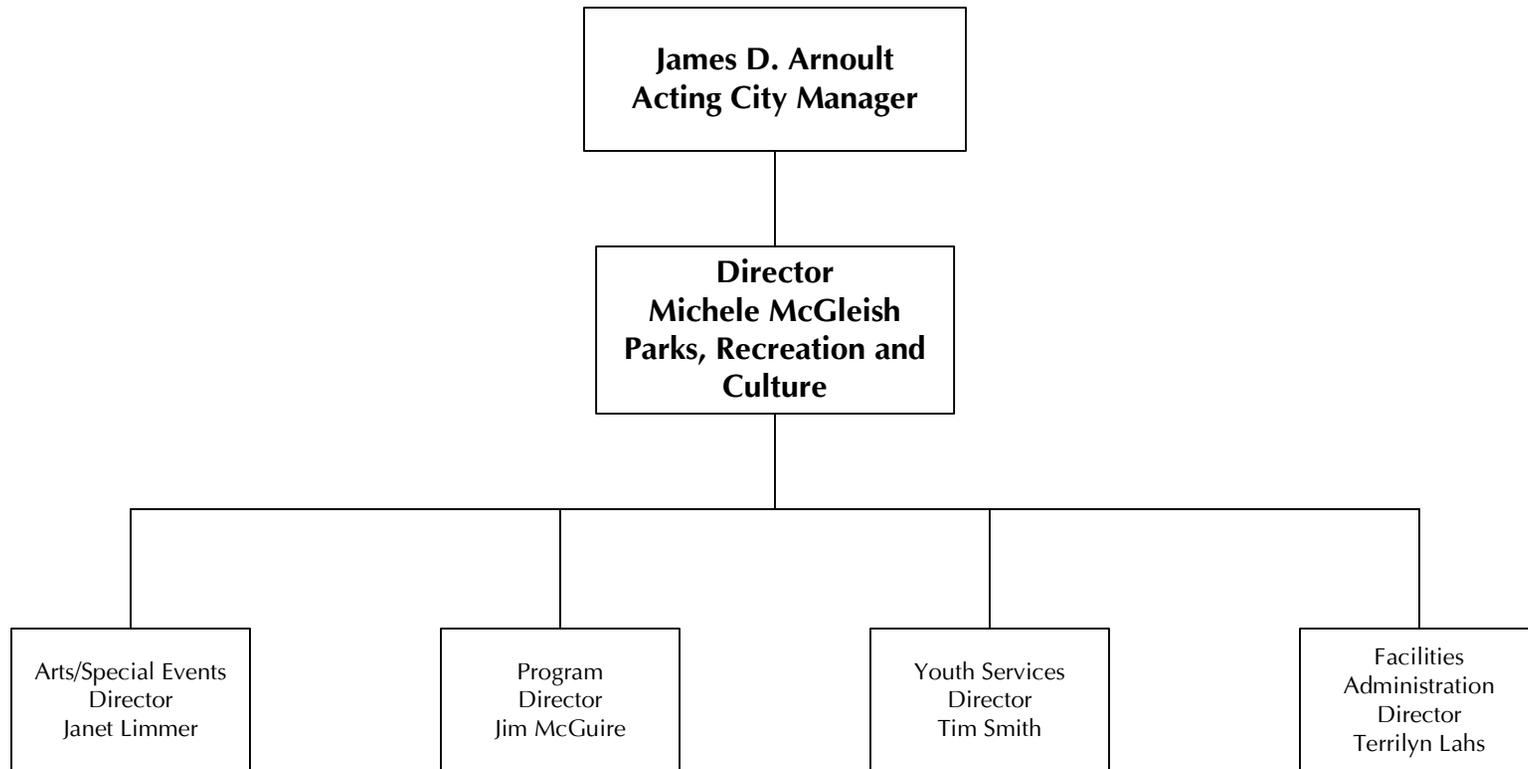




# PARKS, RECREATION AND CULTURE



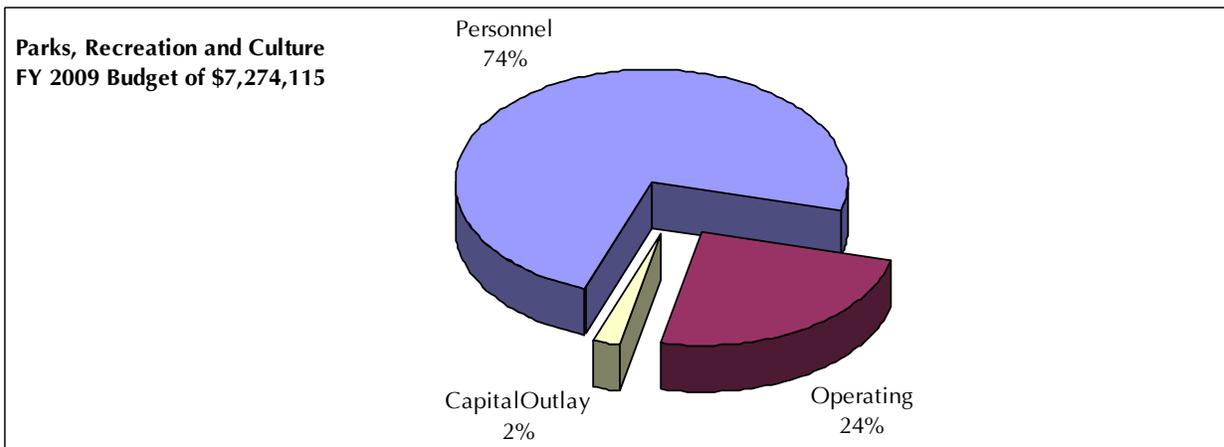


# PARKS, RECREATION AND CULTURE DEPARTMENT OVERVIEW

**MISSION:**

The Department of Parks Recreation & Culture provides quality programs, facilities and parks in accordance with the priorities established in the City's Strategic Plan and the Parks, Recreation and Open Space Plan. These programs, which are available to persons of all ages and cultures, are designed to enhance quality of life and encourage a sense of pride in the community, highlighting Gaithersburg as an outstanding place to live, work, learn and play.

<b>Budget Summary</b>	<b>Budgeted 2006 - 07</b>	<b>Budgeted 2007 - 08</b>	<b>Proposed 2008 - 09</b>	<b>Adopted 2008 - 09</b>
Parks, Recreation & Culture Administration	545,831	618,717	671,387	681,787
Recreation Programs & Sports	779,425	813,189	850,499	850,499
Recreation Classes	316,010	333,892	344,930	344,930
Youth Services	482,145	510,511	499,559	499,559
Summer Programs	574,826	625,370	592,710	592,710
Gaithersburg Youth Center at Robertson Park	207,525	215,176	230,664	230,664
Skate Park	52,545	59,663	61,267	61,267
Casey Community Center	329,916	355,699	375,072	375,072
Water Park	351,094	368,445	396,539	396,539
Gaithersburg Arts Barn	220,287	219,767	228,990	228,990
Gaithersburg Olde Towne Youth Center	184,736	187,625	227,783	227,783
Seniors Program	756,854	655,060	674,266	674,266
Activity Center	412,177	443,676	458,421	458,421
Gaithersburg Aquatic Center	243,920	284,970	302,710	302,710
Miniature Golf Course	93,370	93,461	97,223	97,223
Picnic Pavilions	23,901	25,382	26,171	26,171
Winter Lights	242,243	254,646	265,141	265,141
Food Service	5,000	5,000	5,000	5,000
Special Events	694,611	702,049	684,705	684,705
Cultural Arts Programs	226,290	257,303	270,678	270,678
<b>TOTAL</b>	<b>\$ 6,742,706</b>	<b>\$ 7,029,601</b>	<b>\$ 7,263,715</b>	<b>\$ 7,274,115</b>





# PARKS, RECREATION AND CULTURE DEPARTMENT OVERVIEW

**Staffing Summary By Position:**

<b>1411 - Parks &amp; Recreation Administration</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Director of Parks, Recreation and Culture	1	1	1
Facilities Administration Director	1	1	1
Office Manager	1	0	0
Administrative Support Supervisor	0	1	1
Senior Accounting Technician	1	1	1
Administrative Assistant II	0	1	1
Secretary	1	0	0
<b>Subtotal</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>1415 - Recreation Programs and Sports</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Recreation Program Director	1	1	1
Recreation Program Specialist	0	1	1
Recreation Sports Specialist	1	0	0
Recreation Program Coordinator III	0	3	3
Recreation Program Supervisor	3	0	0
Part-Time Personnel	3.8	3.9	3.9
<b>Subtotal</b>	<b>8.8</b>	<b>8.9</b>	<b>8.9</b>

<b>1416 - Recreation Classes</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Recreation Program Coordinator III	0	1	1
Recreation Program Supervisor	1	0	0
Part-Time Personnel	4.1	4.1	4.1
<b>Subtotal</b>	<b>5.1</b>	<b>5.1</b>	<b>5.1</b>

<b>1417 - Youth Services</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Youth Services Director	1	1	1
Recreation Program Coordinator III	0	1	0
Recreation Program Coordinator II	0	1	2
Recreation Program Supervisor	1	0	0
Recreation Assistant	1	0	0
Part-Time Personnel	6.53	8.65	8.65
<b>Subtotal</b>	<b>9.53</b>	<b>11.65</b>	<b>11.65</b>

<b>1418 - Summer Programs</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Part-Time Personnel	20.2	19.58	19.58
<b>Subtotal</b>	<b>20.2</b>	<b>19.58</b>	<b>19.58</b>

<b>1419 - Gaithersburg Youth Center at Robertson Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	1	1
Part-Time Personnel	4.4	4.4	4.87
<b>Subtotal</b>	<b>5.4</b>	<b>5.4</b>	<b>5.87</b>

<b>1420 - Skate Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Part-Time Personnel	1.61	1.62	1.62
<b>Subtotal</b>	<b>1.61</b>	<b>1.62</b>	<b>1.62</b>



# PARKS, RECREATION AND CULTURE DEPARTMENT OVERVIEW

<b>1421 - Casey Community Center</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	1	1
Administrative Support Supervisor	0	1	1
Office Manager	1	0	0
Part-Time Personnel	6.3	6.3	6.3
<b>Subtotal</b>	<b>8.3</b>	<b>8.3</b>	<b>8.3</b>

<b>1422 - Water Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	0	0
Aquatic Facility Director	0	1	1
Part-Time Personnel	10.3	10.3	10.3
<b>Subtotal</b>	<b>10.3</b>	<b>11.3</b>	<b>11.3</b>

<b>1423 - Gaithersburg Arts Barn</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	1	1
Part-Time Personnel	2.6	2.6	2.6
<b>Subtotal</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>

<b>1424 - Gaithersburg Olde Towne Youth Center</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Recreation Program Coordinator III	0	1	1
Recreation Program Supervisor	1	0	0
Part-Time Personnel	3.75	4.06	3.42
<b>Subtotal</b>	<b>4.75</b>	<b>5.06</b>	<b>4.42</b>

<b>1425 - Seniors Program</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	1	1
Recreation Program Coordinator III	0	1	1
Recreation Program Supervisor	1	0	0
Recreation Program Assistant	0	1	1
Recreation Assistant	1	0	0
Administrative Assistant III	0	1	1
Administrative Secretary	1	0	0
Custodian/Maintenance Worker	1	1	1
Employment Agreement Personnel	0.8	0.8	0.8
Part-Time Personnel	2	2	2
<b>Subtotal</b>	<b>7.8</b>	<b>7.8</b>	<b>7.8</b>

<b>1426 - Activity Center at Bohrer Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Community Facility Director	1	1	1
Recreation Support Assistant	0	3	3
Staff Assistant	3	0	0
Part-Time Personnel	5	5	5
<b>Subtotal</b>	<b>9</b>	<b>9</b>	<b>9</b>

<b>1427 - Gaithersburg Aquatic Center</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Aquatic Manager	1	1	1
Part-Time Personnel	4.6	4.6	4.6
<b>Subtotal</b>	<b>5.6</b>	<b>5.6</b>	<b>5.6</b>





# PARKS, RECREATION AND CULTURE DEPARTMENT OVERVIEW

<b>1428 - Miniature Golf Course at Bohrer Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Employment Agreement Personnel	1	1	1
Part-Time Personnel	1.6	1.6	1.6
<i>Subtotal</i>	<b>2.6</b>	<b>2.6</b>	<b>2.6</b>

<b>1429 - Picnic Pavilions at Bohrer Park</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Part-Time Personnel	0.4	0.6	0.6
<i>Subtotal</i>	<b>0.4</b>	<b>0.6</b>	<b>0.6</b>

<b>1430 - Winter Lights</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Recreation Program Specialist	0	1	1
Recreation Program Supervisor	1	0	0
Part-Time Personnel	1.2	1.2	1.2
<i>Subtotal</i>	<b>2.2</b>	<b>2.2</b>	<b>2.2</b>

<b>1436 - Special Events</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Arts/Special Events Director	1	1	1
Recreation Program Coordinator III	0	3	2
Recreation Program Coordinator II	0	0	1
Recreation Program Supervisor	3	0	0
Employment Agreement Personnel	0.7	0.7	0
Part-Time Personnel	1.8	1.8	2.2
<i>Subtotal</i>	<b>6.5</b>	<b>6.5</b>	<b>6.2</b>

<b>1437 - Cultural Arts Programs</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Cultural Arts Director	1	1	1
Part-Time Personnel	2.4	2.4	2.4
<i>Subtotal</i>	<b>3.4</b>	<b>3.4</b>	<b>3.4</b>

<b>Total</b>	<b>FY 07</b>	<b>FY 08</b>	<b>FY 09</b>
Full-Time Personnel	36	33	36
Employment Agreement Personnel	2.5	2.5	1.8
Part-Time Personnel	82.59	84.71	84.94
	<b>121.09</b>	<b>120.21</b>	<b>122.74</b>

# Parks, Recreation & Culture

## 1411 - Parks, Recreation & Culture Administration

**SERVICES PROVIDED:**

Parks, Recreation and Culture Administration provides the necessary budget, equipment, training, personnel, and support to the Department of Parks, Recreation and Culture in order to maintain excellent services and products offered to the community. The most important functions are associated with strategic directions supported by the department as well as implementation of projects as outlined in the Parks and Recreation Master Plan.

**FY WORK PLAN GOALS:**

Direct the continued development of new arts and cultural programs: murals, Train Annex project, Art in Public Places, and City entry signage.

Direct the continued development of new parks and facilities: Olde Towne Youth Center, enhancements of Senior Center, artificial turf, the Aquatic Recreation Center, a new Senior Center, Skate Spots, and Observatory Park.

Enhance customer service and accessibility of services by continuously developing and maintaining on-line systems.

Implement 2005 update to the "Master Plan for Parks, Recreation and Open Space for the 21st Century" and ensure strategic directions are met.

Implement Youth Services Gang Intervention and Prevention programming.

Practice emergency operation plans and risk management strategies at parks and facilities; focus on safety in City parks after dark.

**SIGNIFICANT CHANGES FOR FY 09:**

Accounting & Auditing increased \$12,000 to reflect costs associated with credit card processing fees.

Contributions increased \$10,400 to account for the addition of School Playground Match Program transferred from CIP (99-7).

Printing & Binding increased \$32,000 due to the cost of the Leisure Times publication being transferred from Public Information (1137) to Parks, Recreation and Culture.

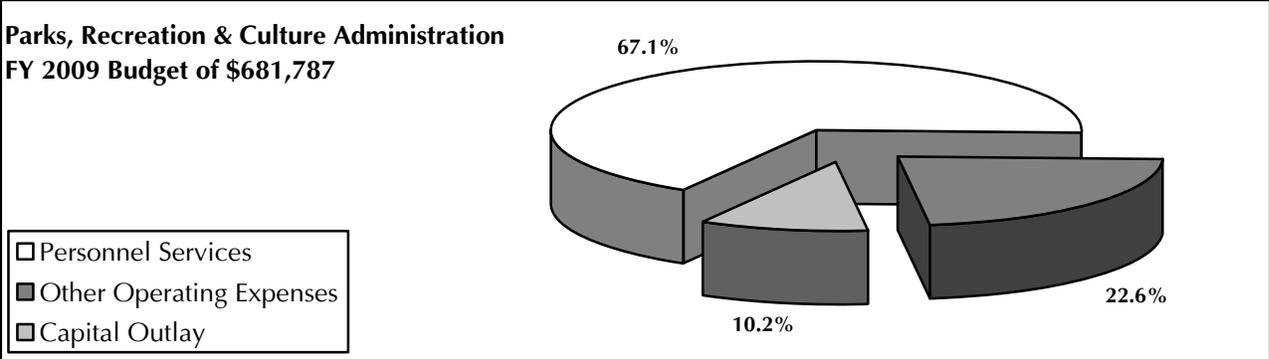
Software (Replacement) increased \$10,000 to allocate the full funding of enterprise software for the new plan of 10 year replacement cycle.

Vehicles & Equipment (Replacement) decreased \$32,230 to account for fully funded vehicles.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$401,491	\$432,087	\$457,687	\$457,687
Other Operating Expenses	90,545	92,680	143,990	154,390
Capital Outlay	53,795	93,950	69,710	69,710
<b>TOTAL</b>	<b>\$545,831</b>	<b>\$618,717</b>	<b>\$671,387</b>	<b>\$681,787</b>

# Parks, Recreation & Culture

## 1411 - Parks, Recreation & Culture Administration



<b>Performance Measures</b>	<b>Actual 2006 – 07</b>	<b>Budgeted 2007 – 08</b>	<b>Projected 2008 – 09</b>
Number of citizens utilizing on-line registration	5,374	5,400	5,500
Acres of parkland accessible to citizens	853.5	871.0	871.0

**1411 Parks, Recreation & Culture Administration**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adopted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	361,450	\$	361,450
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime				
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time				
510000 Social Security & Medicare Taxes		27,651		27,651
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		21,731		21,731
514100 Group Insurance - Retirees				
515000 Retirement Contribution		28,916		28,916
515050 Supplemental Retirement Contribution				
515100 Retirement Health Savings (RHS)		7,095		7,095
516000 Savings Plan Contribution		10,844		10,844
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
<b>Subtotal Personnel Services</b>	<b>\$</b>	<b>457,687</b>	<b>\$</b>	<b>457,687</b>

**Operating Expenses**

<b>521000 Office Supplies</b>				
Fingerprint Cards, Ink and Materials		300		300
Membership Card Printer Supplies		1,300		1,300
Postage Meter - Ink, Sealer and Tape		400		400
Receipt Printer Supplies		450		450
Stamps, Cash Bags and Office Supplies		750		750
Toner - Printers (6)		4,000		4,000
<i>Subtotal</i>		<b>7,200</b>		<b>7,200</b>
<b>522000 General Operating Supplies</b>				
Facility and Event Materials		1,500		1,500
<i>Subtotal</i>		<b>1,500</b>		<b>1,500</b>
<b>530000 Accounting &amp; Audit</b>				
Credit Card Processing Fees		43,000		43,000
<i>Subtotal</i>		<b>43,000</b>		<b>43,000</b>
<b>531600 Software Maintenance Agreements</b>				
Maintenance - Network SW/Anti-Virus SW (6)		360		360
Maintenance - Software (Adobe InDesign) (1)		75		75
Maintenance - Software (Class Software)		17,250		17,250
Maintenance - Software (Microsoft CALs) (6)		480		480
<i>Subtotal</i>		<b>18,165</b>		<b>18,165</b>

**1411 Parks, Recreation & Culture Administration**

<b>533000 Legal</b>			
American Society of Composers, Authors and Publishers	587	587	
Broadcast Music, Inc. License Agreement	530	530	
Motion Picture License Agreement	752	752	
Society of European Songwriters, Artists and Composers	831	831	
<i>Subtotal</i>		<b>2,700</b>	<b>2,700</b>
<b>536000 Miscellaneous Professional Services</b>			
Shredder Services	710	710	
<i>Subtotal</i>		<b>710</b>	<b>710</b>
<b>543000 Contributions</b>			
School Playground Match Program	0	10,400	
<i>Subtotal</i>		<b>0</b>	<b>10,400</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Leadership Montgomery	75	75	
Maryland Municipal League	35	35	
Maryland Recreation and Parks Association	75	75	
National Recreation and Parks Association	525	525	
<i>Subtotal</i>		<b>710</b>	<b>710</b>
<b>546000 Conference &amp; Seminar Registration</b>			
CLASS Conference	500	500	
Maryland Recreation and Parks Association Conference	250	250	
Maryland Recreation and Parks Association Quarterly Meetings	200	200	
National Recreation and Parks Association Conference	425	425	
<i>Subtotal</i>		<b>1,375</b>	<b>1,375</b>
<b>546300 In-Service Training</b>			
Staff Training	700	700	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>547000 Travel Expense</b>			
CLASS Conference	1,200	1,200	
National Recreation and Parks Association Conference	500	500	
<i>Subtotal</i>		<b>1,700</b>	<b>1,700</b>
<b>551100 Cellular Telephone</b>			
Director (1)	2,210	2,210	
Facilities Administration Director (1)	150	150	
<i>Subtotal</i>		<b>2,360</b>	<b>2,360</b>
<b>552500 Vehicle &amp; Equipment Gasoline Expense</b>			
Gasoline and Diesel for car (1), vans (4), buses (3)	13,000	13,000	
<i>Subtotal</i>		<b>13,000</b>	<b>13,000</b>
<b>553000 Printing &amp; Binding</b>			
Leisure Times Publication	32,000	32,000	
<i>Subtotal</i>		<b>32,000</b>	<b>32,000</b>
<b>556000 Postage</b>			
Letters, Membership Renewals and Promotional Materials	2,000	2,000	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>

## 1411 Parks, Recreation & Culture Administration

<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>561000 Local, In-Services Meals</b>			
All-Hands Meetings	600	600	
<i>Subtotal</i>		<b>600</b>	<b>600</b>
<b>567000 Rental &amp; Use Charges</b>			
Maintenance & Supplies - Copier (Ricoh 1075)	6,400	6,400	
Postage Meter - Monthly Fee	2,220	2,220	
<i>Subtotal</i>		<b>8,620</b>	<b>8,620</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Maintenance - Printers (DataCard ImageCard Select)	750	750	
Maintenance & Supplies - Copier (Ricoh 4822)	750	750	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>574000 Repair &amp; Maintenance - Vehicles</b>			
Vehicle Maintenance (11 Units)	6,000	6,000	
<i>Subtotal</i>		<b>6,000</b>	<b>6,000</b>
<b>Subtotal Operating Expenses</b>		<b>143,990</b>	<b>154,390</b>

## Capital Outlay

<b>592100 Software (Replacement)</b>			
Replacement - Software (CLASS)	20,000	20,000	
<i>Subtotal</i>		<b>20,000</b>	<b>20,000</b>
<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (6)	1,980	1,980	
Replacement - Copier (Ricoh 4822)	705	705	
Replacement - Fax Machines	250	250	
Replacement - Printer (HP 2430)	200	200	
Replacement - Printer (HP Color Inkjet 2800)	260	260	
Replacement - Printer (HP LaserJet P3005x)	265	265	
Replacement - Printer (Lexmark T-430)	200	200	
Replacement - Printer (Zebra P330i Card printer)	500	500	
Replacement - Scanners (1)	230	230	
<i>Subtotal</i>		<b>4,590</b>	<b>4,590</b>
<b>596100 Vehicles &amp; Equipment (Replacement)</b>			
Vehicle Replacement (11 Units)	45,120	45,120	
<i>Subtotal</i>		<b>45,120</b>	<b>45,120</b>
<b>Subtotal Capital Outlay</b>		<b>69,710</b>	<b>69,710</b>
<b>Total</b>		<b>671,387</b>	<b>681,787</b>

# Parks, Recreation & Culture

## 1415 - Recreation Programs & Sports

**SERVICES PROVIDED:**

Recreation Programs and Sports is comprised of a variety of activities that encourage and support lifetime skills, personal interest and competitive play. The foundation of the programs is based on the spirit and principles of CHARACTER COUNTS!, family fun and participation. The scope of the program encourages and promotes all ages to seek and engage in leisure activities that will benefit participants physically, mentally and socially for a lifetime.

**FY WORK PLAN GOALS:**

Continue the networking process established through the Regional Recreation Workshop of recreation professionals as an avenue of resource sharing and commitment to meeting the needs of the community.

Continue the partnership between the City and Montgomery County Public Schools regarding the use and programming of Lakelands Park.

Continue to educate and encourage volunteer coaches through workshops, clinics and support from the professional recreation staff.

Continue to incorporate kindergarten age children into the City Sports Program through Start Smart and non-competitive leagues.

**FY WORK PLAN GOALS (CONT.)**

Continue to integrate the principles of CHARACTER COUNTS! in all levels of our programs through initiatives that promote and encourage fair play, team work, skill development, and the value of leisure activities.

Continue to utilize customer survey information as an instrument to measure the pulse of the community and meet recreational trends.

Develop and promote recreation programs that are affordable and inclusive of all segments of our community.

Incorporate the strategies and goals as outlined in the 2005 Adopted Master Plan for Parks and Recreation.

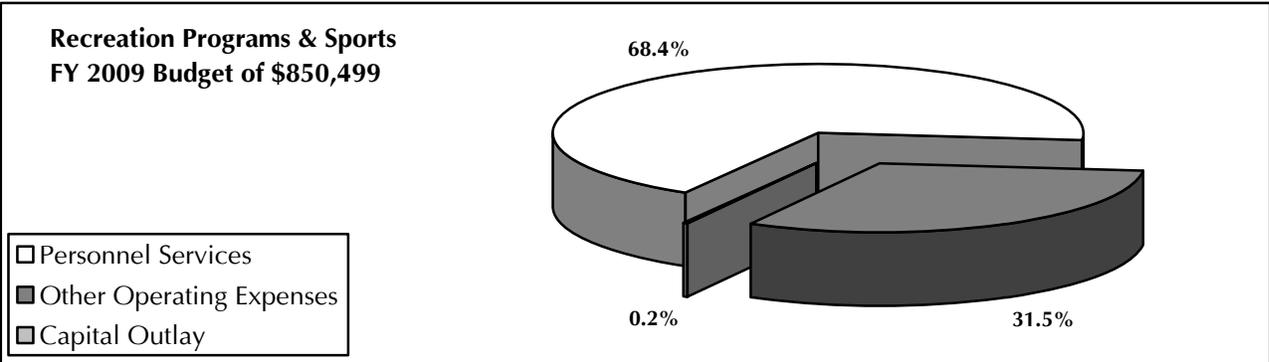
**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$517,580	\$550,458	\$581,360	\$581,360
Other Operating Expenses	260,235	261,356	267,489	267,489
Capital Outlay	1,610	1,375	1,650	1,650
<b>TOTAL</b>	<b>\$779,425</b>	<b>\$813,189</b>	<b>\$850,499</b>	<b>\$850,499</b>

# Parks, Recreation & Culture

## 1415 - Recreation Programs & Sports



<b>Performance Measures</b>	<b>Actual 2006 – 07</b>	<b>Budgeted 2007 – 08</b>	<b>Projected 2008 – 09</b>
Resident participation in youth and teen sports	1,133	1,450	1,300
Nonresident participation in youth and teen sports	1,813	2,250	1,875
Adult team & individual sports programs offered	24	26	26

**1415 Recreation Programs & Sports**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adopted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 369,607	\$ 369,607
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	108,725	108,725
510000 Social Security & Medicare Taxes	36,592	36,592
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	22,443	22,443
514100 Group Insurance - Retirees		
515000 Retirement Contribution	29,569	29,569
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	3,336	3,336
516000 Savings Plan Contribution	11,088	11,088
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 581,360</b>	<b>\$ 581,360</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>		
Adult Sports Awards ( Revenue Supported)	10,060	10,060
First Aid Supplies	750	750
Gaithersburg School of Basketball (Shirts, Teaching Aids)	6,758	6,758
Golf Tournament - Spring and Fall (Revenue Supported)	15,000	15,000
National Youth Sports Coaches Association Certification Materials	2,700	2,700
Softballs, Volleyball Nets and Balls, Tennis Equipment	10,300	10,300
Start Smart Equipment	2,500	2,500
Supplies - Bags, Bats, Helmets, Mouth Guards,	9,400	9,400
Whistles, Lanyards, Teaching Boards, Cones and Scrimmage Vests	2,600	2,600
Youth and Teen Shirts, Soccer Socks, Hats and Visors	25,254	25,254
Youth Sports Awards	8,485	8,485
<i>Subtotal</i>	<b>93,807</b>	<b>93,807</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (5)	300	300
Maintenance - Software (Microsoft CALs) (5)	400	400
<i>Subtotal</i>	<b>700</b>	<b>700</b>
<b>536000 Miscellaneous Professional Services</b>		
Sports Officials Contract - Teen and Adult	16,226	16,226
<i>Subtotal</i>	<b>16,226</b>	<b>16,226</b>
<b>536200 Americans with Disabilities Act</b>		
Interpreter Services	500	500
<i>Subtotal</i>	<b>500</b>	<b>500</b>

## 1415 Recreation Programs & Sports

<b>536500 Investigations</b>			
Background Checks	4,678	4,678	
<i>Subtotal</i>		<b>4,678</b>	<b>4,678</b>
<b>537000 Instructor Services</b>			
Gaithersburg School of Basketball	54,300	54,300	
<i>Subtotal</i>		<b>54,300</b>	<b>54,300</b>
<b>541000 Advertising</b>			
Newspaper Announcements for Sports Registrations	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Maryland Recreation and Parks Association	240	240	
<i>Subtotal</i>		<b>240</b>	<b>240</b>
<b>546000 Conference &amp; Seminar Registration</b>			
National Recreation and Parks Association Conference (4) Staff	1,600	1,600	
<i>Subtotal</i>		<b>1,600</b>	<b>1,600</b>
<b>547000 Travel Expense</b>			
National Recreation and Parks Association Conference	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>550000 Electric</b>			
Gaithersburg Sports Association (Field Lights)	12,090	12,090	
Sports Programs (Field Lights for Youth, Teen and Adult )	36,000	36,000	
<i>Subtotal</i>		<b>48,090</b>	<b>48,090</b>
<b>551100 Cellular Telephone</b>			
Sports Team (Share 1)	130	130	
<i>Subtotal</i>		<b>130</b>	<b>130</b>
<b>553000 Printing &amp; Binding</b>			
Brochures, Sports and Prog., Registration Materials (3 Times a Yr)	7,222	7,222	
<i>Subtotal</i>		<b>7,222</b>	<b>7,222</b>
<b>556000 Postage</b>			
Bulk Mailing for Sports (3 times a year)	1,500	1,500	
General Correspondence Mailing	500	500	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>
<b>567100 Rental of Facilities</b>			
City Programs and Sports (Practices and Games)	30,252	30,252	
Gaithersburg School of Basketball (Offset by Revenue)	4,752	4,752	
Outdoor Field Use	1,392	1,392	
<i>Subtotal</i>		<b>36,396</b>	<b>36,396</b>
<b>Subtotal Operating Expenses</b>		<b>267,489</b>	<b>267,489</b>

## Capital Outlay

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (5)	1,650	1,650	
<i>Subtotal</i>		<b>1,650</b>	<b>1,650</b>

**1415 Recreation Programs & Sports**

<b>Subtotal Capital Outlay</b>	<b>1,650</b>	<b>1,650</b>
<b>Total</b>	<b>850,499</b>	<b>850,499</b>

# Parks, Recreation & Culture

## 1416 - Recreation Classes

**SERVICES PROVIDED:**

Recreation class programs provide the community with an opportunity to experience a variety of classes that promote leisure time activities. Classes are offered in the areas of dance, health and fitness, art, special interests, and sports. Class opportunities range from one-day seminars to several weeks of informative and instructional programs. The focus and scope of the recreation class programs is to meet the diversity of interests among various ages.

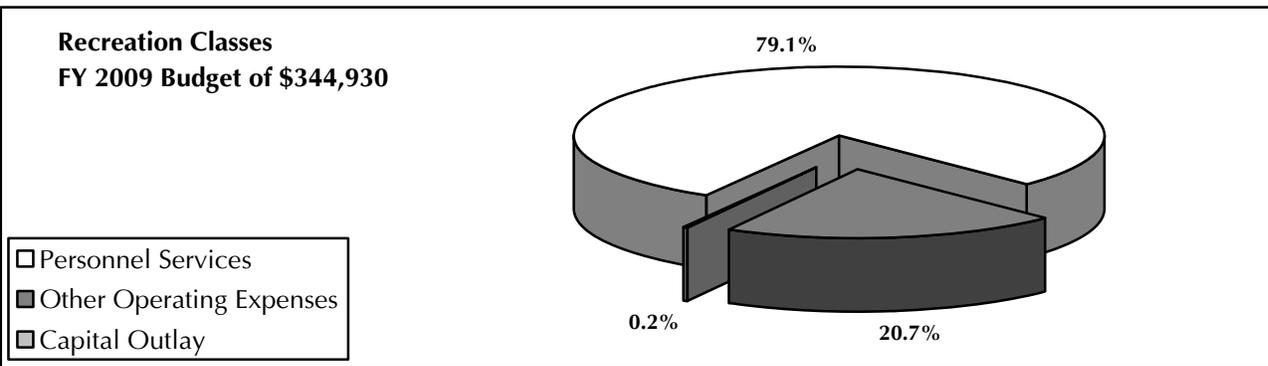
**FY WORK PLAN GOALS:**

Continue participation in the Regional Workshop on Recreation as a resource for enhancing programs and sharing resources. Continue to evaluate data received from cost comparison studies with neighboring jurisdictions as a foundation for establishing class revenue goals. Continue to support and work with staff to enhance "The Leisure Times" guide. Create and maintain a diverse class program that is affordable to our citizens. Enhance existing marketing plan to attract new participants. Utilize information obtained through customer surveys as a means of meeting the program and class needs of our citizens.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$244,490	\$261,697	\$272,705	\$272,705
Other Operating Expenses	70,815	71,645	71,565	71,565
Capital Outlay	705	550	660	660
<b>TOTAL</b>	<b>\$316,010</b>	<b>\$333,892</b>	<b>\$344,930</b>	<b>\$344,930</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Recreation classes offered	777	780	780
Number of resident class participants	2,420	2,646	2,500
Number of nonresident class participants	2,099	2,160	2,100

**1416 Recreation Classes**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 76,482	\$ 76,482
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	164,228	164,228
510000 Social Security & Medicare Taxes	18,414	18,414
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	5,168	5,168
514100 Group Insurance - Retirees		
515000 Retirement Contribution	6,119	6,119
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	2,294	2,294
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 272,705</b>	<b>\$ 272,705</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>		
Class Supplies (CD's, Pilates Mats/Balls, Dyna Bands)	2,525	2,525
Clinics (Chalk, Gym Equipment and Mats)	675	675
Dance Clinic Music and Choreography	475	475
<i>Subtotal</i>	<b>3,675</b>	<b>3,675</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (2)	120	120
Maintenance - Software (Microsoft CALs) (2)	160	160
<i>Subtotal</i>	<b>280</b>	<b>280</b>
<b>536200 Americans with Disabilities Act</b>		
Interpreter Services	500	500
<i>Subtotal</i>	<b>500</b>	<b>500</b>
<b>536500 Investigations</b>		
Background Checks	210	210
<i>Subtotal</i>	<b>210</b>	<b>210</b>
<b>537000 Instructor Services</b>		
Classes - Tennis, Exercise, Dance, Karate (Revenue Supported)	58,225	58,225
<i>Subtotal</i>	<b>58,225</b>	<b>58,225</b>
<b>541000 Advertising</b>		
Newspapers and Program Fliers	3,000	3,000
<i>Subtotal</i>	<b>3,000</b>	<b>3,000</b>

**1416 Recreation Classes**

<b>546000 Conference &amp; Seminar Registration</b>			
Aerobics and Dance Workshop	150	150	
Maryland Recreation and Parks Association Workshops	125	125	
<i>Subtotal</i>		<b>275</b>	<b>275</b>

<b>567100 Rental of Facilities</b>			
Community School Use for Classes	5,400	5,400	
<i>Subtotal</i>		<b>5,400</b>	<b>5,400</b>

<b>Subtotal Operating Expenses</b>		<b>71,565</b>	<b>71,565</b>
------------------------------------	--	---------------	---------------

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (2)	660	660	
<i>Subtotal</i>		<b>660</b>	<b>660</b>

<b>Subtotal Capital Outlay</b>		<b>660</b>	<b>660</b>
--------------------------------	--	------------	------------

<b>Total</b>		<b>344,930</b>	<b>344,930</b>
--------------	--	----------------	----------------

# Parks, Recreation & Culture

## 1417 - Youth Services

**SERVICES PROVIDED:**

Youth Services provides after-school, weekend and summer activities for Gaithersburg's youth. Activities revolve around the City's youth centers, mentoring, Rec-mobile and community recreation programs.

**FY WORK PLAN GOALS:**

- Coordinate with local nonprofit organizations to identify lower income youth in need of recreational opportunities.
- Provide a diversity of experiences that will challenge the interest of the pre-teen and teen population.
- Provide full-day programming for youth on professional days off from school.
- Provide positive social and educational after-school programs and activities for grades 1 - 12.
- Provide quality recreational programs for youth on early dismissal days.

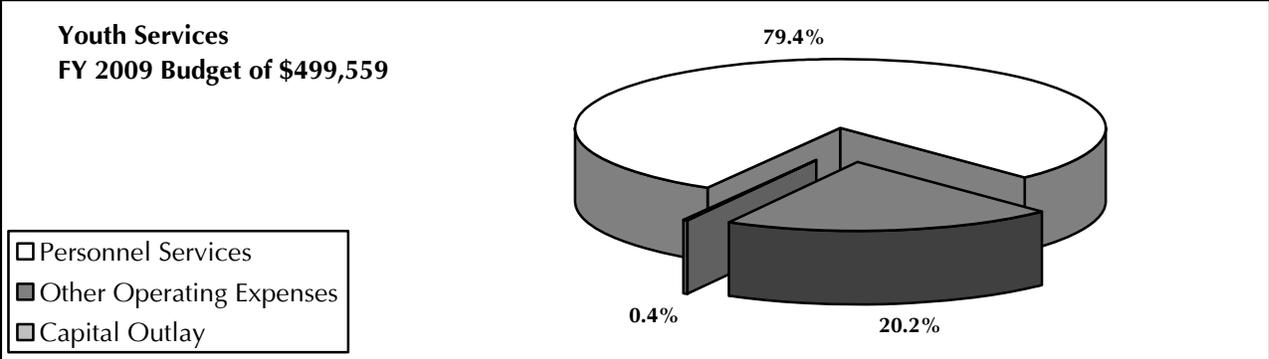
**SIGNIFICANT CHANGES FOR FY 09:**

- Program Activities decreased \$8,000 to reflect anticipated decrease in revenue-supported trips expected in FY 09.
- Salaries, Full-Time Employees decreased \$5,052 to reflect the differential of salaries associated with the transfer of one position to Olde Towne Youth Center (1424).
- Salaries, Part-Time Employees increased \$6,288 to reflect the anticipated use of two bus drivers to transport Olde Towne Youth Center members to Robertson Park when the Youth Center in Olde Towne is no longer available due to construction.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$390,005	\$395,471	\$396,539	\$396,539
Other Operating Expenses	88,955	113,135	101,100	101,100
Capital Outlay	3,185	1,905	1,920	1,920
<b>TOTAL</b>	<b>\$482,145</b>	<b>\$510,511</b>	<b>\$499,559</b>	<b>\$499,559</b>

# Parks, Recreation & Culture

## 1417 - Youth Services



<b>Performance Measures</b>	<b>Actual 2006 – 07</b>	<b>Budgeted 2007 – 08</b>	<b>Projected 2008 – 09</b>
Youth Club memberships	450	500	550
Elementary after school program participants	8,100	7,400	8,000

**1417 Youth Services**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adopted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 182,403	\$ 182,403
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	146,013	146,013
510000 Social Security & Medicare Taxes	25,124	25,124
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	22,935	22,935
514100 Group Insurance - Retirees		
515000 Retirement Contribution	14,592	14,592
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	5,472	5,472
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 396,539</b>	<b>\$ 396,539</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Paper, Pens, Binders and Membership Cards	250	250
<i>Subtotal</i>	<b>250</b>	<b>250</b>
<b>522000 General Operating Supplies</b>		
Sports Supplies, Arts and Crafts and Table Games	18,000	18,000
<i>Subtotal</i>	<b>18,000</b>	<b>18,000</b>
<b>522500 Program Activities</b>		
Break Blasts, Spring Break Camps and Half Day Hooplas	12,700	12,700
Camp Endeavor and Activ8 Trip Admissions	8,000	8,000
CHARACTER COUNTS! Adventure Trips	3,500	3,500
High School Trips	1,800	1,800
Ski and Youth Club Trip Admissions (Revenue Supported)	17,000	17,000
<i>Subtotal</i>	<b>43,000</b>	<b>43,000</b>
<b>524000 Supplies for Resale</b>		
Snacks at Youth Club Events	800	800
<i>Subtotal</i>	<b>800</b>	<b>800</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (4)	240	240
Maintenance - Software (Adobe Photoshop) (1)	90	90
Maintenance - Software (Microsoft CALs) (4)	320	320
<i>Subtotal</i>	<b>650</b>	<b>650</b>

**1417 Youth Services**

<b>536000 Miscellaneous Professional Services</b>			
Mentoring Program Stipend	20,000	20,000	
Sign Language Interpreter	500	500	
<i>Subtotal</i>		<b>20,500</b>	<b>20,500</b>
<b>536500 Investigations</b>			
Background Checks	730	730	
<i>Subtotal</i>		<b>730</b>	<b>730</b>
<b>538000 Performances &amp; Entertainment</b>			
Disc Jockey for Camps Endeavor and Youth Club Events	2,000	2,000	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>
<b>546000 Conference &amp; Seminar Registration</b>			
National Recreation and Parks Association Conference	1,200	1,200	
<i>Subtotal</i>		<b>1,200</b>	<b>1,200</b>
<b>547000 Travel Expense</b>			
National Recreation and Parks Association Conference	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>551100 Cellular Telephone</b>			
Youth Services Director (1)	550	550	
<i>Subtotal</i>		<b>550</b>	<b>550</b>
<b>551200 Pagers</b>			
Youth Services Team	120	120	
<i>Subtotal</i>		<b>120</b>	<b>120</b>
<b>556000 Postage</b>			
Letters, Confirmations and Promotional Materials	2,500	2,500	
<i>Subtotal</i>		<b>2,500</b>	<b>2,500</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>567000 Rental &amp; Use Charges</b>			
Amusements at Youth Club Events	3,400	3,400	
<i>Subtotal</i>		<b>3,400</b>	<b>3,400</b>
<b>567100 Rental of Facilities</b>			
Rentals for After School Programs	6,500	6,500	
<i>Subtotal</i>		<b>6,500</b>	<b>6,500</b>
<b>574000 Repair &amp; Maintenance - Vehicles</b>			
Rec-Mobile (1)	300	300	
<i>Subtotal</i>		<b>300</b>	<b>300</b>
<b>Subtotal Operating Expenses</b>		<b>101,100</b>	<b>101,100</b>

**Capital Outlay**

**1417 Youth Services**

<b>595100 Furniture &amp; Equipment (Replacement)</b>				
Replacement - Computer Hardware (PC + Monitors) (4)	1,320		1,320	
<i>Subtotal</i>		<b>1,320</b>		<b>1,320</b>
<b>596100 Vehicles &amp; Equipment (Replacement)</b>				
Vehicle Replacement - Rec-Mobile (1)	600		600	
<i>Subtotal</i>		<b>600</b>		<b>600</b>
<b>Subtotal Capital Outlay</b>		<b>1,920</b>		<b>1,920</b>
<b>Total</b>		<b>499,559</b>		<b>499,559</b>

# Parks, Recreation & Culture

## 1418 - Summer Programs

**SERVICES PROVIDED:**

Summer Programs offers children opportunities to participate in full-day camps, Fun Zone "824" and the Youth Activity program (half-day alternative). Children entering grades 1 through 9 experience a variety of activities including sports, games, swimming, and arts and crafts in an environment that is fun, safe and educational in nature.

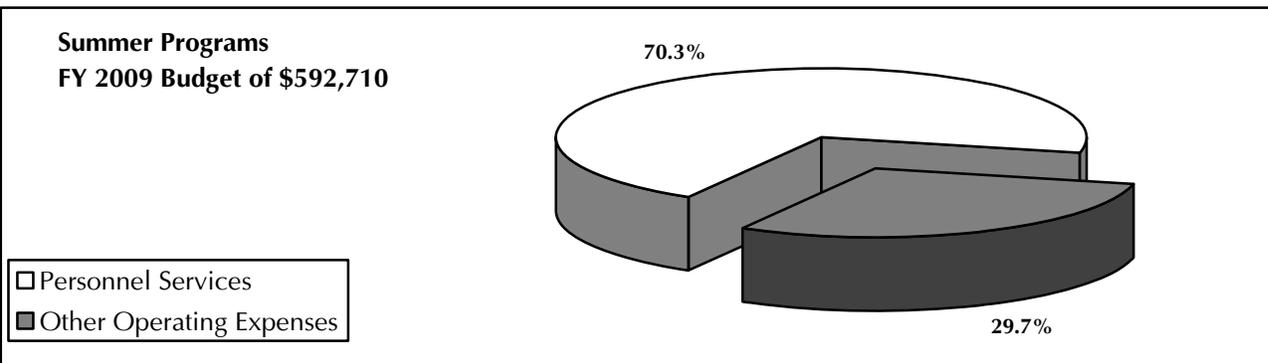
**FY WORK PLAN GOALS:**

Foster a summer program that is proactive and sensitive to the environment.  
Incorporate educational programs into the overall Summer Camp Program.

**SIGNIFICANT CHANGES FOR FY 09:**

Instructor Services decreased \$15,240 due to the elimination of Camp Challenger.  
Program Activities increased \$5,000 to reflect actual expenses from FY 08 and increased swim fees.  
Rental & Use Charges decreased \$5,000 due to the reduction in bus use for summer camps.  
Rental of Facilities decreased \$17,000 due to the elimination of two camp sites.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$396,226	\$416,480	\$416,510	\$416,510
Other Operating Expenses	178,600	208,890	176,200	176,200
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$574,826</b>	<b>\$625,370</b>	<b>\$592,710</b>	<b>\$592,710</b>



Performance Measures	Actual 2006 - 07	Budgeted 2007 - 08	Projected 2008 - 09
Total camp participants	1,080	1,011	1,000
Percentage of returning camp participants	74%	52%	60%
Percentage of City Residents	75%	74%	76%

**1418 Summer Programs**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$		\$	
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime				
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		386,911		386,911
510000 Social Security & Medicare Taxes		29,599		29,599
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance				
514100 Group Insurance - Retirees				
515000 Retirement Contribution				
515050 Supplemental Retirement Contribution				
515100 Retirement Health Savings (RHS)				
516000 Savings Plan Contribution				
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
<b>Subtotal Personnel Services</b>	\$	416,510	\$	416,510

**Operating Expenses**

<b>521000 Office Supplies</b>				
Paper, Binders, Pens and Storage Cabinets		700		700
<i>Subtotal</i>		<b>700</b>		<b>700</b>
<b>522000 General Operating Supplies</b>				
Sports Supplies, Arts and Crafts and Games		30,000		30,000
<i>Subtotal</i>		<b>30,000</b>		<b>30,000</b>
<b>522500 Program Activities</b>				
Camps and Yaps Field Trips, Camp Swim Fees		45,000		45,000
<i>Subtotal</i>		<b>45,000</b>		<b>45,000</b>
<b>536500 Investigations</b>				
Background Checks		2,700		2,700
<i>Subtotal</i>		<b>2,700</b>		<b>2,700</b>
<b>538000 Performances &amp; Entertainment</b>				
Camps and Youth Activity Programs Entertainers		1,400		1,400
<i>Subtotal</i>		<b>1,400</b>		<b>1,400</b>
<b>541000 Advertising</b>				
Summer Camp Print Advertising		1,250		1,250
<i>Subtotal</i>		<b>1,250</b>		<b>1,250</b>
<b>544000 Professional Dues &amp; Certification Fees</b>				
First Aid and CPR Instructor Certification		150		150
<i>Subtotal</i>		<b>150</b>		<b>150</b>

**1418 Summer Programs**

<b>546000 Conference &amp; Seminar Registration</b>			
Canoe Instructor Certification	350	350	
<i>Subtotal</i>		<b>350</b>	<b>350</b>
<b>547000 Travel Expense</b>			
Canoe Instructor Certification	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>551100 Cellular Telephone</b>			
Summer Camp Directors (2)	250	250	
<i>Subtotal</i>		<b>250</b>	<b>250</b>
<b>551200 Pagers</b>			
Camp Site Leaders	400	400	
<i>Subtotal</i>		<b>400</b>	<b>400</b>
<b>553000 Printing &amp; Binding</b>			
Summer in the City Camp Brochure	2,200	2,200	
<i>Subtotal</i>		<b>2,200</b>	<b>2,200</b>
<b>556000 Postage</b>			
Letters, Confirmations and Promotional Materials	2,100	2,100	
<i>Subtotal</i>		<b>2,100</b>	<b>2,100</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	1,600	1,600	
<i>Subtotal</i>		<b>1,600</b>	<b>1,600</b>
<b>567000 Rental &amp; Use Charges</b>			
Montgomery County Public School - Buses	36,000	36,000	
<i>Subtotal</i>		<b>36,000</b>	<b>36,000</b>
<b>567100 Rental of Facilities</b>			
Montgomery County Public School - Facilities	52,000	52,000	
<i>Subtotal</i>		<b>52,000</b>	<b>52,000</b>
<b>Subtotal Operating Expenses</b>		<b>176,200</b>	<b>176,200</b>
<b>Total</b>			
		<b>592,710</b>	<b>592,710</b>

# Parks, Recreation & Culture

## 1419 - Gaithersburg Youth Center at Robertson Park

**SERVICES PROVIDED:**

The Gaithersburg Youth Center at Robertson Park provides after-school, weekend and summer activities for Gaithersburg's youth.

**FY WORK PLAN GOALS:**

Provide 9th grade Mentoring Program, encouraging participants to be youth of character.

Provide a diversity of experiences that will challenge the interest of the pre-teen population.

Provide full-day programming for youth on professional days off from school.

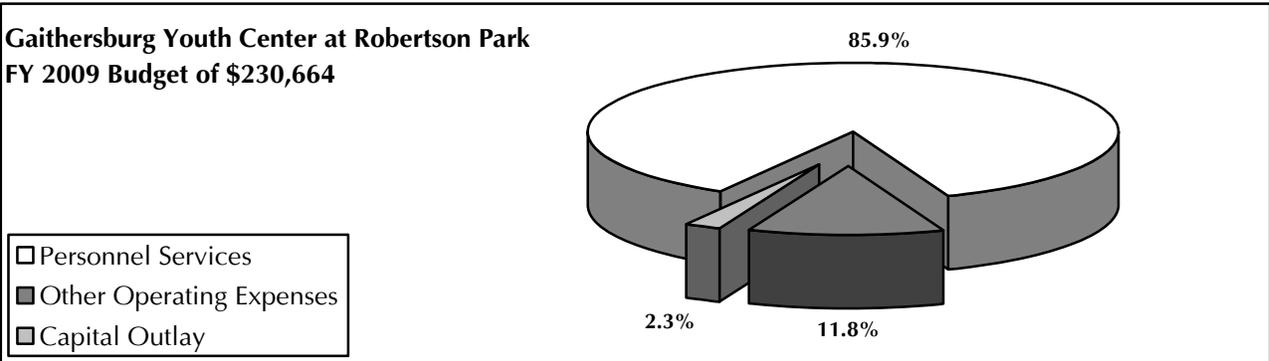
Provide positive social and educational after-school programs and activities for grades 6 - 9.

Provide quality recreational programs for youth on early dismissal days.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$180,500	\$186,631	\$198,069	\$198,069
Other Operating Expenses	25,990	24,030	27,300	27,300
Capital Outlay	1,035	4,515	5,295	5,295
<b>TOTAL</b>	<b>\$207,525</b>	<b>\$215,176</b>	<b>\$230,664</b>	<b>\$230,664</b>



Performance Measures	Actual 2006 - 07	Budgeted 2007 - 08	Projected 2008 - 09
S.P.E.A.K. mentoring program participants	0	14	20
Friday Fun Night programs	2	5	7
Boyyz and Girlzz Break mentoring sessions	20	40	50

**1419 Gaithersburg Youth Center at Robertson Park**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 61,171	\$ 61,171
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	112,032	112,032
510000 Social Security & Medicare Taxes	13,250	13,250
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	4,887	4,887
514100 Group Insurance - Retirees		
515000 Retirement Contribution	4,894	4,894
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	1,835	1,835
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 198,069</b>	<b>\$ 198,069</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Paper, Pens and Printer Cartridges	400	400
<i>Subtotal</i>	<b>400</b>	<b>400</b>
<b>522000 General Operating Supplies</b>		
Sports Supplies, Arts and Crafts and Tutoring Materials	15,300	15,300
<i>Subtotal</i>	<b>15,300</b>	<b>15,300</b>
<b>522500 Program Activities</b>		
Camp Admissions: X-Plore, Innov8, Gaithersburg on the Go II	7,900	7,900
<i>Subtotal</i>	<b>7,900</b>	<b>7,900</b>
<b>524000 Supplies for Resale</b>		
Snacks at Youth Center at Robertson Park	1,000	1,000
<i>Subtotal</i>	<b>1,000</b>	<b>1,000</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (5)	300	300
Maintenance - Software (Microsoft CALs) (5)	400	400
<i>Subtotal</i>	<b>700</b>	<b>700</b>
<b>536500 Investigations</b>		
Background Checks	350	350
<i>Subtotal</i>	<b>350</b>	<b>350</b>
<b>538000 Performances &amp; Entertainment</b>		
Disc Jockey for Camp Innov8 and Xplore, Activity Nights	1,450	1,450
<i>Subtotal</i>	<b>1,450</b>	<b>1,450</b>

**1419 Gaithersburg Youth Center at Robertson Park**

<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>Subtotal Operating Expenses</b>		<b>27,300</b>	<b>27,300</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (5)	1,650	1,650	
Replacement - Computer Hardware (PC + Monitors) (8 Video)	2,640	2,640	
Replacement - Point of Sale Hardware	130	130	
Replacement - Printer (Canon MF5770)	100	100	
Replacement - Projectors (1)	300	300	
Replacement - Scanner (CanoScan LiDE25)	15	15	
Replacement - Security Cameras (3)	460	460	
<i>Subtotal</i>		<b>5,295</b>	<b>5,295</b>
<b>Subtotal Capital Outlay</b>		<b>5,295</b>	<b>5,295</b>

<b>Total</b>		<b>230,664</b>	<b>230,664</b>
--------------	--	----------------	----------------

# Parks, Recreation & Culture

## 1420 - Skate Park

**SERVICES PROVIDED:**

The Skate Park is a 12,300 square-foot facility that provides a unique recreational opportunity for inline skaters, BMX bikes and skateboarders. It is open March through December.

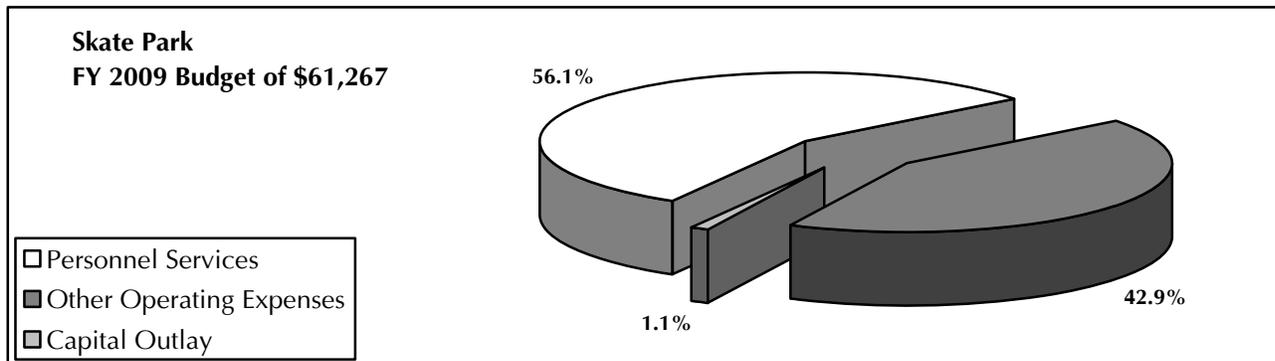
**FY WORK PLAN GOALS:**

Provide a fun and safe activity for skateboarders and in-line skaters.  
Provide a unique recreational activity for Gaithersburg teens.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$33,170	\$32,868	\$34,347	\$34,347
Other Operating Expenses	18,425	25,820	26,265	26,265
Capital Outlay	950	975	655	655
<b>TOTAL</b>	<b>\$52,545</b>	<b>\$59,663</b>	<b>\$61,267</b>	<b>\$61,267</b>



Performance Measures	Actual 2006 - 07	Budgeted 2007 - 08	Projected 2008 - 09
Total daily attendance	5,700	6,200	6,500
Season memberships	181	193	200
Private lesson sessions	27	99	120

**1420 Skate Park**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	\$
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	31,906	31,906
510000 Social Security & Medicare Taxes	2,441	2,441
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance		
514100 Group Insurance - Retirees		
515000 Retirement Contribution		
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution		
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 34,347</b>	<b>\$ 34,347</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Membership Cards, Office Pens, Paper, Folders	100	100
Stools	200	200
<i>Subtotal</i>	<b>300</b>	<b>300</b>
<b>522000 General Operating Supplies</b>		
Program Supplies - Tools, Nails and Repair Materials	2,425	2,425
<i>Subtotal</i>	<b>2,425</b>	<b>2,425</b>
<b>522500 Program Activities</b>		
Trip Admissions and Teen Nights	950	950
<i>Subtotal</i>	<b>950</b>	<b>950</b>
<b>524000 Supplies for Resale</b>		
Rental Equipment and Snacks for Teen Nights	1,200	1,200
<i>Subtotal</i>	<b>1,200</b>	<b>1,200</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (1)	60	60
Maintenance - Software (Microsoft CALs) (1)	80	80
<i>Subtotal</i>	<b>140</b>	<b>140</b>
<b>536000 Miscellaneous Professional Services</b>		
Repair of Ramp Structures	2,000	2,000
<i>Subtotal</i>	<b>2,000</b>	<b>2,000</b>

**1420 Skate Park**

<b>536500 Investigations</b>			
Background Checks	250	250	
<i>Subtotal</i>		<b>250</b>	<b>250</b>
<b>537000 Instructor Services</b>			
American In-line Instructors (Revenue supported)	17,800	17,800	
<i>Subtotal</i>		<b>17,800</b>	<b>17,800</b>
<b>541000 Advertising</b>			
Marketing Promotions	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>Subtotal Operating Expenses</b>		<b>26,265</b>	<b>26,265</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (1)	330	330	
Replacement - Point of Sale Hardware	205	205	
Replacement - Security Cameras (1)	120	120	
<i>Subtotal</i>		<b>655</b>	<b>655</b>
<b>Subtotal Capital Outlay</b>		<b>655</b>	<b>655</b>
<b>Total</b>		<b>61,267</b>	<b>61,267</b>

# Parks, Recreation & Culture

## 1421 - Casey Community Center

**SERVICES PROVIDED:**

The Casey Community Center is a multi-purpose facility that hosts educational, recreational and social activities for the community and provides opportunities for individuals and organizations to utilize a well-maintained facility for a variety of activities and functions.

**FY WORK PLAN GOALS:**

Implement new marketing strategies to increase awareness of the Center's programs and rental availability.

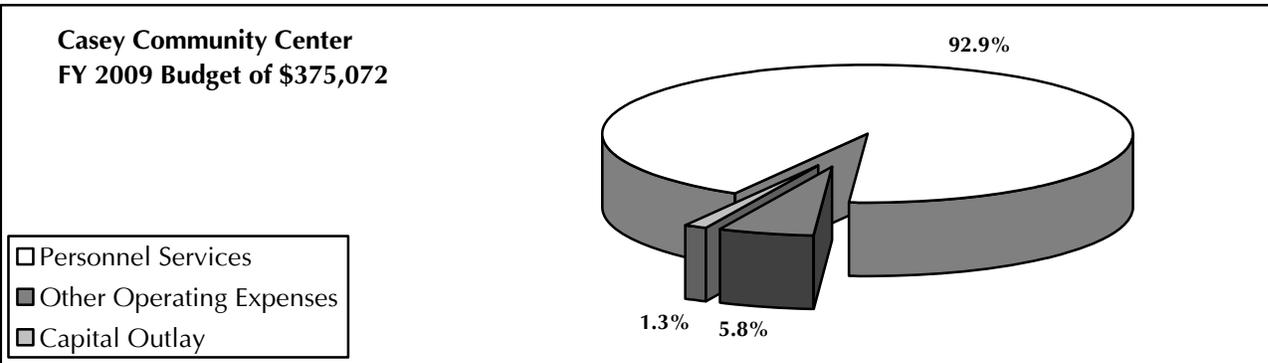
Provide citizens a clean and safe public facility and offer outstanding customer service.

Provide the community with a nurturing and educational preschool program for children 3 to 4 years of age.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$304,240	\$330,234	\$348,472	\$348,472
Other Operating Expenses	21,624	21,524	21,705	21,705
Capital Outlay	4,052	3,941	4,895	4,895
<b>TOTAL</b>	<b>\$329,916</b>	<b>\$355,699</b>	<b>\$375,072</b>	<b>\$375,072</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of room reservations	4,401	4,775	4,775
Number of people utilizing center	97,774	110,000	100,000
Creative Tot Time participants	101	100	100

1421 Casey Community Center

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 145,833	\$ 145,833
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	153,428	153,428
510000 Social Security & Medicare Taxes	22,893	22,893
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	10,276	10,276
514100 Group Insurance - Retirees		
515000 Retirement Contribution	11,667	11,667
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	4,375	4,375
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 348,472</b>	<b>\$ 348,472</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Easels, Pads and Wall Tape	275	275
Notebooks and Laminating Materials	275	275
<i>Subtotal</i>	<b>550</b>	<b>550</b>
<b>522000 General Operating Supplies</b>		
Cleaning & Sanitary Supplies	780	780
Decorations, Holiday Supplies and Facility Equipment	750	750
Floor Mats, Extension Cords, Fans and Heaters	600	600
Tot Time Arts and Crafts	1,650	1,650
Tot Time Games and Books	1,200	1,200
Tot Time T-Shirts	700	700
Water	420	420
<i>Subtotal</i>	<b>6,100</b>	<b>6,100</b>
<b>522200 Photographic, Audio, Video Supplies</b>		
Bulbs and Batteries	100	100
Cords and Cables	100	100
TR - Television	300	300
<i>Subtotal</i>	<b>500</b>	<b>500</b>
<b>525000 Furniture &amp; Fixtures</b>		
Public Use Appliances (Hot Plates, Coffee Pots, Microwave)	200	200
Tables and Chairs	1,270	1,270
<i>Subtotal</i>	<b>1,470</b>	<b>1,470</b>

**1421 Casey Community Center**

<b>531600 Software Maintenance Agreements</b>			
Maintenance - Network SW/Anti-Virus SW (3)	180	180	
Maintenance - Software (Microsoft CALs) (3)	240	240	
<i>Subtotal</i>		<b>420</b>	<b>420</b>
<b>536500 Investigations</b>			
Background Checks	210	210	
<i>Subtotal</i>		<b>210</b>	<b>210</b>
<b>538000 Performances &amp; Entertainment</b>			
Tot Time Entertainment (4 shows)	1,295	1,295	
<i>Subtotal</i>		<b>1,295</b>	<b>1,295</b>
<b>541000 Advertising</b>			
Newspapers and Community Magazines	6,000	6,000	
<i>Subtotal</i>		<b>6,000</b>	<b>6,000</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Maryland Recreation and Parks Association	75	75	
<i>Subtotal</i>		<b>75</b>	<b>75</b>
<b>546000 Conference &amp; Seminar Registration</b>			
National Recreation and Parks Association Workshops	275	275	
<i>Subtotal</i>		<b>275</b>	<b>275</b>
<b>551100 Cellular Telephone</b>			
Community Facility Director	220	220	
<i>Subtotal</i>		<b>220</b>	<b>220</b>
<b>553000 Printing &amp; Binding</b>			
Brochures, Fliers and Postcards	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>554000 Signage</b>			
Program Banners and Marquee Letters	225	225	
<i>Subtotal</i>		<b>225</b>	<b>225</b>
<b>556000 Postage</b>			
Letters, Permits, Promotional Materials, Fliers	375	375	
<i>Subtotal</i>		<b>375</b>	<b>375</b>
<b>557000 Laundry &amp; Uniforms</b>			
Caretaker Uniforms and Shoes	100	100	
Staff Shirts and Name Tags	100	100	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>567000 Rental &amp; Use Charges</b>			
Maintenance & Supplies - Copier (Ricoh 2035)	2,290	2,290	
<i>Subtotal</i>		<b>2,290</b>	<b>2,290</b>
<b>572000 Repair &amp; Maintenance - Buildings &amp; Facilities</b>			
Hardware, Supplies and Tools	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>Subtotal Operating Expenses</b>		<b>21,705</b>	<b>21,705</b>

**1421 Casey Community Center**

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>		
Replacement - Computer Hardware (PC + Monitors) (3)	990	990
Replacement - Fax Machines	90	90
Replacement - Kitchen Equipment	2,575	2,575
Replacement - Printer (OfficeJet 5610)	40	40
Replacement - Security Cameras (8)	1,200	1,200
<i>Subtotal</i>	<b>4,895</b>	<b>4,895</b>
<b>Subtotal Capital Outlay</b>	<b>4,895</b>	<b>4,895</b>
<b>Total</b>	<b>375,072</b>	<b>375,072</b>

# Parks, Recreation & Culture

## 1422 - Water Park

**SERVICES PROVIDED:**

The Water Park provides staff, supplies, programs and administrative expenses for the operation of the facility. The Water Park is open from Memorial Day Weekend to Labor Day. The distinctive features of the park are two water slides, each measuring over 180 feet long. The park amenities include: Shade structures, two playgrounds, a children’s splash pool, and fully equipped changing facilities. A snack bar, operated by Boardwalk Fries, is also available. The pool serves the City’s Summer Camp Program on weekday mornings, followed by rentals to private camps and day care groups. The Water Park is open from 11am to 7pm Sunday - Thursday; and until 7:30 pm on Friday and Saturday for recreational swim to pass holders as well as daily admission patrons. Group swim lessons are offered on week-day evenings and weekend mornings.

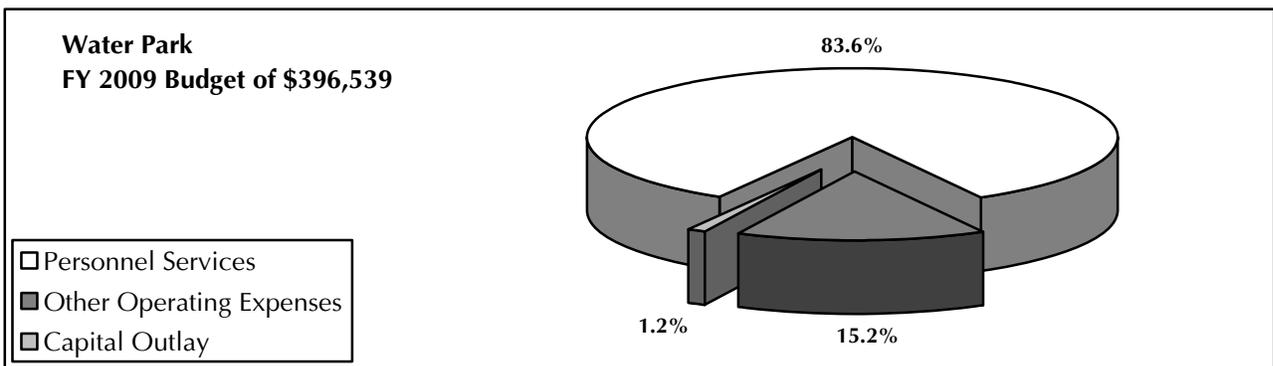
**FY WORK PLAN GOALS:**

- Continue the in-service program for lifeguards as a means of further enhancing skills and customer service; continue exemplary safety record.
- Continue the ongoing partnership with Boardwalk Fries for the operation of Water Park concessions.
- Continue to provide the City Camp Program with a daily swim activity.
- Continue to serve more than 50 private summer camp and day care groups for their daily swim activity and 28 school groups for their end-of-year swim celebration.
- Coordinate with the City’s Facility Director for the short-term and long-term maintenance and repair needs of the facility.
- Develop a facility study to determine the condition of the aquatic complex and plan for future improvements and enhancements.
- Provide a swim lesson program to compliment the summer lesson program at the Aquatic Center.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$291,344	\$303,505	\$331,494	\$331,494
Other Operating Expenses	54,785	59,540	60,410	60,410
Capital Outlay	4,965	5,400	4,635	4,635
<b>TOTAL</b>	<b>\$351,094</b>	<b>\$368,445</b>	<b>\$396,539</b>	<b>\$396,539</b>



# Parks, Recreation & Culture

## 1422 - Water Park

Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Program attendance (swim lessons)	1,626	1,600	1,600
Membership pass attendance	4,277	4,000	4,000
Group rental attendance (schools, City camps, private day care/camps)	37,871	37,000	37,000
Daily paid admission attendance	39,860	39,000	39,000

1422 Water Park

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 85,047	\$ 85,047
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	209,754	209,754
510000 Social Security & Medicare Taxes	22,552	22,552
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	1,028	1,028
514100 Group Insurance - Retirees		
515000 Retirement Contribution	6,804	6,804
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	3,758	3,758
516000 Savings Plan Contribution	2,551	2,551
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 331,494</b>	<b>\$ 331,494</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Cash Register/Credit Card Receipts; Registration Materials	400	400
Toner for Fax Machine, Copier and Printer	800	800
<i>Subtotal</i>	<b>1,200</b>	<b>1,200</b>
<b>522000 General Operating Supplies</b>		
First Aid, Cleaning, Testing, Landscape and Teaching Supplies	7,650	7,650
Pool Chemicals (Carbon Dioxide Gas, Sodium Hypochlorite)	23,300	23,300
<i>Subtotal</i>	<b>30,950</b>	<b>30,950</b>
<b>524000 Supplies for Resale</b>		
Staff Apparel	775	775
Sunscreen, Rubber Pants, Swim Diapers and Locks	625	625
<i>Subtotal</i>	<b>1,400</b>	<b>1,400</b>
<b>525000 Furniture &amp; Fixtures</b>		
Umbrellas and Tables	1,000	1,000
<i>Subtotal</i>	<b>1,000</b>	<b>1,000</b>
<b>526000 Machinery &amp; Equipment</b>		
Chemical Controllers/ Sensors, Radios, Security Camera	1,900	1,900
<i>Subtotal</i>	<b>1,900</b>	<b>1,900</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (3)	180	180
Maintenance - Software (Kronos Time Keeper Central)	2,600	2,600
Maintenance - Software (Microsoft CALs) (3)	240	240
<i>Subtotal</i>	<b>3,020</b>	<b>3,020</b>

**1422 Water Park**

<b>536000 Miscellaneous Professional Services</b>			
Pool Repair Consultant	200	200	
Special Cleaning Service Projects	400	400	
<i>Subtotal</i>		<b>600</b>	<b>600</b>
<b>536200 Americans with Disabilities Act</b>			
Interpreter Services	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>536500 Investigations</b>			
Background Checks	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>541000 Advertising</b>			
Newspaper Advertisement & Banners	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Maryland Recreation and Parks Association	100	100	
Pool Operators Courses for Staff	400	400	
Pool Operators Test and License for Staff	500	500	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>546000 Conference &amp; Seminar Registration</b>			
National Aquatic Conference and Expo	390	390	
<i>Subtotal</i>		<b>390</b>	<b>390</b>
<b>546300 In-Service Training</b>			
CPR, AED, First Aid, and Lifeguard/Workforce Training Material	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>547000 Travel Expense</b>			
Airfare For Aquatic Conference	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>547100 Travel Mileage Reimbursement</b>			
Local Travel Mileage Reimbursement	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>550700 Recycling Services/Trash Collection</b>			
Biohazard Pick-up Service Fees	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>551100 Cellular Telephone</b>			
Aquatic Facility Director	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>552500 Vehicle &amp; Equipment Gasoline Expense</b>			
Gasoline for Golf Cart and Pressure Washer	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>553000 Printing &amp; Binding</b>			
Brochures and Inserts for Water Park	250	250	
Employee Handbooks, (Lifeguards, Cashiers, Managers)	250	250	
<i>Subtotal</i>		<b>500</b>	<b>500</b>

**1422 Water Park**

<b>554000 Signage</b>			
Rules and Regulations, Admission Policies, Pool Fees	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>556000 Postage</b>			
Letters, Promotional Materials and Pass Renewal Mailings	600	600	
<i>Subtotal</i>		<b>600</b>	<b>600</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts, Guard Shorts and Whistles	4,800	4,800	
<i>Subtotal</i>		<b>4,800</b>	<b>4,800</b>
<b>561000 Local, In-Services Meals</b>			
All Day In-Service Training Meetings	300	300	
<i>Subtotal</i>		<b>300</b>	<b>300</b>
<b>567000 Rental &amp; Use Charges</b>			
CO2 Cylinder for Main and Tot Pools	650	650	
Pool Drain & Clean Equipment	150	150	
<i>Subtotal</i>		<b>800</b>	<b>800</b>
<b>572000 Repair &amp; Maintenance - Buildings &amp; Facilities</b>			
Repair Parts for Water Features	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Chemical Feeder & Controller System	800	800	
CO2 System	400	400	
Filter Systems	800	800	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>
<b>574000 Repair &amp; Maintenance - Vehicles</b>			
Golf Cart	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>575000 Repair &amp; Maintenance - Furniture &amp; Equipment</b>			
Repair and Restrap Deck Chairs Offsite, Canopy Repairs	2,500	2,500	
<i>Subtotal</i>		<b>2,500</b>	<b>2,500</b>
<b>Subtotal Operating Expenses</b>		<b>60,410</b>	<b>60,410</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (3)	990	990	
Replacement - Fax Machines	40	40	
Replacement - Point of Sale Hardware	230	230	
Replacement - Pool Chairs, Umbrellas, Tables, Awnings	1,400	1,400	
Replacement - Printer (Brother HL-5140)	50	50	
Replacement - Printer (HP LaserJet 3020)	85	85	
Replacement - Security Cameras (2)	340	340	
Replacement- Water Play Feature	1,500	1,500	
<i>Subtotal</i>		<b>4,635</b>	<b>4,635</b>
<b>Subtotal Capital Outlay</b>		<b>4,635</b>	<b>4,635</b>

**1422 Water Park**

<b>Total</b>	<b>396,539</b>	<b>396,539</b>
--------------	----------------	----------------

# Parks, Recreation & Culture

## 1423 - Gaithersburg Arts Barn

**SERVICES PROVIDED:**

Gaithersburg Arts Barn provides for the administration and programming of arts events. These include visual art exhibits and classes, theatrical, musical and literary performances and workshops. Visual arts studio rentals, theater rentals and a gift shop also provide arts opportunities for the community.

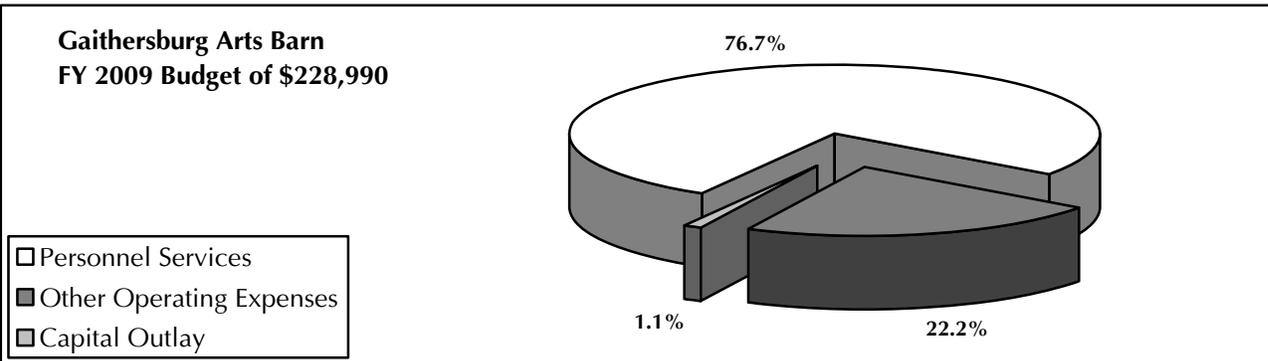
**FY WORK PLAN GOALS:**

Present quality and diverse arts programs and develop partnership opportunities with arts organizations in the community. Support and promote the work, education and participation of local artists. Increase dual events between Mansion and Arts Barn.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$163,333	\$166,462	\$175,645	\$175,645
Other Operating Expenses	53,774	50,820	50,910	50,910
Capital Outlay	3,180	2,485	2,435	2,435
<b>TOTAL</b>	<b>\$220,287</b>	<b>\$219,767</b>	<b>\$228,990</b>	<b>\$228,990</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Theatrical and musical performances	193	190	190
Arts classes, camps and workshops offered	161	180	180
Arts Barn shop artists	140	145	160
Artists feature in Arts Barn shop	27,410	32,000	32,000

1423 Gaithersburg Arts Barn

**Expenditure Statement by Object**

**Proposed  
2008 - 2009**

**Adonted  
2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	56,520	\$	56,520
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime				
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		88,598		88,598
510000 Social Security & Medicare Taxes		11,102		11,102
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		13,207		13,207
514100 Group Insurance - Retirees				
515000 Retirement Contribution		4,522		4,522
515050 Supplemental Retirement Contribution				
515100 Retirement Health Savings (RHS)				
516000 Savings Plan Contribution		1,696		1,696
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
<b>Subtotal Personnel Services</b>	<b>\$</b>	<b>175,645</b>	<b>\$</b>	<b>175,645</b>

**Operating Expenses**

<b>521000 Office Supplies</b>				
Ink, Easel Pads and Tape		500		500
<i>Subtotal</i>		<b>500</b>		<b>500</b>
<b>522000 General Operating Supplies</b>				
Materials for Classes, Workshops and Summer Camps		5,500		5,500
Materials for Concerts and Partnership Programs		1,000		1,000
<i>Subtotal</i>		<b>6,500</b>		<b>6,500</b>
<b>524000 Supplies for Resale</b>				
Snacks and Beverages		1,000		1,000
<i>Subtotal</i>		<b>1,000</b>		<b>1,000</b>
<b>531600 Software Maintenance Agreements</b>				
Maintenance - Network SW/Anti-Virus SW (3)		180		180
Maintenance - Software (Adobe Acrobat) (1)		30		30
Maintenance - Software (Adobe InDesign) (3)		225		225
Maintenance - Software (Microsoft CALs) (3)		240		240
<i>Subtotal</i>		<b>675</b>		<b>675</b>
<b>533000 Legal</b>				
County Licenses		1,680		1,680
Royalty Fees - Theatre Performances		4,050		4,050
<i>Subtotal</i>		<b>5,730</b>		<b>5,730</b>

## 1423 Gaithersburg Arts Barn

<b>536000 Miscellaneous Professional Services</b>			
Piano Tuning	500	500	
Technical Support	500	500	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>536200 Americans with Disabilities Act</b>			
Interpreter Services	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>536500 Investigations</b>			
Background Checks	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>538000 Performances &amp; Entertainment</b>			
Artist Fees: Children's Performances	1,500	1,500	
Artist Fees: Concerts Series	3,000	3,000	
Artist Fees: High School Showstoppers	200	200	
Artist Fees: Opera	800	800	
Artist Fees: Partnership Events	500	500	
Artist Fees: Theatre Performances	1,000	1,000	
<i>Subtotal</i>		<b>7,000</b>	<b>7,000</b>
<b>541000 Advertising</b>			
Newspaper Announcements for Theatre Performance Auditions	1,400	1,400	
Newspapers	15,000	15,000	
<i>Subtotal</i>		<b>16,400</b>	<b>16,400</b>
<b>551100 Cellular Telephone</b>			
Facility Director (1)	225	225	
<i>Subtotal</i>		<b>225</b>	<b>225</b>
<b>553000 Printing &amp; Binding</b>			
Postcards - Theatre Performances	1,200	1,200	
Tickets, Fliers, Programs and Calendars	2,600	2,600	
<i>Subtotal</i>		<b>3,800</b>	<b>3,800</b>
<b>554000 Signage</b>			
Program Banners	5,630	5,630	
<i>Subtotal</i>		<b>5,630</b>	<b>5,630</b>
<b>556000 Postage</b>			
Letters, Promotional Materials and Rental Permits	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>561000 Local, In-Services Meals</b>			
Meetings and Trainings	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Maintenance & Supplies - Copier (Ricoh 1015)	900	900	
<i>Subtotal</i>		<b>900</b>	<b>900</b>
<b>Subtotal Operating Expenses</b>		<b>50,910</b>	<b>50,910</b>

## Capital Outlay

**1423 Gaithersburg Arts Barn**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (3)	990		990
Replacement - Copier (Ricoh 1015)	440		440
Replacement - Fax Machines	125		125
Replacement - Point of Sale Hardware	130		130
Replacement - Projector (Theater)	750		750
<i>Subtotal</i>		<b>2,435</b>	<b>2,435</b>
<b>Subtotal Capital Outlay</b>		<b>2,435</b>	<b>2,435</b>
<b>Total</b>		<b>228,990</b>	<b>228,990</b>

# Parks, Recreation & Culture

## 1424 - Gaithersburg Olde Towne Youth Center

**SERVICES PROVIDED:**

The Gaithersburg Olde Towne Youth Center provides programming for middle school students during after-school hours. During the summer the facility is home to Camp Venture, a program designed specifically for middle school students.

**FY WORK PLAN GOALS:**

- Provide 9th grade mentoring program encouraging participants to be youth of character.
- Provide a diversity of experiences that will challenge the interest of the pre-teen population.
- Provide full-day programming for youth on professional days off from school.
- Provide positive social and educational after-school programs and activities for grades 6 - 9.
- Provide quality recreational programs for youth on early dismissal days.

**SIGNIFICANT CHANGES FOR FY 09:**

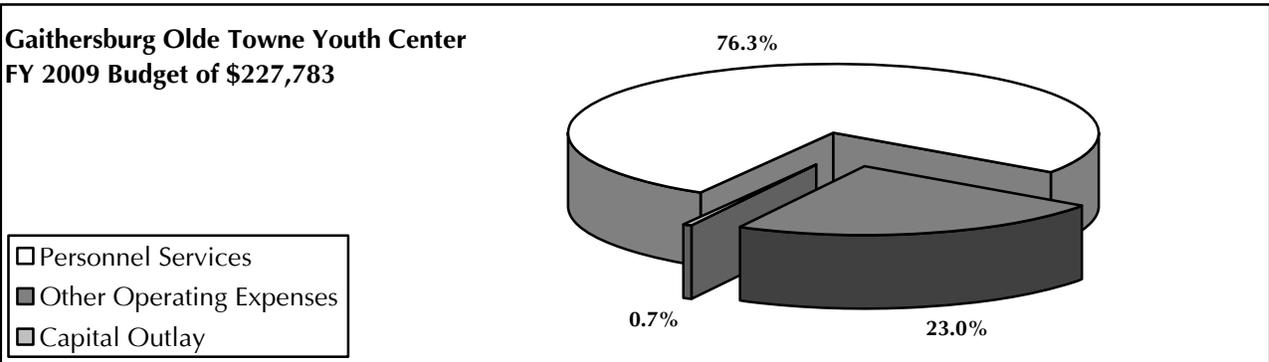
General Operating Supplies increased \$7,450 to reflect the anticipated expansion of programs associated with the relocation of the members of the Youth Center in Olde Towne to Robertson Park Youth Center.

Program Activities increased \$17,400 to reflect the anticipated expansion of programs associated with the relocation of the members of the Youth Center in Olde Towne to Robertson Park Youth Center.

Salaries, Full-Time Employees increased \$13,285 to reflect the differential of salaries associated with the transfer of one position from Youth Services (1417).

Salaries, Part-Time Employees decreased \$7,316 to reflect reduced staffing with the elimination of Camp Venture.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$158,236	\$161,825	\$173,818	\$173,818
Other Operating Expenses	26,500	25,800	52,460	52,460
Capital Outlay	0	0	1,505	1,505
<b>TOTAL</b>	<b>\$184,736</b>	<b>\$187,625</b>	<b>\$227,783</b>	<b>\$227,783</b>



## Parks, Recreation & Culture

### 1424 - Gaithersburg Olde Towne Youth Center

<b>Performance Measures</b>	<b>Actual 2006 – 07</b>	<b>Budgeted 2007 – 08</b>	<b>Projected 2008 – 09</b>
Girls Lounge mentoring program participants	0	12	20
Friday Fun Night Programs	2	5	7
Boyzz and Girlzz Breaks	20	40	50

1424 Gaithersburg Olde Towne Youth Center

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 65,092	\$ 65,092
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	85,141	85,141
510000 Social Security & Medicare Taxes	11,493	11,493
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	4,932	4,932
514100 Group Insurance - Retirees		
515000 Retirement Contribution	5,207	5,207
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	1,953	1,953
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 173,818</b>	<b>\$ 173,818</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Membership Cards, Printer Cartridges, Paper	400	400
<i>Subtotal</i>	<b>400</b>	<b>400</b>
<b>522000 General Operating Supplies</b>		
Billiards Club Supplies	450	450
Environmental Awareness Club	1,000	1,000
Equipment Repair and Replacement	2,000	2,000
Film and Press Club Equipment	1,000	1,000
International Club Program Supplies	1,000	1,000
Intramural Program Equipment	1,000	1,000
Outdoor Program Equipment	1,000	1,000
Sports Supplies, Arts and Crafts and Tutoring Materials	10,400	10,400
<i>Subtotal</i>	<b>17,850</b>	<b>17,850</b>
<b>522500 Program Activities</b>		
Admissions: Mentoring Program	1,500	1,500
Art Enrichment Club (30 Sessions x 20 Participants)	5,100	5,100
Bowling (30 Sessions x 20 Participants)	7,200	7,200
Boyyz and Girlzzz Break Activities	4,000	4,000
International Club Trips	1,000	1,000
Laser Tag Club (30 Sessions x 20 Participants)	6,000	6,000
Movie Club (30 Sessions x 20 Participants)	4,200	4,200
Swim Program (20 Sessions x 20 Participants)	2,000	2,000
<i>Subtotal</i>	<b>31,000</b>	<b>31,000</b>

**1424 Gaithersburg Olde Towne Youth Center**

<b>524000 Supplies for Resale</b>			
Snacks at Olde Towne Youth Center	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>531600 Software Maintenance Agreements</b>			
Maintenance - Network SW/Anti-virus SW (4)	240	240	
Maintenance - Software (Microsoft CALs) (4)	320	320	
<i>Subtotal</i>		<b>560</b>	<b>560</b>
<b>536500 Investigations</b>			
Background Checks	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>538000 Performances &amp; Entertainment</b>			
Disc Jockey for Friday Fun Night Programs	1,250	1,250	
<i>Subtotal</i>		<b>1,250</b>	<b>1,250</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>Subtotal Operating Expenses</b>		<b>52,460</b>	<b>52,460</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (4)	1,320	1,320	
Replacement - Point of Sale Hardware	115	115	
Replacement - Printer (Canon MF5770)	70	70	
<i>Subtotal</i>		<b>1,505</b>	<b>1,505</b>
<b>Subtotal Capital Outlay</b>		<b>1,505</b>	<b>1,505</b>
<b>Total</b>		<b>227,783</b>	<b>227,783</b>

# Parks, Recreation & Culture

## 1425 - Seniors Program

**SERVICES PROVIDED:**

The Gaithersburg Upcounty Senior Center is a comfortable and welcoming facility that provides programs and services for adults 55 years of age or older. The center facilitates opportunities for seniors to build friendships and participate in a wide variety of educational, recreational, wellness, and social service programs. The center enjoys participation by members representing more than 72 cultures and promotes the CHARACTER COUNTS! values endorsed by the City of Gaithersburg.

**FY WORK PLAN GOALS (CONT.)**

Partner with other departments within Parks, Recreation and Culture to utilize Center during evening and off-hours.  
 Provide intercultural activities that promote education, understanding and respect.  
 Research programming for the upcoming Boomer market.  
 Research, explore and submit grant proposals as a resource to enhance services at the Senior Center.  
 Seek community partnerships with local agencies and other centers to broaden the program base for the community.

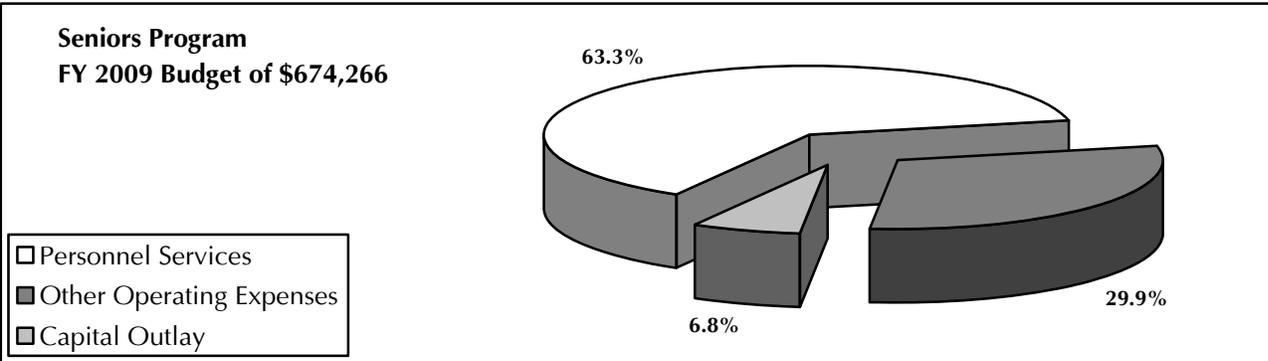
**FY WORK PLAN GOALS:**

Continue education for staff who lead wellness classes to ensure safe and effective programs.  
 Increase participation at the Senior Center with an emphasis on City residents.  
 Increase programming opportunities by the use of off-site facilities and by the addition of new evening hours.

**SIGNIFICANT CHANGES FOR FY 09:**

Contributions decreased \$6,400 based on actual meals provided through the Nutrition Program.  
 Vehicles & Equipment (Replacement) decreased \$10,110 to reflect the vehicles fully funded in FY 08.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$370,910	\$393,872	\$427,037	\$427,037
Other Operating Expenses	189,084	206,038	201,429	201,429
Capital Outlay	196,860	55,150	45,800	45,800
<b>TOTAL</b>	<b>\$756,854</b>	<b>\$655,060</b>	<b>\$674,266</b>	<b>\$674,266</b>



# Parks, Recreation & Culture

## 1425 - Seniors Program

Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Registered members - residents	287	300	315
Registered members - nonresidents	494	470	500
Nutrition program - meals served	6,643	10,300	8,000
Attendees at Senior Center events and programs	67,599	59,000	68,300

**1425 Seniors Program**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 245,831	\$ 245,831
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement	21,059	21,059
509000 Salaries, Part-Time	70,557	70,557
510000 Social Security & Medicare Taxes	25,815	25,815
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	33,397	33,397
514100 Group Insurance - Retirees		
515000 Retirement Contribution	19,666	19,666
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	3,337	3,337
516000 Savings Plan Contribution	7,375	7,375
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 427,037</b>	<b>\$ 427,037</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Class Supplies (clipboards, index cards, easel pads)	175	175
Copier, Fax Machine and Computer Lab Printer Paper	425	425
Stationery, Envelopes, Pens	400	400
Toner for Fax Machine, Copier and Printer	500	500
<i>Subtotal</i>	<b>1,500</b>	<b>1,500</b>
<b>522000 General Operating Supplies</b>		
Birthday, Holiday Supplies and Seasonal Decorations	1,500	1,500
Coffee Supplies	3,500	3,500
Crafts Supplies, Paints, Brushes, Clay	1,500	1,500
Fitness Equipment (Videos, Weights, Bands, Racks, Mats)	2,000	2,000
Game Supplies (Playing Cards, Bingo, Card Table Covers)	300	300
Prizes, Awards, Certificates	700	700
Sanitizer, Water for Tips and Meetings	500	500
<i>Subtotal</i>	<b>10,000</b>	<b>10,000</b>
<b>522500 Program Activities</b>		
Caterers (Special Events and Luncheons)	10,000	10,000
Day Trips (Revenue Supported)	24,000	24,000
Mini-Trips (Revenue Supported)	2,775	2,775
<i>Subtotal</i>	<b>36,775</b>	<b>36,775</b>
<b>524000 Supplies for Resale</b>		
Metro Passes for Seniors (Non-Taxable Item)	100	100
<i>Subtotal</i>	<b>100</b>	<b>100</b>

**1425 Seniors Program**

<b>525000 Furniture &amp; Fixtures</b>			
Locking Storage Cabinets (3)	750	750	
Pool Table Felt Replacement	500	500	
Replacement - Chairs (10)	2,000	2,000	
Replacement - Tables (4)	800	800	
Sound System (2)	800	800	
Wall Mounted Screen for Lecture Room	150	150	
Wii Sports (Console, Remote, Recharger, Software)	800	800	
<i>Subtotal</i>		<b>5,800</b>	<b>5,800</b>
<b>526500 Vehicles &amp; Equipment</b>			
Global Positioning System - Buses	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>531600 Software Maintenance Agreements</b>			
Maintenance - Network SW/Anti-Virus SW (13)	780	780	
Maintenance - Software (Microsoft CALs) (13)	1,040	1,040	
<i>Subtotal</i>		<b>1,820</b>	<b>1,820</b>
<b>536000 Miscellaneous Professional Services</b>			
Counseling and Support Programs	49,920	49,920	
Stroke and Special Accommodations Programs	3,600	3,600	
<i>Subtotal</i>		<b>53,520</b>	<b>53,520</b>
<b>537000 Instructor Services</b>			
AARP 55 Alive (Revenue Supported)	800	800	
ChiGong (Revenue Supported)	1,000	1,000	
Dance Classes (Ballroom, Line and Square, Revenue Supported)	2,700	2,700	
Education (Language, Computer Class, Partially Revenue Supporte	2,000	2,000	
Genealogy (Revenue Supported)	200	200	
Health - Exercise Classes, Wellness (Revenue Supported)	1,600	1,600	
Seasonal Craft	200	200	
Tai Chi (Revenue Supported)	2,000	2,000	
Yoga (Revenue Supported)	1,920	1,920	
<i>Subtotal</i>		<b>12,420</b>	<b>12,420</b>
<b>538000 Performances &amp; Entertainment</b>			
Entertainers (Musicians and Special Performers)	3,648	3,648	
Evening Dances and Socials (Partially Revenue Supported)	3,600	3,600	
<i>Subtotal</i>		<b>7,248</b>	<b>7,248</b>
<b>543000 Contributions</b>			
Nutrition Program (Pass thru to Montgomery County)	40,000	40,000	
<i>Subtotal</i>		<b>40,000</b>	<b>40,000</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Maryland Association of Senior Centers	100	100	
Maryland Recreation and Parks Association	80	80	
Wellness Instructor Certifications and continuing credit (3)	400	400	
<i>Subtotal</i>		<b>580</b>	<b>580</b>
<b>545000 Magazines, Books &amp; Resource Material</b>			
Periodicals, Posters and Newspapers	120	120	
<i>Subtotal</i>		<b>120</b>	<b>120</b>

## 1425 Seniors Program

<b>546000 Conference &amp; Seminar Registration</b>			
Maryland Recreation and Parks Association Workshops	250	250	
Maryland Recreation and Parks Association, Arts Showcase	250	250	
National Recreation and Parks Association Conference	425	425	
National Recreation and Parks Association Workshops	125	125	
<i>Subtotal</i>		<b>1,050</b>	<b>1,050</b>
<b>551100 Cellular Telephone</b>			
Cell Phones Senior Center Staff (2), Buses (2)	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>552500 Vehicle &amp; Equipment Gasoline Expense</b>			
Diesel Bus (2)	8,400	8,400	
<i>Subtotal</i>		<b>8,400</b>	<b>8,400</b>
<b>553000 Printing &amp; Binding</b>			
Newsletters and Membership Renewals - (12 Issues)	9,996	9,996	
<i>Subtotal</i>		<b>9,996</b>	<b>9,996</b>
<b>556000 Postage</b>			
Newsletters and Membership Renewals (Bulk Mailing Rate)	3,500	3,500	
<i>Subtotal</i>		<b>3,500</b>	<b>3,500</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	250	250	
<i>Subtotal</i>		<b>250</b>	<b>250</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Maintenance & Supplies - Copier (Ricoh 1045)	1,350	1,350	
<i>Subtotal</i>		<b>1,350</b>	<b>1,350</b>
<b>574000 Repair &amp; Maintenance - Vehicles</b>			
Vehicle (3 Units)	5,000	5,000	
<i>Subtotal</i>		<b>5,000</b>	<b>5,000</b>
<b>575000 Repair &amp; Maintenance - Furniture &amp; Equipment</b>			
Hard Surface Floor Cleaner	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>Subtotal Operating Expenses</b>		<b>201,429</b>	<b>201,429</b>

## Capital Outlay

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (13)	4,290	4,290	
Replacement - Copier (Ricoh 1045)	885	885	
Replacement - Fax Machines	40	40	
Replacement - Point of Sale Hardware	230	230	
Replacement - Printer (HP 1320n)	100	100	
Replacement - Printer (Lexmark E232)	65	65	
Replacement - Projectors (1)	300	300	
<i>Subtotal</i>		<b>5,910</b>	<b>5,910</b>

**1425 Seniors Program**

<b>596100 Vehicles &amp; Equipment (Replacement)</b>			
Vehicle Replacement - Bus (3)	39,890		39,890
<i>Subtotal</i>		<b>39,890</b>	<b>39,890</b>
<b>Subtotal Capital Outlay</b>		<b>45,800</b>	<b>45,800</b>
<b>Total</b>		<b>674,266</b>	<b>674,266</b>

# Parks, Recreation & Culture

## 1426 - Activity Center

**SERVICES PROVIDED:**

The Activity Center is a multi-purpose recreation facility which hosts City events, programs and activities for the community and provides opportunities for individuals and organizations to utilize a well-maintained facility for rental functions.

**FY WORK PLAN GOALS:**

Offer citizens the opportunity to rent and utilize all-purpose rooms for meetings or functions.

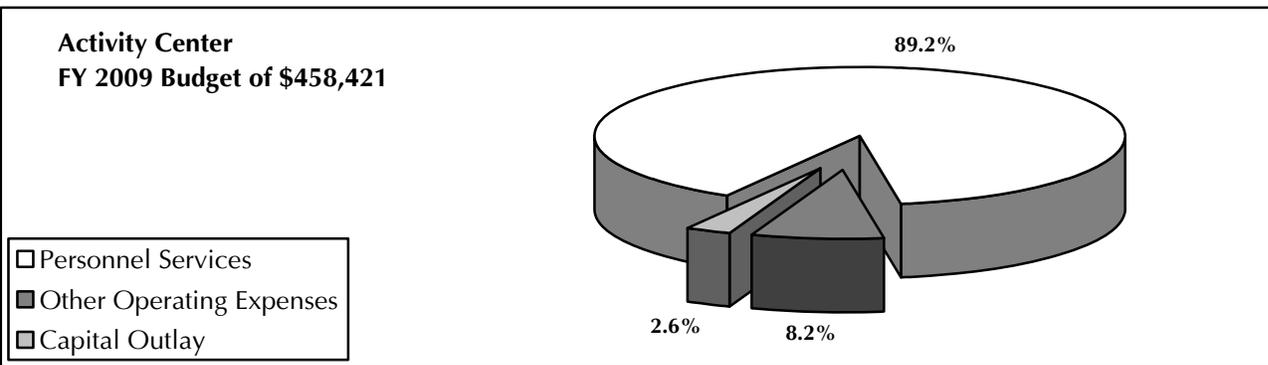
Provide a well-maintained fitness center for citizens, offering a variety of cardiovascular and strength training equipment at affordable fees.

Provide the community with two well-equipped gymnasiums for sporting events, exhibits and large social functions.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$371,054	\$393,383	\$408,702	\$408,702
Other Operating Expenses	27,649	37,769	37,595	37,595
Capital Outlay	13,474	12,524	12,124	12,124
<b>TOTAL</b>	<b>\$412,177</b>	<b>\$443,676</b>	<b>\$458,421</b>	<b>\$458,421</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of room reservations	3,529	3,200	3,500
Fitness Center memberships	359	350	350
Fitness Center attendance	22,995	24,000	24,000
Activity Center attendance	130,300	130,000	130,000

**1426 Activity Center**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adopted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 193,524	\$ 193,524
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime	2,445	2,445
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	146,338	146,338
510000 Social Security & Medicare Taxes	26,186	26,186
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	8,068	8,068
514100 Group Insurance - Retirees		
515000 Retirement Contribution	15,482	15,482
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	10,853	10,853
516000 Savings Plan Contribution	5,806	5,806
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 408,702</b>	<b>\$ 408,702</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Easels, Pads, Markers, Wall and Floor Tape	425	425
<i>Subtotal</i>	<b>425</b>	<b>425</b>
<b>522000 General Operating Supplies</b>		
Decorations and Holiday Supplies	400	400
Emergency Preparedness Supplies (Replacement of Food/Water)	300	300
Fitness Center Supplies (Towels, Vinyl Cleaner, Fans, Mats)	1,600	1,600
Floor Mats, Mirrors and Portable Heaters	1,000	1,000
Hand Trucks and Push Carts	550	550
Keys, Tools and Hardware	1,100	1,100
Open Gym Supplies (Balls, Pumps, Nets, Goals)	1,000	1,000
<i>Subtotal</i>	<b>5,950</b>	<b>5,950</b>
<b>522200 Photographic, Audio, Video Supplies</b>		
Batteries and Bulbs	100	100
Cable Cords, Extension Cords and Power Strips	100	100
Television, DVD/VCR and Media Cart	350	350
<i>Subtotal</i>	<b>550</b>	<b>550</b>
<b>525000 Furniture &amp; Fixtures</b>		
Conference Room and Lobby Chairs	1,500	1,500
Fitness Center Equipment and Volleyball Standards	3,000	3,000
Office Furniture	1,500	1,500
Tables and Chairs	2,900	2,900
<i>Subtotal</i>	<b>8,900</b>	<b>8,900</b>

**1426 Activity Center**

<b>531600 Software Maintenance Agreements</b>			
Maintenance - Network SW/Anti-Virus SW (5)	300	300	
Maintenance - Software (Microsoft CALs) (5)	400	400	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>536000 Miscellaneous Professional Services</b>			
Fish Tank Maintenance	7,600	7,600	
Fitness Trainer	3,000	3,000	
<i>Subtotal</i>		<b>10,600</b>	<b>10,600</b>
<b>536500 Investigations</b>			
Background Checks	170	170	
<i>Subtotal</i>		<b>170</b>	<b>170</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Maryland Recreation and Parks Association	75	75	
<i>Subtotal</i>		<b>75</b>	<b>75</b>
<b>546000 Conference &amp; Seminar Registration</b>			
National Recreation and Parks Association	300	300	
<i>Subtotal</i>		<b>300</b>	<b>300</b>
<b>547000 Travel Expense</b>			
National Recreation and Parks Association	160	160	
<i>Subtotal</i>		<b>160</b>	<b>160</b>
<b>551000 Telephone (Landline)</b>			
Telephones	240	240	
<i>Subtotal</i>		<b>240</b>	<b>240</b>
<b>553000 Printing &amp; Binding</b>			
Brochures and Fliers	300	300	
Fitness Zone Cards	300	300	
Postcards	300	300	
<i>Subtotal</i>		<b>900</b>	<b>900</b>
<b>554000 Signage</b>			
Building Signs and Banners	225	225	
<i>Subtotal</i>		<b>225</b>	<b>225</b>
<b>556000 Postage</b>			
Mailings	1,050	1,050	
<i>Subtotal</i>		<b>1,050</b>	<b>1,050</b>
<b>557000 Laundry &amp; Uniforms</b>			
Laundry Supplies	150	150	
Staff Shirts	500	500	
Staff Shirts - Facility Supervisor	200	200	
<i>Subtotal</i>		<b>850</b>	<b>850</b>
<b>561000 Local, In-Services Meals</b>			
Meetings and Trainings	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>

**1426 Activity Center**

<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Audio Visual Equipment Maintenance	500	500	
Fitness Equipment Maintenance	3,900	3,900	
Gymnasium Fixtures Repair & Maintenance	2,000	2,000	
<i>Subtotal</i>		<b>6,400</b>	<b>6,400</b>
<b>Subtotal Operating Expenses</b>		<b>37,595</b>	<b>37,595</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (5)	1,650	1,650	
Replacement - Fitness Equipment	9,719	9,719	
Replacement - Point of Sale Hardware	455	455	
Replacement - Projectors (1)	300	300	
<i>Subtotal</i>		<b>12,124</b>	<b>12,124</b>
<b>Subtotal Capital Outlay</b>		<b>12,124</b>	<b>12,124</b>
<b>Total</b>		<b>458,421</b>	<b>458,421</b>

**SERVICES PROVIDED:**

Gaithersburg Aquatic Center provides for staff, supplies, programs, maintenance, and administrative expenses for the Aquatic Center. The center is located adjacent to Gaithersburg Middle School and is jointly operated by Montgomery County Public Schools and the City. The center offers swimming opportunities to children, teens and adults of all abilities and special needs. Programs include: Swim lessons (group and private), school and private group rentals, birthday parties, Swimnastics, the new Gaithersburg Winter Swim program, and recreation and lap swimming. During the school year the facility is programmed for public use Monday-Friday from 3:30 pm - 9 pm; and Saturday and Sunday from 8:30 am - 8 pm. During the summer months the facility is programmed every day with swim lessons and lap and recreational swim periods. The facility is closed in mid-August for annual maintenance, cleaning and repairs.

**FY WORK PLAN GOALS:**

- Adjust the program schedule to provide more efficient pool use and compatible program activities.
- Consolidate the swim lesson offering to provide time and space to develop an after-school youth competitive swim program.
- Continue in-service program for lifeguards and other staff as a means of further enhancing skills and customer service; continue exemplary safety record.
- Continue to improve the quality of swim lessons through ongoing in-service training of swim instructors and reduction of the number of students per course.
- Continue to work with MCPS and Public Works under the revised joint use agreement to perform timely maintenance and repairs to the facility and plan for short and long-term systems replacements and upgrades.
- Expand the Lifeguard Training course offerings to help create new staff members.

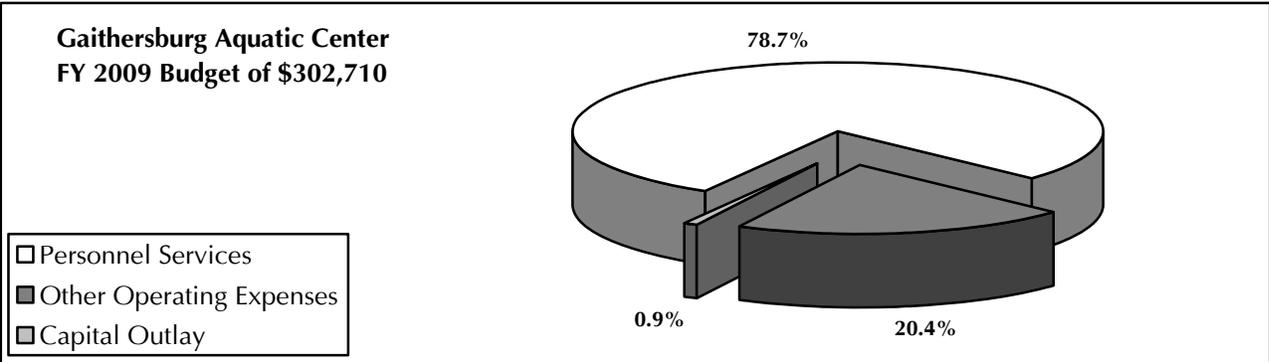
**SIGNIFICANT CHANGES FOR FY 09:**

Furniture & Fixtures decreased \$5,500 to reflect the replacement of the diving board in FY 08.

<b>Summary</b>	<b>Budgeted 2006 - 07</b>	<b>Budgeted 2007 - 08</b>	<b>Proposed 2008 - 09</b>	<b>Adopted 2008 - 09</b>
Personnel Services	\$182,685	\$220,385	\$238,280	\$238,280
Other Operating Expenses	58,380	61,785	61,705	61,705
Capital Outlay	2,855	2,800	2,725	2,725
<b>TOTAL</b>	<b>\$243,920</b>	<b>\$284,970</b>	<b>\$302,710</b>	<b>\$302,710</b>

# Parks, Recreation & Culture

## 1427 - Gaithersburg Aquatic Center



<b>Performance Measures</b>	<b>Actual 2006 – 07</b>	<b>Budgeted 2007 – 08</b>	<b>Projected 2008 – 09</b>
Program registrant attendance - (lessons, water fitness, safety training)	12,921	12,900	12,900
Membership pass attendance	9,012	9,000	9,000
Group rental attendance (schools, swim teams, tour groups, parties)	11,320	11,300	11,300
Daily paid admission attendance	4,132	4,100	4,100

1427 Gaithersburg Aquatic Center

Expenditure Statement by Object

Proposed  
2008 - 2009

Adonted  
2008 - 2009

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 57,226	\$ 57,226
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	154,782	154,782
510000 Social Security & Medicare Taxes	16,219	16,219
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance		
514100 Group Insurance - Retirees		
515000 Retirement Contribution	4,578	4,578
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	3,758	3,758
516000 Savings Plan Contribution	1,717	1,717
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 238,280</b>	<b>\$ 238,280</b>

**Operating Expenses**

<b>521000 Office Supplies</b>		
Cash Register & Credit Card Receipts; Registration Materials	150	150
Toner for Fax Machine, Copier and Printer	450	450
<i>Subtotal</i>	<b>600</b>	<b>600</b>
<b>522000 General Operating Supplies</b>		
First Aid, Custodial, Teaching, Party and Cleaning Supplies	8,300	8,300
Pool Chemicals (Carbon Dioxide Gas, Sodium Hypochlorite)	11,200	11,200
Pool Maintenance Hardware, Tools, Filter and Chlorinator Parts	1,900	1,900
<i>Subtotal</i>	<b>21,400</b>	<b>21,400</b>
<b>524000 Supplies for Resale</b>		
American Red Cross Lifeguard Manuals and CPR Masks	3,300	3,300
Birthday Party (Pizza, Ice Cream, Juice Boxes)	3,400	3,400
Shampoo, Swim Diapers, Rubber Pants and Locks	800	800
<i>Subtotal</i>	<b>7,500</b>	<b>7,500</b>
<b>525000 Furniture &amp; Fixtures</b>		
Poolside Seating and Equipment Carts	1,200	1,200
<i>Subtotal</i>	<b>1,200</b>	<b>1,200</b>
<b>526000 Machinery &amp; Equipment</b>		
Chlorinator Probes; Acid Feeder	900	900
TR - Security Cameras (2) (PR)	1,900	1,900
<i>Subtotal</i>	<b>2,800</b>	<b>2,800</b>

**1427 Gaithersburg Aquatic Center**

<b>531600 Software Maintenance Agreements</b>			
Maintenance - Network SW/Anti-Virus SW (2)	120	120	
Maintenance - Software (Microsoft CALs) (2)	160	160	
<i>Subtotal</i>		<b>280</b>	<b>280</b>
<b>536000 Miscellaneous Professional Services</b>			
Pool Repair Consultant	300	300	
Special Cleaning Service Projects	400	400	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>536200 Americans with Disabilities Act</b>			
Interpreter Services	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>536500 Investigations</b>			
Background Checks	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>537000 Instructor Services</b>			
Swimnastics Contractor (Revenue Supported)	7,000	7,000	
<i>Subtotal</i>		<b>7,000</b>	<b>7,000</b>
<b>541000 Advertising</b>			
Newspaper Advertisements & Banners	1,100	1,100	
<i>Subtotal</i>		<b>1,100</b>	<b>1,100</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
American Red Cross Lifeguard & WSI Training Support Fees	1,700	1,700	
Maryland Recreation and Parks Association	100	100	
<i>Subtotal</i>		<b>1,800</b>	<b>1,800</b>
<b>546000 Conference &amp; Seminar Registration</b>			
Professional Pool Operator Training & Conference	390	390	
<i>Subtotal</i>		<b>390</b>	<b>390</b>
<b>546300 In-Service Training</b>			
CPR, AED, First Aid, and Lifeguard Training Materials	1,300	1,300	
<i>Subtotal</i>		<b>1,300</b>	<b>1,300</b>
<b>547000 Travel Expense</b>			
Professional Pool Operator Training & Conference	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>547100 Travel Mileage Reimbursement</b>			
Local Travel Mileage Reimbursement	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>550700 Recycling Services/Trash Collection</b>			
Biohazard Pick-up Service Fee	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>551000 Telephone (Landline)</b>			
Telephones	2,000	2,000	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>

## 1427 Gaithersburg Aquatic Center

<b>551100 Cellular Telephone</b>			
Aquatic Manager	275	275	
<i>Subtotal</i>		<b>275</b>	<b>275</b>
<b>553000 Printing &amp; Binding</b>			
Brochures, Cards for Swim Lessons and Program Fliers	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>554000 Signage</b>			
Program Banners and Signs	760	760	
<i>Subtotal</i>		<b>760</b>	<b>760</b>
<b>556000 Postage</b>			
Pass Renewal Mailings & Correspondence	400	400	
<i>Subtotal</i>		<b>400</b>	<b>400</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts, Guard Shorts and Whistles	700	700	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>561000 Local, In-Services Meals</b>			
All Day In-Service Training Meetings	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>567000 Rental &amp; Use Charges</b>			
CO2 Cylinder; Pool Cleaning Equipment	800	800	
<i>Subtotal</i>		<b>800</b>	<b>800</b>
<b>572000 Repair &amp; Maintenance - Buildings &amp; Facilities</b>			
Electrical Repairs	1,000	1,000	
HVAC Maintenance	1,000	1,000	
Plumbing Repairs and Service	1,000	1,000	
Repairs to Pool Finishes and Filter Equipment	3,500	3,500	
<i>Subtotal</i>		<b>6,500</b>	<b>6,500</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Recirculation Pumps, Filter System and Chemical Controllers	1,700	1,700	
<i>Subtotal</i>		<b>1,700</b>	<b>1,700</b>
<b>575000 Repair &amp; Maintenance - Furniture &amp; Equipment</b>			
Repairs to Pool Ladders, Guard Chairs, Dive Stands, etc.	700	700	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>Subtotal Operating Expenses</b>		<b>61,705</b>	<b>61,705</b>

## Capital Outlay

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (2)	660	660	
Replacement - Fax Machines	25	25	
Replacement - Lane Lines & Reel, Pace Clock, Deck Chairs	1,500	1,500	
Replacement - Point of Sale Hardware	130	130	
Replacement - Printer (Lexmark E220)	50	50	
Replacement - Security Cameras (3)	360	360	
<i>Subtotal</i>		<b>2,725</b>	<b>2,725</b>

**1427 Gaithersburg Aquatic Center**

<b>Subtotal Capital Outlay</b>	<b>2,725</b>	<b>2,725</b>
<b>Total</b>	<b>302,710</b>	<b>302,710</b>

# Parks, Recreation & Culture

## 1428 - Miniature Golf Course

**SERVICES PROVIDED:**

Miniature Golf Course provides staff, supplies, programs, and associated expenses to operate the facility. The course is known for its beautiful landscaping, a tropical waterfall, and is popular for birthday parties and group rentals. The course is designed to appeal to families, Bohrer Park picnic pavilion patrons and a variety of youth and senior groups from the area. It is open May through October with varied operating hours depending on the season.

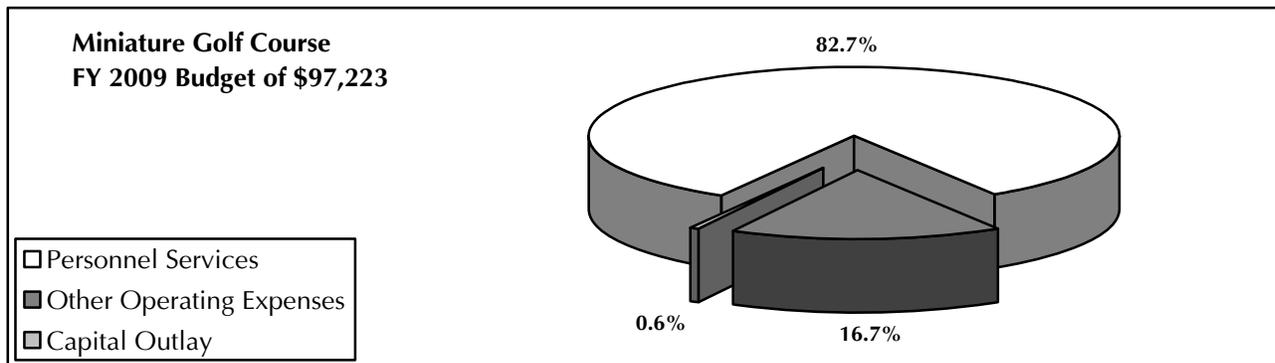
**FY WORK PLAN GOALS:**

Add and create new features, programs and events that will enhance the golf course and increase attendance.  
 Continue to develop and implement new marketing strategies.  
 Facilitate necessary maintenance work associated with the golf course.  
 Provide citizens the opportunity to utilize a fun-filled, fully-accessible, beautifully landscaped miniature golf course.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$75,980	\$76,193	\$80,403	\$80,403
Other Operating Expenses	15,530	16,433	16,235	16,235
Capital Outlay	1,860	835	585	585
<b>TOTAL</b>	<b>\$93,370</b>	<b>\$93,461</b>	<b>\$97,223</b>	<b>\$97,223</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Golf course attendance	22,023	24,000	24,000
Birthday party admissions	1,329	1,750	1,750

1428 Miniature Golf Course

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	\$
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement	38,686	38,686
509000 Salaries, Part-Time	36,003	36,003
510000 Social Security & Medicare Taxes	5,714	5,714
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance		
514100 Group Insurance - Retirees		
515000 Retirement Contribution		
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution		
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 80,403</b>	<b>\$ 80,403</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>		
Birthday Party Supplies	950	950
Brooms, Mops and Cleaning Supplies	250	250
Contest Gifts and Prizes	400	400
Fans, Trash Cans, Wet-Dry Vac, Keys	325	325
Golf Equipment	2,500	2,500
Pond Dye	800	800
Special Event Programming Supplies	300	300
<i>Subtotal</i>	<b>5,525</b>	<b>5,525</b>
<b>524000 Supplies for Resale</b>		
Ice Cream	3,000	3,000
<i>Subtotal</i>	<b>3,000</b>	<b>3,000</b>
<b>525000 Furniture &amp; Fixtures</b>		
Course Enhancements	2,600	2,600
<i>Subtotal</i>	<b>2,600</b>	<b>2,600</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (1)	60	60
Maintenance - Software (Microsoft CALs) (1)	80	80
<i>Subtotal</i>	<b>140</b>	<b>140</b>
<b>536500 Investigations</b>		
Background Checks	295	295
<i>Subtotal</i>	<b>295</b>	<b>295</b>

**1428 Miniature Golf Course**

<b>541000 Advertising</b>				
Magazines	1,600		1,600	
Newspapers	700		700	
Promotional Materials	700		700	
<i>Subtotal</i>		<b>3,000</b>		<b>3,000</b>
<b>553000 Printing &amp; Binding</b>				
Brochures, Scorecards and Passes	600		600	
<i>Subtotal</i>		<b>600</b>		<b>600</b>
<b>554000 Signage</b>				
Program Banners and Signs	575		575	
<i>Subtotal</i>		<b>575</b>		<b>575</b>
<b>557000 Laundry &amp; Uniforms</b>				
Staff Shirts - Attendants	260		260	
Staff Shirts - Managers and Coordinators	240		240	
<i>Subtotal</i>		<b>500</b>		<b>500</b>
<b>Subtotal Operating Expenses</b>		<b>16,235</b>		<b>16,235</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>				
Replacement - Computer Hardware (PC + Monitors) (1)	330		330	
Replacement - Point of Sale Hardware	230		230	
Replacement - Printer (LaserJet D1020)	25		25	
<i>Subtotal</i>		<b>585</b>		<b>585</b>
<b>Subtotal Capital Outlay</b>		<b>585</b>		<b>585</b>
<b>Total</b>		<b>97,223</b>		<b>97,223</b>

# Parks, Recreation & Culture

## 1429 - Picnic Pavilions

**SERVICES PROVIDED:**

Picnic Pavilions provides staffing and maintenance necessary to offer multi-use pavilions for City functions, individuals, groups, and organizations for various activities and events. Two large pavilions at Bohrer Park can accommodate up to 250 people each. Rental use of the pavilions is available April through October. A smaller pavilion located on the crest of the Bohrer Park Miniature Golf Course and the pavilion at City Hall are used for family picnics and small groups.

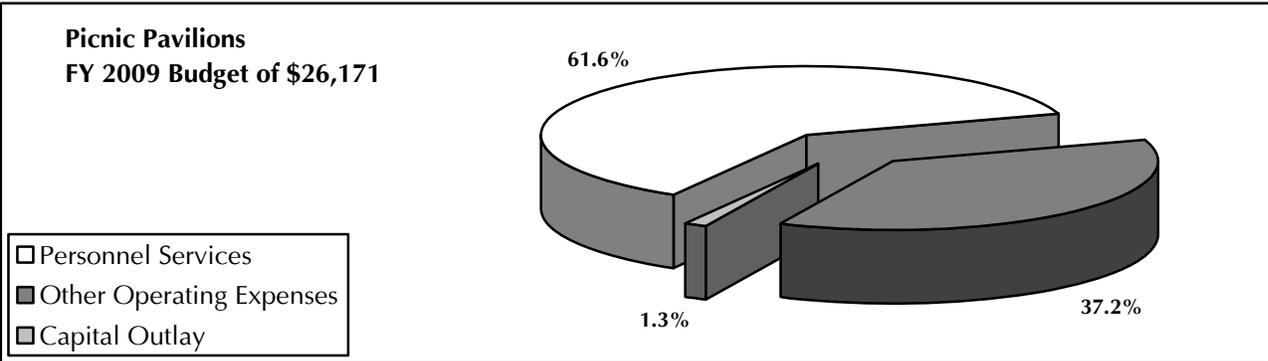
**FY WORK PLAN GOALS:**

Continue coordination of reservations for pavilions with Miniature Golf and the Water Park to provide a complete recreational package for patrons.  
 Continue to coordinate the use of the Bohrer Park pavilions between City summer camp programs and rentals to maximize use during weekdays in June, July and August.  
 Provide citizens the opportunity to visit and utilize clean, safe and inviting park facilities for a variety of events and activities.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$14,901	\$15,422	\$16,116	\$16,116
Other Operating Expenses	8,650	9,685	9,725	9,725
Capital Outlay	350	275	330	330
<b>TOTAL</b>	<b>\$23,901</b>	<b>\$25,382</b>	<b>\$26,171</b>	<b>\$26,171</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Picnic pavilion attendance	25,543	24,000	25,000
Number of group picnics	264	250	260

**1429 Picnic Pavilions**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	\$
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	14,971	14,971
510000 Social Security & Medicare Taxes	1,145	1,145
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance		
514100 Group Insurance - Retirees		
515000 Retirement Contribution		
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution		
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 16,116</b>	<b>\$ 16,116</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>		
Paint Supplies, Bug Repellent, Hammers	175	175
Sports Equipment (Volleyball Nets, Balls, Horseshoes)	200	200
Traffic Cones	275	275
Trash Bags	800	800
<i>Subtotal</i>	<b>1,450</b>	<b>1,450</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (1)	60	60
Maintenance - Software (Microsoft CALs) (1)	80	80
<i>Subtotal</i>	<b>140</b>	<b>140</b>
<b>536300 Contract Cleaning Services</b>		
Contract Cleaning	4,200	4,200
<i>Subtotal</i>	<b>4,200</b>	<b>4,200</b>
<b>536500 Investigations</b>		
Background Checks	85	85
<i>Subtotal</i>	<b>85</b>	<b>85</b>
<b>541000 Advertising</b>		
Marketing Promotions	300	300
<i>Subtotal</i>	<b>300</b>	<b>300</b>
<b>550000 Electric</b>		
Bohrer Park Utility Costs	2,000	2,000
<i>Subtotal</i>	<b>2,000</b>	<b>2,000</b>

**1429 Picnic Pavilions**

<b>550700 Recycling Services/Trash Collection</b>			
Bohrer Park Trash and Recycling Costs	850	850	
<i>Subtotal</i>		<b>850</b>	<b>850</b>
<b>553000 Printing &amp; Binding</b>			
Brochures	500	500	
<i>Subtotal</i>		<b>500</b>	<b>500</b>
<b>554000 Signage</b>			
Park Signs	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>Subtotal Operating Expenses</b>		<b>9,725</b>	<b>9,725</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (1)	330	330	
<i>Subtotal</i>		<b>330</b>	<b>330</b>
<b>Subtotal Capital Outlay</b>		<b>330</b>	<b>330</b>
<b>Total</b>		<b>26,171</b>	<b>26,171</b>

# Parks, Recreation & Culture

## 1430 - Winter Lights

**SERVICES PROVIDED:**

Winter Lights provides funding, along with sponsorships and admission fees, for administrative and operating costs associated with a 3.5 mile drive-through light show held annually at Seneca Creek State Park. The show features more than 380 lighted displays, many of them animated. A portion of the proceeds is donated to designated charities.

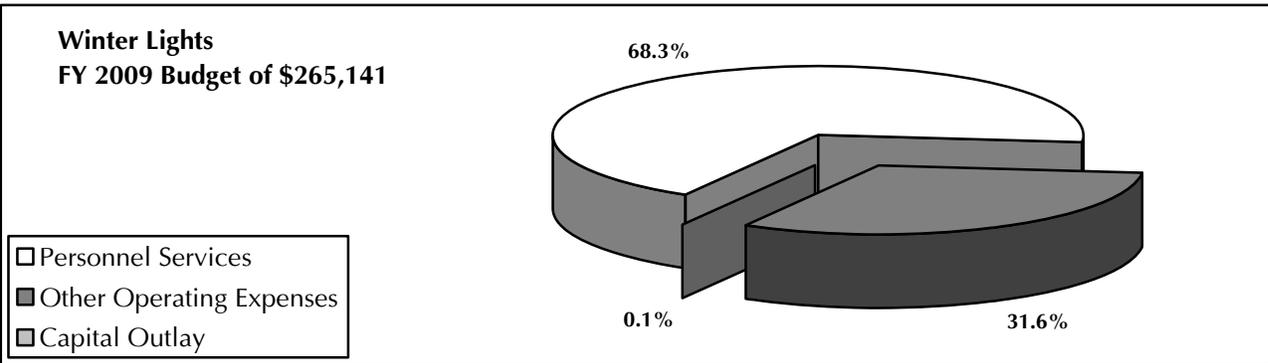
**FY WORK PLAN GOALS:**

Increase awareness of the City and its programs to residents and to others from around the region.  
 Provide a quality and affordable light show for all ages.  
 Support community charities by sharing a percentage of program revenues.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$160,028	\$170,491	\$180,996	\$180,996
Other Operating Expenses	81,790	83,880	83,815	83,815
Capital Outlay	425	275	330	330
<b>TOTAL</b>	<b>\$242,243</b>	<b>\$254,646</b>	<b>\$265,141</b>	<b>\$265,141</b>



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Vehicles entering the light show	17,382	21,900	20,000
Attendees	78,500	82,300	80,000

**1430 Winter Lights**

**Expenditure Statement by Object**

**Proposed  
2008 - 2009**

**Adonted  
2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	80,233	\$	80,233
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		32,572		32,572
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		34,649		34,649
510000 Social Security & Medicare Taxes		11,280		11,280
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		13,436		13,436
514100 Group Insurance - Retirees				
515000 Retirement Contribution		6,419		6,419
515050 Supplemental Retirement Contribution				
515100 Retirement Health Savings (RHS)				
516000 Savings Plan Contribution		2,407		2,407
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
<b>Subtotal Personnel Services</b>	<b>\$</b>	<b>180,996</b>	<b>\$</b>	<b>180,996</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>				
Animation Boxes		3,000		3,000
Bulbs and Extension Cords		6,500		6,500
Event Supplies, Tools, Spot Lights		2,500		2,500
Traffic Counters		900		900
<i>Subtotal</i>		<b>12,900</b>		<b>12,900</b>
<b>531600 Software Maintenance Agreements</b>				
Maintenance - Network SW/Anti-Virus SW (1)		60		60
Maintenance - Software (Adobe InDesign) (1)		75		75
Maintenance - Software (Microsoft CALs) (1)		80		80
<i>Subtotal</i>		<b>215</b>		<b>215</b>
<b>536000 Miscellaneous Professional Services</b>				
Electrician Services		2,000		2,000
<i>Subtotal</i>		<b>2,000</b>		<b>2,000</b>
<b>541000 Advertising</b>				
Newspapers - Movie Theater Ads and Event Calendars		21,000		21,000
<i>Subtotal</i>		<b>21,000</b>		<b>21,000</b>
<b>543000 Contributions</b>				
Charities		10,000		10,000
<i>Subtotal</i>		<b>10,000</b>		<b>10,000</b>
<b>550000 Electric</b>				
		11,750		11,750
<i>Subtotal</i>		<b>11,750</b>		<b>11,750</b>

**1430 Winter Lights**

<b>553000 Printing &amp; Binding</b>			
Tickets, Fliers, Brochures and Postcards	2,200	2,200	
<i>Subtotal</i>		<b>2,200</b>	<b>2,200</b>
<b>554000 Signage</b>			
Program Banners	1,000	1,000	
<i>Subtotal</i>		<b>1,000</b>	<b>1,000</b>
<b>567000 Rental &amp; Use Charges</b>			
Bathrooms and Trailer	2,250	2,250	
Park Rental Fee	19,000	19,000	
<i>Subtotal</i>		<b>21,250</b>	<b>21,250</b>
<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>			
Electrical Equipment - Breakers, Sub Panels, Electrical Adapters	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>Subtotal Operating Expenses</b>		<b>83,815</b>	<b>83,815</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (1)	330	330	
<i>Subtotal</i>		<b>330</b>	<b>330</b>
<b>Subtotal Capital Outlay</b>		<b>330</b>	<b>330</b>
<b>Total</b>		<b>265,141</b>	<b>265,141</b>

# Parks, Recreation & Culture

## 1435 - Food Service

**SERVICES PROVIDED:**

Food Service provides funding for food service facilities at the Water Park.

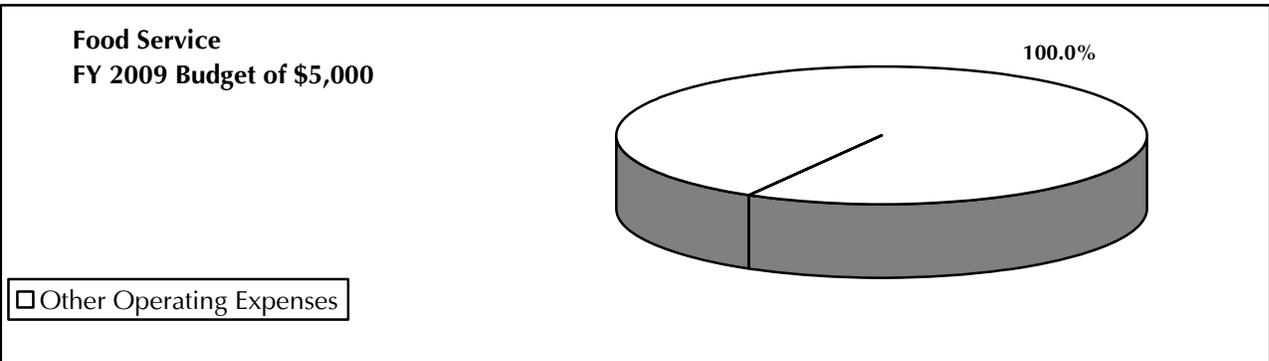
**FY WORK PLAN GOALS:**

Monitor private food service contractor to ensure compliance with agreement.  
Provide quality food at the Water Park at reasonable prices.

**SIGNIFICANT CHANGES FOR FY 09:**

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	5,000	5,000	5,000	5,000
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>



**1435 Food Service**

**Expenditure Statement by Object** **Proposed**  
**2008 - 2009** **Adonted**  
**2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	\$
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time		
510000 Social Security & Medicare Taxes		
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance		
514100 Group Insurance - Retirees		
515000 Retirement Contribution		
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution		
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	\$	\$

**Operating Expenses**

<b>573000 Repair &amp; Maintenance - Machinery &amp; Equipment</b>		
Food Service Equipment	5,000	5,000
<i>Subtotal</i>	<b>5,000</b>	<b>5,000</b>
<b>Subtotal Operating Expenses</b>	<b>5,000</b>	<b>5,000</b>

<b>Total</b>	<b>5,000</b>	<b>5,000</b>
--------------	--------------	--------------

# Parks, Recreation & Culture

## 1436 - Special Events

**SERVICES PROVIDED:**

Special Events funding provides for personnel and operating costs associated with special events and community programs. Programs such as Celebrate Gaithersburg, July Fourth, Labor Day and St. Patrick's Day Parades, Oktoberfest, and Jingle Jubilee provide a variety of wholesome leisure time activities for citizens of all ages and cultural backgrounds. Additional events such as Halloween, Family Nights, Farmers Markets, Flea Markets, and Baby Bazaars offer a variety of entertainment and community activities.

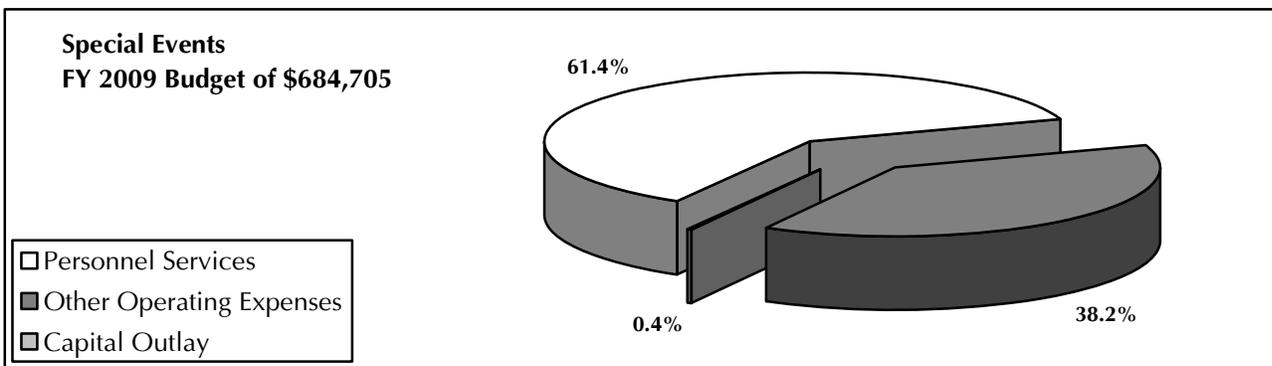
**FY WORK PLAN GOALS:**

Develop reports on attendance at all special events and programs.  
 Expand programs to acknowledge and celebrate the cultural diversity of our City.  
 Provide City-wide events that bring the community together to commemorate the Fourth of July, Memorial Day and Veteran's Day.  
 Work with committees, community and City staff to evaluate Special Events programs and make recommendations to enhance Celebrate Gaithersburg along with the Labor Day and St. Patrick's Day parades.

**SIGNIFICANT CHANGES FOR FY 09:**

Salaries, Employment Agreement decreased \$41,723 due to the upgrade of an EA to Full Time position.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$403,318	\$438,099	\$420,505	\$420,505
Other Operating Expenses	288,663	262,025	261,560	261,560
Capital Outlay	2,630	1,925	2,640	2,640
<b>TOTAL</b>	<b>\$694,611</b>	<b>\$702,049</b>	<b>\$684,705</b>	<b>\$684,705</b>



Performance Measures	Actual 2006 - 07	Budgeted 2007 - 08	Projected 2008 - 09
Special events total program attendance	100,000	100,000	100,000
Oktoberfest attendance	7,000	7,800	7,800
July 4th festivities attendance	20,000	20,000	25,000
Celebrate Gaithersburg attendance	30,000	30,000	30,000

**1436 Special Events**

**Expenditure Statement by Object**

**Proposed  
2008 - 2009**

**Adonted  
2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$ 273,700	\$ 273,700
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime		
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	62,756	62,756
510000 Social Security & Medicare Taxes	25,739	25,739
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	21,108	21,108
514100 Group Insurance - Retirees		
515000 Retirement Contribution	21,896	21,896
515050 Supplemental Retirement Contribution		
515100 Retirement Health Savings (RHS)	7,095	7,095
516000 Savings Plan Contribution	8,211	8,211
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
<b>Subtotal Personnel Services</b>	<b>\$ 420,505</b>	<b>\$ 420,505</b>

**Operating Expenses**

<b>522000 General Operating Supplies</b>		
Celebrate Gaithersburg - Taste of Gaithersburg	7,500	7,500
Celebrate Gaithersburg - Volunteer Reception	1,000	1,000
Crafts Supplies and Event Materials	9,000	9,000
Labor Day City Coins	2,500	2,500
<i>Subtotal</i>	<b>20,000</b>	<b>20,000</b>
<b>522500 Program Activities</b>		
Spring Trip: Fees and Lodging (Revenue Supported)	2,500	2,500
<i>Subtotal</i>	<b>2,500</b>	<b>2,500</b>
<b>531600 Software Maintenance Agreements</b>		
Maintenance - Network SW/Anti-Virus SW (8)	480	480
Maintenance - Software (Adobe InDesign) (3)	225	225
Maintenance - Software (Microsoft CALs) (8)	640	640
<i>Subtotal</i>	<b>1,345</b>	<b>1,345</b>
<b>536000 Miscellaneous Professional Services</b>		
Caterers (Celebrate Gaithersburg Volunteer Reception)	8,000	8,000
Electrician for Celebrate Gaithersburg	2,800	2,800
Event Enhancements	3,000	3,000
Fireworks - July 4th	27,500	27,500
Sound System - Celebrate Gaithersburg, Parades, July 4th, Oktober	24,000	24,000
Towing Services	650	650
<i>Subtotal</i>	<b>65,950</b>	<b>65,950</b>

## 1436 Special Events

<b>536500 Investigations</b>			
Background Checks	200	200	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>536800 Security Services</b>			
Celebrate Gaithersburg - Security and Crossing Guards	915	915	
Security - July 4th	585	585	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>538000 Performances &amp; Entertainment</b>			
Celebrate Gaithersburg - Strolling, Stages and Children	50,300	50,300	
Children's Play at Gaithersburg High School	3,000	3,000	
Jingle Jubilee	3,000	3,000	
July 4th	4,000	4,000	
Oktoberfest and Labor Day Parade	10,200	10,200	
St. Patrick's Parade, Family Nights, Halloween	4,500	4,500	
<i>Subtotal</i>		<b>75,000</b>	<b>75,000</b>
<b>541000 Advertising</b>			
Newspapers and Publications	15,850	15,850	
<i>Subtotal</i>		<b>15,850</b>	<b>15,850</b>
<b>543000 Contributions</b>			
Celebrate Gaithersburg, Labor Day, Oktoberfest	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
International Festival and Events Association	150	150	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>546000 Conference &amp; Seminar Registration</b>			
Howard County Showcase for Performing Artists	50	50	
Maryland Recreation and Parks Association Workshops	100	100	
<i>Subtotal</i>		<b>150</b>	<b>150</b>
<b>551100 Cellular Telephone</b>			
Recreation Program Supervisors (3)	700	700	
<i>Subtotal</i>		<b>700</b>	<b>700</b>
<b>553000 Printing &amp; Binding</b>			
Brochures, Fliers, Posters and Invitations	7,500	7,500	
<i>Subtotal</i>		<b>7,500</b>	<b>7,500</b>
<b>554000 Signage</b>			
Program Banners	6,900	6,900	
Replacements and Repair of Banners	2,500	2,500	
<i>Subtotal</i>		<b>9,400</b>	<b>9,400</b>
<b>556000 Postage</b>			
Mailings	3,000	3,000	
<i>Subtotal</i>		<b>3,000</b>	<b>3,000</b>
<b>557000 Laundry &amp; Uniforms</b>			
Staff Shirts	550	550	
<i>Subtotal</i>		<b>550</b>	<b>550</b>

## 1436 Special Events

<b>560000 Miscellaneous</b>			
Hotel Accommodations - Celebrate Gaithersburg	800	800	
Hotel Accommodations - Labor Day Parade	500	500	
<i>Subtotal</i>		<b>1,300</b>	<b>1,300</b>
<b>567000 Rental &amp; Use Charges</b>			
Celebrate Gaithersburg - Taste of Gaithersburg	16,900	16,900	
Celebrate Gaithersburg - Volunteer Reception	5,000	5,000	
Celebrate Gaithersburg - World Market	4,000	4,000	
Children's Amusements	6,000	6,000	
Golf Carts, Radios, Generators	6,400	6,400	
Labor Day Parade: Large Helium Balloons and Helium	3,000	3,000	
Oktoberfest - Tents	3,700	3,700	
Port-a-Johns and Hand Washing Stations	9,000	9,000	
<i>Subtotal</i>		<b>54,000</b>	<b>54,000</b>
<b>567100 Rental of Facilities</b>			
Children's Play at Gaithersburg High School	600	600	
Parking Lots - Celebrate Gaithersburg, Labor Day Parade	365	365	
<i>Subtotal</i>		<b>965</b>	<b>965</b>
<b>Subtotal Operating Expenses</b>		<b>261,560</b>	<b>261,560</b>

## Capital Outlay

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (8)	2,640	2,640	
<i>Subtotal</i>		<b>2,640</b>	<b>2,640</b>
<b>Subtotal Capital Outlay</b>		<b>2,640</b>	<b>2,640</b>
<b>Total</b>		<b>684,705</b>	<b>684,705</b>

# Parks, Recreation & Culture

## 1437 - Cultural Arts Programs

**SERVICES PROVIDED:**

Cultural Arts Programs provides for the administration and programming of cultural arts events in the City. The range of these activities includes visual art exhibits, the Art in Public Places program, the Community Museum, and theatrical and musical performances. Arts programming at the City Hall Concert Pavilion, the Community Chorus, the Gaithersburg Community Museum and Train Annex, and the Gaithersburg Museum Consortium are also included in this activity. Emphasis is placed on local artists/entertainers, but may include national and international artists to provide cultural events for people of all ages and backgrounds.

**FY WORK PLAN GOALS:**

Coordinate with the Gaithersburg Arts and Monuments Funding Corporation, Inc. along with the City arts committees and volunteers to create and realize fundraising opportunities.

Work with Arts in Public Places Committee to implement a mural in Olde Towne, City Entry Signs, Archstone in Olde Towne, Washingtonian South, Vistas, Watkins Mill Town Center projects, and to identify new sites and art-work.

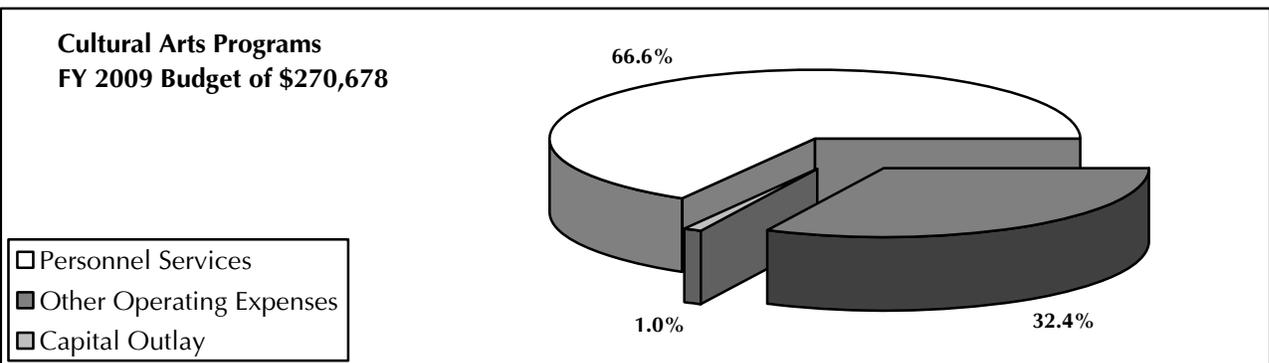
Work with the community to develop and implement exhibits and programs at the Community Museum and coordinate the museum efforts in the Train Annex restoration project.

Work with the Gaithersburg Cultural Arts Advisory Committee to support and promote the work, education and participation of local artists.

**SIGNIFICANT CHANGES FOR FY 09:**

Contributions increased \$5,000 to account for transfer of Gaithersburg Arts & Monuments Funding Corp. activity from Economic Development (1133).

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$159,029	\$170,633	\$180,178	\$180,178
Other Operating Expenses	64,951	84,405	87,730	87,730
Capital Outlay	2,310	2,265	2,770	2,770
<b>TOTAL</b>	<b>\$226,290</b>	<b>\$257,303</b>	<b>\$270,678</b>	<b>\$270,678</b>



## Parks, Recreation & Culture

### 1437 - Cultural Arts Programs

Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Shakespeare in the Park attendance	1,200	3,000	3,000
Public art installations	18	18	20
Concert pavilion attendance	7,605	10,000	12,500
Community Museum attendance	5,553	7,500	7,500
Community Chorus programs and concerts attendance	7,250	7,500	7,500

**1437 Cultural Arts Programs**

**Expenditure Statement by Object**

**Proposed  
2008 - 2009**

**Adonted  
2008 - 2009**

**Personnel Services**

501000 Salaries, Full-Time Employees	\$	75,287	\$	75,287
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime				
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		79,549		79,549
510000 Social Security & Medicare Taxes		11,845		11,845
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		1,878		1,878
514100 Group Insurance - Retirees				
515000 Retirement Contribution		6,023		6,023
515050 Supplemental Retirement Contribution				
515100 Retirement Health Savings (RHS)		3,337		3,337
516000 Savings Plan Contribution		2,259		2,259
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
<b>Subtotal Personnel Services</b>	<b>\$</b>	<b>180,178</b>	<b>\$</b>	<b>180,178</b>

**Operating Expenses**

<b>521000 Office Supplies</b>				
Community Museum Easel Pads, Ink, Paper		100		100
<i>Subtotal</i>		<b>100</b>		<b>100</b>
<b>522000 General Operating Supplies</b>				
Exhibits - Hooks, Chains, Frames and Labels		60		60
Program Equipment - Coolers, Flashlights and Storage Bins		1,940		1,940
Sheet Music		700		700
Technical Equipment - Extension Cords, Cables and Microphones		1,700		1,700
<i>Subtotal</i>		<b>4,400</b>		<b>4,400</b>
<b>522500 Program Activities</b>				
Art Trips (Revenue Supported)		3,600		3,600
<i>Subtotal</i>		<b>3,600</b>		<b>3,600</b>
<b>524000 Supplies for Resale</b>				
Community Museum Shop		500		500
<i>Subtotal</i>		<b>500</b>		<b>500</b>
<b>525000 Furniture &amp; Fixtures</b>				
Community Museum Display Cases and Exhibit Signage		500		500
<i>Subtotal</i>		<b>500</b>		<b>500</b>
<b>531600 Software Maintenance Agreements</b>				
Maintenance - Network SW/Anti-Virus SW (7)		420		420
Maintenance - Software (Microsoft CALs) (7)		560		560
Maintenance - Software (Past Perfect)		300		300
<i>Subtotal</i>		<b>1,280</b>		<b>1,280</b>

**1437 Cultural Arts Programs**

<b>536000 Miscellaneous Professional Services</b>			
Community Chorus Director and Accompanist	5,965	5,965	
Piano Tuning - Community Chorus Concert	280	280	
Technical Director	1,735	1,735	
<i>Subtotal</i>		<b>7,980</b>	<b>7,980</b>
<b>536200 Americans with Disabilities Act</b>			
Interpreter Services	800	800	
<i>Subtotal</i>		<b>800</b>	<b>800</b>
<b>536500 Investigations</b>			
Background Checks	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>536800 Security Services</b>			
Crossing Guards for Pavilion Performances	1,940	1,940	
<i>Subtotal</i>		<b>1,940</b>	<b>1,940</b>
<b>538000 Performances &amp; Entertainment</b>			
Artist Fees: Backyard Concerts (7)	4,900	4,900	
Artist Fees: Concert Pavilion Performances (Mid-May - July)	19,450	19,450	
Artist Fees: Shakespeare Performances (3)	15,000	15,000	
<i>Subtotal</i>		<b>39,350</b>	<b>39,350</b>
<b>541000 Advertising</b>			
Newspapers and Magazines	7,200	7,200	
<i>Subtotal</i>		<b>7,200</b>	<b>7,200</b>
<b>543000 Contributions</b>			
Gaithersburg Arts & Monuments Funding Corp.	5,000	5,000	
Gaithersburg Fine Arts Association Annual Grant	200	200	
<i>Subtotal</i>		<b>5,200</b>	<b>5,200</b>
<b>544000 Professional Dues &amp; Certification Fees</b>			
Museum Association Dues	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>546000 Conference &amp; Seminar Registration</b>			
Howard County Showcase for Performing Artists	50	50	
Marketing Seminar (America for the Arts)	100	100	
Small Museum Association	50	50	
<i>Subtotal</i>		<b>200</b>	<b>200</b>
<b>547000 Travel Expense</b>			
Association of Performing Arts Presenters	100	100	
<i>Subtotal</i>		<b>100</b>	<b>100</b>
<b>551100 Cellular Telephone</b>			
Arts Programmer (2)	480	480	
<i>Subtotal</i>		<b>480</b>	<b>480</b>
<b>553000 Printing &amp; Binding</b>			
Bookmarks, Programs and Fliers	4,000	4,000	
<i>Subtotal</i>		<b>4,000</b>	<b>4,000</b>

**1437 Cultural Arts Programs**

<b>554000 Signage</b>			
Program Banners	2,000	2,000	
<i>Subtotal</i>		<b>2,000</b>	<b>2,000</b>
<b>556000 Postage</b>			
Mailings	1,500	1,500	
<i>Subtotal</i>		<b>1,500</b>	<b>1,500</b>
<b>567000 Rental &amp; Use Charges</b>			
Organ Rental (Offset by Revenue)	800	800	
Port-a-Johns and Generators	1,600	1,600	
<i>Subtotal</i>		<b>2,400</b>	<b>2,400</b>
<b>567100 Rental of Facilities</b>			
Auditorium Rentals: Community Chorus Concerts (2)	2,000	2,000	
Community Museum Storage Rental	2,000	2,000	
<i>Subtotal</i>		<b>4,000</b>	<b>4,000</b>
<b>Subtotal Operating Expenses</b>		<b>87,730</b>	<b>87,730</b>

**Capital Outlay**

<b>595100 Furniture &amp; Equipment (Replacement)</b>			
Replacement - Computer Hardware (PC + Monitors) (7)	2,310	2,310	
Replacement - Fax Machines	40	40	
Replacement - Printer (Canon MF5770)	80	80	
Replacement - Printer (Deskjet D4200)	20	20	
Replacement - Printer (Deskjet D4260)	20	20	
Replacement - Scanners (1)	300	300	
<i>Subtotal</i>		<b>2,770</b>	<b>2,770</b>
<b>Subtotal Capital Outlay</b>		<b>2,770</b>	<b>2,770</b>
<b>Total</b>		<b>270,678</b>	<b>270,678</b>