

**PUBLIC WORKS - ADMINISTRATION & ENGINEERING  
BUDGET FOOTNOTES**

1. **Salaries - FT: (\$520,000)** - Assumes full staffing of the Administration and Engineering Division including the Public Works Director, Assistant Public Works Director, Professional Engineer, Civil Engineer, Utilities Inspector, and Secretary.
2. **Salaries - PT: (\$20,000)** Provides for one part-time Secretary.
3. **Temporary Help: (\$5,800)** – Includes an engineering summer intern at 40 hours per week for 12 weeks assisting in plan preparation, field inspection, and aid in plan archiving and drafting.
4. **Maintenance / Equipment: (\$18,500)** - Provides for maintenance of department copy machines (\$3,700), Automated External Defibrillators (\$1,000), annual maintenance of one Cartegraph license (\$1,800), and software maintenance fees for our Geographic Information System (GIS) (\$12,000).
5. **Professional Services / Other: (\$16,500)** – Provides consulting services for the continued maintenance of our existing GIS system (\$7,500), training for Cartegraph Work Management design and implementation (\$5,000), archive scanning (\$1,500), Village Engineer and Village Attorney fees (\$2,000), minor surveying and mapping and other miscellaneous expenses (\$500).
6. **Equipment: (\$5,000)** – Provides for the replacement of our 12 year old large format plotter.