and fuel
Storm Sewer			
Distribution Systems			
<i>Flood Control Construction Fund</i>			
024.80.90.00.0.703.672.006	Storm Sewer Inspection	100,000	
<i>Water and Sewer Fund</i>			
050.80.90.00.1.703.672.003	Combined Sewer Impr	800,000	
Infrastructure			
<i>Capital Improvement Fund</i>			
020.80.90.00.1.703.677.005	Detention Pond Impr	280,000	
<i>Flood Control Construction Fund</i>			
024.80.90.00.1.703.677.019	Storm Sewer Impr	360,000	
Street Construction & Reconstruction			
Other Equipment			
<i>General Fund</i>			
001.80.90.00.0.704.665.087	EVP System	135,000	
Other Expenditures			
<i>Capital Improvement Fund</i>			
020.40.90.00.0.704.636.029	Downtown Pedestrian	400,000	
Land Improvements			
<i>Capital Improvement Fund</i>			
020.40.90.00.0.704.641.001	Corridor Improv	200,000	

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	Budget 2017	Impact
Street Construction & Reconstruction (continued)			
Infrastructure			
General Fund			
001.80.90.00.0.704.674.001	Intersection Studies	400,000	
Motor Fuel Tax Fund			
041.80.90.00.0.704.676.003	Traffic Signal Repl	50,000	
Resurfacing/Curbs & Gutters/Sidewalks			
Infrastructure			
General Fund			
001.80.90.00.0.705.675.003	Sidewalk Share-Cost	90,200	
001.80.90.00.1.705.675.009	Sidewalk Improv Prog	160,000	\$2,000 annual maintenance
Capital Improvement Fund			
020.80.90.00.1.705.676.001	Streetlight Improv	75,000	
Street Improvement Construc Fund			
023.80.90.00.0.705.678.003	Resurfacing-SC Fund	3,922,000	\$52,000 annual crack sealing
Motor Fuel Tax Fund			
041.80.90.00.0.705.678.002	Resurfacing - MFT Fund	550,000	
041.80.90.00.1.705.676.001	Streetlight Improv	317,000	
Improvements to Public Buildings			
Building Improvements			
Capital Improvement Fund			
020.80.90.00.1.706.651.001	Other Public Buildings	138,000	
020.80.90.00.1.706.651.010	Repl HVAC-Pub Bldgs	25,000	potential utility savings
Infrastructure			
Capital Improvement Fund			
020.80.90.00.0.706.679.021	Parking Deck Mainten	100,000	
Computer Hardware/Software			
Contractual Services			
General Fund			
001.20.90.00.0.707.561.004	Cloud-Based Service	15,881	\$48 annual subscription per person
001.20.90.00.0.707.561.007	Microsoft Licensing	14,100	
001.70.90.00.0.707.561.003	Fire Department Software	11,340	\$3,200 annual contract fee
001.80.90.00.0.707.561.002	Software Development	5,000	
Capital Improvement Fund			
020.60.90.00.0.707.561.010	Police Dept Software	110,000	\$11,500 annual maint. agreement
Refuse Disposal Fund			
040.80.90.00.0.707.561.002	Software Development	15,000	
Water and Sewer Fund			
050.80.90.00.0.707.561.002	Software Development	10,000	
Building Improvements			
Capital Improvement Fund			
020.20.90.00.0.707.651.006	Wireless Connectivity	52,000	\$6,000 annual support contract

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

Account Number	Description	Budget 2017	Impact
Computer Hardware/Software (continued)			
Office Equipment			
<i>General Fund</i>			
001.10.90.00.0.707.655.002	Computer Eqpt - New	1,800	
001.20.90.00.0.707.655.002	Computer Eqpt - New	74,800	
001.50.90.00.0.707.655.002	Computer Eqpt - New	28,000	
001.80.90.00.0.707.655.002	Computer Eqpt - New	2,930	
Vehicles and Automotive Equip			
Other Equipment			
<i>General Fund</i>			
001.70.90.00.0.709.665.034	Phys Cond Equip - Fire	12,500	\$1,000 annual maintenance
<i>Capital Improvement Fund</i>			
020.20.90.00.1.709.665.008	Cable TV Equip -Repl	60,650	
020.60.90.00.1.709.668.003	Radio Equip -Police	62,860	
020.70.90.00.1.709.665.004	Breathing Apparatus	126,495	
020.70.90.00.1.709.665.032	Paramedic Equipment	356,000	
020.70.90.00.1.709.665.051	Water Recovery Eqpt	32,000	
020.70.90.00.1.709.668.001	Radio Equip -Fire	64,387	
Miscellaneous			
Contractual Services			
<i>General Fund</i>			
001.80.90.00.0.710.574.017	Retaining Wall- Prospect	42,500	
Infrastructure			
<i>General Fund</i>			
001.80.90.00.0.710.679.005	Reforestation	47,190	
001.80.90.00.0.710.679.006	Tree Repl - Village	63,574	
001.80.90.00.0.710.679.007	Tree Repl - Cost	74,322	
001.80.90.00.0.710.679.008	Tree Repl - Pub Prop	10,914	
001.80.90.00.0.710.679.009	EAB Reforestation	40,000	
001.80.90.00.0.710.679.010	EAB Ash Reduction	47,000	
<i>Street Improvement Construc Fund</i>			
023.80.90.00.0.710.679.020	Traffic Improvement	50,000	\$2,550 annual maint-traf areas
TOTAL		11,911,693	

VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES

There are four programs in this category of capital improvements (Downtown Redevelopment, Vehicle Replacement, Computer Replacement and Miscellaneous Capital) that do not meet the definition for inclusion in the Capital Improvement Plan. These programs are summarized below:

Downtown Redevelopment – This program tracks spending in the Village’s Downtown Redevelopment Tax Increment Financing (TIF) District. There is no budget for 2017 as it is anticipated the TIF District will be terminated at the end of the 2016 budget year.

Vehicle Replacement – This program includes the acquisition and replacement of motor vehicles through the Vehicle Replacement Fund, an internal service fund. The various operating departments make lease payments to the Vehicle Replacement Fund and then the equipment is purchased by the fund. A separate budget line item exists in the 2017 Budget and 2018 Forecast for each operating department scheduled to receive replacement vehicles. A detailed schedule of all vehicles to be purchased appears at the end of this section. A total of \$2,124,000 is budgeted for new vehicles in 2017.

Computer Replacement – This program is for the purchase of replacement computer hardware for the Village through the Computer Replacement Fund, an internal service fund. A total of \$314,310 has been budgeted in 2017 for computer hardware. A detailed listing of all computers budgeted for 2017 is included at the end of this section.

Miscellaneous Capital – This program tracks expenditures that do not fit into any of the other capital expense categories. There is \$342,244 in planned expenditures in 2017 for this category.

The total Other Capital Fund budget for 2017 is \$2,780,554.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
OTHER CAPITAL FUND EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Downtown Redevelopment	3,270,583	2,855,371	3,095,371	-	-
Vehicle Replacement	670,973	2,554,668	2,419,668	2,124,000	1,887,000
Computer Replacement	176,380	264,800	264,800	314,310	196,750
Miscellaneous Capital	69,477	274,546	269,446	342,244	249,583
Total Programs	4,187,413	5,949,385	6,049,285	2,780,554	2,333,333

Expenditure Classification

Contractual Services	172,069	231,178	471,178	189,340	191,727
Utilities	2,480	2,346	2,346	2,500	2,550
Other Expenditures	3,724,467	2,772,889	2,767,789	5,202	-
Building Improvements	52,773	-	-	-	-
Office Equipment	166,329	264,800	264,800	314,310	196,750
Motor Equipment	59,111	2,554,668	2,419,668	2,124,000	1,887,000
Commodities & Supplies	-	5,100	5,100	5,202	5,306
Other Equipment	-	-	-	90,000	-
Infrastructure	10,184	118,404	118,404	50,000	50,000
Total Expenditure Classification	4,187,413	5,949,385	6,049,285	2,780,554	2,333,333

Source of Funds

020 Capital Improvement Fund	52,773	75,000	75,000	166,500	78,030
022 Downtown Redevel Const Fund	3,270,583	2,855,371	3,095,371	-	-
023 Street Improvemnt Const Fund	14,224	95,000	95,000	40,000	40,000
024 Flood Control Const Fund	2,480	104,546	99,446	135,744	131,553
061 Vehicle Replacement Fund	670,973	2,554,668	2,419,668	2,124,000	1,887,000
062 Computer Replacement Fund	176,380	264,800	264,800	314,310	196,750
Total Source of Funds	4,187,413	5,949,385	6,049,285	2,780,554	2,333,333

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Downtown Redevelopment					
Contractual Services					
Downtown Redevelopment Const Fund					
022.40.01.00.1.000.530.006 Other Prof. Serv.	100,801	10,000	250,000	-	-
022.80.81.81.1.000.574.011 St-scape Corr Maint	57,044	67,178	67,178	-	-
Total Contractual Services	157,845	77,178	317,178	-	-
Contractual Services					
Downtown Redevelopment Const Fund					
022.30.01.00.1.000.636.011 Property Tax Expense	7,731	8,000	8,000	-	-
022.30.01.00.1.000.636.013 NWE Sales Tax Rebate	104,494	-	-	-	-
022.30.01.00.1.000.637.001 Rtrn of Inc-Cook Co	2,693,829	2,759,789	2,759,789	-	-
022.40.01.00.1.000.636.006 Demolition Expense	296,500	-	-	-	-
Total Contractual Services	3,102,554	2,767,789	2,767,789	-	-
Infrastructure					
Downtown Redevelopment Const Fund					
022.80.81.81.1.000.675.007 Brick Sidewalks	10,184	10,404	10,404	-	-
Total Infrastructure	10,184	10,404	10,404	-	-
Total Downtown Redevelopment	3,270,583	2,855,371	3,095,371	-	-

**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Vehicle Replacement					
Other Expenditures					
Vehicle Replacement Fund					
061.30.01.00.1.000.638.001 Depreciation	611,862	-	-	-	-
Total Other Expenditures	611,862	-	-	-	-
Motor Equipment					
Vehicle Replacement Fund					
061.80.86.00.1.000.660.003 Police Dept Vehicles	-	461,668	461,668	403,000	12,000
061.80.86.00.1.000.660.004 Pool Vehicles	-	30,000	30,000	25,000	36,000
061.80.86.00.1.000.660.005 Fire Dept. Vehicles	20,098	855,000	855,000	648,000	1,065,000
061.80.86.00.1.000.660.006 Public Works Vehicles	39,013	1,208,000	1,073,000	1,048,000	774,000
Total Motor Equipment	59,111	2,554,668	2,419,668	2,124,000	1,887,000
TOTAL VEHICLE REPLACEMENT	670,973	2,554,668	2,419,668	2,124,000	1,887,000

Computer Replacement

Other Expenditures

Computer Replacement Fund

062.20.00.00.0.000.638.665 Equipment	10,051	-	-	-	-
Total Other Expenditures	10,051	-	-	-	-

Office Equipment

Computer Replacement Fund

062.20.24.00.1.000.655.001 Computer Eqpt - IT	166,329	264,800	264,800	314,310	196,750
Total Office Equipment	166,329	264,800	264,800	314,310	196,750

TOTAL COMPUTER REPLACEMENT	176,380	264,800	264,800	314,310	196,750
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**VILLAGE OF MOUNT PROSPECT
OTHER CAPITAL FUND EXPENDITURES**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Miscellaneous Capital					
Contractual Services					
Capital Improvement Fund					
020.80.81.81.0.000.575.015 Brick Sidewalk Sealing	-	75,000	75,000	76,500	78,030
Street Improvement Construc Fund					
023.80.81.81.1.000.575.006 Resurface Testing	14,224	37,000	37,000	40,000	40,000
Flood Control Construction Fund					
024.80.00.00.0.000.583.001 Levee Repairs & Service	-	42,000	42,000	42,840	43,697
024.80.00.00.0.000.583.002 Culvert & Ditch Maintainer	-	-	-	30,000	30,000
Total Contractual Services	14,224	154,000	154,000	189,340	191,727
Utilities					
Flood Control Construction Fund					
024.80.00.00.0.000.586.001 Electricity	2,480	2,346	2,346	2,500	2,550
Total Utilities	2,480	2,346	2,346	2,500	2,550
Commodities & Supplies					
Flood Control Construction Fund					
024.80.00.00.0.000.629.001 Levee Supplies	-	5,100	5,100	5,202	5,306
Total Commodities & Supplies	-	5,100	5,100	5,202	5,306
Other Expenditures					
Flood Control Construction Fund					
024.80.01.00.1.000.636.009 Res Reimbursement	-	5,100	-	5,202	-
Total Other Expenditures	-	5,100	-	5,202	-
Other Equipment					
Capital Improvement Fund					
020.80.81.82.1.000.665.090 Electrical Panel	-	-	-	90,000	-
Total Other Equipment	-	-	-	90,000	-
Building Improvements					
Capital Improvement Fund					
020.80.01.00.1.000.651.005 Civic Event Sign R	52,773	-	-	-	-
Total Building Improvements	52,773	-	-	-	-
Infrastructure					
Street Improvement Construc Fund					
023.80.01.00.1.000.679.003 Parking Lot Imp	-	58,000	58,000	-	-
Flood Control Construction Fund					
024.80.00.00.0.000.677.001 Creek Bank Stabiliz	-	25,000	25,000	25,000	25,000
024.80.00.00.0.000.677.002 Creek Tree Trimming	-	25,000	25,000	25,000	25,000
Total Infrastructure	-	108,000	108,000	50,000	50,000
TOTAL MISCELLANEOUS CAPITAL	69,477	274,546	269,446	342,244	249,583
TOTAL OTHER CAPITAL FUND EXPENDITURES	4,187,413	5,949,385	6,049,285	2,780,554	2,333,333

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020**

Motor Equipment	2017	2018	2019	2020
Pool Cars				
Mini-Van 311	-		28,000	-
Pickup 314				25,000
Escape Hybrid 318	-	36,000	-	-
4 Door Sedan 324	25,000	-	-	-
Total Pool Cars	25,000	36,000	28,000	25,000
Police Department				
8 Squad Cars	318,000	-	-	-
3 Squad Cars	-	-	129,000	-
9 Squad Cars				387,000
1 Staff	-	-	-	43,000
1 Staff	40,000	-	-	-
1 Supervisor Car	45,000	-	-	-
1 Trailer	-	12,000	-	-
Total Police Department	403,000	12,000	129,000	430,000
Fire Department				
Scuba Trailer	-	11,000	-	-
Car 500	38,000	-	-	-
Car 501				42,000
Car 502				42,000
Car 503	52,000	-	-	-
Car 504	38,000	-	-	-
Command 506	-	54,000	-	-
Ambulance 525	260,000	-	-	-
Ambulance 526	260,000	-	-	-
Ambulance 527				290,000
Engine 517	-	625,000	-	-
Engine 518				650,000
Squad 544		250,000	-	-
Foam Truck 546	-	125,000	-	-
Total Fire Department	648,000	1,065,000	-	1,024,000
Public Works Department				
SUV 2707	-	-	38,000	-
Backhoe 2717	-	-	170,000	-
1-Ton Dump 2718	-	65,000	-	-
Sign Truck 2719	170,000	-	-	-
Air Compressor 2720	-	22,000	-	-
1-Ton 2735	-	60,000	-	-
Pickup 2736	40,000	-	-	-
TV Van 2737				140,000
Backhoe 2739	-	165,000	-	-
Dump Truck 2740	160,000	-	-	-
Van 2743	33,000	-	-	-
Pickup 2744	40,000	-	-	-

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020**

Motor Equipment	2017	2018	2019	2020
Public Works Department (continued)				
Air Compressor 2746		25,000	-	-
1-Ton Dump 2749	-	65,000	-	-
Flusher 2750				250,000
Pickup 2751	-	42,000	-	-
Tandem Dump 2753				190,000
Cargo Trailer 2762	-	-	11,000	-
Trailer/Generator 2764	-	-	90,000	-
Pickup 4503				43,000
Workman 4505	50,000	-	-	-
Dump Truck 4510	-	165,000	-	-
Dump Truck 4512	-	165,000	-	-
Dump Truck 4513	-	-	170,000	-
SUV 4514	38,000	-	-	-
Chipper 4515				90,000
Wheel Loader 4516	190,000	-	-	-
Wheel Loader 4519	-	-	210,000	-
Trailer 4525				12,000
Leaf Loader 4530		-	65,000	-
Leaf Loader 4532		-	65,000	-
3-Ton Roller 4535	-		40,000	-
Dump Truck 4537	160,000		-	-
Pickup 4542	40,000	-	-	-
Cargo Trailer 4544	-	-	11,000	-
Leaf Loader 4546		-	-	70,000
Leaf Loader 4547		-	-	70,000
Trailer 4551				15,000
Trailer 4552	12,000	-	-	-
2-Ton Asphalt Heater 4555	40,000		-	-
Leaf Loader 4560		-	-	70,000
Floor Scrubber 4561	75,000	-		-
Trailer 4562	-	-	10,000	-
6" Pump 4566	-	-	30,000	-
6" Pump 4567	-	-	30,000	-
Stump Grinder 4574	-	-	30,000	-
Total Public Works Department	1,048,000	774,000	970,000	950,000
TOTAL MOTOR EQUIPMENT	2,124,000	1,887,000	1,127,000	2,429,000

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020**

Computer Replacement		2017	2018	2019	2020
Information Technology					
36	PCs and Monitors	40,950	-	-	-
48	PCs and Monitors	-	50,400	-	-
32	PCs and Monitors	-	-	33,600	-
56	PCs and Monitors	-	-	-	58,800
11	Laptops	13,750	-	-	-
14	Laptops	-	17,500	-	-
6	Laptops	-	-	7,500	-
19	Laptops	-	-	-	23,750
8	Rugged Laptops	-	36,000	-	-
14	Semi-Rugged Laptops	56,700	-	-	-
13	Semi-Rugged Laptops	-	40,000	-	-
2	Semi-Rugged Laptops	-	-	4,800	-
1	Semi-Rugged Laptop	-	-	-	2,400
13	Printers	11,700	-	-	-
2	Printers	-	3,100	-	-
14	Printers	-	-	17,800	-
1	Printers	-	-	-	2,200
3	Servers	26,250	-	-	-
5	Servers	-	25,000	-	-
4	Servers	-	-	40,000	-
3	Servers	-	-	-	30,000
3	SANS	95,000	-	-	-
2	SANS	-	-	70,000	-
2	Scanners	12,000	-	-	-
1	Scanner	-	700	-	-
1	Scanner	-	-	6,000	-
11	Tablet PC's	-	-	-	49,500
2	Tablets	1,260	-	-	-
16	Tablets	-	-	10,980	-
1	Plotter	-	-	-	9,000
2	WAPs	2,400	-	-	-
2	WAPs	-	2,500	-	-
4	WAPs	-	-	4,800	-
2	NASes	6,100	-	-	-
2	NASes	-	-	5,500	-
1	Router	2,200	-	-	-
1	Router	-	-	2,200	-
1	Router	-	-	-	2,500

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
OTHER CAPITAL FUND EXPENDITURES
CAPITAL EXPENDITURE REQUESTS 2017 - 2020**

Computer Replacement	2017	2018	2019	2020
Information Technology (continued)				
10 Switches	46,000	-	-	-
2 Switches	-	16,500	-	-
3 Switches	-	-	15,500	-
4 Switches	-	-	-	15,500
7 iPads	-	5,050	-	-
1 Firewall	-	-	800	-
1 Firewall	-	-	-	800
Total Information Technology	314,310	196,750	219,480	194,450
		-		
Total Computer Replacement	314,310	196,750	219,480	194,450



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
DEBT SERVICE FUND**

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

General Obligation Bonds refer to debt obligations that are backed by the full faith and credit of the Village. There are six (6) general obligation (GO) bond issues of the Village supported by ad valorem property taxes. There is one (1) additional issue of the Mount Prospect Library whose annual principal and interest payment is supported by ad valorem property taxes. Each year Cook County levies an ad valorem tax according to the amortization schedule listed in the original bond ordinance. The series 2009C bonds were sold as Build America Bonds as part of the American Recovery and Reinvestment Act of 2009. The Series 2009C abatement totals \$42,000 which represents the payment from the U.S. Treasury equal to 35% of the annual interest payment. The interest rebate will continue through the life of the bonds. The levy for the Series 2013 bond issue will be abated in its entirety using proceeds of the first one-quarter cent home rule sales tax.

Series 2009 B&I, Fire Station/Public Works - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund costs associated with construction of a replacement Fire Station #14, Emergency Operations Center and Public Works Expansion. Financing is expected to be provided by an annual property tax levy. The bonds were issued March 11, 2009 and will mature December 1, 2028.

Series 2009B B&I, Refunding Bonds - To refund the Village's outstanding General Obligation Bonds, Series 2001, and to pay for certain costs associated with the issuance of the 2009B bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued December 22, 2009 and will mature December 1, 2021.

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

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

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

Series 2013 B&I, Flood Control - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund various flood control improvements throughout the Village. Financing is being provided by a portion of home rule sales tax. The bonds were issued September 10, 2013 and will mature December 1, 2033.

Series 2014 B&I, Streets - To accumulate monies for payment of principal and interest on general obligation bonds issued to fund street improvements throughout the Village. Financing is expected to be provided by an annual property tax levy. The bonds were issued February 4, 2014 and mature December 1, 2023.

Series 2016, Library Refunding Bonds - To refund the Library's outstanding General Obligation Bonds, Series 2006, and to pay for certain costs associated with the issuance of the 2016 bonds. Financing is expected to be provided by an annual property tax levy. The bonds were issued September 8, 2016 and will mature December 1, 2022.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
DEBT SERVICE FUND**

Installment Contracts are obligations the Village has entered into with the Illinois Environmental Protection Agency to provide low-interest loans for the construction of certain flood control projects. The contracts are for a twenty-year period with interest rates ranging from 2.625% to 2.89%. The semi-annual principal and interest payments will be paid from the proceeds of the first one-quarter cent home rule sales tax.

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

Installment Notes is an obligation of the Village to provide funding for the construction of certain flood control projects. The notes are to be repaid over a period of seven year period with an interest rate of 0.91%. Annual debt service will be paid from proceeds of the first one-quarter cent home rule sales tax.

2012 Installment Notes B&I, Flood Control - To accumulate monies for payment of principal and interest on installment notes issued to fund various flood control improvements throughout the Village. The notes were issued December 20, 2012 and final payment on the notes will be December 1, 2019. Financing is being provided by a portion of home rule sales tax.

Total Debt Service Fund expenditures of \$4,922,013 are made up of \$4,290,877 for General Obligation Debt and \$631,136 for Installment Contracts/Notes.

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

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
DEBT SERVICE FUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Series 2009 B&I, FD/PW	418,066	418,262	418,262	418,262	418,262
Series 2009B B&I, FD/PW	384,153	386,725	386,725	382,275	382,675
Series 2009C B&I, FD/PW	175,076	188,933	188,933	206,842	223,655
Series 2011B Refunding B&I	789,698	787,610	787,610	790,096	792,078
Series 2012 Refunding B&I	54,095	54,096	54,096	54,096	54,096
Series 2013 B&I, Flood	370,384	370,456	370,456	370,956	370,956
Series 2014 B&I, Streets	469,678	471,150	471,150	467,550	558,400
Series 2006 B&I, Library	436,918	934,855	934,855	-	-
Series 2011A B&I, Library	1,131,884	737,688	737,688	-	-
Series 2016 B&I, Library	-	-	-	1,600,800	1,595,600
IEPA Flood Control Loans B&I	197,259	197,258	197,258	197,258	116,506
2012 Installment Loan, Flood	421,294	432,654	432,654	433,878	525,056
Total Programs	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
Expenditure Classification					
Bond Principal	3,048,913	3,243,840	3,243,840	3,378,903	3,582,771
Interest Expense	1,795,827	1,731,247	1,731,247	1,537,110	1,448,513
Bank & Fiscal Fees	3,765	4,600	4,600	6,000	6,000
Total Expenditure Classification	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
Source of Funds					
002 Debt Service Fund	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284
Total Source of Funds	4,848,505	4,979,687	4,979,687	4,922,013	5,037,284

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Series 2009 B&I, FD/PW						
Interest Expense						
002.00.00.00.2.510.690.008	2009 GO Bond Interest	417,263	417,262	417,262	417,262	417,262
		417,263	417,262	417,262	417,262	417,262
Bank & Fiscal Fees						
002.00.00.00.2.510.695.008	2009 GO Bank Fee	803	1,000	1,000	1,000	1,000
		803	1,000	1,000	1,000	1,000
Total Series 2009 B&I, FD/PW		418,066	418,262	418,262	418,262	418,262

Series 2009B B&I, FD/PW

Bond Principal						
002.00.00.00.2.511.685.009	2009B GO Bond	305,000	315,000	315,000	320,000	330,000
		305,000	315,000	315,000	320,000	330,000
Interest Expense						
002.00.00.00.2.511.690.009	2009B GO Bond	78,350	70,725	70,725	61,275	51,675
		78,350	70,725	70,725	61,275	51,675
Bank & Fiscal Fees						
002.00.00.00.2.511.695.009	2009B GO Bank Fee	803	1,000	1,000	1,000	1,000
		803	1,000	1,000	1,000	1,000
Total Series 2009B B&I, FD/PW		384,153	386,725	386,725	382,275	382,675

Series 2009C B&I, FD/PW

Bond Principal						
002.00.00.00.2.512.685.010	2009C GO Bond	40,000	55,000	55,000	75,000	95,000
		40,000	55,000	55,000	75,000	95,000
Interest Expense						
002.00.00.00.2.512.690.010	2009C GO Bond	134,273	132,933	132,933	130,842	127,655
		134,273	132,933	132,933	130,842	127,655
Bank & Fiscal Fees						
002.00.00.00.2.512.695.010	2009C GO Bank Fee	803	1,000	1,000	1,000	1,000
		803	1,000	1,000	1,000	1,000
Total Series 2009C B&I, FD/PW		175,076	188,933	188,933	206,842	223,655

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Series 2011B Refunding B&I						
Bond Principal						
002.00.00.00.2.514.685.027	2011B GO Bond	680,000	695,000	695,000	715,000	735,000
		680,000	695,000	695,000	715,000	735,000
Interest Expense						
002.00.00.00.2.514.690.027	2011B GO Bond	109,698	92,610	92,610	75,096	57,078
		109,698	92,610	92,610	75,096	57,078
Total Series 2011B Refunding B&I		789,698	787,610	787,610	790,096	792,078

Series 2012 Refunding B&I

Interest Expense						
002.00.00.00.2.515.690.028	2012 GO Bond Interest	54,095	54,096	54,096	54,096	54,096
		54,095	54,096	54,096	54,096	54,096
Total Series 2012 Refunding B&I		54,095	54,096	54,096	54,096	54,096

Series 2013 B&I, Flood

Interest Expense						
002.00.00.00.2.516.690.029	2013 GO Bond Interest	369,956	369,956	369,956	369,956	369,956
		369,956	369,956	369,956	369,956	369,956
Bank & Fiscal Fees						
002.00.00.00.2.516.695.029	2013 GO Bank Fee	428	500	500	1,000	1,000
		428	500	500	1,000	1,000
Total Series 2013 B&I, Flood		370,384	370,456	370,456	370,956	370,956

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Series 2014 B&I, Streets						
Bond Principal						
002.00.00.00.2.517.685.030	2014 GO Bond	290,000	300,000	300,000	305,000	405,000
		290,000	300,000	300,000	305,000	405,000
Interest Expense						
002.00.00.00.2.517.690.030	2014 G.O. Bond	179,250	170,550	170,550	161,550	152,400
		179,250	170,550	170,550	161,550	152,400
Bank & Fiscal Fees						
002.00.00.00.2.517.695.030	2014 GO Bank Fee	428	600	600	1,000	1,000
		428	600	600	1,000	1,000
Total Series 2014 B&I, Streets		469,678	471,150	471,150	467,550	558,400

		2015	2016	2016	2017	2018
Series 2006 B&I, Library						
Bond Principal						
002.00.00.00.2.575.685.031	2006 GO Bond	55,000	555,000	555,000	-	-
		55,000	555,000	555,000	-	-
Interest Expense						
002.00.00.00.2.575.690.031	2006 GO Bond	381,418	379,355	379,355	-	-
		381,418	379,355	379,355	-	-
Bank & Fiscal Fees						
002.00.00.00.2.575.695.031	2006 GO Bank Fee,	500	500	500	-	-
		500	500	500	-	-
Total Series 2006 B&I, Library		436,918	934,855	934,855	-	-

Series 2011A B&I, Library						
Bond Principal						
002.00.00.00.2.576.685.032	2011A GO Bond	1,100,000	725,000	725,000	-	-
		1,100,000	725,000	725,000	-	-
Interest Expense						
002.00.00.00.2.576.690.032	2011A GO Bond	31,884	12,688	12,688	-	-
		31,884	12,688	12,688	-	-
Total Series 2011A B&I, Library		1,131,884	737,688	737,688	-	-

**VILLAGE OF MOUNT PROSPECT
DEBT SERVICE FUNDS**

		Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Series 2016 B&I, Library						
Bond Principal						
002.00.00.00.2.577.685.033	2016 GO Bond	-	-	-	1,355,000	1,390,000
		-	-	-	1,355,000	1,390,000
Interest Expense						
002.00.00.00.2.577.690.033	2016 GO Bond	-	-	-	244,800	204,600
		-	-	-	244,800	204,600
Bank & Fiscal Fees						
002.00.00.00.2.577.695.033	2016 GO Bank Fee,	-	-	-	1,000	1,000
		-	-	-	1,000	1,000
Total Series 2016 B&I, Library		-	-	-	1,600,800	1,595,600
IEPA Flood Control Loans B&I						
Bond Principal						
002.00.00.00.2.650.687.004	EPA Loan Principal #4	74,628	76,800	76,800	79,035	-
002.00.00.00.2.650.687.005	EPA Loan Principal #5	104,285	107,040	107,040	109,868	112,771
		178,913	183,840	183,840	188,903	112,771
Interest Expense						
002.00.00.00.2.650.692.004	EPA Loan #4 Interest	6,125	3,952	3,952	1,717	-
002.00.00.00.2.650.692.005	EPA Loan #5 Interest	12,221	9,466	9,466	6,638	3,735
		18,346	13,418	13,418	8,355	3,735
Total IEPA Flood Control Loans B&I		197,259	197,258	197,258	197,258	116,506
2012 Installment Loan, Flood						
Bond Principal						
002.00.00.00.2.659.686.001	Installment Note	400,000	415,000	415,000	420,000	515,000
		400,000	415,000	415,000	420,000	515,000
Interest Expense						
002.00.00.00.2.659.691.001	Installment Note	21,294	17,654	17,654	13,878	10,056
		21,294	17,654	17,654	13,878	10,056
Total 2012 Installment Loan, Flood		421,294	432,654	432,654	433,878	525,056
TOTAL DEBT SERVICE FUNDS		4,848,505	4,979,687	4,979,687	4,922,013	5,037,284

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

Annual Principal Requirements	2017	2018	2019	2020	2021 - 2033	Totals
Debt to be Paid from Property Taxes						
<i>General Obligation Bonds</i>						
Series 2009 - Fire Station #14/EOC	-	-	-	-	9,800,000	9,800,000
Series 2009B - Village Refunding	320,000	330,000	340,000	360,000	370,000	1,720,000
Series 2009C - Fire Station #14/EOC	75,000	95,000	120,000	140,000	2,100,000	2,530,000
Series 2011B - Village Refunding Bonds	715,000	735,000	755,000	775,000	-	2,980,000
Series 2012 - Village Refunding Bonds	-	-	-	-	1,745,000	1,745,000
Series 2013 - Flood Control Bonds*	-	-	-	555,000	9,245,000	9,800,000
Series 2014 - Street Bonds	305,000	405,000	560,000	760,000	3,355,000	5,385,000
Total Debt to be Paid from Property Taxes	1,415,000	1,565,000	1,775,000	2,590,000	26,615,000	33,960,000

* This issue's annual levy is to be abated in its entirety using a portion of the home rule sales tax dedicated for flood control.

Debt to be Paid from Home Rule Sales Tax (1st Quarter Percent)

Installment Contracts

IEPA Loan #4	79,035	-	-	-	-	79,035
IEPA Loan #5	109,868	112,771	57,499	-	-	280,138

Installment Notes

2012 Installment Notes	420,000	515,000	590,000	-	-	1,525,000
Total Debt to be Paid from Home Rule Sales	608,903	627,771	647,499	-	-	1,884,173

TOTAL VILLAGE DEBT SERVICE	2,023,903	2,192,771	2,422,499	2,590,000	26,615,000	35,844,173
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Debt to be Paid by Mount Prospect Public Library

General Obligation Bonds

Series 2016 - Library Refunding Bonds	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000
Total Debt to be Paid from Library	1,355,000	1,390,000	1,435,000	1,480,000	3,100,000	8,760,000

TOTAL ANNUAL PRINCIPAL REQUIREMENTS	3,378,903	3,582,771	3,857,499	4,070,000	29,715,000	44,604,173
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**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
LONG-TERM DEBT - ANNUAL DEBT SERVICE REQUIREMENTS**

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

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2009

Date of Issue:	March 11, 2009	Interest Rates:	0041-0247	4.00%
Date of Maturity:	December 1, 2028		0248-0559	4.00%
Authorized Issue:	\$10,000,000		0560-0889	4.50%
Purpose:	Replacement Fire Station #14,		0890-1239	4.30%
	Emergency Operations Center and		1240-1609	4.38%
	Public Works Facility Expansion		1610-2000	4.50%
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	-	0	417,262	417,262	2017	208,631	2017	208,631
2017	-	0	417,262	417,262	2018	208,631	2018	208,631
2018	-	0	417,262	417,262	2019	208,631	2019	208,631
2019	-	0	417,262	417,262	2020	208,631	2020	208,631
2020	-	0	417,262	417,262	2021	208,631	2021	208,631
2021	-	0	417,262	417,262	2022	208,631	2022	208,631
2022	0041-0247	1,035,000	417,262	1,452,262	2023	208,631	2023	208,631
2023	0248-0559	1,560,000	375,864	1,935,864	2024	187,932	2024	187,932
2024	0560-0889	1,650,000	313,464	1,963,464	2025	156,732	2025	156,732
2025	0890-1239	1,750,000	244,164	1,994,164	2026	122,082	2026	122,082
2026	1240-1609	1,850,000	168,914	2,018,914	2027	84,457	2027	84,457
2027	1610-2000	1,955,000	87,976	2,042,976	2028	43,988	2028	43,988
		<u>9,800,000</u>	<u>4,111,216</u>	<u>13,911,216</u>		<u>2,055,608</u>		<u>2,055,608</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2009B

Date of Issue:	December 22, 2009	Interest Rates:	0280-0342	3.00%
Date of Maturity:	December 1, 2021		0343-0406	3.00%
Authorized Issue:	\$3,430,000		0407-0472	3.50%
Purpose:	Village Refunding (Series 2001)		0473-0540	3.75%
Interest Dates:	June 1 and December 1		0541-0612	3.75%
Principal Maturity Date:	December 1		0613-0686	3.75%
Payable At:	Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	0343-0406	320,000	61,275	381,275	2017	30,637	2017	30,638
2017	0407-0472	330,000	51,675	381,675	2018	25,837	2018	25,838
2018	0473-0540	340,000	40,125	380,125	2019	20,062	2019	20,063
2019	0541-0612	360,000	27,375	387,375	2020	13,687	2020	13,688
2020	0613-0686	370,000	13,875	383,875	2021	6,937	2021	6,938
		<u>1,720,000</u>	<u>194,325</u>	<u>1,914,325</u>		<u>97,160</u>		<u>97,165</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2009C

Date of Issue:	December 22, 2009	Interest Rates:	0014-0024	3.80%
Date of Maturity:	December 1, 2029		0025-0039	4.25%
Authorized Issue:	\$2,650,000		0040-0058	4.50%
Purpose:	Replacement Fire Station #14,		0059-0082	4.40%
	Emergency Operations Center and		0083-0110	4.70%
	Public Works Facility Expansion		0111-0142	4.70%
Interest Dates:	June 1 and December 1		0143-0242	4.90%
Principal Maturity Date:	December 1		0243-0330	5.00%
Payable At:	Bank of New York Mellon Trust Company		0331-0530	5.75%

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	0025-0039	75,000	130,842	205,842	2017	65,421	2017	65,421
2017	0040-0058	95,000	127,655	222,655	2018	63,828	2018	63,827
2018	0059-0082	120,000	123,380	243,380	2019	61,690	2019	61,690
2019	0083-0110	140,000	118,100	258,100	2020	59,050	2020	59,050
2020	0111-0142	160,000	111,520	271,520	2021	55,760	2021	55,760
2021	0143-0242	500,000	104,000	604,000	2022	52,000	2022	52,000
2022	0243-0330	440,000	79,500	519,500	2023	39,750	2023	39,750
2023	-	-	57,500	57,500	2024	28,750	2024	28,750
2024	-	-	57,500	57,500	2025	28,750	2025	28,750
2025	-	-	57,500	57,500	2026	28,750	2026	28,750
2026	-	-	57,500	57,500	2027	28,750	2027	28,750
2027	-	-	57,500	57,500	2028	28,750	2028	28,750
2028	0331-0530	1,000,000	57,500	1,057,500	2029	28,750	2029	28,750
		<u>2,530,000</u>	<u>1,139,997</u>	<u>3,669,997</u>		<u>569,999</u>		<u>569,998</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2011B

Date of Issue: July 29, 2011 Interest Rates: 0030-1032 2.52%
 Date of Maturity: December 1, 2020
 Authorized Issue: \$5,160,000
 Purpose: Village Refunding (Series 2003)
 Interest Dates: June 1 and December 1
 Principal Maturity Date: December 1
 Payable At: JP Morgan Chase

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	0437-0579	715,000	75,096	790,096	2017	37,548	2017	37,548
2017	0580-0726	735,000	57,078	792,078	2018	28,539	2018	28,539
2018	0727-0877	755,000	38,556	793,556	2019	19,278	2019	19,278
2019	0878-1032	775,000	19,530	794,530	2020	9,765	2020	9,765
		<u>2,980,000</u>	<u>190,260</u>	<u>3,170,260</u>		<u>95,130</u>		<u>95,130</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2012

Date of Issue: January 3, 2012 (Bid awarded July 14, 2011) Interest Rates: 0247-0595 3.10%
 Date of Maturity: December 1, 2022
 Authorized Issue: \$2,975,000
 Purpose: Village Refunding (Series 2003)
 Interest Dates: June 1 and December 1
 Principal Maturity Date: December 1
 Payable At: JP Morgan Chase

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	-	0	54,096	54,096	2017	27,048	2017	27,048
2017	-	0	54,096	54,096	2018	27,048	2018	27,048
2018	-	0	54,096	54,096	2019	27,048	2019	27,048
2019	-	0	54,096	54,096	2020	27,048	2020	27,048
2020	0247-0418	860,000	54,096	914,096	2021	27,048	2021	27,048
2021	0419-0595	885,000	27,436	912,436	2022	13,718	2022	13,718
		<u>1,745,000</u>	<u>297,916</u>	<u>2,042,916</u>		<u>148,958</u>		<u>148,958</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2013

Date of Issue:	September 10, 2013	Interest Rates:	0001-0463	3.00%
Date of Maturity:	December 1, 2033		0464-1783	4.00%
Authorized Issue:	\$9,800,000		1784-1960	4.13%
Purpose:	Flood Control			
Interest Dates:	June 1 and December 1			
Principal Maturity Date:	December 1			
Payable At:	The Bank of New York Mellon Trust Company			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	-	-	369,956	369,956	2017	184,978	2017	184,978
2017	-	-	369,956	369,956	2018	184,978	2018	184,978
2018	-	-	369,956	369,956	2019	184,978	2019	184,978
2019	0001-0111	555,000	369,956	924,956	2020	184,978	2020	184,978
2020	0112-0225	570,000	353,306	923,306	2021	176,653	2021	176,653
2021	0226-0342	585,000	336,206	921,206	2022	168,103	2022	168,103
2022	0343-0463	605,000	318,656	923,656	2023	159,328	2023	159,328
2023	0464-0588	625,000	300,506	925,506	2024	150,253	2024	150,253
2024	0589-0718	650,000	275,506	925,506	2025	137,753	2025	137,753
2025	0719-0853	675,000	249,506	924,506	2026	124,753	2026	124,753
2026	0854-0993	700,000	222,506	922,506	2027	111,253	2027	111,253
2027	0994-1139	730,000	194,506	924,506	2028	97,253	2028	97,253
2028	1140-1291	760,000	165,306	925,306	2029	82,653	2029	82,653
2029	1292-1449	790,000	134,906	924,906	2030	67,453	2030	67,453
2030	1450-1613	820,000	103,306	923,306	2031	51,653	2031	51,653
2031	1614-1783	850,000	70,506	920,506	2032	35,253	2032	35,253
2032	1784-1960	885,000	36,506	921,506	2033	18,253	2033	18,253
		<u>9,800,000</u>	<u>4,241,052</u>	<u>14,041,052</u>		<u>2,120,526</u>		<u>2,120,526</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION BONDS, SERIES 2014

Date of Issue: February 4, 2014 Interest Rates: 064-1258 3.00%
 Date of Maturity: December 1, 2023
 Authorized Issue: \$6,290,000
 Purpose: Street Improvements
 Interest Dates: June 1 and December 1
 Principal Maturity Date: December 1
 Payable At: The Bank of New York Mellon Trust Company

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	0182-0242	305,000	161,550	466,550	2017	80,775	2017	80,775
2017	0243-0323	405,000	152,400	557,400	2018	76,200	2018	76,200
2018	0324-0435	560,000	140,250	700,250	2019	70,125	2019	70,125
2019	0436-0587	760,000	123,450	883,450	2020	61,725	2020	61,725
2020	0588-0780	965,000	100,650	1,065,650	2021	50,325	2021	50,325
2021	0781-1005	1,125,000	71,700	1,196,700	2022	35,850	2022	35,850
2022	1006-1258	1,265,000	37,950	1,302,950	2023	18,975	2023	18,975
		<u>5,385,000</u>	<u>787,950</u>	<u>6,172,950</u>		<u>393,975</u>		<u>393,975</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

GENERAL OBLIGATION LIBRARY REFUNDING BONDS, SERIES 2016 (ESTIMATED)

Date of Issue:	September 8, 2016	Interest Rates:	0025-0295	2.00%
Date of Maturity:	December 1, 2022		0296-0573	2.00%
Authorized Issue:	\$8,880,000		0574-0860	3.00%
Purpose:	Library Refunding		0861-1156	3.00%
Interest Dates:	June 1 and December 1		1157-1461	2.00%
Principal Maturity Date:	December 1		1462-1776	2.00%
Payable At:	Zions Bancorporation			

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Payment Numbers	Tax Levy			Coupons Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2016	0025-0295	1,355,000	244,800	1,599,800	2017	122,400	2017	122,400
2017	0296-0573	1,390,000	204,600	1,594,600	2018	102,300	2018	102,300
2018	0574-0860	1,435,000	163,350	1,598,350	2019	81,675	2019	81,675
2019	0861-1156	1,480,000	120,750	1,600,750	2020	60,375	2020	60,375
2020	1157-1461	1,525,000	71,800	1,596,800	2021	35,900	2021	35,900
2021	1462-1776	1,575,000	26,650	1,601,650	2022	13,325	2022	13,325
		<u>8,760,000</u>	<u>831,950</u>	<u>9,591,950</u>		<u>415,975</u>		<u>415,975</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

IEPA FLOOD LOAN #4 CONTRACT PAYABLE OF 1997

Date of Issue: November 1, 1997 Interest Rates: 1-40 2.89%
 Date of Maturity: November 1, 2017
 Authorized Issue: \$1,203,550
 Purpose: Flood Control - See Gwun/Milburn
 Contract Number: L17-0855
 Interest Dates: May 1 and November 1
 Principal Maturity Date: May 1 and November 1
 Payable At: Illinois EPA

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers				Payments Due On			
		Principal	Interest	Total	May 1	Amount	Nov. 1	Amount
2017	39-40	<u>79,035</u>	<u>1,717</u>	<u>80,752</u>	2017	<u>40,376</u>	2017	<u>40,376</u>
		<u>79,035</u>	<u>1,717</u>	<u>80,752</u>		<u>40,376</u>		<u>40,376</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

IEPA FLOOD LOAN #5 CONTRACT PAYABLE OF 1999

Date of Issue: December 3, 1999 Interest Rates: 1-39 2.625%
 Date of Maturity: June 3, 2019
 Authorized Issue: \$1,760,421.91
 Purpose: Flood Control - Maple/Berkshire
 Contract Number: L17-1087
 Interest Dates: June 3 and December 3
 Principal Maturity Date: June 3 and December 3
 Payable At: Illinois EPA

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers	Principal	Interest	Total	Payments Due On			
					June 3	Amount	Dec 3	Amount
2017	35-36	109,868	6,638	116,506	2017	58,253	2017	58,253
2018	37-38	112,771	3,735	116,506	2018	58,253	2018	58,253
2019	39	57,499	754	58,253	2019	58,253	2019	-
		<u>280,138</u>	<u>11,127</u>	<u>291,265</u>		<u>174,759</u>		<u>116,506</u>

**VILLAGE OF MOUNT PROSPECT
LONG-TERM DEBT REQUIREMENTS
December 31, 2016**

INSTALLMENT NOTE PAYABLE OF 2012

Date of Issue: December 31, 2012 Interest Rates: 1-14 0.91%
 Date of Maturity: December 1, 2019
 Authorized Issue: \$2,500,000
 Purpose: Flood Control
 Interest Dates: June 1 and December 1
 Principal Maturity Date: December 1
 Payable At: Mount Prospect State Bank

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Payment Numbers				Payments Due On			
		Principal	Interest	Total	June 1	Amount	Dec. 1	Amount
2017	9-10	420,000	13,878	433,878	2017	6,939	2017	426,939
2018	11-12	515,000	10,056	525,056	2018	5,028	2018	520,028
2019	13-14	590,000	5,369	595,369	2019	2,684	2019	592,685
		<u>1,525,000</u>	<u>29,303</u>	<u>1,554,303</u>		<u>14,651</u>		<u>1,539,652</u>

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PENSIONS**

The Village provides pension benefits for all eligible employees through the Police Pension Fund, the Fire Pension Fund or the Illinois Municipal Retirement Fund.

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

Tier I Pensions

Police and Fire – Sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 50, a police officer or firefighter can retire at 50% of his/her last salary. These percentages increase with additional years of service to a maximum of 75%. Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – General village employees covered under this program receive vesting at eight years with benefits payable at age 60. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 48 months of earnings during the employees last ten years of service. An employee with 20 years of service would receive a pension of 35% of average base salary at age 60. In the event of death, a spouse receives 50% of the retiree's pension.

Tier II Pensions

Police and Fire – Sworn employees covered under this program receive partial vesting at ten years and full vesting at twenty years. With twenty years of credited service and upon attaining age 55, a police officer or firefighter can retire at an unreduced benefit. These percentages increase with additional years of service to a maximum of 75%. Final average salary is calculated at the average monthly salary obtained during 96 consecutive months within the last 120 months in which the total salary was highest. Previously it had been the salary on the last day before retirement. Base at which salary is capped allows for annual increases of 3% or one-half of CPI, whichever is less. The current base salary cap is \$111,572 (in 2016). Benefits for spouses and dependents are provided under both plans if the retiree dies.

IMRF – General village employees covered under this program receive vesting at ten years with benefits payable at age 67. Under IMRF, an employee receives 1-2/3% per year of his/her average base salary for the first 15 years of credited service and 2% per year after 15 years. Average base salary is obtained by using the highest 96 months of earnings during the employees last ten years of service. Base at which salary is capped allows for annual increases of 3% or one-half of CPI, whichever is less. The current cap is \$111,572 (in 2016). An employee with 20 years of service would receive a pension of 35% of average base salary at age 67. In the event of death, a spouse receives 50% of the retiree's pension.

The above plans are funded by contributions from both the members of the plans, from the Village and from investment income. Police officers contribute 9.91% of their salary, firefighters 9.455% and IMRF employees 4.5% plus 6.2% for Social Security.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
PENSIONS**

The December 31, 2015 actuarial valuation for the Police and Fire Pension Funds were completed showing a decrease from 57.9% to 54.6% in the funding level for Police Pension while the Fire Pension funding decreased from 63.0% to 58.0%. The drop in funding level was due to a change in assumptions used in the valuation and investment returns lower than assumed. Police and Fire investment returns were 0.93% and 3.23%, respectively. The Village's 2017 contribution from property tax levy proceeds and other sources to the Police Pension Fund is budgeted at \$3,817,580 and the Fire Pension Fund at \$3,387,750. The Village contributed 11.88% of the salaries of IMRF employees during 2016 and will contribute 11.2% in 2017 in addition to 6.2% for Social Security.

The Village's IMRF and FICA contributions along with the Village's contribution for Police and Fire personnel are included in the Employee Benefits classification in each operating department. The Pension Section of the Budget includes the actual pensions paid to retired and disabled Police and Fire personnel and to two former employees who are covered by special agreements. Total pension expenditures are expected to be \$10,334,501 for 2017 and \$10,624,700 for 2018.

Actuarial information schedules for the Police and Fire Pension Funds are shown on the last two pages of this section. Estimates were used for 2016 and 2017.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
PENSION FUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Miscellaneous Pensions	46,455	46,616	46,616	46,781	46,950
Police Pensions	4,685,033	4,833,176	4,801,976	4,938,310	5,068,901
Fire Pensions	4,737,216	4,901,031	5,074,861	5,349,410	5,508,849
Total Programs	9,468,704	9,780,823	9,923,453	10,334,501	10,624,700

Expenditure Classification

Pension Benefits	9,171,293	9,424,423	9,624,753	9,993,301	10,274,500
Contractual Services	253,702	302,200	254,000	291,000	300,000
Insurance	26,051	30,000	27,000	30,000	30,000
Commodities & Supplies	-	200	200	200	200
Other Expenditures	17,658	24,000	17,500	20,000	20,000
Total Expenditure Classification	9,468,704	9,780,823	9,923,453	10,334,501	10,624,700

Source of Funds

001 General Fund	46,455	46,616	46,616	46,781	46,950
070 Police Pension Fund	4,685,033	4,833,176	4,801,976	4,938,310	5,068,901
071 Fire Pension Fund	4,737,216	4,901,031	5,074,861	5,349,410	5,508,849
Total Source of Funds	9,468,704	9,780,823	9,923,453	10,334,501	10,624,700

BUDGET DISCUSSION AND ANALYSIS

The Retiree Pensions section of the budget includes a provision for pension and disability payments that are made from three Village administered pension plans.

The 2017 budget for pensions increased \$553,678 or 5.66% from the 2016 budget and totals \$10,334,501. Included in this amount is the addition of six (6) new pensions, 3% annual COLA increase and any other incremental increases expected during the year. Pension expense for fire, including administration charges account for \$5,349,410 of the total while police accounts for \$4,938,310. Miscellaneous pensions consisting of payments to two (2) retired firefighters brought over from the Forest River Fire Protection District total \$46,950. The total number of police and fire pensioners receiving benefits is 71 and 80, respectively.

**VILLAGE OF MOUNT PROSPECT
PENSION FUNDS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Miscellaneous Pensions					
Pension Benefits					
001.00.00.00.3.000.528.001 Retirement Pensions	5,325	5,485	5,485	5,650	5,819
001.00.00.00.3.000.528.003 Surv. Spouse Pensions	41,130	41,131	41,131	41,131	41,131
Total Pension Benefits	46,455	46,616	46,616	46,781	46,950
Total Miscellaneous Pensions	46,455	46,616	46,616	46,781	46,950

Police Pension Fund

Pension Benefits					
070.00.00.00.3.000.528.001 Retirement Pensions	3,618,200	3,753,870	3,698,217	3,812,710	3,935,551
070.00.00.00.3.000.528.002 Disability Pensions	389,716	428,056	428,053	428,810	429,560
070.00.00.00.3.000.528.003 Surv. Spouse Pensions	477,517	461,050	515,106	515,190	515,190
070.00.00.00.3.000.528.005 Refund of Contrib.	44,529	-	-	-	-
Total Pension Benefits	4,529,962	4,642,976	4,641,376	4,756,710	4,880,301

Contractual Services

070.00.00.00.3.000.530.001 Actuarial Services	1,600	1,600	1,600	2,000	2,000
070.00.00.00.3.000.530.003 Investment Advisors	105,124	114,000	105,000	110,000	116,000
070.00.00.00.3.000.530.006 Other Prof. Serv.	16,330	16,000	16,000	17,000	18,000
070.00.00.00.3.000.530.008 Medical Expense	1,300	10,000	7,500	10,000	10,000
070.00.00.00.3.000.531.005 Legal-Pension	3,237	15,000	3,000	10,000	10,000
070.00.00.00.3.000.544.002 Postage Expense	32	500	100	500	500
070.00.00.00.3.000.549.001 Org Memberships	775	1,000	800	1,000	1,000
070.00.00.00.3.000.563.001 Banking Charges	4,457	5,000	5,000	6,000	6,000
Total Contractual Services	132,855	163,100	139,000	156,500	163,500

Insurance

070.00.00.00.3.000.594.001 Insurance Exp-Pension	12,558	15,000	13,000	15,000	15,000
Total Insurance	12,558	15,000	13,000	15,000	15,000

Commodities & Supplies

070.00.00.00.3.000.608.001 Other Supplies	-	100	100	100	100
Total Commodities & Supplies	-	100	100	100	100

Other Expenditures

070.00.00.00.3.000.636.001 State of IL Fee - IDOI	8,000	8,000	8,000	8,000	8,000
070.00.00.00.3.000.636.002 Seminars/Associations	1,658	4,000	500	2,000	2,000
Total Other Expenditures	9,658	12,000	8,500	10,000	10,000

Total Police Pension Fund	4,685,033	4,833,176	4,801,976	4,938,310	5,068,901
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**VILLAGE OF MOUNT PROSPECT
PENSION FUNDS**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Fire Pension Fund						
Pension Benefits						
071.00.00.00.3.000.528.001	Retirement Pensions	3,688,720	3,778,620	3,920,115	4,103,724	4,298,673
071.00.00.00.3.000.528.002	Disability Pensions	668,271	740,958	748,369	767,529	787,809
071.00.00.00.3.000.528.003	Surv. Spouse Pensions	219,573	202,432	253,729	305,352	247,947
071.00.00.00.3.000.528.004	Children's Pensions	12,820	12,821	14,548	13,205	12,820
071.00.00.00.3.000.528.005	Refund of Contrib.	5,492	-	-	-	-
Total Pension Benefits		4,594,876	4,734,831	4,936,761	5,189,810	5,347,249
Contractual Services						
071.00.00.00.3.000.530.001	Actuarial Services	1,600	1,600	1,600	2,000	2,000
071.00.00.00.3.000.530.003	Investment Advisors	80,203	87,000	79,000	83,000	85,000
071.00.00.00.3.000.530.006	Other Prof. Serv.	19,937	20,000	19,000	20,000	20,000
071.00.00.00.3.000.530.008	Medical Expense	4,920	10,000	3,000	10,000	10,000
071.00.00.00.3.000.531.005	Legal-Pension	8,907	15,000	4,000	10,000	10,000
071.00.00.00.3.000.544.002	Postage Expense	29	500	100	500	500
071.00.00.00.3.000.549.001	Org Memberships	775	1,000	800	1,000	1,000
071.00.00.00.3.000.563.001	Banking Charges	4,476	4,000	7,500	8,000	8,000
Total Contractual Services		120,847	139,100	115,000	134,500	136,500
Insurance						
071.00.00.00.3.000.594.001	Insurance Exp-Pension	13,493	15,000	14,000	15,000	15,000
Total Insurance		13,493	15,000	14,000	15,000	15,000
Commodities & Supplies						
071.00.00.00.3.000.608.001	Other Supplies	-	100	100	100	100
Total Commodities & Supplies		-	100	100	100	100
Other Expenditures						
071.00.00.00.3.000.636.001	State of IL Fee - IDOI	8,000	8,000	8,000	8,000	8,000
071.00.00.00.3.000.636.002	Seminars/Associations	-	4,000	1,000	2,000	2,000
Total Other Expenditures		8,000	12,000	9,000	10,000	10,000
Total Fire Pension Fund		4,737,216	4,901,031	5,074,861	5,349,410	5,508,849
TOTAL PENSION FUNDS		9,468,704	9,780,823	9,923,453	10,334,501	10,624,700

**VILLAGE OF MOUNT PROSPECT
POLICE PENSION FUND
DECEMBER 31, 1995 - DECEMBER 31, 2017**

Fiscal Year Ending	Contributing Members	Assets Available (1)	Pension Liability	Excess or (Deficiency)	Percent Funded
December 31, 1995	78	23,126,360	23,511,239	(384,879)	98.4%
December 31, 1996	78	24,393,815	25,709,181	(1,315,366)	94.9%
December 31, 1997	79	26,632,406	27,925,613	(1,293,207)	95.4%
December 31, 1998	79	28,560,329	31,000,360	(2,440,031)	86.4%
December 31, 1999	80	28,700,234	33,235,857	(4,535,623)	86.4%
December 31, 2000	80	31,121,191	35,835,766	(4,714,575)	86.8%
December 31, 2001	80	31,396,220	38,213,704	(6,817,484)	82.2%
December 31, 2002	80	30,916,536	41,058,866	(10,142,330)	75.3%
December 31, 2003	82	33,520,535	43,278,648	(9,758,113)	77.5%
December 31, 2004	81	35,616,429	47,837,706	(12,221,277)	74.5%
December 31, 2005	83	37,284,555	50,333,889	(13,049,334)	74.1%
December 31, 2006	88	40,084,648	53,166,244	(13,081,596)	75.4%
December 31, 2007	90	42,963,185	56,873,906	(13,910,721)	75.5%
December 31, 2008	89	36,262,944	61,578,623	(25,315,679)	59.9%
December 31, 2009	88	41,020,478	67,715,945	(26,695,467)	60.6%
December 31, 2010	81	44,540,310	75,131,534	(30,591,224)	59.3%
December 31, 2011	82	46,961,835	79,366,157	(32,404,322)	59.2%
December 31, 2012	84	49,499,688	85,202,766	(35,703,078)	58.1%
December 31, 2013	85	53,002,214	88,451,950	(35,449,736)	59.9%
December 31, 2014	82	56,981,575	98,409,322	(41,427,747)	57.9%
December 31, 2015	82	60,205,656	110,231,339	(50,025,683)	54.6%
December 31, 2016 (2)	82	62,789,480	*	*	*
December 31, 2017 (2)	82	66,376,295	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.

(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of October 11, 2016.

**VILLAGE OF MOUNT PROSPECT
FIRE PENSION FUND
DECEMBER 31, 1995 - DECEMBER 31, 2017**

Fiscal Year Ending	Contributing Members	Assets Available (1)	Pension Liability	Excess or (Deficiency)	Percent Funded
December 31, 1995	66	26,127,531	24,808,620	1,318,911	105.3%
December 31, 1996	66	27,260,390	26,163,614	1,096,776	104.2%
December 31, 1997	66	28,984,369	28,109,816	874,553	103.1%
December 31, 1998	66	30,780,183	32,607,061	(1,826,878)	94.4%
December 31, 1999	66	30,091,010	34,633,217	(4,542,207)	86.9%
December 31, 2000	66	32,486,605	37,613,473	(5,126,868)	86.4%
December 31, 2001	69	33,085,014	39,140,700	(6,055,686)	94.5%
December 31, 2002	68	33,182,657	41,445,957	(8,263,300)	80.1%
December 31, 2003	69	35,111,866	44,537,550	(9,425,684)	78.8%
December 31, 2004	68	36,729,420	46,613,979	(9,884,559)	78.8%
December 31, 2005	68	38,091,422	49,825,274	(11,733,852)	76.4%
December 31, 2006	71	40,166,884	52,357,613	(12,190,729)	76.7%
December 31, 2007	72	43,030,181	55,025,410	(11,995,229)	78.2%
December 31, 2008	70	36,681,856	57,366,525	(20,684,669)	63.9%
December 31, 2009	72	40,800,749	62,747,542	(21,946,793)	65.0%
December 31, 2010	66	43,860,979	69,228,826	(25,367,847)	63.4%
December 31, 2011	66	45,801,216	72,307,211	(26,505,995)	63.3%
December 31, 2012	65	47,824,650	75,639,594	(27,814,944)	63.2%
December 31, 2013	67	50,812,578	79,149,378	(28,336,800)	64.2%
December 31, 2014	67	54,150,520	85,904,197	(31,753,677)	63.0%
December 31, 2015	67	57,008,873	98,346,714	(41,337,841)	58.0%
December 31, 2016 (2)	66	58,672,112	*	*	*
December 31, 2017 (2)	72	61,325,282	*	*	*

(1) Effective December 31, 2011, "Assets Available" reflect Actuarial Value of Assets. For years 2010 and prior, "Assets Available" reflect Market Value of Assets.

(2) "Assets Available" are estimates. Pension Liability, Excess or Deficiency and Percent Funded figures were not available as of October 11, 2016.



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
RISK MANAGEMENT**

The Risk Management Fund (an Internal Service Fund) was established to account for the Village's Self-Insurance Program. The purpose of the fund is to receive, invest and disburse all monies associated with the Village's various insurance programs. The Village initiated a self-insurance plan for medical claims on July 1, 1982 and added property and liability losses as of January 1, 1984.

Under this program, the Village's self-insured retention is \$25,000 for property claims, \$600,000 for workers' compensation claims and \$2,000,000 for liability claims. The Village carries \$101,219,690 in Excess Property Insurance, the statutory limit for Workers' Compensation, and \$13,000,000 for excess General Liability, Auto Liability, Police Liability and Public Officials Liability.

Cannon Cochran Management Services administers the Village's workers' compensation claims through the Municipal Claims and Safety (MCSA) intergovernmental pool while Gallagher Bassett administers auto and liability claims.

The Village is required by state statutes to offer medical insurance to all Village retirees. Additionally, Mount Prospect Library employees are part of the Village's medical insurance group. Retirees and Library employees pay the full premium for medical insurance coverage.

The Village is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC) for health insurance coverage. The IPBC is an intergovernmental risk pool providing health and life insurance to municipal government and other special district members. Each member of IPBC is responsible for the first \$30,000 of each claim. Claims between \$30,000 and \$100,000 are shared between all members. All claims over \$100,000 are reinsured at 100%.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
RISK MANAGEMENT**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Insurance Programs	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
Total Programs	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
Expenditure Classification					
Contractual Services	23,655	22,000	22,000	12,000	12,000
Insurance	7,071,885	8,029,714	7,849,300	7,667,320	7,934,936
Other Equipment	199	-	-	-	-
Total Expenditure Classification	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
Source of Funds					
063 Risk Management Fund	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
Total Source of Funds	7,095,739	8,051,714	7,871,300	7,679,320	7,946,936

BUDGET DISCUSSION AND ANALYSIS

The Risk Management Fund budget for 2017 is \$7,679,320. This is a decrease of \$372,394, or 4.63% from the 2016 budget. Employer provided medical premiums budget decreased \$224,521, or 3.3% from the previous year. Positive claims experience and membership in the Intergovernmental Personnel Benefit Cooperative (IPBC) have helped in managing healthcare costs. Liability claims in 2017 are budgeted at \$100,000, reflecting no change from the prior year's amount. Workers' Compensation claims in 2017 are budgeted at \$500,000, which is a decrease of \$200,000 from the previous year. Previous large claims have been closed resulting in the lower budget. No changes were made to coverage or benefit levels in the liability, workers' compensation or property insurance programs for the Village. Various plan offering changes were made for health coverage.

**VILLAGE OF MOUNT PROSPECT
RISK MANAGEMENT**

		Actual	Budget	Estimate	Budget	Forecast
		2015	2016	2016	2017	2018
Insurance Programs						
Contractual Services						
063.00.00.00.4.000.530.006	Other Prof. Serv.	23,655	22,000	22,000	12,000	12,000
Total Contractual Services		23,655	22,000	22,000	12,000	12,000
Insurance						
063.00.00.00.4.000.595.001	Claims Admin-Liability	7,170	11,000	11,000	12,000	12,000
063.00.00.00.4.000.595.002	Claims Admin-Medical	303,189	303,480	310,800	321,525	334,389
063.00.00.00.4.000.595.004	Workers' Comp	61,120	64,000	89,000	82,000	85,000
063.00.00.00.4.000.596.002	Property Insurance	110,245	114,000	114,000	115,000	115,000
063.00.00.00.4.000.596.003	HELP Excess Liability	98,492	120,000	122,500	128,000	135,000
063.00.00.00.4.000.596.004	Workers' Comp. Ins.	98,107	99,000	102,000	105,000	108,000
063.00.00.00.4.000.596.005	Faithful Performance	2,780	4,000	3,000	4,000	4,000
063.00.00.00.4.000.596.006	Surety Bonds	490	500	500	500	500
063.00.00.00.4.000.596.008	Other Insurance	2,435	4,000	3,000	3,000	3,000
063.00.00.00.4.000.597.001	Medical - PPO	3,427,955	4,154,684	4,088,000	4,099,339	4,263,304
063.00.00.00.4.000.597.002	Medical HMO	1,576,769	1,613,507	1,430,000	1,369,556	1,424,343
063.00.00.00.4.000.597.003	Life Insurance	32,231	40,543	43,000	44,400	44,400
063.00.00.00.4.000.597.004	Medical Premiums -	627,050	655,000	661,500	712,000	735,000
063.00.00.00.4.000.599.001	Property Claims	-	1,000	1,000	1,000	1,000
063.00.00.00.4.000.599.002	Liability Claims	(34,715)	100,000	100,000	100,000	100,000
063.00.00.00.4.000.599.003	Workers' Comp. Claims	750,086	700,000	700,000	500,000	500,000
063.00.00.00.4.000.599.004	Workers' Comp.-Med.	575	-	-	-	-
063.00.00.00.4.000.600.001	Vlg Property Damage	-	10,000	10,000	10,000	10,000
063.00.00.00.4.000.600.002	Auto Miscellaneous	7,391	15,000	40,000	40,000	40,000
063.00.00.00.4.000.600.004	Unemplmnt Comp.	-	10,000	10,000	10,000	10,000
063.00.00.00.4.000.600.005	Other Claims	515	10,000	10,000	10,000	10,000
Total Insurance		7,071,885	8,029,714	7,849,300	7,667,320	7,934,936
Other Equipment						
063.00.00.00.4.000.665.031	Other Equipment	199	-	-	-	-
Total Other Equipment		199	-	-	-	-
Total Insurance Programs		7,095,739	8,051,714	7,871,300	7,679,320	7,946,936
TOTAL RISK MANAGEMENT		7,095,739	8,051,714	7,871,300	7,679,320	7,946,936



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET
BUSINESS DISTRICT**

The Business District Fund (a Special Revenue Fund) was established to account for the revenues and expenditures associated with the Business Districts within the Village. The Village currently has one Business District, the Randhurst Village Business District Area which was established in 2011.

The Village of Mount Prospect is dedicated to the continued growth and economic development of the Village. The Village's ability to stimulate growth and development relies on the creation and implementation of government policies that will allow the Village to work with the private sector to eliminate blighting conditions, enhance the tax base, and ensure sound growth and development of property. Based upon the Village's establishment of this Business District Area, it is understood that the Village recognized the necessity of the relationship between continued community growth and public participation.

The Village's Business District Redevelopment Plan was developed to provide a description of the necessary actions to address existing blighting conditions and attract sound and stable commercial growth. The Business District Area generally bounded by Euclid Ave. to the north, Route 83 to the west, Kensington and Rand Roads to the south and the mall access road to the east encompasses approximately 100 acres of land in the Village. From an economic perspective, the implementation of the Plan and the establishment of the Business District have stimulated private investment within the Business District and surrounding Area. The combined public and private investment has eliminated the blighting conditions in the area.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
BUSINESS DISTRICT FUND**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Randhurst Village	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Programs	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Expenditure Classification					
Interest Expense	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Expenditure Classification	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Source of Funds					
048 Business District Fund	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Source of Funds	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000

BUDGET DISCUSSION AND ANALYSIS

The Business District budget is a pass-through accounting of revenues received and payouts due related to the redevelopment agreement for Randhurst Village. Expenses are for the payment of interest on the outstanding Randhurst RDA Note. Total interest payments expected for 2017 total \$1,721,000. This is an increase of \$90,000 over the estimated payout amount for 2016. The payout is equal to the amount of tax revenues expected to be generated from the Food & Beverage, Hotel/Motel, Movie Theatre, Business District and Sales taxes generated by the Randhurst Village development.

**VILLAGE OF MOUNT PROSPECT
BUSINESS DISTRICT FUND**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Randhurst Village					
Interest Expense					
048.00.00.00.0.775.691.002 Randhurst RDA	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Interest Expense	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
Total Randhurst Village	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000
TOTAL BUSINESS DISTRICT FUND	1,277,230	1,097,100	2,295,544	1,721,000	1,810,000



**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY
INTERFUND TRANSFERS**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Programs					
Transfers	281,599	-	664,544	600,000	425,000
Total Programs	281,599	-	664,544	600,000	425,000
Expenditure Classification					
Interfund Transfers	281,599	-	664,544	600,000	425,000
Total Expenditure Classification	281,599	-	664,544	600,000	425,000
Source of Funds					
001 General Fund	281,599	-	664,544	600,000	425,000
Total Source of Funds	281,599	-	664,544	600,000	425,000

BUDGET DISCUSSION AND ANALYSIS

Interfund transfers totaling \$600,000 and \$425,000 in 2017 and 2018, respectively, are intended to support mid-range capital projects funded through the Capital Improvement Fund. Limited resources in the Capital Improvements Fund has resulted in a backlog of these pay-as-you-go projects. The transfers are being done using current revenues so no draw-down of reserves is needed. The use of interfund transfers will be reviewed annually and done so only when fiscally prudent.

**VILLAGE OF MOUNT PROSPECT
2017 BUDGET SUMMARY**

	Actual 2015	Budget 2016	Estimate 2016	Budget 2017	Forecast 2018
Interfund Transfers					
Interfund Transfers					
001.00.00.00.0.000.697.001 Transfer Out	281,599	-	664,544	600,000	425,000
Total Interfund Transfers	281,599	-	664,544	600,000	425,000
Total Interfund Transfers	281,599	-	664,544	600,000	425,000

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

GLOSSARY

The Budget contains specialized and technical terminology that is unique to governmental finance and budgeting. To assist the reader of the Budget document in understanding these terms, the following budget glossary has been prepared.

Abatement

A partial or complete cancellation of a levy imposed by the Village. Abatements usually apply to tax levies.

Accrual Basis

The recording of the financial transactions that have cash consequences for the government in the periods in which those transactions occur, rather than in the periods in which cash is received or paid by the government.

Ad Valorem Tax

A tax levied on the assessed value of real property (also known as "property taxes").

Advance from Other Funds

A liability account used to record noncurrent portions of a long-term debt owed by one fund to another fund within the same reporting entity. See **Due To Other Funds** and **Interfund Receivable/Payable**.

Advance Refunding Bonds

Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited in escrow with a fiduciary, invested in U. S. Treasury Bonds or other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Advance to Other Funds

An asset account used to record noncurrent portions of a long-term loan from one fund to another fund within the same reporting entity. See **Due From Other Funds**.

Amortization

- (1) The portion of the cost of an intangible asset charged as an expense during a particular period.
- (2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Appropriation

A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures of resources for a specific purpose.

Assessed Valuation

A value established for real property for use as a basis for levying property taxes.

Assets

Property owned by government.

Assigned Fund Balance

The portion of a Governmental Fund's fund balance that denotes an intended use of resources but with no formal Board action.

Audit

A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

Available Fund Balance

That portion of fund balance collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Balance Sheet

That portion of the Village's financial statement that discloses the assets, liabilities, and the fund balance of a specific governmental fund as of a specific date.

Balanced Budget

A budget where estimated revenues equal estimated expenditures during a single fiscal period.

Basis of Accounting

A term used to denote 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 accrual method.

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

GLOSSARY

Basis Point

Equal to 1/100 of one percent. If interest rates rise from 7.50 percent to 7.75 percent, the difference is referred to as an increase of 25 basis points.

Bond

A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayments of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation (G.O.) and revenue bonds. Bonds are most frequently used to finance construction of large capital projects, such as buildings, streets and major equipment.

Bond Discount

The difference between the present value and the face amount of bonds when the former is less than the latter.

Bond Ordinance or Resolution

An ordinance or resolution authorizing a bond issue.

Bond Premium

The difference between the present value and the face amount of bonds when the former is greater than the latter.

Budget

A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

Budget Message

A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message contains an explanation of the principal budget items, an outline of the government's experience during the past period and its financial status at the time of the message and recommendations regarding the financial plan for the coming period.

Budgetary Control

The control or management of a governmental unit in accordance with an approved budget. The purpose of budgetary control is to keep expenditures within the limitations of available appropriations and available revenues.

Capital Expenditures

Expenditures resulting in the acquisition of or addition to fixed assets such as land, buildings, machinery, and equipment.

Capital Outlays

See **Capital Expenditures**

Capital Program

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs.

Capital Projects Fund

Used to account for financial resources to be used for the acquisition of construction of major capital facilities (other than those financed by proprietary funds).

Carryover (C/O)

An expenditure that was budgeted in a previous year but was not actually made and has been budgeted again in the current budget year. Carryovers are usually capital items or high-cost contractual services. Because a carryover item was recognized as a valid requirement during a previous year's budget process, it is not subject to the same high degree of scrutiny as a new request and, to the extent possible, does not compete with new requests for funding. With regard to budgeted capital purchases, the ability to designate an expenditure as a carryover removes the disincentive to defer those purchases when the useful lives of items on hand can be extended.

Cash Basis

The recording of financial transactions in the periods in which cash is received or paid by the government.

Cash Management

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the balance of the highest interest and return, liquidity and minimal risk with these temporary cash balances.

VILLAGE OF MOUNT PROSPECT

2017 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.

Community Investment Program

A multi-year, prioritized plan for capital expenditures. The Village's Community Investment Program addresses capital expenditures of \$25,000 or more and all proposed additions to the motor vehicle fleet. The replacement of vehicles existing in the fleet are not included in the Community Investment Program Plan but are programmed for replacement through the Vehicle Replacement Fund.

Committed Fund Balance

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

Compensated Absences

The expense incurred and the offsetting liability for accrued vacation time, personal time, and the portion of sick leave that becomes vested and will be paid at termination.

Contingency

The appropriation of funds for future allocation in the event specific budget allotments have been depleted and additional funds are needed.

Cost

The amount of money or other consideration exchanged for goods or services.

Debt

A financial obligation resulting from the borrowing of money. Debts of government include bonds, notes, and land contracts.

Debt Service

The payment of principal and interest on borrowed funds.

Debt Service Fund

A fund or funds established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deferred Charges

Expenditures that are not chargeable to the fiscal period in which they were made but that are carried as an asset on the balance sheet, pending amortization or other disposition (e.g., bond issuance costs). Deferred charges differ from prepaid items in that they usually extend over a long period of time (more than five years) and are not regularly recurring costs of operation. See **Prepaid Items**.

Deferred Compensation Plans

Plans that offer employees the opportunity to defer a portion of their salary and the related liability for federal income taxes. Several sections of the Internal Revenue Code authorize certain state and local governments to provide deferred compensation plans for their employees.

Deferred Revenue

Amounts for which asset recognition criteria (e.g., a valid receivable) have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, receivables that are measurable but not available are one example of deferred revenue.

Deficit

The excess of expenditures or expenses over revenues or income during a single accounting period.

Department

A major administrative division of the Village which indicates overall management responsibility for an operation or group of related operations within a functional area.

Depreciation

(1) Expiration in the useful life of fixed assets attributable to wear and tear, deterioration, and obsolescence.

(2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Division

A segment of a department which is assigned a specific operation.

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

GLOSSARY

Due from Other Funds

An asset account used to indicate amounts owed to a particular fund by another fund for goods sold or services rendered. See **Advance To Other Funds** and **Interfund Receivable/Payable**.

Due to Other Funds

A liability account reflecting amounts owed by a particular fund to another fund for goods sold or services rendered. See **Advance From Other Funds** and **Interfund Receivable/Payable**.

Efficiency Measures

Performance measures which measure the cost of an activity (either in terms of dollars or work hours) per unit of output or outcome or otherwise gauge the productivity of an activity. Generally, efficiency measures in the latter category compare work successfully completed with the potential amount of work which could have been accomplished.

Encumbrance

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Enterprise Fund

A set of self-balancing accounts used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. The Water and Sewer Fund and the Parking Funds are enterprise funds.

Entity

The basic unit upon which accounting and/or financial reporting activities focus. The basic governmental legal and accounting entity is the individual fund and account group.

Equalized Assessed Valuation

The assessed valuation of a property increased by a multiplier established by the Illinois Department of Revenue which is intended to increase the total assessed valuation of all property in the County to a level that is equal to 33-1/3% of market value.

Equalization Factor

A factor determined by the State which when applied to the counties' assessed value will cause all property to equal one-third of its market value.

Expenditure

This term refers to the amount of funds paid or to be paid for obtaining an asset, goods, and services. For budget purposes, the term expenditure applies to all costs or expected commitments.

Expense

The term expense is used in full accrual accounting to report decreases in net total assets.

Fiscal Policies

The Village's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY)

The time period designated by the Village signifying the beginning and ending period for recording financial transactions. Beginning January 1, 1996 the Village of Mount Prospect specified January 1 to December 31 as its fiscal year.

Fixed Assets

Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Forfeiture

The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses.

Franchise Fee

A fee paid by public service businesses for use of Village streets, alleys and property in providing their services to citizens of a community. Services requiring franchises include cable television.

Full Faith and Credit

A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full-faith-and-credit bonds.

VILLAGE OF MOUNT PROSPECT

2017 BUDGET

GLOSSARY

Full-Time Equivalent (FTE)

A standardized unit of measure used to determine the equivalent number of full-time employees. It is calculated by dividing the total hours actually worked or planned for a job class (regular and overtime) by a standard number of hours a full-time employee would work for the job class.

Function

A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

Fund

An accounting entity with a set of self-balancing accounts that is used to account for financial transactions for specific activities or government functions. Several commonly used funds in governmental accounting are: the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, and trust and agency funds.

Fund Balance

Fund balance is the excess of assets over liabilities. The fund balance is composed of three categories: nonspendable, restricted and unrestricted.

Fund Type

Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fixed Assets

Capital assets that are not assets of any fund, but of the government unit as a whole. Most often these assets arise from the expenditure of the resources of governmental funds.

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

Generally Accepted Auditing Standards (GAAS)

Standards established by the AICPA for the conduct and reporting of financial audits. There are 10 basic GAAS, classed into three broad categories: general standards, standards of field work and standards of reporting.

General Fund

The largest fund within the Village, the General Fund accounts for most of the financial resources of the government. General Fund revenues include sales taxes, licenses and permits, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, inspection services, community development, public works and general administration.

General Obligation Bonds

Bonds that finance a variety of public projects such as streets, buildings, and improvements, and which are backed by the full faith and credit of the issuing government.

Governmental Fund Types

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. The measurement focus in these fund types is on the determination of financial position and changes in financial position, rather than on net income determination. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

Grant

Contributions or gifts of cash or other assets from another government or entity to be used for a specified purpose, activity, or facility. Grants may be classified as either categorical or block, depending on the amount of discretion allowed the grantee.

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Gross Bonded Debt

The total amount of direct debt of a government, represented by outstanding bonds before deduction of any assets available and earmarked for their retirement.

Imprest Account

An account into which a fixed amount of money is placed for minor disbursements or disbursements for a specific purpose (e.g., petty cash).

Income

A term used in proprietary fund type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

Infrastructure Assets

Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

Interfund Receivable/Payable

Short-term loans made by one fund to another, or the current portion of an advance to or from another fund.

Interfund Transfer

Payment from one fund to another fund primarily for work or services provided.

Intergovernmental Revenues

Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Internal Service Fund

Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis; for example, the Risk Management Fund.

Interperiod Equity

The measure of the extent to which current-year revenues are sufficient to pay for the services provided by the government entity during the year, and whether current-year citizens are receiving services by shifting part of the payment burden to future years' citizens or by using up previously accumulated resources.

Investments

Securities held for the production of revenues in the form of interest or dividends. The term does not include fixed assets used in government operations.

Joint Venture

A legal entity or other contractual arrangement in which a government participates in a separate activity for the benefit of the public and in which the government retains an ongoing financial interest.

Level of Budgetary Control

The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that increase the total expenditures of any fund must be approved by the governing body. Expenditures may not legally exceed budgeted appropriations at the fund level.

Levy

(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by the Village.

Liability

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

Line-Item Budget

A budget that lists each expenditure category (salaries, office supplies, telephone service, copy machine costs, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt

Debt with a maturity of more than one year after the date of issuance.

Major Fund

For budget purposes, if a fund's revenue or expenditures, excluding other financing sources and uses, exceeds 10% of the revenues or expenditures of the appropriated budget, it is classified as a major fund. This classification differs from that used for GAAP external reporting purposes.

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Measurement Focus

The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

Millage

The tax rate on real property based on \$1.00 per \$1,000 of assessed property value.

Modified Accrual Accounting

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Expenditures are recorded when the related fund liability is incurred.

Net Income

Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

Non-Operating Expenditures

The costs of government services which are not directly attributable to a specific Village program or operation. Examples include debt service obligations and pension fund expenses.

Non-Operating Revenues

The incomes received by the government which are not directly attributable to providing a service. An example would be interest on investments.

Nonspendable Fund Balance

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

Operating Budget

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. See **Budget**.

Ordinance

A formal legislative enactment by the governing body of a municipality. It has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. See **Resolution**.

Organizational Unit

A responsibility center within a government.

Other Financing Sources

Governmental fund debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental operating statement.

Other Financing Uses

Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental operating statement.

Overlapping Debt

The proportionate share that property within each government must bear of the debts of all local governments located wholly or in part within the geographic boundaries of the reporting government. The amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction.

Performance Budget

A budget that focuses on activities rather than line items. Work load and unit cost data are collected in order to assess the efficiency of services.

Performance Measures

Specific quantitative and qualitative measures of work performed as an objective of the department.

Personal Services

Includes the compensation paid to all employees as well as the Village's share of pension, health insurance, FICA and Medicare costs, other employee compensation, allowances and incentives.

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Premium

The excess of the price of a security over its face value, excluding any amount of accrued interest bought or sold.

Prepaid Items

Payment in advance of the receipt of goods and services in an exchange transaction. Prepaid items (e.g., prepaid rent and unexpired insurance premiums) differ from deferred charges (e.g., unamortized issuance costs) in that they are spread over a shorter period of time than deferred charges and are regularly recurring costs of operations.

Program

A segment of a department or division which fulfills a specific activity or service.

Program Budget

A budget which structures budget choices and information in terms of "programs and their related" work activities (i.e., repairing roads, paid-on-call firefighters, etc.). A program budget provides information on what each program is committed to accomplish in the long run (goals) and in the short run (objectives), and measures the degree of achievement of program objectives (performance measures).

Property Tax

A tax levied on the assessed value of real property (also known as "ad valorem taxes").

Proprietary Fund Type

The classification used to account for a Village's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The Generally Accepted Accounting principles used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the Governmental Accounting Standards Board has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

Purchase Order

A document authorizing the delivery of specified merchandise or the rendering of certain services.

Resolution

An order of a legislative body requiring less legal formality than an ordinance or statute. See **Ordinance**.

Restricted Fund Balance

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

Restricted Net Assets

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

Revenue

Monies that the government receives as income. It includes such items as tax payments, fees from services, receipts from other governments, fines, reimbursements, grants, shared revenues and interest income.

Revenue Bonds

Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Retained Earnings

An equity account reflecting the accumulated earnings of the Village's proprietary funds.

Salary Adjustments

An amount to be approved by the Village Board for employee salary increases either negotiated through contracts or otherwise authorized by the Board.

Self-Insurance

A term used to describe the retention of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring this risk to an independent third-party through the purchase of an insurance policy.

Sick Leave Incentive

An incentive payment to employees who have accumulated a set number of unused sick days based on criteria set forth in the Village's Personnel Handbook.

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Special Revenue Funds

Funds used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

Special Service Area

A financing technique used to finance special services and special improvements desired by a specific area of the Village. A tax is levied only on the particular area that will receive the special service or improvement.

Statement of Revenues, Expenditures and Changes in Fund Balance

The financial statement that is the governmental fund and expendable trust fund GAAP operating statement. It presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in an entity's fund balance.

Statement of Revenues, Expenses and Changes in Net Assets

The financial statement that is the proprietary fund, nonexpendable trust fund and pension trust fund GAAP operating statement. It presents increases (revenues, gains and operating transfers in) and decreases (expenses, losses and operating transfers out) in an entity's net total assets.

Tax Anticipation Notes (TAN's)

Notes (or warrants) issued in anticipation of the collection of taxes, usually retirable only from tax collections.

Taxes

Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Levy

The total amount to be raised by general property taxes for operating and debt service purposes.

Tax Rate

The amount of tax levied for each \$100 of assessed valuation.

Unassigned Fund Balance

The available expendable financial resources in a governmental fund that is not the object of tentative management plans.

Unrestricted Fund Balance

A portion of a Governmental Fund's fund balance comprised of the following components: committed, assigned and unassigned.

Unrestricted Net Assets

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

Value

As used in governmental accounting (1) the act of describing anything in terms of money or (2) to measure in terms of money.

Voucher

A written document that evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

Working Capital

This term generally refers to current assets minus current liabilities. Some organizations may exclude certain current assets (e.g., inventory) from this general formula.

Zero-Coupon Debt

Deep discount debt issued with a stated interest rate of zero percent.

