



# City of Prospect

## 25/26 Budget Workbook

**Notes:**

1st Reading - June 16, 2025

2nd Reading and passage - June 23, 2025

## TOTALS

Budget Summary As Reflected on Ordinance

| INCOME                         |                    |
|--------------------------------|--------------------|
| Items                          | Revenue            |
| Ad Valorem Property Tax        | \$2,003,740        |
| Insurance Premium Tax          | \$1,800,000        |
| Other Revenues                 | \$383,250          |
| Municipal Road Aid Fund        | \$102,000          |
| <b>SubTotal</b>                | <b>\$4,288,990</b> |
| Municipal Road Fund transfer   | \$48,000           |
| Capital Projects Fund transfer | \$25,000           |
| <b>Total</b>                   | <b>\$4,361,990</b> |

| Income             | Expenses           | Difference    |
|--------------------|--------------------|---------------|
| <b>\$4,361,990</b> | <b>\$4,361,990</b> | <b>\$0.00</b> |

| EXPENSES                                     |                    |
|--|--------------------|
| Items  | Payables           |
| Administrative & Legislative salary benefits | \$294,980          |
| Employee Development                         | \$5,900            |
| Supplies                                     | \$7,650            |
| Information & Communication                  | \$39,330           |
| Capital Outlay                               | \$10,000           |
| Contingency                                  | \$15,000           |
| Professional Services                        | \$146,300          |
| Legal Services                               | \$249,420          |
| Utilities                                    | \$210,400          |
| Insurance                                    | \$70,922           |
| <b>City Administration subtotal</b>          | <b>\$1,049,902</b> |
| <b>Community Development</b>                 | <b>\$62,000</b>    |
| Police Salaries & Benefits                   | \$1,051,144        |
| Employee Development                         | \$4,750            |
| Supplies                                     | \$12,700           |
| Professional Services                        | \$15,000           |
| Maintenance                                  | \$82,400           |
| Capital Outlay                               | \$83,000           |
| Contingency                                  | \$2,000            |
| <b>Police Dept subtotal</b>                  | <b>\$1,250,994</b> |
| Public Works Salary & Benefits               | \$256,728          |
| Employee Development                         | \$1,300            |
| FEMS   | \$115,900          |
| Capital Outlay                               | \$0                |
| <b>Public Works subtotal</b>                 | <b>\$373,928</b>   |
| <b>Street Maintenance</b>                    | <b>\$485,093</b>   |
| <b>Solid Waste</b>                           | <b>\$734,700</b>   |
| <b>Landscape Maintenance</b>                 | <b>\$293,900</b>   |
| <b>Parks &amp; Tree Management</b>           | <b>\$111,473</b>   |
| <b>Expense Total</b>                         | <b>\$4,361,990</b> |

## REVENUE APPROPRIATIONS

| Income Source |                                    | 25/26              |
|---------------|------------------------------------|--------------------|
| 4101          | Property tax                       | \$2,003,740        |
| 4102          | Insurance premium tax              | \$1,800,000        |
| 4103          | Bank deposit tax                   | \$97,000           |
| 4104          | Utility tax                        | \$10,000           |
| 4105          | Cable TV franchise fees            | \$70,000           |
| 4201          | KLEFPF grant                       | \$37,000           |
| 4202          | HB413 (base court revenue)         | \$9,600            |
| 4301          | Business licenses                  | \$8,500            |
| 4302          | ABC licenses                       | \$6,350            |
| 4303          | Permits                            | \$28,000           |
| 4401          | Interest income                    | \$112,000          |
| 4403          | Library income                     | \$1,500            |
| 4404          | Parks contributions                | \$1,000            |
| 4405          | Tax records requests               | \$1,000            |
| 4406          | Police fingerprinting & reports    | \$800              |
| 4407          | Miscellaneous revenue              | \$500              |
| 5805          | Restricted Municipal Road Aid Fund | \$102,000          |
| <b>TOTALS</b> |                                    | <b>\$4,288,990</b> |

## ADMINISTRATION/GENERAL GOVERNMENT

|   |                             |                  |
|---|-----------------------------|------------------|
|   |                             | <b>25/26</b>     |
| <b>Administrative &amp; Legislative S&amp;B</b> |                             |                  |
| 5111  | Salaries - administrative   | \$208,845        |
| 5112  | FICA - administrative       | \$15,977         |
| 5114  | CERS                        | \$28,839         |
| 5115  | Health insurance            | \$17,111         |
| 5116  | HSA/HRA                     | \$3,800          |
| 5117  | Administrative fees         | \$137            |
| 5118  | Life insurance              | \$594            |
| 5119  | Salaries - legislative      | \$18,000         |
| 5120  | FICA - legislative          | \$1,377          |
| 5121  | Workers Comp insurance      | \$300            |
| <b>Total</b>                                    |                             | <b>\$294,980</b> |
| <b>Employee Development</b>                     |                             |                  |
| 5211  | Membership fees & dues      | \$300            |
| 5212  | Registration fees & tuition | \$600            |
| 5213  | Lodging                     | \$1,500          |
| 5214  | Per diem (meals)            | \$500            |
| 5215  | Mileage & parking           | \$500            |
| 5217  | Legislative development     | \$2,500          |
| <b>Total</b>                                    |                             | <b>\$5,900</b>   |
| <b>Supplies</b>                                 |                             |                  |
| 5311  | Uniforms                    | \$500            |
| 5312  | Office supplies             | \$4,000          |
| 5313  | Postage                     | \$1,600          |
| 5316  | Health & Safety             | \$1,550          |
| <b>Total</b>                                    |                             | <b>\$7,650</b>   |

## GENERAL GOVERNMENT

|  |  | 25/26           |
|--|--|-----------------|
| <b>Information &amp; Communication</b> |  |                 |
| 5411                                   | Bulk mail permit, newsletter & other City mailings | \$4,000         |
| 5412                                   | Organization dues                                  | \$3,450         |
| 5413                                   | Subscriptions                                      | \$600           |
| 5414                                   | Legal advertising                                  | \$3,300         |
| 5416                                   | QuickBooks subscription                            | \$780           |
| 5417                                   | AmLegal hosting (code & minutes)                   | \$700           |
| 5418                                   | Employee Retention                                 | \$800           |
| 5419                                   | Signs & plaques                                    | \$200           |
| 5420                                   | Other software                                     | \$4,500         |
| 5421                                   | Cybersecurity                                      | \$6,000         |
| 8511                                   | Library  | \$15,000        |
| <b>Total</b>                           |  | <b>\$39,330</b> |
| <b>Community Development</b>           |  |                 |
| 8111                                   | Community Development Projects                     | \$25,000        |
| 8112                                   | Community Celebrations                             | \$35,000        |
| 8113                                   | Arborfest  | \$2,000         |
| <b>Total</b>                           |  | <b>\$62,000</b> |
| <b>Capital Outlay</b>                  |  |                 |
| 5511                                   | Office equipment                                   | \$1,500         |
| 5512                                   | Furnishings  | \$1,500         |
| 5513                                   | Computer hardware                                  | \$7,000         |
| 5514                                   | City infrastructure                                | \$ -            |
| 5516                                   | Capital Project Fund                               | \$0             |
| <b>Total</b>                           |  | <b>\$10,000</b> |
| <b>Contingency</b>                     |  |                 |
| 5611                                   | Mayor's discretionary fund                         | \$5,000         |
| 5612                                   | Emergency contingency fund                         | \$10,000        |
| <b>Total</b>                           |  | <b>\$15,000</b> |

## PROFESSIONAL SERVICES

|                              |                                       |                  |
|------------------------------|---------------------------------------|------------------|
|                              |                                       | <b>25/26</b>     |
| <b>Professional Services</b> |                                       |                  |
| 5711                         | IT services                           | \$26,000         |
| 5712                         | Contract bookkeeping                  | \$13,000         |
| 5713                         | Audit                                 | \$23,000         |
| 5714                         | Engineering, surveying, architectural | \$25,000         |
| 5716                         | Bank charges                          | \$2,600          |
| 5717                         | PVA assessment                        | \$41,000         |
| 5718                         | Liens & releases                      | \$1,200          |
| 5719                         | Codification (incl. minutes)          | \$1,500          |
| 5720                         | Digital technology (website)          | \$7,000          |
| 5721                         | Copier service                        | \$6,000          |
| <b>Total</b>                 |                                       | <b>\$146,300</b> |
| <b>Legal Services</b>        |                                       |                  |
| 5722                         | City attorney (retainer)              | \$34,420         |
| 5723                         | LDG litigation                        | \$200,000        |
| 5724                         | Other legal services                  | \$15,000         |
| <b>Total</b>                 |                                       | <b>\$249,420</b> |

## UTILITIES / INSURANCE

|                                    |                          |                  |
|------------------------------------|--------------------------|------------------|
|                                    |                          | <b>25/26</b>     |
| <b>Utilities</b>                   |                          |                  |
| 5811                               | LG&E                     | \$152,000        |
| 5811a                              | City Hall electric       | \$14,000         |
| 5812                               | Louisville Water Company | \$34,000         |
| 5812a                              | City Hall water & sewer  | \$3,800          |
| 5813                               | Telephone - Local & LD   | \$1,100          |
| 5814                               | Internet & TV service    | \$5,500          |
| <b>Total</b>                       |                          | <b>\$210,400</b> |
| <b>Insurance (all departments)</b> |                          |                  |
| 5911                               | Liability                | \$56,218         |
| 5912                               | Property                 | \$8,793          |
| 5913                               | Cyber/crime liability    | \$1,761          |
| 5915                               | Administrative fees      | \$150            |
| 5916                               | Employee bonds           | \$4,000          |
| <b>Total</b>                       |                          | <b>\$70,922</b>  |

Workers comp: Premium paid in July, audit in November. Liability includes commercial general, cyber, public officials, law enforcement & auto. "Public officials" includes Ethics, Code Enforcement & Forestation. L&P paid in July,

## POLICE

|                                       |                               |                    |
|---------------------------------------|-------------------------------|--------------------|
|                                       |                               | 25/26              |
| <b>Police Salaries &amp; Benefits</b> |                               |                    |
| 6111                                  | Salaries                      | \$866,624          |
| 6112                                  | FICA                          | \$66,297           |
| 6113                                  | Overtime                      | \$5,000            |
| 6114                                  | CERS                          | \$30,464           |
| 6115                                  | Health insurance              | \$11,390           |
| 6116                                  | HSA/HRA                       | \$19,000           |
| 6117                                  | Administrative fees           | \$650              |
| 6118                                  | Life insurance                | \$1,284            |
| 6119                                  | KLEFPF pay                    | \$35,435           |
| 6120                                  | Workers Comp insurance        | \$15,000           |
| <b>Total</b>                          |                               | <b>\$1,051,144</b> |
| <b>Employee Development</b>           |                               |                    |
| 6213                                  | Tuition/class fees            | \$400              |
| 6214                                  | Training materials & supplies | \$750              |
| 6215                                  | Per diem (meals)              | \$1,100            |
| 6216                                  | Travel expenses               | \$2,500            |
| <b>Total</b>                          |                               | <b>\$4,750</b>     |
| <b>Supplies</b>                       |                               |                    |
| 6311                                  | Office supplies               | \$1,200            |
| 6312                                  | COP materials                 | \$2,200            |
| 6313                                  | Uniform allowance             | \$6,000            |
| 6314                                  | Police supplies               | \$3,300            |
| <b>Total</b>                          |                               | <b>\$12,700</b>    |

## Police - continued

|                              |                            |                 |
|------------------------------|----------------------------|-----------------|
|                              |                            | <b>25/26</b>    |
| <b>Professional Services</b> |                            |                 |
| 6411                         | IT service                 | \$15,000        |
| <b>Total</b>                 |                            | <b>\$15,000</b> |
| <b>Maintenance</b>           |                            |                 |
| 6511                         | Equipment maintenance      | \$4,000         |
| 6512                         | Facilities maintenance     | \$2,500         |
| 6514                         | Mobile phone               | \$4,500         |
| 6515                         | Police vehicle maintenance | \$26,400        |
| 6516                         | Motor fuels                | \$45,000        |
| <b>Total</b>                 |                            | <b>\$82,400</b> |
| <b>Capital Outlay</b>        |                            |                 |
| 6611                         | Police equipment           | \$17,000        |
| 6612                         | New police vehicles        | \$55,000        |
| 6613                         | Office equipment           | \$3,000         |
| 6614                         | Computer hardware          | \$8,000         |
| 6615                         | Furnishings                | \$0             |
| <b>Total</b>                 |                            | <b>\$83,000</b> |
| <b>Contingency</b>           |                            |                 |
| 6711                         | Contingency                | \$2,000         |
| <b>Total</b>                 |                            | <b>\$2,000</b>  |

## PUBLIC WORKS

|   |                                 | 25/26            |
|---|---------------------------------|------------------|
| <b>Public Works Salaries &amp; Benefits</b>                         |                                 |                  |
| 7111  | Salaries                        | \$173,762        |
| 7112  | FICA                            | \$13,293         |
| 7113  | Overtime                        | \$2,000          |
| 7114  | CERS                            | \$32,407         |
| 7115  | Health insurance                | \$25,666         |
| 7116  | HSA/HRA                         | \$5,700          |
| 7117  | Administrative fees             | \$250            |
| 7118  | Life insurance                  | \$450            |
| 7119  | Mobile phone reimbursement      | \$               |
| 7120  | Workers Comp insurance          | \$3,200          |
| <b>Total</b>  |                                 | <b>\$256,728</b> |
| <b>Employee Development</b>   |                                 |                  |
| 7211  | Membership fees & dues          | \$100            |
| 7213  | Registration fees & tuition     | \$750            |
| 7214  | Lodging                         | \$200            |
| 7215  | Per diem (meals)                | \$150            |
| 7216  | Mileage & parking               | \$100            |
| <b>Total</b>  |                                 | <b>\$1,300</b>   |
| <b>Facilities &amp; Equipment Maintenance &amp; Supplies (FEMS)</b> |                                 |                  |
| 7311  | Office cleaning                 | \$9,100          |
| 7312  | Service contracts               | \$22,000         |
| 7313  | Facilities maintenance          | \$5,000          |
| 7313a   | Maintenance supplies            | \$10,000         |
| 7313b   | Maintenance equipment           | \$4,000          |
| 7313c   | City Hall facility projects     | \$60,000         |
| 7314  | Pest control                    | \$300            |
| 7315  | Vehicle & equipment maintenance | \$5,000          |
| 7316  | Uniforms                        | \$500            |
| <b>Total</b>  |                                 | <b>\$115,900</b> |
| <b>Capital Outlay</b>   |                                 |                  |
| 7411  | City vehicles & major equipment | \$0              |
| 7412  | Public Works infrastructure     | \$0              |
| <b>Total</b>  |                                 | <b>\$0</b>       |

Wish list: PW building/ Salt Shed

**PUBLIC WORKS -  
CONTINUED**

|                                   |                                       |                  |
|-----------------------------------|---------------------------------------|------------------|
|                                   |                                       | <b>25/26</b>     |
| <b>Street Maintenance</b>         |                                       |                  |
| 7511                              | Street maintenance & repair           | \$25,000         |
| 7512                              | Paving                                | \$329,093        |
| 7513                              | Snow removal (labor)                  | \$60,000         |
| 7514                              | Salt                                  | \$40,000         |
| 7515                              | Existing sign replacement & repair    | \$6,000          |
| 7516                              | Sidewalk Repair                       | \$10,000         |
| 7517                              | New Sidewalks                         | \$15,000         |
| <b>Total</b>                      |                                       | <b>\$485,093</b> |
| <b>Solid Waste</b>                |                                       |                  |
| 7611                              | Garbage & recycling collection        | \$732,000        |
| 7612                              | Large animal carcass removal          | \$2,700          |
| <b>Total</b>                      |                                       | <b>\$734,700</b> |
| <b>Landscape Maintenance</b>      |                                       |                  |
| 7711                              | Mowing & landscaping contract         | \$239,400        |
| 7712                              | Entrance & common area maint.         | \$35,000         |
| 7713                              | Irrigation systems                    | \$14,000         |
| 7714                              | Common area electrical                | \$5,000          |
| 7716                              | Insecticide treatment                 | \$500            |
| <b>Total</b>                      |                                       | <b>\$293,900</b> |
| <b>Tree Management &amp; Care</b> |                                       |                  |
| 8311                              | Tree planting                         | \$6,000          |
| 8313                              | Ash tree treatments                   | \$0              |
| 8314                              | Tree maintenance                      | \$20,000         |
| 8315                              | Professional horticultural consultant | \$11,473         |
| <b>Total</b>                      |                                       | <b>\$37,473</b>  |
| <b>Parks Maintenance</b>          |                                       |                  |
| 8611                              | Parks maintenance                     | \$20,000         |
| 8612                              | Parks enhancements                    | \$25,000         |
| 8613                              | Structures                            | \$25,000         |
| 8615                              | Boy Scout reimbursements              | \$2,500          |
| 8616                              | Putney Pond wetlands transition       | \$0              |
| 8617                              | Parks Programs                        | \$1,500          |
| <b>Total</b>                      |                                       | <b>\$74,000</b>  |

RESTRICTED ROAD FUND  
CAPITAL PROJECT FUND

|                                       | 20/21 | 21/22 | 22/23 | 23/24 | 23/24<br>Actual | 24/25 | 25/26            | Notes              |
|---------------------------------------|-------|-------|-------|-------|-----------------|-------|------------------|--------------------|
| <b>Restricted Municipal Road Fund</b> |       |       |       |       |                 |       |                  |                    |
| Municipal Road Fund                   |       |       |       |       |                 |       | \$150,000        | Street Maintenance |
| <b>Total</b>                          |       |       |       |       |                 |       | <b>\$150,000</b> |                    |

| History   |                                      |           |           |                    |                    |  |
|-----------|--------------------------------------|-----------|-----------|--------------------|--------------------|--|
| Date      | Description                          | Funding   | Expense   | Forecasted Balance | Notes              |  |
| 6/30/25   | Estimated Municipal Road Aid balance |           |           | \$151,650          |                    |  |
| 2025-2026 | Estimated Expenditure                |           | \$150,000 | \$1,650            | Street Maintenance |  |
| 6/30/26   | Estimated Municipal Road Aid balance | \$102,000 |           | \$103,650          |                    |  |

|                                    |  |  |  |  |  |  |                 |  |
|------------------------------------|--|--|--|--|--|--|-----------------|--|
| <b>Restricted Capital Projects</b> |  |  |  |  |  |  |                 |  |
| Capital Outlay                     |  |  |  |  |  |  | \$25,000        | Project 2025-2 - Putney Pond Boardwalk |
| <b>Total</b>                       |  |  |  |  |  |  | <b>\$25,000</b> |  |

| History |  |           |           |                    |  |  |
|---------|--|-----------|-----------|--------------------|--|--|
| Date    | Description  | Funding   | Expense   | Forecasted Balance | Notes  |  |
| 8/21/23 | Ordinance No. 629, 2023 - The Harrods Creek Stream Crossing Project (Project No. 2023-1) | \$180,000 | \$177,626 | \$180,000          | Completed 11/26/24                           |  |
| 7/1/24  | FY24/25 Funding per Ordinance No. 641, Series 2024                                       | \$122,544 |           | \$124,918          |  |  |
| 1/29/25 | Ordinance No. 647, 2025 - Council Room A/V System Project No. 2025-1)                    |           | \$56,000  | \$68,918           | Project 2025-1 - A/V System for Council Room |  |
| 7/1/25  | FY25/26 Funding per Ordinance No. 653, Series 2025                                       | \$125,520 | \$25,000  | \$169,438          | Project 2025-2 - Putney Pond Boardwalk       |  |