



**Village of Mount Prospect, IL  
Joint Village Board and Finance  
Commission  
Special Workshop  
Agenda**

Village of Mount Prospect  
Village Hall  
Virtual Meeting  
Please see agenda for  
meeting details

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**Tuesday, October 13, 2020**

**6:00 PM**

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*Meeting Notice*

This joint meeting of the Mount Prospect Village Board and Finance Commission will be held *virtually* due to the number of staff, Commission and Board members who will participate in the discussion of the 2021 Operating Budget. Please note the meeting begins at 6:00pm.

You are invited to join us via [live-stream on MPDC](#), or view on Comcast or WOW Channel 17. You may submit your questions or comments prior to the meeting by submitting a [public comment form](#) at least one hour prior to the start of the meeting. To voice your question or comment *during* the meeting, you may call or text 847-350-1907 or email [tvservices@mountprospect.org](mailto:tvservices@mountprospect.org).

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**1. Roll Call 1.1 Village Board 1.2 Finance Commission**

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**2. Approval of Minutes - September 8, 2020 Committee of the Whole**

[Approval of Minutes - Committee of the Whole meeting of September 8, 2020](#)

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**3. Citizens to be Heard**

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**4. Discussion Items**

[Proposed 2021 Operating Budget Presentation](#)

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**5. Any Other Business**

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**6. Adjournment**

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## Item Cover Page

**Subject** **Approval of Minutes - Committee of the Whole meeting of September 8, 2020**

Meeting October 13, 2020 - JOINT VILLAGE BOARD AND FINANCE COMMISSION SPECIAL WORKSHOP -

Fiscal Impact

Dollar Amount

Budget Source

Category Approval of Minutes - September 8, 2020 Committee of the Whole

Type Minutes

### **Information**

### **Alternatives**

### **Staff Recommendation**

ATTACHMENTS:  
[COW Minutes 9 8 2020 draft.pdf](#)

**COMMITTEE OF THE WHOLE MEETING**  
**Tuesday, September 8, 2020 - 7:00 PM**

**1. CALL TO ORDER**

Meeting was called to order at 7:04pm by Mayor Juracek in the Boardroom at Village Hall, 50 S. Emerson St., Mount Prospect, Illinois.

**1.1 ROLL CALL:**

Members present upon roll call by the Village Clerk: Arlene A Juracek, William Grossi, Eleni Hatzis, Paul Hoefert, Richard Rogers, Colleen Saccotelli and Michael Zadel

Absent: None

**2. APPROVAL OF MINUTES**

**2.1 Minutes of the Committee of the Whole meeting - July 14, 2020**

Motion by Trustee Zadel, seconded by Trustee Grossi to approve the minutes of the Committee of the meeting of July 14, 2020. Minutes were approved by unanimous voice vote.

**3. CITIZENS TO BE HEARD**

None.

**4. DISCUSSION ITEMS**

**4.1 Aging in Community Presentation**

Director of Human Services Julie Kane presented a discussion regarding the Village's pursuit of membership in the AARP Network of Age-Friendly Communities.

Ms. Kane stated the topic of aging and how to appropriately and effectively address this important matter was identified as a high priority in the Village's Strategic Plan in 2019. Ms. Kane detailed steps the Human Services staff has taken to develop a plan of action including participation in the Metropolitan Mayors Caucus Age Friendly Communities Collaborative and the Aging in Community Stakeholder Committee. Ms. Kane provided details on the stakeholder committee which includes a collaboration with the Mount Prospect Public Library, Mt. Prospect Park District and the River Trails Park District. This committee worked to develop senior focus groups. Six focus group meetings were held between September and October 2019 and were attended by forty-six residents, divided amongst three age groups. Ms. Kane stated the focus groups provided important insight that will be used to develop future programs and initiatives. The focus groups identified key themes that include a desire to age in Mount Prospect, space to gather together, opportunities for socialization and availability of Village services and resources.

Ms. Kane stated the AARP Network of Age-Friendly States and Communities is the United States affiliate of the World Health Organization Global Network for Age-Friendly Cities and Communities. Ms. Kane provided information regarding the World Health Organization and AARP's Eight Livability Domains. Illinois currently has nine members in the AARP Network of Age-Friendly Communities including Arlington Heights. Ms. Kane provided details on next steps and a timeline which begins with the submission of an application to join the AARP Age-Friendly Communities Network.

### Board Comments:

- Pleased to learn the term "Aging in Community" replaced "Aging in Place"; "Aging in Community" implies a more positive outlook
- Relevant topic for the whole world but important the Village is bringing this to the local level
- Important topic for the Village that affects our large population of seniors
- This subject has changed over the years; pleased that we are proactively responding to these changes
- Endorses membership in the AARP program
- Many residents were raised here and have stayed to raise their own families; pleased we are making this initiative a priority
- Looking forward to the 2020 census data

### Ms. Kane provided the following in response to questions from the Board:

- Development of an advisory group would guide staff in creating an action plan
- There is no cost associated with this; advisory group/task force will be volunteers

The Board provided Ms. Kane direction and support to pursue membership in the AARP Network of Age-Friendly Communities.

### 4.2 Amendments to Chapter 18 of the Village Code ("Traffic") Related to Downtown Parking.

Assistant Village Manager Nellie Becker presented amendments to Chapter 18 of the Village Code. Ms. Beckner stated the proposed amendments are needed because existing language in our code is outdated and does not reflect all of the Village's current parking conditions and will simplify the code for ease of use and understanding.

Ms. Beckner provided an overview of the amendments that include:

- Language updates to correctly identify parking permit types and locations
- Allows Village Manager to determine specific hours of parking restrictions
- New proposed overnight parking permit policies and implementation of a paperless permit system

Ms. Beckner reviewed key policy decisions to be made regarding parking permits for the existing Easy Park system, minor changes to downtown Employee parking permits, proposed Emerson Street Parking Deck Overnight Parking Permits and changes to weekend parking restrictions and permissions in downtown. Ms. Beckner also reviewed staff's proposal to eliminate certain appendices in Chapter 18, Article XX that specifically list the portion of streets and corresponding time restrictions for hourly subsections only, and allowing the Village Manager to determine these locations.

Ms. Beckner reviewed implementation steps that begin with a formal presentation of the proposed code amendments at an upcoming Village Board meeting for Board approval. Ms. Beckner concluded her presentation with images of maps depicting downtown parking time restrictions and detailed Emerson Street Parking Deck space allotments. A brief discussion followed. The Board provided general support for the proposed amendments.

## **5. VILLAGE MANAGERS REPORT**

No report

## **6. ANY OTHER BUSINESS**

Trustee Rogers inquired about an abandoned vehicle parked on Prospect Avenue. Village Manager Michael Cassady stated the Police Department will look into this.

Mr. Cassady stated he recently spoke with Louis Goodman, a long-time, regular attendee at Village Board meetings. Mr. Cassady reported he is doing well and staying safe.

Mayor Juracek announced the passing of Mount Prospect resident John Elenberger. Mayor Juracek remembered Mr. Elenberger as a committed and active participant in our civic engagement.

Mayor Juracek announced Saturday's Coffee with Council is cancelled.

## **7. ADJOURNMENT**

There being no further business to discuss, Mayor Juracek asked for a motion to adjourn. Trustee Zadel, seconded by Trustee Hoefert, motioned to adjourn the meeting. By unanimous voice vote of the Village Board, the September 8, 2020 Committee of the Whole meeting adjourned at 8:50 p.m.

Respectfully submitted,

Karen M. Agoranos  
Village Clerk



## Item Cover Page

<b>Subject</b>	<b>Proposed 2021 Operating Budget Presentation</b>
Meeting	October 13, 2020 - JOINT VILLAGE BOARD AND FINANCE COMMISSION SPECIAL WORKSHOP -
Fiscal Impact	
Dollar Amount	
Budget Source	
Category	Discussion Items
Type	Discussion Item

### **Information**

This Joint Workshop with the Village Board and the Finance Commission will be held for a review of the overall proposed 2021 budget, the departmental operating budgets, and the non-departmental budgets. The spending plan being presented is a responsible and transparent financial plan that incorporates key policies and priorities established by the Mayor, Board of Trustees and Finance Commission.

The Proposed Budget for 2021 totals \$132,525,890, a decrease of \$21.4 million, or 13.9% from the amended 2020 Budget. The decrease is due to the significant completion of major capital projects in 2020, including the Police and Fire Headquarters, the Maple Street Parking Deck, and Levee 37 Phase I project at Burning Bush Trails. The operating budget will see an increase of \$68,472 or 0.1% from the 2020 Budget. The 2021 operating budget also includes \$143,697 for any unanticipated expenses (contingency) and will be spent subject to the Village Board approval. The 5-year Community Investment Plan for fiscal year 2021 totals \$28.6 million, and is \$19.2 million less compared to the 2020 amended budget. The total debt service payments for 2021 will be \$8.9 million. During 2021, a total of \$5.1 million will be repaid in outstanding principal debt, while the total interest payment will be \$3.8 million. The 2021 plan also includes the issuance of \$10.0 million in new debt/bonds for the Water and Sewer Fund per the approved 2017 Water and Sewer Rate study. The 2021 bond issuance will be the last of its current series and will help reduce the critical watermain infrastructure replacement cycle from 600 years to 130 years. Completion of major TIF projects and reduced revenue for the Business District Fund due to COVID-19 are resulting in lower expenditures for the Special Revenue Funds.

Property Taxes are one of the most reliable revenue sources for any local government and the Village of Mount Prospect is no exception to this fact. The total 2021 property tax revenue budget for the Village is \$20.6 million. The total property tax levy amount is \$19,469,004 (same as 2019 levy) and the remainder of the property taxes are from Tax Increment Financing (TIF) revenues. The proposed zero percent increase property tax revenue accounts for 15.0% of the total 2021 annual revenue budget. Since the debt service levy is increasing by \$203,792, or 7.84%, and the pension levies are increasing by \$281,500, or 3.83%, it is challenging to not increase the tax levy. In order to achieve a 0% levy increase as proposed, the General Fund will be subsidizing the Police and Fire Pension levies by \$491,497 and will also lower the current Fire Protection levy by \$203,792, or 3.9%. This subsidy puts on hold the prefunding of six firefighter/paramedics to add an ambulance at Station 12. This issue will require additional discussion and direction given the precarious financial position of the Elk Grove Rural Fire Protection District.

An increase to the combined water and sewer rate of 8.0% approved last year is also included in this Proposed Budget to fund an expanded water/sewer main replacement program. The Village has not increased its refuse service rates in last three years. The refuse service at the current rate is not sustainable due to the inflation in the cost of services. The proposed budget is recommending an 8.0% increase in the refuse services.

The Village will see an increase in intergovernmental revenue primarily due to Rebuild Illinois Grants. The Village has received \$1.1 million in grants from the Rebuild Illinois Street program from the State of Illinois during the year 2020. The Village is expecting to receive equal amounts in 2021 and 2022. Additionally, the Village has applied for a \$5.0 million grant for the Aspen Trails Park Stormwater Improvements from the State of Illinois. The Village has already been awarded another grant from the Metropolitan Water Reclamation District for the same project. The final award amount from the Metropolitan Water Reclamation District is not yet available, but staff is anticipating the grant amount to be approximately \$1.4 million. The total project cost for this high-impact project is \$9.4 million and the Village will be allocating \$2.3 million from its General Fund reserves to fund the project.

The Proposed 2021 Budget for the General Fund totals \$60,801,902. This is a balanced budget based on staff assumptions for current period revenues and available cash reserves. Cash reserves are being used for the purpose of funding a major Flood Control Project. Absent these actions, the Proposed Budget of the General Fund returns a surplus of \$250,000. Items of note regarding the 2021 Budget for the General Fund include:

- The General Fund budget represents a decrease of \$1.3 million, or 2.1 percent, compared to the amended 2020 budget.
- The proposed 2021 budget includes a contingency budget of \$143,697 under the

Village Manager's Office. Should the need arise, the budget amount will be available for spending subject to Village Board approval.

- Cash reserves totaling \$3.0 million will be used to support transfers to several capital project funds. The funds will be used for a storm water improvement project at the Aspen Trails Park and for various other small capital projects. Of this amount, \$2.25 million will be transferred to the Flood Control Project and the remainder of \$750,000 will be transferred to the Capital Improvement Fund to support the small capital projects.

Fund balance policy permits this use of cash reserves when the fund balance exceeds 30.0%. After the transfers, the fund balance of the General Fund is expected to be at \$17.4 million, or at 29%, well above the desired 25% fund balance level.

The first and second readings of the proposed 2021 Budget and 2020 Property Tax Levy will be held on November 4 (Wednesday meeting due to the election) and November 17 Village Board Meetings. Public hearings will be held on these dates to provide additional opportunities for discussion and public input.

Below is a link to the Proposed 2021 Budget Document. Copies are also available at the Mount Prospect Library, 10 S. Emerson Street and Village Clerk's Office, 50 S. Emerson Street. The Proposed 2021 Budget as well as previous years' adopted budgets are also available online at [mountprospect.org/budget](http://mountprospect.org/budget).

[Proposed 2021 Budget - Click Here](#)

Staff will be present at the meeting to answer the questions and facilitate the discussion.

### **Alternatives**

Village Board and Finance Commission discussion on the proposed 2021 Budget.

1. Action at the discretion of the Village Board.

### **Staff Recommendation**

Discuss Operating Budget with the Village Board and the Finance Commission.

ATTACHMENTS: