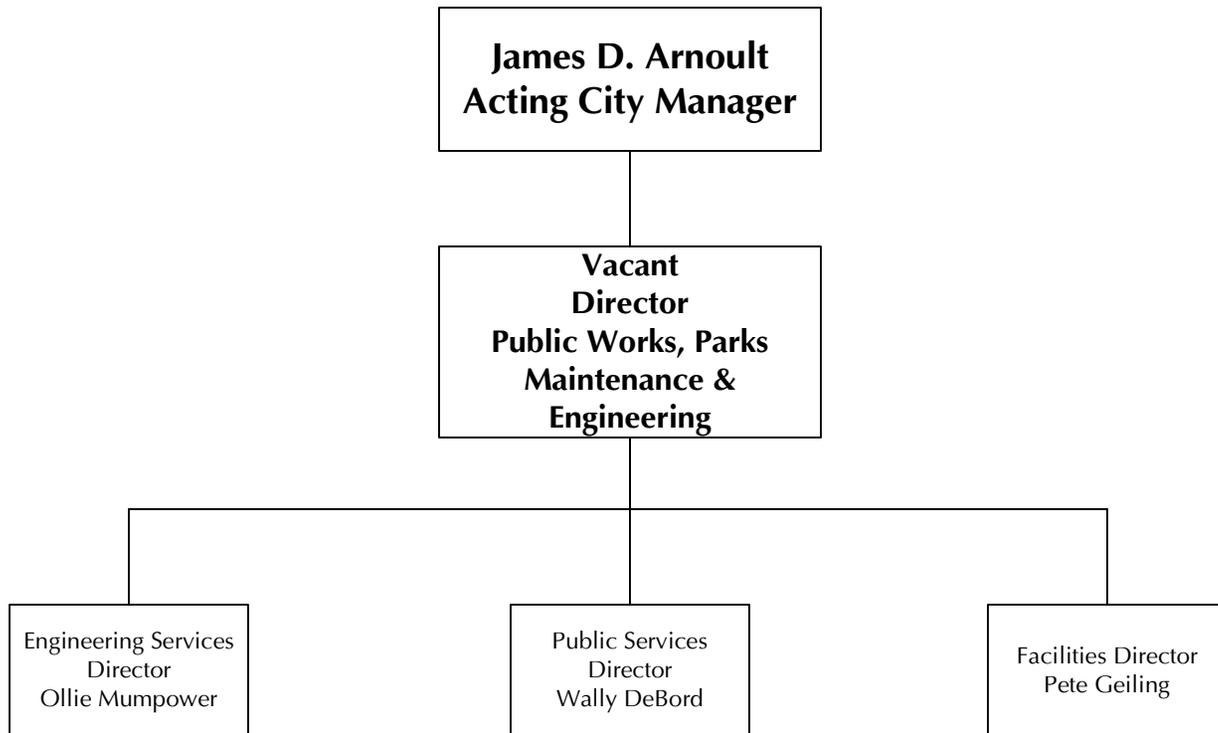




PUBLIC WORKS, PARKS MAINTENANCE AND ENGINEERING



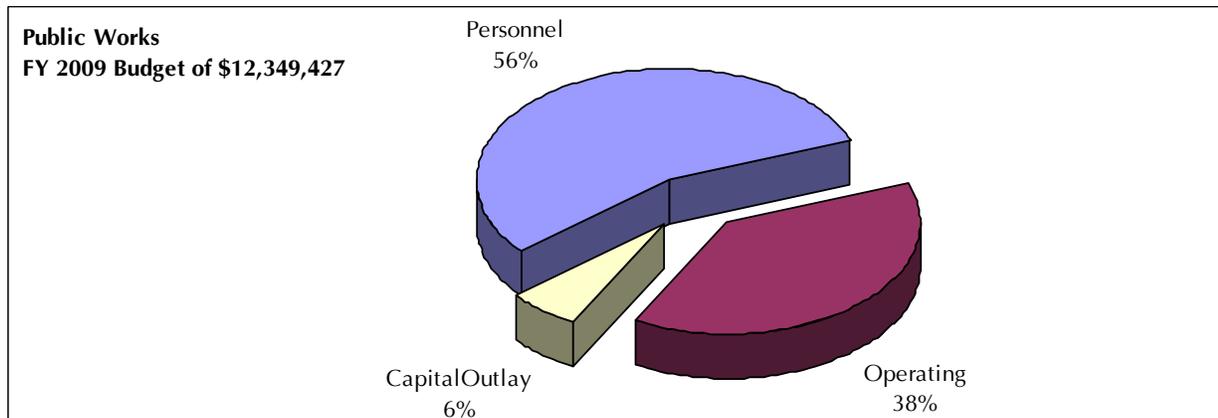


PUBLIC WORKS DEPARTMENT OVERVIEW

MISSION:

To improve the quality of life in the City, maintaining and preserving the City's infrastructure, parks and facilities in an attractive and safe condition. Provide quality and cost effective, high level of services to our customers.

Budget Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Facilities Management	783,741	871,066	962,251	962,251
Building & Grounds	1,390,935	1,575,418	1,522,748	1,522,748
Public Works Administration	616,633	649,030	688,874	688,874
Streets & Special Projects	1,265,895	1,331,065	1,471,370	1,471,370
Fleet Maintenance	428,533	464,163	495,984	495,984
Landscaping & Forestry	1,022,619	1,111,193	1,216,584	1,218,584
Parks Maintenance Division	1,599,261	1,808,094	1,825,621	1,825,621
Mowing & Bulk Pick-Up	1,804,321	1,919,986	2,065,140	2,065,140
Recycling	724,500	770,000	809,000	809,000
Engineering Services	305,868	352,505	367,568	367,568
Street Lighting	604,000	697,200	670,000	670,000
Traffic Control	213,035	252,930	252,287	252,287
TOTAL	\$ 10,759,341	\$ 11,802,650	\$ 12,347,427	\$ 12,349,427





PUBLIC WORKS DEPARTMENT OVERVIEW

Staffing Summary By Position:

1150 - Facilities Management	FY 07	FY 08	FY 09
Capital Projects/Facilities Director	0	1	1
Facilities Director	1	0	0
Capital Projects Director	1	0	0
Capital Projects Manager	0	1	1
Project Manager	0	1	1
Building & Equipment Maintenance Supervisor	0	1	1
Building & Equipment Maintenance Specialist II	0	1	1
Building & Equipment Maintenance Specialist I	0	2	2
General Supervisor	1	0	0
Building & Equipment Maintenance Specialist	3	0	0
Facility Operations Specialist	1	0	0
Custodian/Maintenance Worker	1	1	1
Part-Time Personnel	0	0	0.1
Subtotal	8	8	8.1

1151 - 1175 - Building & Grounds Maintenance	FY 07	FY 08	FY 09
Part-Time Personnel	0.1	0.1	0.1
Subtotal	0.1	0.1	0.1

1311 - Public Works, Parks Maintenance & Engineering Administration	FY 07	FY 08	FY 09
Director of Public Works & Engineering	1	1	1
Public Works Operations Director	0	1	1
Public Services Director	1	0	0
Engineering Services Director	1	1	1
Administrative Support Supervisor	0	1	1
Office Manager	1	0	0
Administrative Assistant III	0	1	1
Secretary	1	0	0
Part-Time Personnel	0.3	0.3	0
Subtotal	5.3	5.3	5

1312 - Streets & Special Projects	FY 07	FY 08	FY 09
Supervisor	0	1	1
General Supervisor	1	0	0
Work Force Leader II	0	1	1
Work Force Supervisor	1	0	0
Equipment Operator III	0	2	2
Heavy Equipment Operator	2	0	0
Work Force Leader I	0	1	1
Work Force Leader	1	0	0
Lead Maintenance Worker	0	2	1
Lead Public Service Worker	2	0	0
Equipment Operator I	0	1	1
Equipment Operator	1	0	0
Maintenance Worker II	0	0	2
Maintenance Worker I	0	1	1
Public Service Worker	1	0	0
Part-Time Personnel	0.3	0.4	0.4
Subtotal	9.3	9.4	10.4



PUBLIC WORKS DEPARTMENT OVERVIEW

1315 - Fleet Maintenance	FY 07	FY 08	FY 09
Fleet Maintenance Supervisor	0	1	1
Shop Supervisor	1	0	0
Lead Mechanic	0	1	1
Lead Equipment Mechanic	1	0	0
Mechanic II	0	2	2
Equipment Mechanic	2	0	0
Service Writer	1	1	1
Subtotal	5	5	5

1341 - Landscaping & Forestry	FY 07	FY 08	FY 09
Project Manager	0	2	2
Supervisor	0	1	1
General Supervisor	2	0	0
Work Force Leader I	0	2	2
Work Force Leader	2	0	0
Lead Maintenance Worker	0	2	2
Lead Public Service Worker	2	0	0
Maintenance Worker II	0	4	3
Senior Public Service Worker	5	0	0
Maintenance Worker I	0	2	3
Public Service Worker	1	0	0
Part-Time Personnel	2.1	2.1	2.1
Subtotal	14.1	15.1	15.1

1343 - Parks Maintenance Division	FY 07	FY 08	FY 09
Supervisor	0	1	1
General Supervisor	1	0	0
Work Force Leader II	0	2	2
Work Force Supervisor	2	0	0
Equipment Operator III	0	1	1
Heavy Equipment Operator	1	0	0
Work Force Leader I	0	3	3
Work Force Leader	1	0	0
Equipment Operator II	0	1	1
Lead Maintenance Worker	0	1	1
Lead Public Service Worker	3	0	0
Medium Equipment Operator	1	0	0
Equipment Operator I	0	3	3
Equipment Operator	3	0	0
Maintenance Worker II	0	3	3
Senior Public Service Worker	3	0	0
Maintenance Worker I	0	1	1
Public Service Worker	1	0	0
Part-Time Personnel	3.5	3.5	3
Subtotal	19.5	19.5	19



PUBLIC WORKS DEPARTMENT OVERVIEW

1344 - Mowing & Bulk Pickup	FY 07	FY 08	FY 09
Supervisor	0	1	1
General Supervisor	1	0	0
Work Force Leader II	0	1	1
Work Force Supervisor	1	0	0
Work Force Leader I	0	1	1
Work Force Leader	1	0	0
Equipment Operator II	0	6	7
Medium Equipment Operator	6	0	0
Lead Maintenance Worker	0	1	1
Lead Public Service Worker	1	0	0
Equipment Operator I	0	1	1
Equipment Operator	1	0	0
Maintenance Worker II	0	7	6
Senior Public Service Worker	7	0	0
Maintenance Worker I	0	1	2
Public Service Worker	1	0	0
Part-Time Personnel	4.6	4.6	4.6
<i>Subtotal</i>	23.6	23.6	24.6

1351 - Engineering Services	FY 07	FY 08	FY 09
Project Engineer	0	0	1
Project Manager	1	1	0
Senior Engineering Technician	0	1	1
Engineering Technician	1	0	0
Employment Agreement Personnel	2	1.2	1
Part-Time Personnel	0.7	1.1	1.1
<i>Subtotal</i>	4.7	4.3	4.1

1397 - Traffic Control	FY 07	FY 08	FY 09
Work Force Leader II	0	1	1
Work Force Supervisor	1	0	0
Lead Maintenance Worker	0	1	1
Lead Public Service Worker	1	0	0
Part-Time Personnel	0.6	0.6	0.6
<i>Subtotal</i>	2.6	2.6	2.6

TOTAL	FY 07	FY 08	FY 09
Full-Time Personnel	78	79	81
Employment Agreement Personnel	2	1.2	1
Part-Time Personnel	12.2	12.7	12
	92.2	92.9	94

Public Works

1150 - Facilities Management

SERVICES PROVIDED:

This activity area is responsible for the management and maintenance of all City buildings including routine repairs, preventative maintenance, new work, and 24-hour emergency response. The activity area is also responsible for managing and monitoring contracts for security, custodial, pest management, waste management, and elevator maintenance services. The activity further provides oversight for energy management activities including utility bill payment, utility cost and use tracking, reporting, and energy initiatives. This activity area monitors service contractors of all major equipment, coordinates all construction documents, and supervises the construction of all building Capital Improvement Projects. Finally, this activity area supports the snow removal operations.

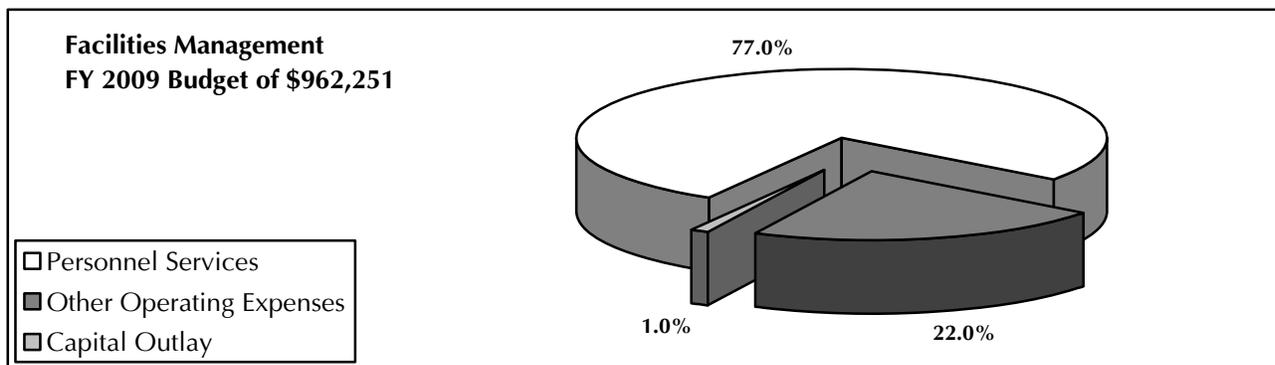
FY WORK PLAN GOALS:

Implement a Planned Life-Cycle Asset Replacement (PLAR) Program for major equipment replacement, carpet replacement, painting, and thermal and moisture protection. Maintain clean, attractive, safe, functional, and sound facilities. Reduce deferred maintenance at City facilities by effectively using the resources available.

SIGNIFICANT CHANGES FOR FY 09:

Security Services increased \$32,500 to include additional security in all City parks.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$621,130	\$681,356	\$740,771	\$740,771
Other Operating Expenses	152,751	179,625	211,425	211,425
Capital Outlay	9,860	10,085	10,055	10,055
TOTAL	\$783,741	\$871,066	\$962,251	\$962,251



Public Works

1150 - Facilities Management

Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Work orders per staff member	255	260	280
Total work orders received	994	1,528	1,600
Square feet of buildings maintained	455,521	461,521	461,521
Repairs	453	538	570
Maintenance operations costs	\$2,250,076	\$2,446,484	\$2,449,508
Facilities staff	5	5	5
Square feet per staff member	\$91,104	\$92,304	\$92,304
Cost per square feet	\$4.94	\$5.30	\$5.31

1150 Facilities Management

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

Personnel Services

501000 Salaries, Full-Time Employees	\$	507,893	\$	507,893
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		33,251		33,251
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		10,450		10,450
510000 Social Security & Medicare Taxes		42,197		42,197
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		80,838		80,838
514100 Group Insurance - Retirees				
515000 Retirement Contribution		40,631		40,631
515050 Supplemental Retirement Contribution		9,852		9,852
515100 Retirement Health Savings (RHS)		422		422
516000 Savings Plan Contribution		15,237		15,237
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	740,771	\$	740,771

Operating Expenses

521000 Office Supplies				
Supplies		800		800
<i>Subtotal</i>		800		800
522000 General Operating Supplies				
Employee Tools		400		400
Hardware		4,000		4,000
Lamps and Ballasts		1,600		1,600
Miscellaneous Supplies		1,000		1,000
<i>Subtotal</i>		7,000		7,000
526000 Machinery & Equipment				
TR - Computer & Monitor		950		950
<i>Subtotal</i>		950		950
531500 Software Licenses				
TR - Software		1,100		1,100
<i>Subtotal</i>		1,100		1,100

1150 Facilities Management

531600 Software Maintenance Agreements			
Maintenance - Network SW/Anti-Virus SW (5)	300	300	
Maintenance - Software (Adobe Illustrator) (1)	90	90	
Maintenance - Software (AutoCAD)	450	450	
Maintenance - Software (CostWorks)	400	400	
Maintenance - Software (Data Stream MP2)	1,500	1,500	
Maintenance - Software (Dynergy Utility Manager)	660	660	
Maintenance - Software (Microsoft CALs) (5)	400	400	
Maintenance - Software (Utility Manager Pro)	1,155	1,155	
<i>Subtotal</i>		4,955	4,955
532000 Engineering & Architectural			
Architectural and Engineering Services	10,000	10,000	
<i>Subtotal</i>		10,000	10,000
536800 Security Services			
City Wide Services	142,500	142,500	
<i>Subtotal</i>		142,500	142,500
544000 Professional Dues & Certification Fees			
IFMA	620	620	
LEEDS Workshop	350	350	
Project Management Institute (PMI)	480	480	
Urban Land Institute	335	335	
<i>Subtotal</i>		1,785	1,785
546000 Conference & Seminar Registration			
Conferences & Seminars	3,000	3,000	
<i>Subtotal</i>		3,000	3,000
547000 Travel Expense			
Conference Travel	2,000	2,000	
<i>Subtotal</i>		2,000	2,000
550000 Electric			
315 E. Diamond	1,000	1,000	
Kentlands Pavilion	235	235	
Wind Energy Premium Charges	11,000	11,000	
<i>Subtotal</i>		12,235	12,235
550700 Recycling Services/Trash Collection			
Lamp Recycling Fees	1,000	1,000	
<i>Subtotal</i>		1,000	1,000
551100 Cellular Telephone			
Facility Services (6)	2,000	2,000	
<i>Subtotal</i>		2,000	2,000
552500 Vehicle & Equipment Gasoline Expense			
	7,000	7,000	
<i>Subtotal</i>		7,000	7,000
553000 Printing & Binding			
Blueprint Services	500	500	
<i>Subtotal</i>		500	500

1150 Facilities Management

557000 Laundry & Uniforms			
Uniforms and Safety Shoes	2,000	2,000	
<i>Subtotal</i>		2,000	2,000
572000 Repair & Maintenance - Buildings & Facilities			
Other Repairs	10,000	10,000	
<i>Subtotal</i>		10,000	10,000
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (4 Units)	2,600	2,600	
<i>Subtotal</i>		2,600	2,600
Subtotal Operating Expenses		211,425	211,425

Capital Outlay

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (5)	1,650	1,650	
Replacement - Scanner (CanoScan LiDE25)	15	15	
<i>Subtotal</i>		1,665	1,665
596100 Vehicles & Equipment (Replacement)			
Vehicle Replacement (3 Units)	8,390	8,390	
<i>Subtotal</i>		8,390	8,390
Subtotal Capital Outlay		10,055	10,055
Total		962,251	962,251

Public Works

1151 - Building & Grounds - City Hall

SERVICES PROVIDED:

This activity area involves cleaning, maintenance, repair, and inspections of the City Hall office building, including the Mayor and Council chambers. Day-to-day repairs and maintenance are provided by the Facilities staff.

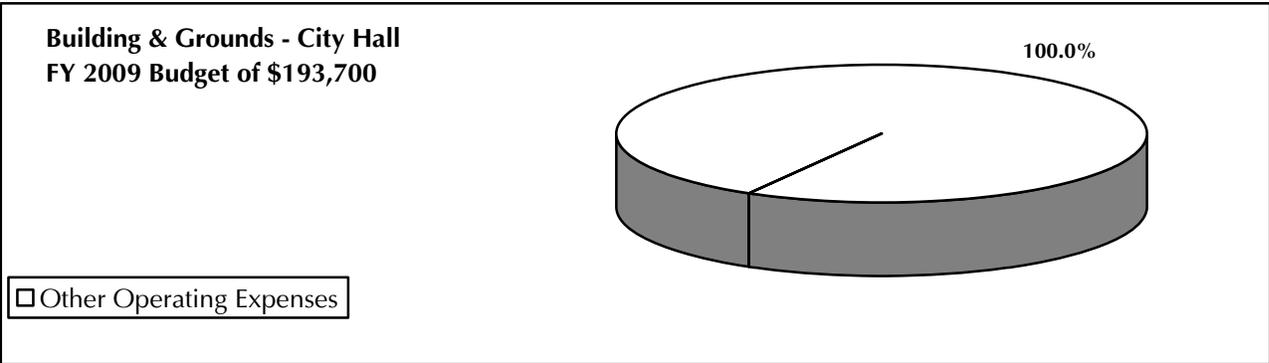
FY WORK PLAN GOALS:

Ensure all services and repairs maintain or enhance the value of City building assets. Maintain the appearance and safety of City Hall at a high level, recognizing the importance of this facility in the daily conduct of city business.

SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$17,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	181,250	207,900	193,700	193,700
Capital Outlay	0	0	0	0
TOTAL	\$181,250	\$207,900	\$193,700	\$193,700



1151 Building & Grounds - City Hall

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Ceiling Tile	350	350
Filters	600	600
Flags	800	800
Hardware	1,000	1,000
Keys	50	50
Lamps and Ballasts	900	900
<i>Subtotal</i>	3,700	3,700
536000 Miscellaneous Professional Services		
Elevator Monitoring	600	600
Fire Alarm Monitoring	600	600
Pest Control	800	800
<i>Subtotal</i>	2,000	2,000
536300 Contract Cleaning Services		
Contract Cleaning	39,000	39,000
<i>Subtotal</i>	39,000	39,000
550000 Electric		
Electric	75,000	75,000
<i>Subtotal</i>	75,000	75,000
550100 Gas (Natural)		
Natural Gas	7,000	7,000
<i>Subtotal</i>	7,000	7,000

1151 Building & Grounds - City Hall

550200 Water			
WSSC	3,300	3,300	
<i>Subtotal</i>		3,300	3,300
550700 Recycling Services/Trash Collection			
Trash & Recycling Collection	5,150	5,150	
<i>Subtotal</i>		5,150	5,150
551000 Telephone (Landline)			
Coin Operated Phones	1,000	1,000	
Telephones	29,550	29,550	
<i>Subtotal</i>		30,550	30,550
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	350	350	
Contract Painting	4,500	4,500	
Electrical Maintenance and Repair	3,500	3,500	
Elevator Maintenance	2,500	2,500	
Fire Alarm Testing	250	250	
Fire Extinguisher Inspections	300	300	
Fire Pump Test	500	500	
Generator Maintenance	1,300	1,300	
Handicap Door Maintenance	1,200	1,200	
HVAC Maintenance	2,200	2,200	
HVAC Repair	5,000	5,000	
Locksmith Services	1,200	1,200	
Plumbing Repairs and Service	2,000	2,000	
Roof Inspection and Repair	2,500	2,500	
Sprinkler Inspection	700	700	
<i>Subtotal</i>		28,000	28,000
Subtotal Operating Expenses		193,700	193,700
Total			
		193,700	193,700

Public Works

1152 - Building & Grounds - Police Station

SERVICES PROVIDED:

This activity area involves cleaning, maintenance, and repair of the City Police Station, including general operational costs such as utilities. Routine preventive maintenance and repairs are provided by Facilities personnel.

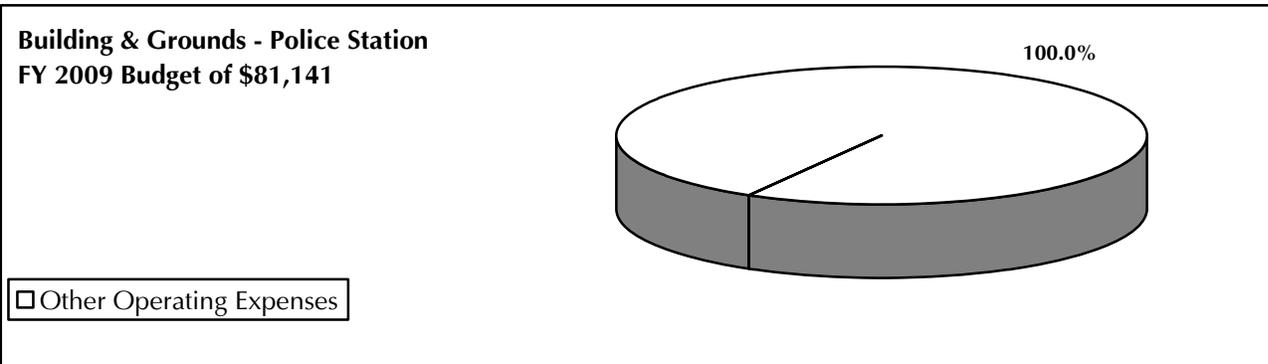
FY WORK PLAN GOALS:

Minimize disruption of services and maintain a clean, attractive, safe, functional, and secure facility.

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	71,230	80,241	81,141	81,141
Capital Outlay	0	0	0	0
TOTAL	\$71,230	\$80,241	\$81,141	\$81,141



1152 Building & Grounds - Police Station

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Filters	200	200
Flags	500	500
Hardware	600	600
Lamps and Ballasts	1,000	1,000
<i>Subtotal</i>	2,300	2,300
536000 Miscellaneous Professional Services		
Pest Control	741	741
<i>Subtotal</i>	741	741
536300 Contract Cleaning Services		
Contract Cleaning	20,000	20,000
<i>Subtotal</i>	20,000	20,000
550000 Electric		
	23,000	23,000
<i>Subtotal</i>	23,000	23,000
550100 Gas (Natural)		
Natural Gas	1,800	1,800
<i>Subtotal</i>	1,800	1,800
550200 Water		
WSSC	4,500	4,500
<i>Subtotal</i>	4,500	4,500

1152 Building & Grounds - Police Station

550700 Recycling Services/Trash Collection			
Trash Collection	2,900	2,900	
<i>Subtotal</i>		2,900	2,900
551000 Telephone (Landline)			
Coin Operated Phones	1,000	1,000	
Telephones	11,000	11,000	
<i>Subtotal</i>		12,000	12,000
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	550	550	
Electrical Repairs	3,500	3,500	
Fitness Equipment Maintenance	250	250	
Generator Maintenance	1,800	1,800	
HVAC Maintenance	1,000	1,000	
HVAC Repair	4,000	4,000	
Locksmith Services (Locks & Keys)	300	300	
Roof Maintenance and Repair	2,500	2,500	
<i>Subtotal</i>		13,900	13,900
Subtotal Operating Expenses		81,141	81,141
Total		81,141	81,141

Public Works

1153 - Building & Grounds - Public Service Facility

SERVICES PROVIDED:

This activity area involves cleaning, maintenance, and repairs of the Public Service Facility (800 Rabbitt Road). The Public Service Facility houses Engineering, Public Works, Parks Maintenance, and Facilities and Capital Improvements Staff. Fleet maintenance and vehicle fueling are provided at the facility for all City vehicles. Sand, salt and road repair materials are stored at the site.

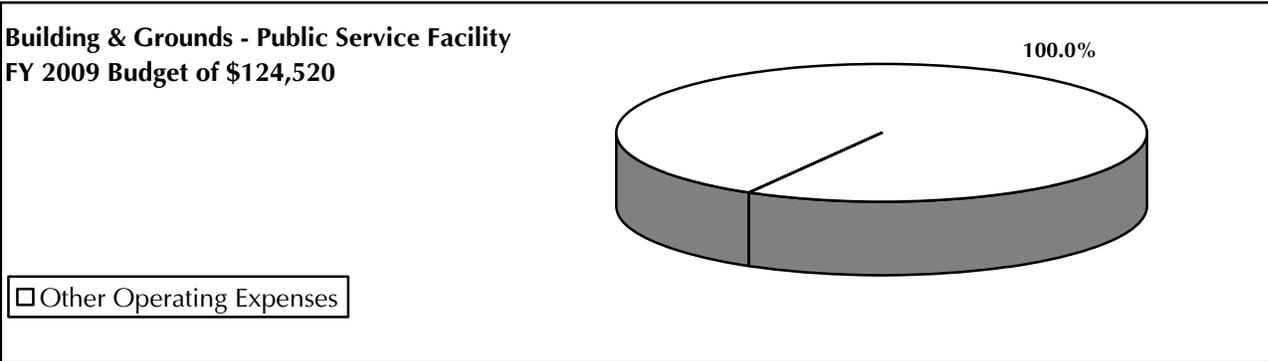
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, and functional, facility.
Minimize disruption of services and address deferred maintenance issues.

SIGNIFICANT CHANGES FOR FY 09:

Gas (Natural) increased \$8,500 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	115,015	117,020	124,520	124,520
Capital Outlay	0	0	0	0
TOTAL	\$115,015	\$117,020	\$124,520	\$124,520



1153 Building & Grounds - Public Service Facility

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Ceiling Tile	700	700
Filters	400	400
Fuel Pumps and Underground Storage Tank Parts	1,200	1,200
Hardware	1,000	1,000
Lamps and Ballasts	1,000	1,000
<i>Subtotal</i>	4,300	4,300
536000 Miscellaneous Professional Services		
Alarm Monitoring	600	600
Pest Control	620	620
<i>Subtotal</i>	1,220	1,220
536300 Contract Cleaning Services		
Contract Cleaning	18,100	18,100
<i>Subtotal</i>	18,100	18,100
550000 Electric		
	39,000	39,000
<i>Subtotal</i>	39,000	39,000
550100 Gas (Natural)		
Natural Gas	25,000	25,000
<i>Subtotal</i>	25,000	25,000
550200 Water		
WSSC	2,500	2,500
<i>Subtotal</i>	2,500	2,500

1153 Building & Grounds - Public Service Facility

551000 Telephone (Landline)			
Telephones	5,200	5,200	
<i>Subtotal</i>		5,200	5,200
567000 Rental & Use Charges			
Lift Rental	1,200	1,200	
<i>Subtotal</i>		1,200	1,200
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	550	550	
COMAR - Underground Storage Tank Test	3,500	3,500	
Contract Painting	1,500	1,500	
Electrical Repairs	5,000	5,000	
Fire Alarm Inspection	450	450	
Fire Extinguisher Inspections	250	250	
Fuel Pump Maintenance	2,000	2,000	
Generator Maintenance	1,800	1,800	
HVAC Maintenance	2,000	2,000	
HVAC Repair	5,000	5,000	
Overhead Door Maintenance and Repair	3,500	3,500	
Roof Maintenance and Repair	2,200	2,200	
Sprinkler Inspection	250	250	
<i>Subtotal</i>		28,000	28,000
Subtotal Operating Expenses		124,520	124,520
Total		124,520	124,520

Public Works

1155 - Building & Grounds - Train Station/Freight House

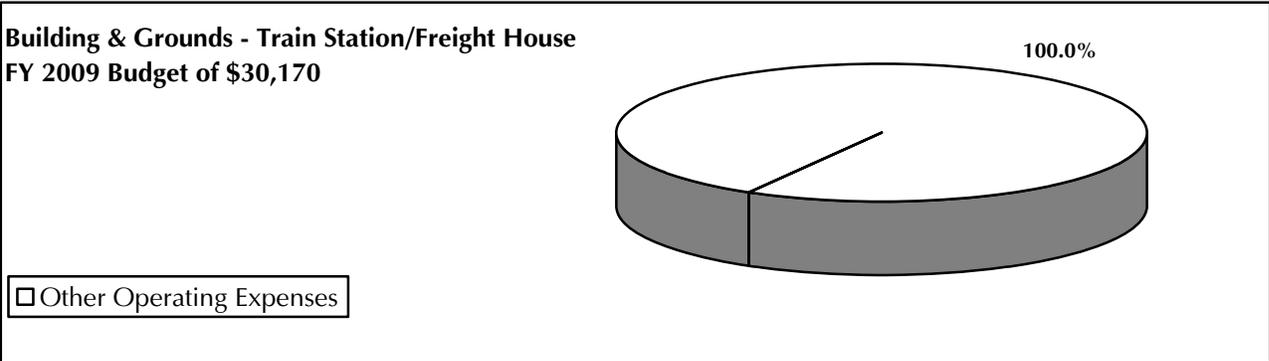
SERVICES PROVIDED:

This activity area involves the care and maintenance of the City-owned historic Gaithersburg Train Station and Freight House, including utilities and repairs. Day-to-day repairs and routine maintenance are provided by the Facilities staff. Major maintenance and repairs are contracted to outside firms.

FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, functional, and sound facility.
Minimize disruption of services and avoid costly unplanned replacements.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	30,450	31,670	30,170	30,170
Capital Outlay	0	0	0	0
TOTAL	\$30,450	\$31,670	\$30,170	\$30,170



1155 Building & Grounds - Train Station/Freight House

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Hardware	100	100
Lamps	200	200
<i>Subtotal</i>	300	300
536000 Miscellaneous Professional Services		
Pest Control	670	670
<i>Subtotal</i>	670	670
536300 Contract Cleaning Services		
Contract Cleaning	2,700	2,700
<i>Subtotal</i>	2,700	2,700
550000 Electric		
Freight House	4,000	4,000
Train Station	12,000	12,000
<i>Subtotal</i>	16,000	16,000
550100 Gas (Natural)		
Freight House and Train Station	5,500	5,500
<i>Subtotal</i>	5,500	5,500
551000 Telephone (Landline)		
Telephones	500	500
<i>Subtotal</i>	500	500

1155 Building & Grounds - Train Station/Freight House

572000 Repair & Maintenance - Buildings & Facilities			
Contract Painting	1,200	1,200	
Electrical Repairs	500	500	
HVAC Maintenance	1,500	1,500	
Oil Grit Separator Maintenance	500	500	
Roof Inspection and Repair	800	800	
<i>Subtotal</i>		4,500	4,500
Subtotal Operating Expenses		30,170	30,170
Total		30,170	30,170

Public Works

1156 - Building & Grounds - Kentlands Firehouse

SERVICES PROVIDED:

This activity area involves the care and maintenance of the City-owned Kentlands Firehouse.

FY WORK PLAN GOALS:

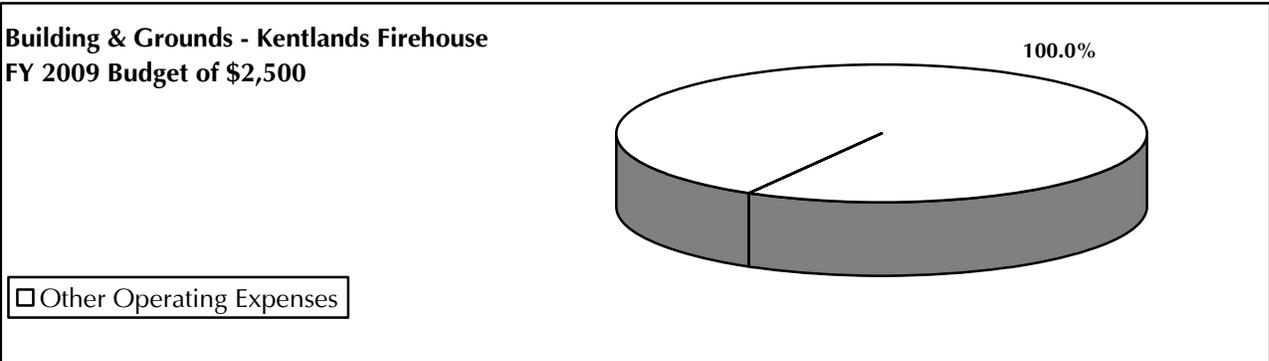
Maintain facility exterior to ensure a clean and attractive public appearance.
 Maintain facility security prohibiting public access until facility is renovated.

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	2,300	2,500	2,500	2,500
Capital Outlay	0	0	0	0
TOTAL	\$2,300	\$2,500	\$2,500	\$2,500

Building & Grounds - Kentlands Firehouse
FY 2009 Budget of \$2,500



1156 Building & Grounds - Kentlands Firehouse

Expenditure Statement by Object **Proposed**
2008 - 2009 **Adopted**
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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Supplies	500	500
<i>Subtotal</i>	500	500
550000 Electric		
	500	500
<i>Subtotal</i>	500	500
572000 Repair & Maintenance - Buildings & Facilities		
Roof Maintenance and Repair	1,500	1,500
<i>Subtotal</i>	1,500	1,500
Subtotal Operating Expenses	2,500	2,500
Total	2,500	2,500

Public Works

1158 - Building & Grounds - Kentlands Mansion

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Kentlands Mansion. The primary costs involve utilities and interior and exterior building maintenance.

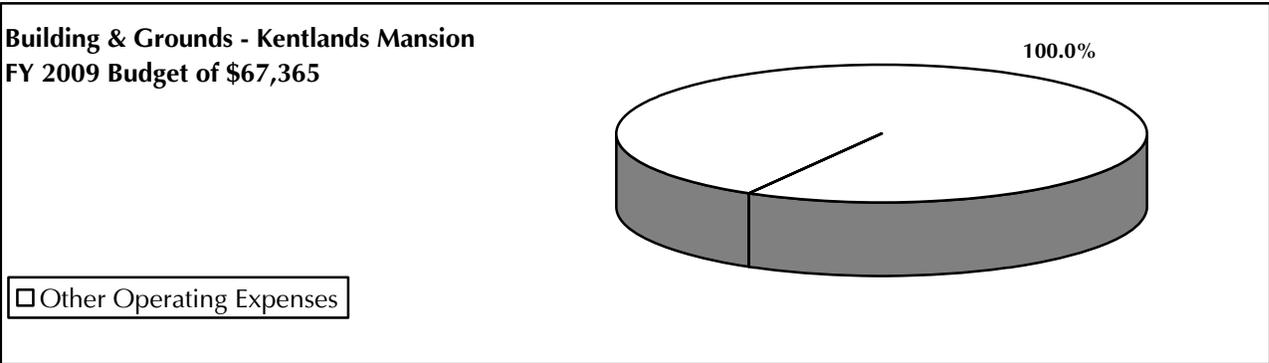
FY WORK PLAN GOALS:

Maintain the interior and exterior appearance of the Kentlands Mansion at a high level, recognizing this is a revenue-generating facility used by the public for various special events and ceremonies.
Minimize disruption of services ensuring facility can be rented a maximum number of hours.

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	59,845	66,865	67,365	67,365
Capital Outlay	0	0	0	0
TOTAL	\$59,845	\$66,865	\$67,365	\$67,365



1158 Building & Grounds - Kentlands Mansion

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Cleaning Supplies	2,200	2,200
Filters	300	300
Hardware	1,000	1,000
Lamps and Ballasts	1,200	1,200
<i>Subtotal</i>	4,700	4,700
536000 Miscellaneous Professional Services		
Elevator Monitoring	360	360
Fire Alarm Monitoring	360	360
Pest Control	720	720
<i>Subtotal</i>	1,440	1,440
550000 Electric		
	16,000	16,000
<i>Subtotal</i>	16,000	16,000
550100 Gas (Natural)		
Natural Gas	10,000	10,000
<i>Subtotal</i>	10,000	10,000
550200 Water		
WSSC	2,500	2,500
<i>Subtotal</i>	2,500	2,500
550700 Recycling Services/Trash Collection		
Trash Collection	6,500	6,500
<i>Subtotal</i>	6,500	6,500

1158 Building & Grounds - Kentlands Mansion

551000 Telephone (Landline)			
Telephones	4,000		4,000
<i>Subtotal</i>		4,000	4,000
572000 Repair & Maintenance - Buildings & Facilities			
Appliance Repair	1,500		1,500
Backflow Inspection	250		250
Building Repair	4,500		4,500
Contract Painting	2,500		2,500
Electrical Repairs	2,800		2,800
Elevator Maintenance	2,800		2,800
Fire Alarm Inspection	250		250
Fire Extinguisher Inspections	175		175
HVAC Maintenance	2,000		2,000
HVAC Repair	4,000		4,000
Roof Maintenance and Repair	1,200		1,200
Sprinkler Inspection	250		250
<i>Subtotal</i>		22,225	22,225
Subtotal Operating Expenses		67,365	67,365
Total		67,365	67,365

Public Works

1159 - Building & Grounds - Senior Center

SERVICES PROVIDED:

This activity area involves maintenance and repairs of the Gaithersburg Upcounty Senior Center. The primary costs involve utilities, pest and waste management, and building maintenance.

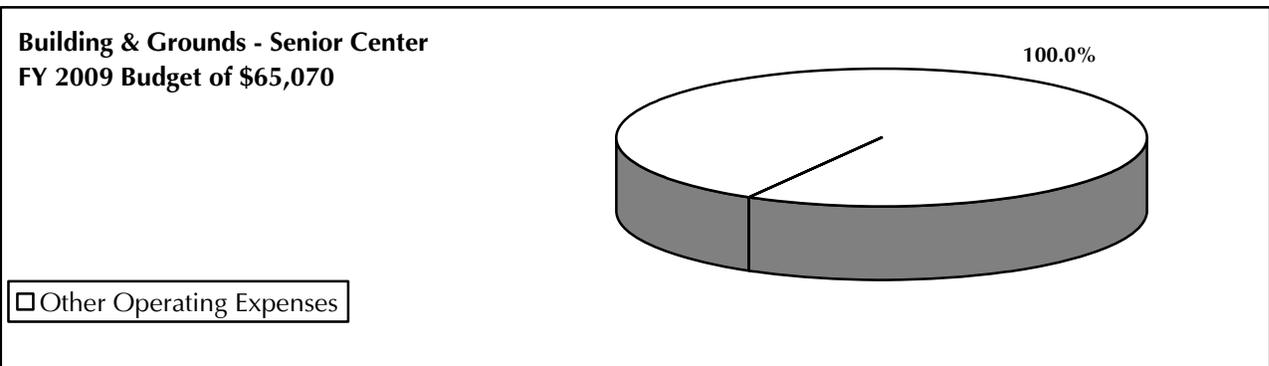
FY WORK PLAN GOALS:

Minimize disruption of senior program activities while maintaining a clean, attractive, safe, and functional facility.

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	73,070	64,070	65,070	65,070
Capital Outlay	0	0	0	0
TOTAL	\$73,070	\$64,070	\$65,070	\$65,070



1159 Building & Grounds - Senior Center

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

536000 Miscellaneous Professional Services		
Pest Control	2,700	2,700
<i>Subtotal</i>	2,700	2,700
550000 Electric		
	28,000	28,000
<i>Subtotal</i>	28,000	28,000
550100 Gas (Natural)		
Natural Gas	5,000	5,000
<i>Subtotal</i>	5,000	5,000
550200 Water		
WSSC	4,500	4,500
<i>Subtotal</i>	4,500	4,500
550700 Recycling Services/Trash Collection		
Trash Collection	6,400	6,400
<i>Subtotal</i>	6,400	6,400
551000 Telephone (Landline)		
Telephones	3,000	3,000
<i>Subtotal</i>	3,000	3,000

1159 Building & Grounds - Senior Center

572000 Repair & Maintenance - Buildings & Facilities			
Appliance Repair	1,000		1,000
Contract Painting	2,000		2,000
Electrical Repairs	1,000		1,000
Fire Extinguisher Inspections	150		150
Fire Hood Cleaning	1,600		1,600
Fire Hood Test	500		500
Flow Control	720		720
Grease Trap Maintenance	1,500		1,500
HVAC Maintenance	2,000		2,000
HVAC Repair	1,000		1,000
Roof Maintenance and Repair	1,000		1,000
Snow Removal Equipment	3,000		3,000
<i>Subtotal</i>		15,470	15,470
Subtotal Operating Expenses		65,070	65,070
Total		65,070	65,070

Public Works

1160 - Building & Grounds - Casey Community Center

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Casey Community Center. The primary costs involve utilities, custodial and building maintenance and repairs.

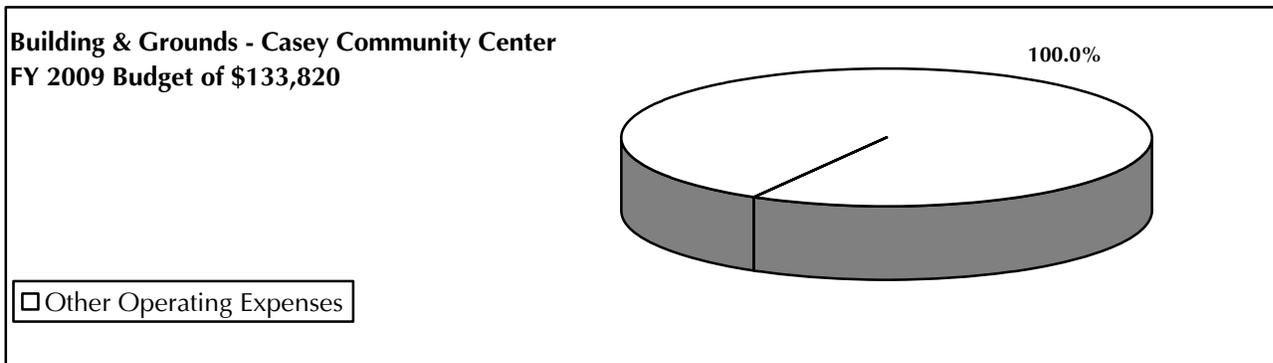
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, and functional facility.
Minimize disruption of recreation programs and services provided to the public.

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	115,240	136,620	133,820	133,820
Capital Outlay	0	0	0	0
TOTAL	\$115,240	\$136,620	\$133,820	\$133,820



1160 Building & Grounds - Casey Community Center

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Air Cleaner Filters	1,200	1,200
Ceiling Tile	1,400	1,400
Cleaning Supplies	1,500	1,500
Flags	500	500
Hardware	800	800
Lamps and Ballasts	1,000	1,000
<i>Subtotal</i>	6,400	6,400
536000 Miscellaneous Professional Services		
Elevator Monitoring	600	600
Fire Alarm Monitoring	600	600
Floor Stripping	900	900
Pest Control	720	720
<i>Subtotal</i>	2,820	2,820
536300 Contract Cleaning Services		
Contract Cleaning	43,300	43,300
<i>Subtotal</i>	43,300	43,300
550000 Electric		
	38,000	38,000
<i>Subtotal</i>	38,000	38,000
550100 Gas (Natural)		
Natural Gas	8,000	8,000
<i>Subtotal</i>	8,000	8,000

1160 Building & Grounds - Casey Community Center

550200 Water			
WSSC	2,500	2,500	
<i>Subtotal</i>		2,500	2,500
550700 Recycling Services/Trash Collection			
Trash Collection	6,200	6,200	
<i>Subtotal</i>		6,200	6,200
551000 Telephone (Landline)			
Coin Operated Phones	1,000	1,000	
Telephones	3,100	3,100	
<i>Subtotal</i>		4,100	4,100
557000 Laundry & Uniforms			
Uniforms and Safety Shoes	500	500	
<i>Subtotal</i>		500	500
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	250	250	
Building Repair	2,000	2,000	
Contract Painting	3,000	3,000	
Electrical Repairs	1,000	1,000	
Elevator Maintenance	2,400	2,400	
Fire Alarm Inspection	250	250	
Fire Extinguisher Inspections	300	300	
Fire Hood Cleaning	1,600	1,600	
Fire Hood Inspection	250	250	
HVAC Maintenance	1,100	1,100	
HVAC Repair	5,000	5,000	
Kitchen Equipment Maintenance	1,000	1,000	
Plumbing Repairs and Service	600	600	
Roof Maintenance and Repair	3,000	3,000	
Sprinkler Inspection	250	250	
<i>Subtotal</i>		22,000	22,000
Subtotal Operating Expenses		133,820	133,820
Total			
		133,820	133,820

Public Works

1161 - Building & Grounds - Olde Towne Pavilion

SERVICES PROVIDED:

This activity area involves maintenance and repair of the Olde Towne Pavilion. The primary costs involve utilities and maintenance.

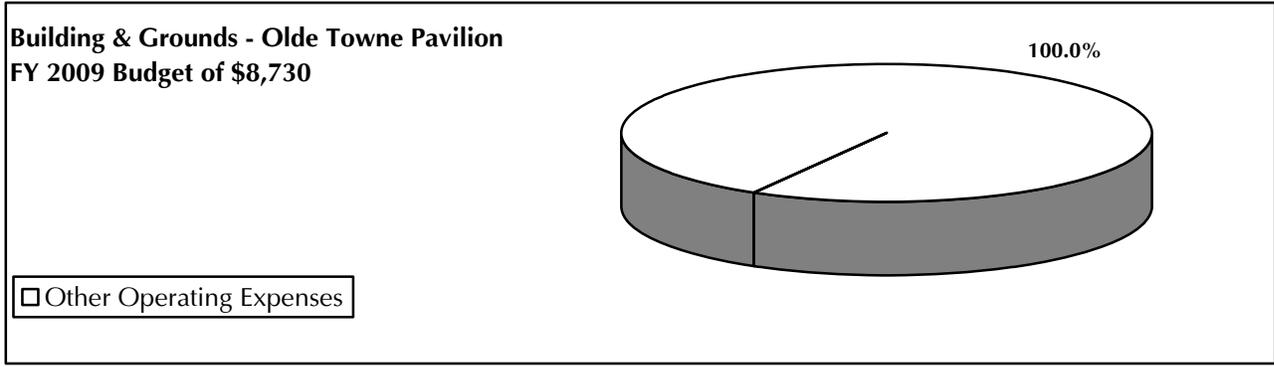
FY WORK PLAN GOALS:

Ensure the facility is prepared to operate for spring and summer recreation events and activities.
Maintain a clean, attractive, safe, and functional, facility.

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	3,520	8,550	8,730	8,730
Capital Outlay	0	0	0	0
TOTAL	\$3,520	\$8,550	\$8,730	\$8,730



1161 Building & Grounds - Olde Towne Pavilion

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Lamps and Ballasts	400	400
Paint	200	200
<i>Subtotal</i>	600	600
536300 Contract Cleaning Services		
Contract Cleaning	1,030	1,030
<i>Subtotal</i>	1,030	1,030
550000 Electric		
	1,800	1,800
<i>Subtotal</i>	1,800	1,800
550200 Water		
WSSC	300	300
<i>Subtotal</i>	300	300
573000 Repair & Maintenance - Machinery & Equipment		
Contract Painting	3,500	3,500
Electrical Repairs	1,500	1,500
<i>Subtotal</i>	5,000	5,000
Subtotal Operating Expenses	8,730	8,730

Total	8,730	8,730
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Public Works

1164 - Building & Grounds - GAC

SERVICES PROVIDED:

This activity area involves maintenance and repairs of the Gaithersburg Aquatic Center. The primary costs involve utilities and building and pool maintenance.

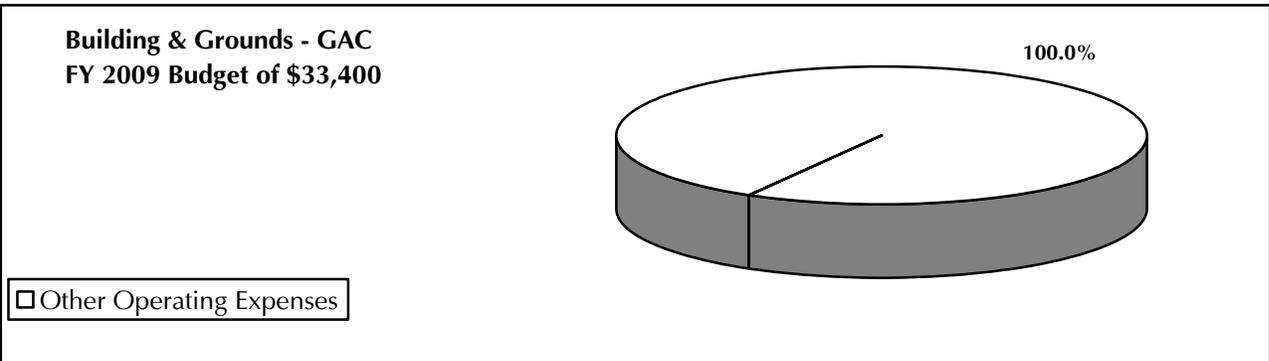
FY WORK PLAN GOALS:

Ensure disruptions to program activities are minimized during the peak usage periods. Maintain a clean, attractive, safe, and functional facility.

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	36,400	33,400	33,400	33,400
Capital Outlay	0	0	0	0
TOTAL	\$36,400	\$33,400	\$33,400	\$33,400



1164 Building & Grounds - GAC

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Filters and Water Heater Supplies	3,000	3,000
Lamps, Hardware and Plumbing Supplies	1,500	1,500
Miscellaneous	500	500
<i>Subtotal</i>	5,000	5,000
536000 Miscellaneous Professional Services		
Pest Control	1,400	1,400
<i>Subtotal</i>	1,400	1,400
536300 Contract Cleaning Services		
Contract Cleaning	5,000	5,000
<i>Subtotal</i>	5,000	5,000
550700 Recycling Services/Trash Collection		
	1,000	1,000
<i>Subtotal</i>	1,000	1,000

1164 Building & Grounds - GAC

572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	250		250
Contract Painting	3,500		3,500
Electrical Repairs	3,000		3,000
Fire Extinguisher Inspections	250		250
HVAC Maintenance	6,000		6,000
Locksmith Services	500		500
Pool Repairs	3,500		3,500
Tile Repairs	1,500		1,500
Water Heater	2,500		2,500
<i>Subtotal</i>		21,000	21,000
Subtotal Operating Expenses		33,400	33,400

Total		33,400	33,400
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Public Works

1165 - Building & Grounds - Activity Center at Bohrer Park

SERVICES PROVIDED:

This activity area involves the maintenance and repair of the Activity Center. The primary costs are utilities, custodial and building maintenance.

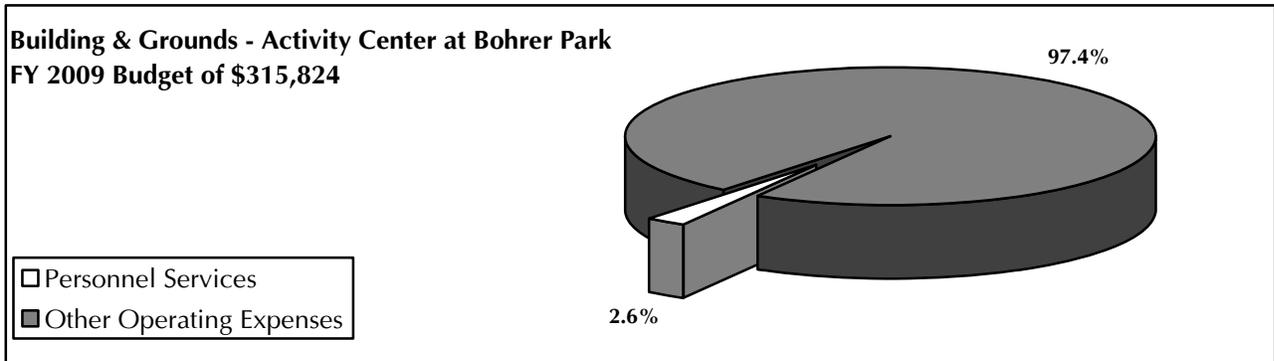
SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$15,000 to more accurately reflect the actual usage in the year ended June 30, 2007.
 Gas (Natural) increased \$6,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, and functional, facility.
 Minimize disruption of recreation programs and services and avoid costly unplanned replacements.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$7,520	\$7,784	\$8,134	\$8,134
Other Operating Expenses	263,800	316,690	307,690	307,690
Capital Outlay	0	0	0	0
TOTAL	\$271,320	\$324,474	\$315,824	\$315,824



1165 Building & Grounds - Activity Center at Bohrer 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	7,556	7,556
510000 Social Security & Medicare Taxes	578	578
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		
Subtotal Personnel Services	\$ 8,134	\$ 8,134

Operating Expenses

522000 General Operating Supplies		
Ceiling Tile	600	600
Flags	450	450
Hardware	900	900
Lamps and Ballasts	2,050	2,050
<i>Subtotal</i>	4,000	4,000
536000 Miscellaneous Professional Services		
Alarm Monitoring	1,000	1,000
Pest Control	4,000	4,000
<i>Subtotal</i>	5,000	5,000
536300 Contract Cleaning Services		
Contract Cleaning	86,000	86,000
<i>Subtotal</i>	86,000	86,000
550000 Electric		
	100,000	100,000
<i>Subtotal</i>	100,000	100,000
550100 Gas (Natural)		
Natural Gas	17,000	17,000
<i>Subtotal</i>	17,000	17,000
550200 Water		
WSSC	12,000	12,000
<i>Subtotal</i>	12,000	12,000

1165 Building & Grounds - Activity Center at Bohrer Park

550700 Recycling Services/Trash Collection			
Dumpster Service	19,000	19,000	
<i>Subtotal</i>		19,000	19,000
551000 Telephone (Landline)			
Coin Operated Phones	1,000	1,000	
Telephones	12,000	12,000	
<i>Subtotal</i>		13,000	13,000
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	300	300	
Contract Painting	6,500	6,500	
Electrical Repairs	4,500	4,500	
Energy Management Services	5,340	5,340	
Fire Alarm Inspection	250	250	
Fire Extinguisher Inspections	250	250	
General Building Repair	6,500	6,500	
Generator Maintenance	1,200	1,200	
Handicap Door Repairs	1,000	1,000	
HVAC Maintenance	6,000	6,000	
HVAC Repair	14,200	14,200	
Operable Partitions	3,500	3,500	
Roof Maintenance and Repair	1,900	1,900	
Sprinkler Inspection	250	250	
<i>Subtotal</i>		51,690	51,690
Subtotal Operating Expenses		307,690	307,690
Total		315,824	315,824

Public Works

1166 - Building & Grounds - Gaithersburg Arts Barn

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Gaithersburg Arts Barn. The primary costs involve utilities, custodial and building maintenance.

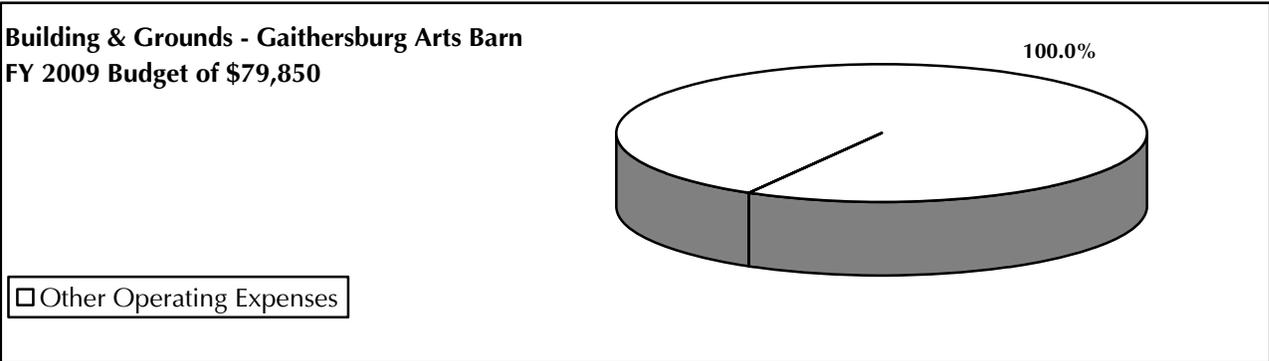
FY WORK PLAN GOALS:

Maintain the interior and exterior appearance of the Kentlands Arts Barn at a high level, recognizing this is a revenue-generating facility used by the public for performances and special events.
Minimize disruption of Arts programs and services.

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	79,495	84,850	79,850	79,850
Capital Outlay	0	0	0	0
TOTAL	\$79,495	\$84,850	\$79,850	\$79,850



1166 Building & Grounds - Gaithersburg Arts Barn

Expenditure Statement by Object **Proposed**
2008 - 2009 **Adopted**
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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Hardware	1,000	1,000
Lamps	1,500	1,500
<i>Subtotal</i>	2,500	2,500
536000 Miscellaneous Professional Services		
Elevator Monitoring	500	500
Fire Alarm Monitoring	500	500
Pest Control	600	600
<i>Subtotal</i>	1,600	1,600
536300 Contract Cleaning Services		
Contract Cleaning and Day Porter Services	14,200	14,200
<i>Subtotal</i>	14,200	14,200
550000 Electric		
	28,000	28,000
<i>Subtotal</i>	28,000	28,000
550100 Gas (Natural)		
Natural Gas	5,000	5,000
<i>Subtotal</i>	5,000	5,000
550200 Water		
WSSC	4,000	4,000
<i>Subtotal</i>	4,000	4,000

1166 Building & Grounds - Gaithersburg Arts Barn

551000 Telephone (Landline)			
Telephones	2,200	2,200	
<i>Subtotal</i>		2,200	2,200

572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	250	250	
Building Repair	3,500	3,500	
Electrical Repairs	3,500	3,500	
Elevator Maintenance	2,400	2,400	
Fire Alarm Inspection	250	250	
HVAC Maintenance	4,000	4,000	
HVAC Repair	6,200	6,200	
Sprinkler Inspection	250	250	
Water Treatment (Cooling Tower)	2,000	2,000	
<i>Subtotal</i>		22,350	22,350

Subtotal Operating Expenses		79,850	79,850
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Total		79,850	79,850
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Public Works

1167 - Building & Grounds - Water Park at Bohrer Park

SERVICES PROVIDED:

This activity area involves the repair and maintenance of the Water Park at Bohrer Park at Summit Hall Farm. The primary costs involve utilities, custodial and building and pool maintenance.

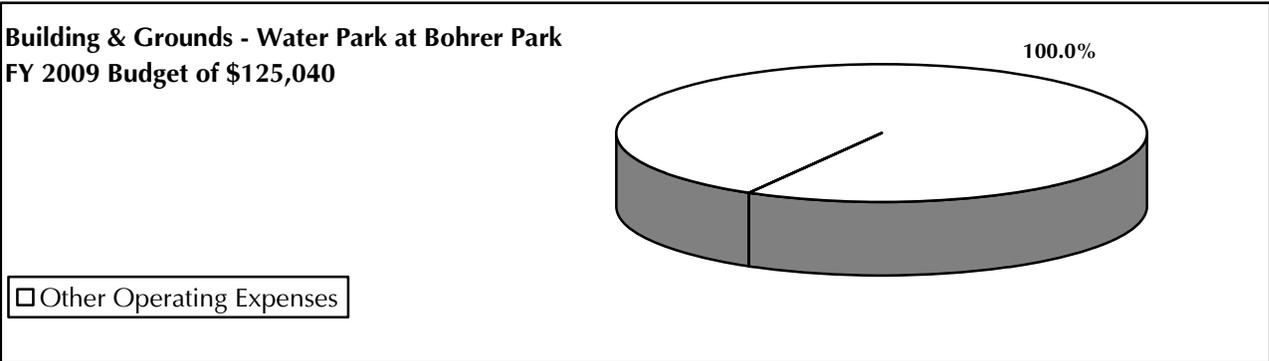
FY WORK PLAN GOALS:

Ensure pool facility is prepared for summer operations and is properly winterized during the off-season.
Maintain a clean, attractive, safe, and functional, outdoor public pool facility.

SIGNIFICANT CHANGES FOR FY 09:

Water decreased \$13,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	119,550	143,040	125,040	125,040
Capital Outlay	0	0	0	0
TOTAL	\$119,550	\$143,040	\$125,040	\$125,040



1167 Building & Grounds - Water Park at Bohrer 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		
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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Electrical Parts	500	500
Filters	200	200
Hardware	500	500
Lamps and Ballasts	600	600
Paint	250	250
Plumbing Supplies	1,000	1,000
Pump Parts	2,000	2,000
<i>Subtotal</i>	5,050	5,050
536000 Miscellaneous Professional Services		
Pest Control	630	630
Sound System Repairs	300	300
<i>Subtotal</i>	930	930
536300 Contract Cleaning Services		
Contract Cleaning	5,740	5,740
<i>Subtotal</i>	5,740	5,740
550000 Electric		
	40,000	40,000
<i>Subtotal</i>	40,000	40,000
550100 Gas (Natural)		
Natural Gas	3,000	3,000
<i>Subtotal</i>	3,000	3,000

1167 Building & Grounds - Water Park at Bohrer Park

550200 Water			
WSSC	25,000	25,000	
<i>Subtotal</i>		25,000	25,000
550700 Recycling Services/Trash Collection			
Trash Collection	14,420	14,420	
<i>Subtotal</i>		14,420	14,420
551000 Telephone (Landline)			
Coin Operated Phones	1,000	1,000	
Telephones	2,400	2,400	
<i>Subtotal</i>		3,400	3,400
572000 Repair & Maintenance - Buildings & Facilities			
Contract Painting	3,500	3,500	
Electrical Repairs	3,000	3,000	
HVAC Maintenance	1,500	1,500	
Pool Repair and Maintenance	6,500	6,500	
Pool Services (Drain & Clean)	3,500	3,500	
Pump Maintenance	3,000	3,000	
Water Slide Maintenance and Repair	6,500	6,500	
<i>Subtotal</i>		27,500	27,500
Subtotal Operating Expenses		125,040	125,040
Total		125,040	125,040

Public Works

1168 - Building & Grounds - Miniature Golf

SERVICES PROVIDED:

This activity involves repair and maintenance of the Miniature Golf Course at Bohrer Park including annual outdoor carpet replacement and painting.

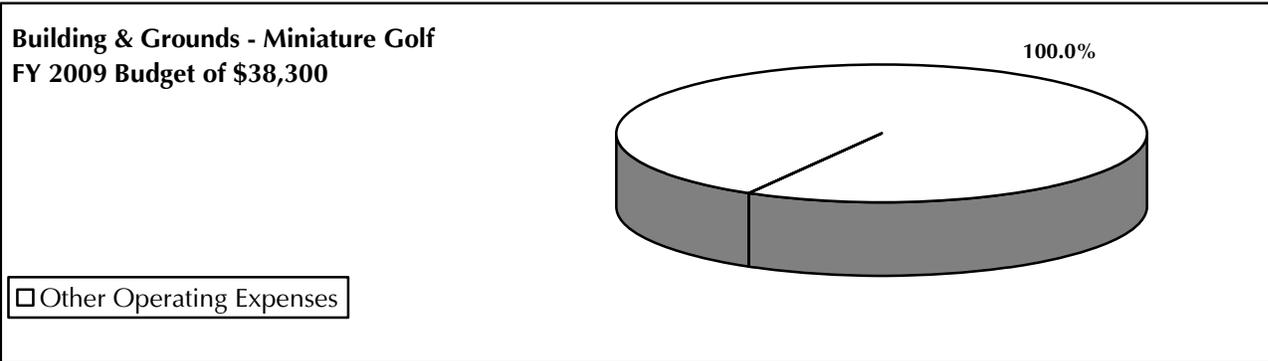
FY WORK PLAN GOALS:

Ensure off-season repairs and maintenance are completed prior to late spring opening. Maintain a clean, attractive, safe, and functional facility.

SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$6,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	30,300	40,600	38,300	38,300
Capital Outlay	0	0	0	0
TOTAL	\$30,300	\$40,600	\$38,300	\$38,300



1168 Building & Grounds - Miniature Golf

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Cleaning Supplies	200	200
Hardware	500	500
Lamps and Ballasts	600	600
Paint	200	200
<i>Subtotal</i>	1,500	1,500
550000 Electric		
	17,000	17,000
<i>Subtotal</i>	17,000	17,000
572000 Repair & Maintenance - Buildings & Facilities		
Carpet Repair	7,000	7,000
Contract Painting	3,600	3,600
Electrical Repairs	1,500	1,500
Masonry Repair	3,000	3,000
Pond and Water Feature Repair	3,000	3,000
Pump Repair	1,700	1,700
<i>Subtotal</i>	19,800	19,800
Subtotal Operating Expenses	38,300	38,300

Total	38,300	38,300
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Public Works

1169 - Building & Grounds - Skate Park

SERVICES PROVIDED:

This activity area involves the care and maintenance of the City-owned Skate Park.

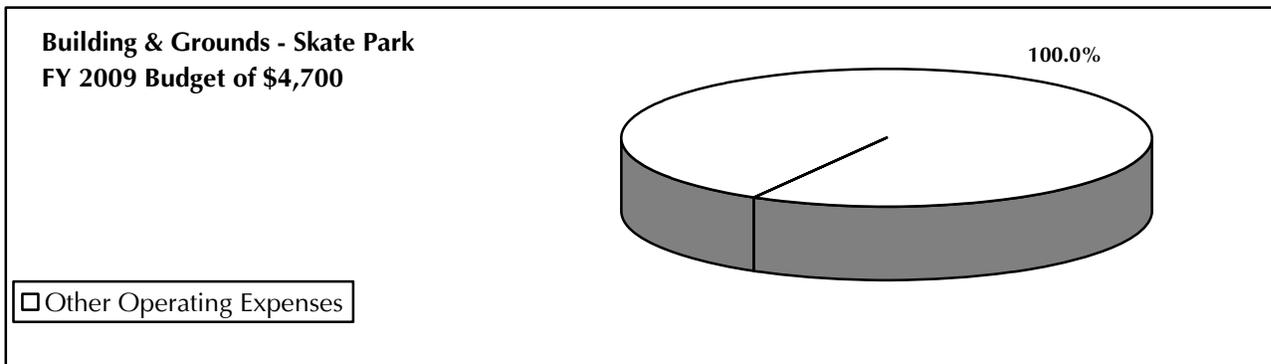
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, functional, and sound facility.
Minimize disruption of services.

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	6,200	4,700	4,700	4,700
Capital Outlay	0	0	0	0
TOTAL	\$6,200	\$4,700	\$4,700	\$4,700



1169 Building & Grounds - 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		
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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Cleaning Supplies	200	200
Lamps and Ballasts	300	300
Paint	200	200
Skate Lite	500	500
<i>Subtotal</i>	1,200	1,200
551000 Telephone (Landline)		
Telephones	500	500
<i>Subtotal</i>	500	500
572000 Repair & Maintenance - Buildings & Facilities		
Fence Repair	1,000	1,000
General Building Repair	2,000	2,000
<i>Subtotal</i>	3,000	3,000
Subtotal Operating Expenses	4,700	4,700

Total	4,700	4,700
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Public Works

1170 - Building & Grounds - Youth Center in Olde Towne

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Youth Center in Olde Towne. This facility may close in budget year 2009 and relocate into temporary space until the new facility construction is completed.

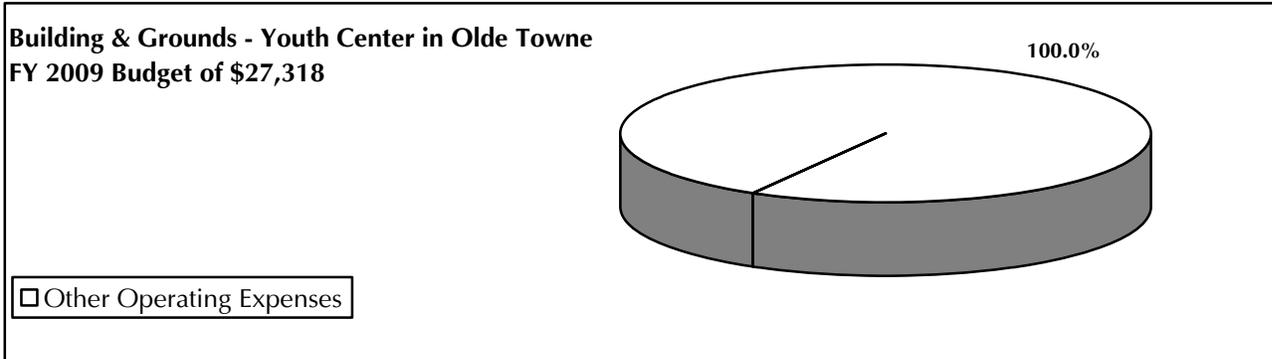
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, functional, and sound facility.
Minimize disruption of services and avoid costly unplanned replacements.

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	19,250	23,218	27,318	27,318
Capital Outlay	0	0	0	0
TOTAL	\$19,250	\$23,218	\$27,318	\$27,318



1170 Building & Grounds - Youth Center in Olde Towne

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Ceiling Tile	150	150
Filters	100	100
Hardware	750	750
Lamps and Ballasts	200	200
<i>Subtotal</i>	1,200	1,200
536000 Miscellaneous Professional Services		
Alarm Monitoring	450	450
Pest Control	618	618
<i>Subtotal</i>	1,068	1,068
536300 Contract Cleaning Services		
Contract Cleaning	2,700	2,700
<i>Subtotal</i>	2,700	2,700
550000 Electric		
<i>Subtotal</i>	10,000	10,000
550100 Gas (Natural)		
Natural Gas	2,000	2,000
<i>Subtotal</i>	2,000	2,000
550200 Water		
WSSC	1,000	1,000
<i>Subtotal</i>	1,000	1,000

1170 Building & Grounds - Youth Center in Olde Towne

550700 Recycling Services/Trash Collection			
Trash Collection	1,650	1,650	
<i>Subtotal</i>		1,650	1,650
551000 Telephone (Landline)			
Telephones	1,500	1,500	
<i>Subtotal</i>		1,500	1,500
572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	150	150	
Building Repair	2,000	2,000	
Electrical Repairs	500	500	
Fire Extinguisher Inspections	50	50	
HVAC Maintenance	2,500	2,500	
Plumbing Repairs and Service	1,000	1,000	
<i>Subtotal</i>		6,200	6,200
Subtotal Operating Expenses		27,318	27,318
Total		27,318	27,318

Public Works

1172 - Building & Grounds - Gaithersburg Youth Center

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Gaithersburg Youth Center at Robertson Park. Day-to-day repairs and maintenance are provided by the Facilities and Capital Projects staff.

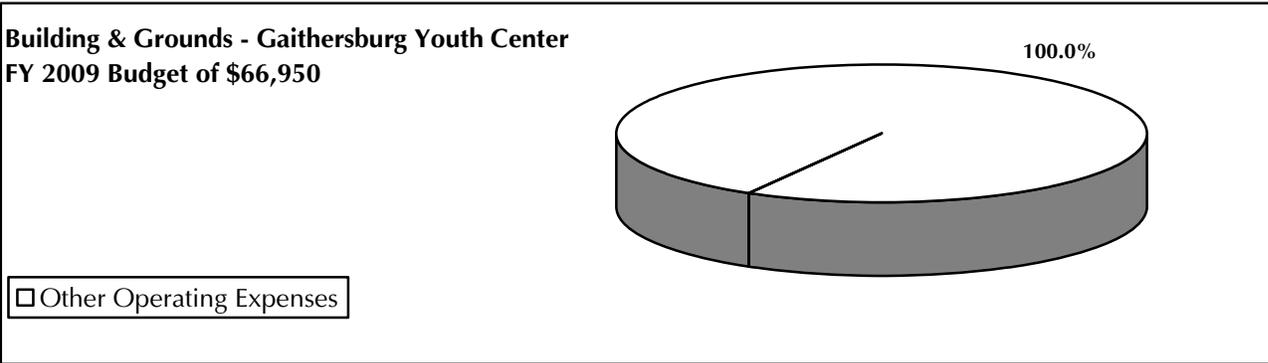
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, and functional facility.
Minimize disruption of youth programs and services.

SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$10,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	58,850	75,950	66,950	66,950
Capital Outlay	0	0	0	0
TOTAL	\$58,850	\$75,950	\$66,950	\$66,950



1172 Building & Grounds - Gaithersburg Youth Center

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Hardware	450	450
Keys	50	50
Lamps	400	400
<i>Subtotal</i>	900	900
536000 Miscellaneous Professional Services		
Alarm Monitoring	600	600
Pest Control	800	800
<i>Subtotal</i>	1,400	1,400
536300 Contract Cleaning Services		
Contract Cleaning	15,000	15,000
<i>Subtotal</i>	15,000	15,000
550000 Electric		
Electricity for Ball Field Lighting	30,000	30,000
<i>Subtotal</i>	30,000	30,000
550200 Water		
WSSC	4,500	4,500
WSSC - Ball Field Irrigation	4,500	4,500
<i>Subtotal</i>	9,000	9,000
550700 Recycling Services/Trash Collection		
Trash Collection	3,900	3,900
<i>Subtotal</i>	3,900	3,900

1172 Building & Grounds - Gaithersburg Youth Center

551000 Telephone (Landline)			
Telephones	500	500	
<i>Subtotal</i>		500	500

572000 Repair & Maintenance - Buildings & Facilities			
Backflow Inspection	250	250	
Building Repair	1,000	1,000	
Electrical Repairs	1,500	1,500	
HVAC Maintenance	3,500	3,500	
<i>Subtotal</i>		6,250	6,250

Subtotal Operating Expenses		66,950	66,950
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Total		66,950	66,950
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Public Works

1175 - Building & Grounds - Parking Facility

SERVICES PROVIDED:

This activity area involves the care and maintenance of the Olde Towne parking facility.

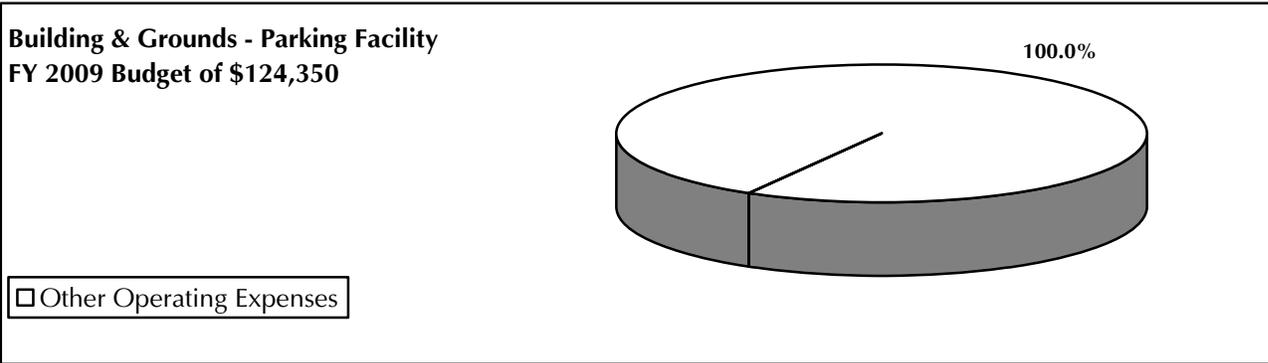
FY WORK PLAN GOALS:

Maintain a clean, attractive, safe, functional, and sound facility.
Minimize disruption of services and avoid costly unplanned replacements.

SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$9,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	117,650	129,750	124,350	124,350
Capital Outlay	0	0	0	0
TOTAL	\$117,650	\$129,750	\$124,350	\$124,350



1175 Building & Grounds - Parking Facility

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Hardware	1,000	1,000
Lamps and Ballasts	2,000	2,000
Signs	500	500
<i>Subtotal</i>	3,500	3,500
536000 Miscellaneous Professional Services		
Elevator Monitoring	1,200	1,200
Pest Control	1,000	1,000
<i>Subtotal</i>	2,200	2,200
536300 Contract Cleaning Services		
Contract Cleaning	39,800	39,800
Exterior Window Cleaning	3,500	3,500
<i>Subtotal</i>	43,300	43,300
550000 Electric		
	56,000	56,000
<i>Subtotal</i>	56,000	56,000
550200 Water		
WSSC	1,000	1,000
<i>Subtotal</i>	1,000	1,000
551000 Telephone (Landline)		
Telephones	600	600
<i>Subtotal</i>	600	600

1175 Building & Grounds - Parking Facility

572000 Repair & Maintenance - Buildings & Facilities			
Electrical Repairs	3,000		3,000
Elevator Maintenance	10,000		10,000
Fire Alarm Inspection	250		250
Fire Stand Pipe Inspection	500		500
General Building Repair	3,000		3,000
Restriping	1,000		1,000
<i>Subtotal</i>		17,750	17,750
Subtotal Operating Expenses		124,350	124,350
Total		124,350	124,350

Public Works

1311 - Public Works Administration

SERVICES PROVIDED:

This activity is responsible for the administration and management of all public works and parks programs. The activity also provides expertise to the City for traffic engineering, civil engineering and maintenance activities. This activity includes preparation of specifications and bid documents for the procurement of all City vehicles and equipment.

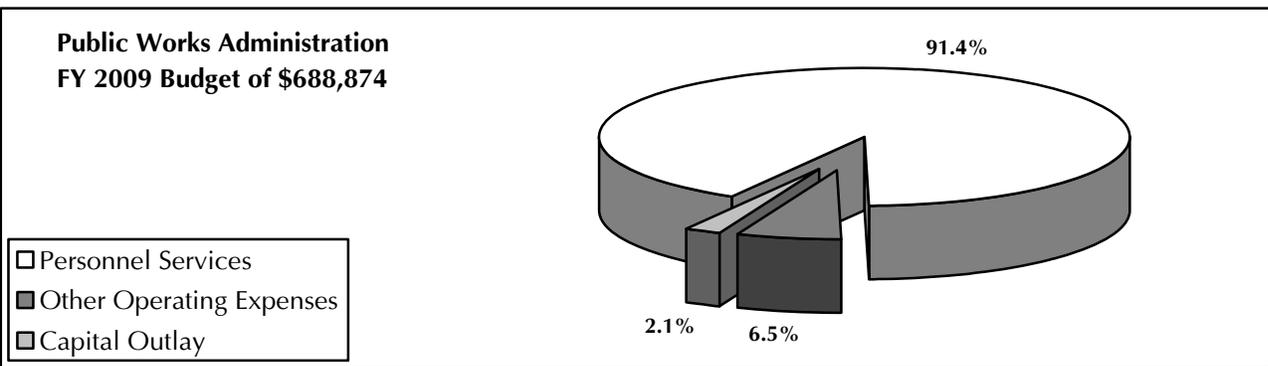
FY WORK PLAN GOALS:

- Continue presence of mobile speed board in City communities.
- Manage CIP programs.
- Manage services that promote a clean, safe and healthy environment.
- Provide engineering support to other City Departments.
- Review and monitor state and county projects in the City.
- Review plans for new development.

SIGNIFICANT CHANGES FOR FY 09:

No Significant Changes

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$564,678	\$597,495	\$629,869	\$629,869
Other Operating Expenses	33,170	36,625	44,640	44,640
Capital Outlay	18,785	14,910	14,365	14,365
TOTAL	\$616,633	\$649,030	\$688,874	\$688,874



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of speed studies conducted	15	20	12
Number of plans submitted and reviewed	300	250	250
Number of mobile speed board setups	12	15	12

1311 Public Works Administration

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

Personnel Services

501000 Salaries, Full-Time Employees	\$	490,666	\$	490,666
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		8,620		8,620
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time				
510000 Social Security & Medicare Taxes		38,195		38,195
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		24,307		24,307
514100 Group Insurance - Retirees				
515000 Retirement Contribution		39,253		39,253
515050 Supplemental Retirement Contribution		7,435		7,435
515100 Retirement Health Savings (RHS)		6,673		6,673
516000 Savings Plan Contribution		14,720		14,720
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	629,869	\$	629,869

Operating Expenses

521000 Office Supplies				
		5,000		5,000
<i>Subtotal</i>		5,000		5,000
522200 Photographic, Audio, Video Supplies				
		200		200
<i>Subtotal</i>		200		200
525000 Furniture & Fixtures				
		1,000		1,000
<i>Subtotal</i>		1,000		1,000
526000 Machinery & Equipment				
		1,000		1,000
<i>Subtotal</i>		1,000		1,000
531600 Software Maintenance Agreements				
Maintenance - Network SW/Anti-Virus SW (8)		480		480
Maintenance - Software (AutoCAD)		450		450
Maintenance - Software (Microsoft CALs) (8)		640		640
<i>Subtotal</i>		1,570		1,570
536000 Miscellaneous Professional Services				
Consultants		2,000		2,000
Mosquito Monitoring and Control		3,000		3,000
<i>Subtotal</i>		5,000		5,000

1311 Public Works Administration

543000 Contributions			
MWCOG - Street Smart Program	3,100	3,100	
<i>Subtotal</i>		3,100	3,100
544000 Professional Dues & Certification Fees			
APWA	250	250	
ASCE	225	225	
Commercial Drivers License	25	25	
Maryland Municipal League	75	75	
NIPG	75	75	
<i>Subtotal</i>		650	650
545000 Magazines, Books & Resource Material			
Engineering Publications	300	300	
<i>Subtotal</i>		300	300
546000 Conference & Seminar Registration			
Professional Conferences	300	300	
Trade Shows	300	300	
<i>Subtotal</i>		600	600
547000 Travel Expense			
APWA	2,600	2,600	
Miscellaneous Trade Shows	300	300	
Snow Conference	1,000	1,000	
<i>Subtotal</i>		3,900	3,900
551100 Cellular Telephone			
Staff Cell Phones (3)	5,700	5,700	
<i>Subtotal</i>		5,700	5,700
551200 Pagers			
Staff Pagers	150	150	
<i>Subtotal</i>		150	150
552500 Vehicle & Equipment Gasoline Expense			
	7,000	7,000	
<i>Subtotal</i>		7,000	7,000
556000 Postage			
	600	600	
<i>Subtotal</i>		600	600
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	500	500	
<i>Subtotal</i>		500	500
573000 Repair & Maintenance - Machinery & Equipment			
Maintenance - Printers (HP DesignJet 4000)	1,750	1,750	
Maintenance - Time Clock	210	210	
Maintenance & Supplies - Copier (Ricoh 4822 Lower)	410	410	
Maintenance & Supplies - Copier (Ricoh 4822 Upper)	1,000	1,000	
<i>Subtotal</i>		3,370	3,370

1311 Public Works Administration

574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (3 Units)	5,000	5,000	
<i>Subtotal</i>		5,000	5,000
Subtotal Operating Expenses		44,640	44,640

Capital Outlay

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (8)	2,640	2,640	
Replacement - Copier (Ricoh 4822 Lower)	705	705	
Replacement - Copier (Ricoh 4822 Upper)	705	705	
Replacement - Fax Machines	250	250	
Replacement - Printer (Desktop 820C)	25	25	
Replacement - Printer (HP DesignJet 4000 Plotter)	1,775	1,775	
Replacement - Printer (HP LaserJet 2430TN)	250	250	
Replacement - Printer (HP Lexmark T430)	200	200	
Replacement - Scanners (1)	245	245	
<i>Subtotal</i>		6,795	6,795
596100 Vehicles & Equipment (Replacement)			
Vehicle Replacement (3 Units)	7,570	7,570	
<i>Subtotal</i>		7,570	7,570
Subtotal Capital Outlay		14,365	14,365
Total		688,874	688,874

Public Works

1312 - Streets & Special Projects

SERVICES PROVIDED:

This activity provides for the maintenance of 88.15 miles of City streets. The annual program of street maintenance includes pavement, curb and gutter, sidewalk, and storm drain repair. In addition, staff also works on many special projects in parks and on other City properties.

FY WORK PLAN GOALS:

- Install benches, pads and/or shelters at bus stops on major thoroughfares.
- Maintain streets, curbs, gutters, aprons, sidewalks, and handicapped ramps in a safe and dependable condition.
- Maintain the City's investment in its infrastructure in a cost-effective manner.

SIGNIFICANT CHANGES FOR FY 09:

Building and Construction Supplies increased \$13,000 for more concrete and asphalt needed for repairs related to an aging inventory of streets and sidewalks.

General Operating Supplies increased \$25,000 due to a 30% increase over the past two years in the cost of road salt used for winter maintenance operations.

Miscellaneous Professional Services increased \$27,000 for anticipated increase in the cost of contract snow removal services and to add a contract loader and truck to enhance these services.

Rental & Use Charges increased \$12,000 to reflect dump fees for our concrete and asphalt from replacement work. Dump free local sites accessible to us in the past, have stopped accepting material.

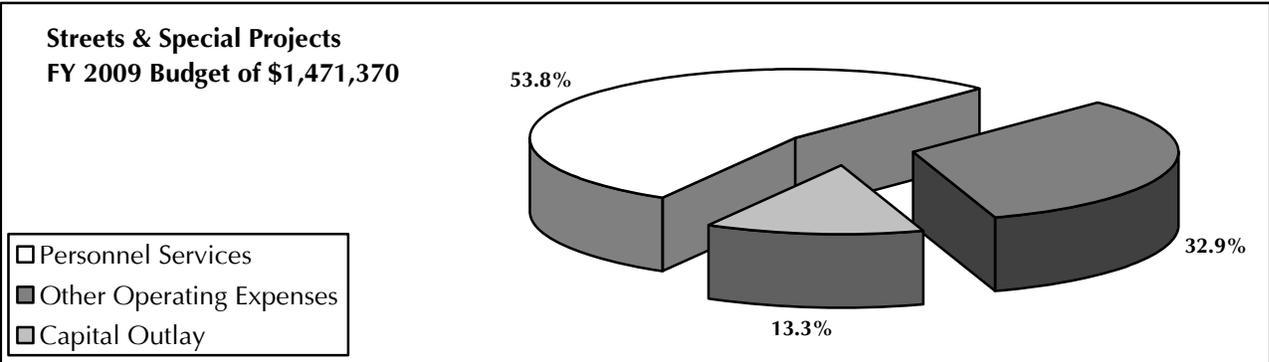
Salaries, Full-Time Employees increased \$33,531 to reflect the addition of one Maintenance Worker II.

Vehicles & Equipment decreased \$45,000 for requesting a new one ton dump truck w/ plow and salter (\$55,000). The account is still down \$45,000 due to an approved one time purchase of an asphalt zipper (\$100,000) made in FY 08.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$634,265	\$685,435	\$791,220	\$791,220
Other Operating Expenses	505,820	406,020	484,500	484,500
Capital Outlay	125,810	239,610	195,650	195,650
TOTAL	\$1,265,895	\$1,331,065	\$1,471,370	\$1,471,370

Public Works

1312 - Streets & Special Projects



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Tons of salt used for winter weather events	1,535	1,400	1,400
Tons of asphalt used for road repairs	969	1,000	1,200
Number of catch basins rebuilt	22	20	20
Linear feet of concrete sidewalk replaced	3,822	3,500	3,800

1312 Streets & Special Projects

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

Personnel Services

501000 Salaries, Full-Time Employees	\$ 492,348	\$ 492,348
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime	50,476	50,476
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	18,725	18,725
510000 Social Security & Medicare Taxes	42,958	42,958
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	104,180	104,180
514100 Group Insurance - Retirees		
515000 Retirement Contribution	39,388	39,388
515050 Supplemental Retirement Contribution	24,617	24,617
515100 Retirement Health Savings (RHS)	3,758	3,758
516000 Savings Plan Contribution	14,770	14,770
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
Subtotal Personnel Services	\$ 791,220	\$ 791,220

Operating Expenses

522000 General Operating Supplies		
Salt, Salt Treatments and Sidewalk Deicer	125,000	125,000
Tools & Materials	5,000	5,000
<i>Subtotal</i>	130,000	130,000
526000 Machinery & Equipment		
Small Power Tools	2,000	2,000
<i>Subtotal</i>	2,000	2,000
529000 Building & Construction Supplies		
Asphalt	50,000	50,000
Concrete	60,000	60,000
Steel and Lumber	3,000	3,000
Stone and Filler	8,000	8,000
<i>Subtotal</i>	121,000	121,000
536000 Miscellaneous Professional Services		
Contract Snow Removal: Parking Lots and Subdivisions	120,000	120,000
Weather Forecasting Service	4,000	4,000
<i>Subtotal</i>	124,000	124,000
544000 Professional Dues & Certification Fees		
State Flagging Certification	200	200
<i>Subtotal</i>	200	200
546000 Conference & Seminar Registration		
	200	200
<i>Subtotal</i>	200	200

1312 Streets & Special Projects

547000 Travel Expense			
	400	400	
<i>Subtotal</i>		400	400
551100 Cellular Telephone			
Nextel Phone For Team/Snow Area Leader and Work Force Super	700	700	
<i>Subtotal</i>		700	700
552500 Vehicle & Equipment Gasoline Expense			
	36,000	36,000	
<i>Subtotal</i>		36,000	36,000
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	4,500	4,500	
<i>Subtotal</i>		4,500	4,500
567000 Rental & Use Charges			
Dump Fees (Concrete and Asphalt)	30,000	30,000	
Equipment Rental (Includes Trailer for Snow Removal)	4,000	4,000	
<i>Subtotal</i>		34,000	34,000
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (18 Units)	31,500	31,500	
<i>Subtotal</i>		31,500	31,500
		484,500	484,500

Subtotal Operating Expenses**Capital Outlay**

596000 Vehicles & Equipment			
One Ton Dump w/ Snow Plow & Salter	55,000	55,000	
<i>Subtotal</i>		55,000	55,000
596100 Vehicles & Equipment (Replacement)			
Vehicle & Equipment Replacement (35)	140,650	140,650	
<i>Subtotal</i>		140,650	140,650
		195,650	195,650
		1,471,370	1,471,370

Total

Public Works

1315 - Fleet Maintenance

SERVICES PROVIDED:

This activity provides for the maintenance and repair of over 400 City vehicles and pieces of equipment. The annual program is designed to provide routine mechanical repairs on an as-needed basis as well as preventive maintenance to preserve the City's investment in its fleet.

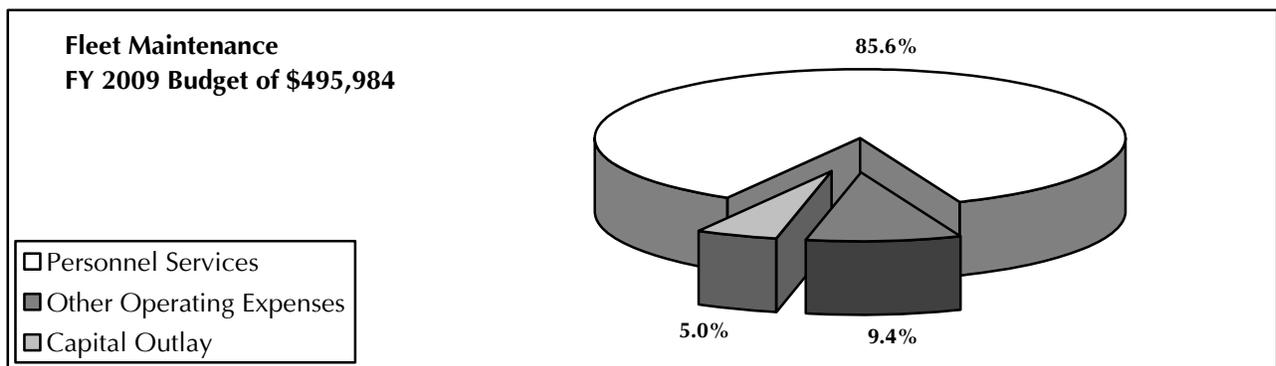
FY WORK PLAN GOALS:

Assure that a dependable and safe fleet of City vehicles and equipment is maintained.
 Promote the use of safe and environmentally-friendly practices in our Fleet Maintenance Program.
 Provide quality customer service to users of City vehicles and equipment.

SIGNIFICANT CHANGES FOR FY 09:

No Significant Changes.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$367,619	\$394,398	\$424,554	\$424,554
Other Operating Expenses	39,694	45,740	46,490	46,490
Capital Outlay	21,220	24,025	24,940	24,940
TOTAL	\$428,533	\$464,163	\$495,984	\$495,984



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of vehicle and equipment repairs performed	1,042	1,200	1,300
Number of preventative maintenance services performed	421	450	480
Number of pieces of equipment maintained	125	130	130
Number of City vehicles maintained	178	185	190

1315 Fleet Maintenance

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

Personnel Services

501000 Salaries, Full-Time Employees	\$	283,076	\$	283,076
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		32,769		32,769
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time				
510000 Social Security & Medicare Taxes		24,162		24,162
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		35,497		35,497
514100 Group Insurance - Retirees				
515000 Retirement Contribution		22,646		22,646
515050 Supplemental Retirement Contribution		14,154		14,154
515100 Retirement Health Savings (RHS)		3,758		3,758
516000 Savings Plan Contribution		8,492		8,492
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	424,554	\$	424,554

Operating Expenses

522000 General Operating Supplies				
Parts, Nuts and Bolts, Wire, Supplies, Oil, and Antifreeze		28,000		28,000
<i>Subtotal</i>		28,000		28,000
526000 Machinery & Equipment				
Tools, Meters, Jacks, ect.		6,000		6,000
<i>Subtotal</i>		6,000		6,000
531600 Software Maintenance Agreements				
Maintenance - Network SW/Anti-Virus SW (3)		180		180
Maintenance - Software (Fleet Control)		500		500
Maintenance - Software (Microsoft CALs) (3)		240		240
Maintenance - Software (ShopKey)		1,650		1,650
<i>Subtotal</i>		2,570		2,570
546000 Conference & Seminar Registration				
Technical Training		200		200
Trade Shows		100		100
<i>Subtotal</i>		300		300
547000 Travel Expense				
Mechanics Training		600		600
<i>Subtotal</i>		600		600
551100 Cellular Telephone				
Nextel Phone For Team Leader (1)		300		300
<i>Subtotal</i>		300		300

1315 Fleet Maintenance

552500 Vehicle & Equipment Gasoline Expense			
	2,920	2,920	
<i>Subtotal</i>		2,920	2,920
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	2,600	2,600	
<i>Subtotal</i>		2,600	2,600
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (3 Units)	3,200	3,200	
<i>Subtotal</i>		3,200	3,200
Subtotal Operating Expenses		46,490	46,490

Capital Outlay

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (3)	990	990	
Replacement - Printer (HP Laserjet P2015dn)	150	150	
<i>Subtotal</i>		1,140	1,140
596100 Vehicles & Equipment (Replacement)			
Vehicle & Equipment Replacement (15)	23,800	23,800	
<i>Subtotal</i>		23,800	23,800
Subtotal Capital Outlay		24,940	24,940
Total		495,984	495,984

Public Works

1341 - Landscaping & Forestry

SERVICES PROVIDED:

The landscaping crew is responsible for the care and maintenance of median landscaping and flower beds, landscaping in City parks and special landscaping of grounds such as City Hall, Constitution Garden, the Train Station, and the Miniature Golf Course. The forestry crew is responsible for tree care throughout the City.

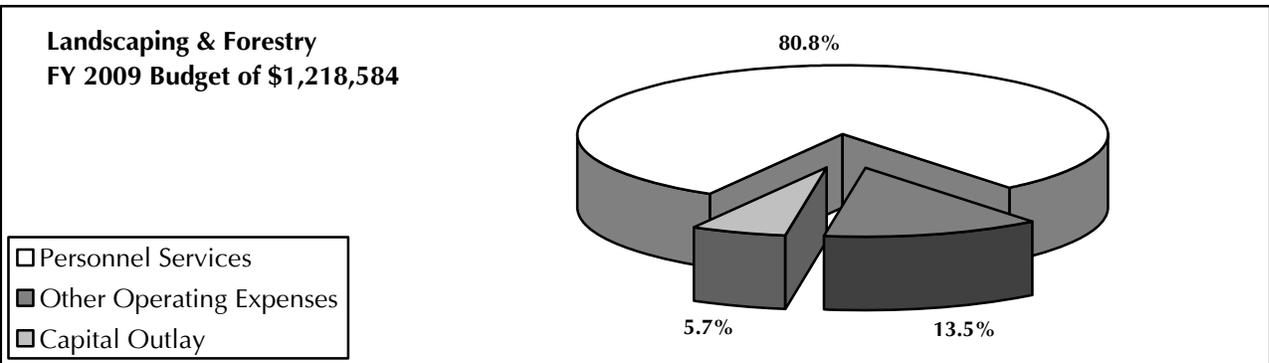
FY WORK PLAN GOALS:

Enhance the attractiveness of the City through landscaping of City facilities, street medians and rights-of-way.
 Ensure health and safety of City trees.
 Provide ongoing landscape maintenance to ensure the health and aesthetic appearance of City-maintained properties.

SIGNIFICANT CHANGES FOR FY 09:

Miscellaneous Professional Services increased \$11,000 for contract hazard tree work. The drought conditions we have experienced over the past several years will result in more tree health issues over the next few years.
 Vehicles & Equipment decreased \$25,000 due to the one time funding of a pickup truck in FY 08.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$764,874	\$873,163	\$984,624	\$984,624
Other Operating Expenses	124,955	146,985	162,445	164,445
Capital Outlay	132,790	91,045	69,515	69,515
TOTAL	\$1,022,619	\$1,111,193	\$1,216,584	\$1,218,584



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of trees planted	92	90	90
Number of street trees pruned	1,812	2000	2,000
Number of flowers and bulbs planted	52,968	52,000	52,000
Cubic yards of mulch placed	416	450	500

1341 Landscaping & Forestry

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

Personnel Services

501000 Salaries, Full-Time Employees	\$	581,189	\$	581,189
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		76,479		76,479
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		51,373		51,373
510000 Social Security & Medicare Taxes		54,242		54,242
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		130,214		130,214
514100 Group Insurance - Retirees				
515000 Retirement Contribution		46,495		46,495
515050 Supplemental Retirement Contribution		27,196		27,196
515100 Retirement Health Savings (RHS)				
516000 Savings Plan Contribution		17,436		17,436
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	984,624	\$	984,624

Operating Expenses

522000 General Operating Supplies				
Plant Material, Mulch, Annuals, Bulbs, and Tools		50,000		50,000
<i>Subtotal</i>		50,000		50,000
526000 Machinery & Equipment				
Replacement - Small Equipment (blowers, trimmers, power shears)		5,000		5,000
<i>Subtotal</i>		5,000		5,000
531600 Software Maintenance Agreements				
Maintenance - Network SW/Anti-Virus SW (3)		180		180
Maintenance - Software (Microsoft CALs) (3)		240		240
<i>Subtotal</i>		420		420
536000 Miscellaneous Professional Services				
Contract Landscape Maintenance		27,000		27,000
Hazard Tree Work, Stump Grinding, Tree Pruning		25,000		25,000
Tree Spraying for Insect Problems		8,000		8,000
<i>Subtotal</i>		60,000		60,000
536500 Investigations				
Background Checks		300		300
<i>Subtotal</i>		300		300
544000 Professional Dues & Certification Fees				
Landscaper Contractor's Association		225		225
Pesticide Certification		200		200
<i>Subtotal</i>		425		425

1341 Landscaping & Forestry

546000 Conference & Seminar Registration			
Eastern Snow Conference	200	200	
Pesticide Training and Recertification	300	300	
Trade Shows	200	200	
<i>Subtotal</i>		700	700
547000 Travel Expense			
Professional Seminars	400	400	
<i>Subtotal</i>		400	400
550200 Water			
Water Truck To Water New Trees & Annuals	2,500	2,500	
<i>Subtotal</i>		2,500	2,500
551100 Cellular Telephone			
Nextel Phone For Team/Snow Area Leader (1)	300	300	
<i>Subtotal</i>		300	300
552500 Vehicle & Equipment Gasoline Expense			
	18,000	20,000	
<i>Subtotal</i>		18,000	20,000
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	6,000	6,000	
<i>Subtotal</i>		6,000	6,000
567000 Rental & Use Charges			
Miscellaneous Equipment Rentals	400	400	
<i>Subtotal</i>		400	400
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (9 Units)	18,000	18,000	
<i>Subtotal</i>		18,000	18,000
Subtotal Operating Expenses		162,445	164,445

Capital Outlay

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (3)	990	990	
Replacement - Printer (Desktop Inkjet)	25	25	
<i>Subtotal</i>		1,015	1,015
596100 Vehicles & Equipment (Replacement)			
Vehicle & Equipment Replacement (10)	68,500	68,500	
<i>Subtotal</i>		68,500	68,500
Subtotal Capital Outlay		69,515	69,515
Total		1,216,584	1,218,584

Public Works

1343 - Parks Maintenance Division

SERVICES PROVIDED:

The Parks Maintenance Division is responsible for maintaining all grounds and facilities in 27 City parks. This division is also responsible for providing supporting services for the City's recreational programs and for other Parks and Recreation facilities.

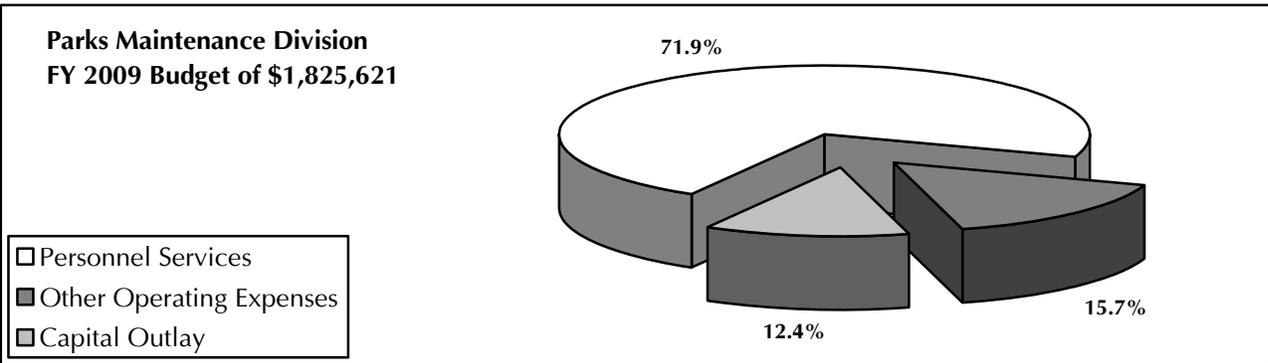
FY WORK PLAN GOALS:

- Complete major playground replacement projects.
- Provide a routine maintenance schedule that keeps the parks clean and safe.
- Support City events and programs.

SIGNIFICANT CHANGES FOR FY 09:

Vehicles & Equipment decreased \$47,000 due to the one time funding of a work truck in FY 08.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$1,148,986	\$1,260,269	\$1,312,301	\$1,312,301
Other Operating Expenses	257,765	272,580	286,740	286,740
Capital Outlay	192,510	275,245	226,580	226,580
TOTAL	\$1,599,261	\$1,808,094	\$1,825,621	\$1,825,621



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Program support (man hours)	6,664	6,600	6,600
Litter & trash pick up (man hours)	4,278	4,400	4,500
Grass mowing (man hours)	7,295	7,400	7,400
Ballfield maintenance (man hours)	4,172	4,200	4,200

1343 Parks Maintenance Division

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

Personnel Services

501000 Salaries, Full-Time Employees	\$ 759,568	\$ 759,568
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime	115,987	115,987
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	73,043	73,043
510000 Social Security & Medicare Taxes	72,568	72,568
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	165,847	165,847
514100 Group Insurance - Retirees		
515000 Retirement Contribution	60,765	60,765
515050 Supplemental Retirement Contribution	37,978	37,978
515100 Retirement Health Savings (RHS)	3,758	3,758
516000 Savings Plan Contribution	22,787	22,787
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
Subtotal Personnel Services	\$ 1,312,301	\$ 1,312,301

Operating Expenses

522000 General Operating Supplies		
Lumber, Hardware, Wood Carpet and Tools	91,000	91,000
<i>Subtotal</i>	91,000	91,000
526000 Machinery & Equipment		
Small Equipment (Blowers, Trimmers, Edgers)	4,000	4,000
<i>Subtotal</i>	4,000	4,000
531600 Software Maintenance Agreements		
Maintenance - Network SW/Anti-Virus SW (1)	60	60
Maintenance - Software (Microsoft CALs) (1)	80	80
<i>Subtotal</i>	140	140
536000 Miscellaneous Professional Services		
Contract Mowing: Kentlands Lakes, Mini-Golf, Blohm & Travis P	42,000	42,000
Goose Abatement	14,000	14,000
Hazard Tree Work	18,000	18,000
Lake Maintenance	5,000	5,000
<i>Subtotal</i>	79,000	79,000
536500 Investigations		
Background Checks	500	500
<i>Subtotal</i>	500	500
544000 Professional Dues & Certification Fees		
ISA, MRPA, and NIPGM	400	400
<i>Subtotal</i>	400	400

1343 Parks Maintenance Division

546000 Conference & Seminar Registration			
Arborist Training and Conference	400	400	
Park Specialty Training: Playground Safety, Hazard Evaluation, et	300	300	
Pesticide Training and Recertification	300	300	
<i>Subtotal</i>		1,000	1,000
547000 Travel Expense			
Parks and Safety Conferences, Snow Conference	500	500	
<i>Subtotal</i>		500	500
550000 Electric			
	6,000	6,000	
<i>Subtotal</i>		6,000	6,000
550200 Water			
WSSC	12,000	12,000	
<i>Subtotal</i>		12,000	12,000
551100 Cellular Telephone			
Nextel Phone For Team/Snow Area Leader (2)	600	600	
<i>Subtotal</i>		600	600
552500 Vehicle & Equipment Gasoline Expense			
	39,600	39,600	
<i>Subtotal</i>		39,600	39,600
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	9,000	9,000	
<i>Subtotal</i>		9,000	9,000
567000 Rental & Use Charges			
Miscellaneous Equipment	1,000	1,000	
<i>Subtotal</i>		1,000	1,000
572000 Repair & Maintenance - Buildings & Facilities			
Roofs, Electrical, Plumbing, etc.	10,000	10,000	
<i>Subtotal</i>		10,000	10,000
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (23 Units)	32,000	32,000	
<i>Subtotal</i>		32,000	32,000
Subtotal Operating Expenses		286,740	286,740

Capital Outlay

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (1)	330	330	
Replacement - Playground Equipment	80,000	80,000	
<i>Subtotal</i>		80,330	80,330
596100 Vehicles & Equipment (Replacement)			
Vehicle & Equipment Replacement (58)	146,250	146,250	
<i>Subtotal</i>		146,250	146,250

1343 Parks Maintenance Division

Subtotal Capital Outlay	226,580	226,580
Total	1,825,621	1,825,621

Public Works

1344 - Mowing & Bulk Pick-Up

SERVICES PROVIDED:

This activity provides a variety of services including grass cutting, bulk pickup, leaf collection, street sweeping, and litter pick-up. City personnel also clean City parking lots and pick up the City's own trash and refuse from the various municipal buildings, some bus stops and from street litter baskets.

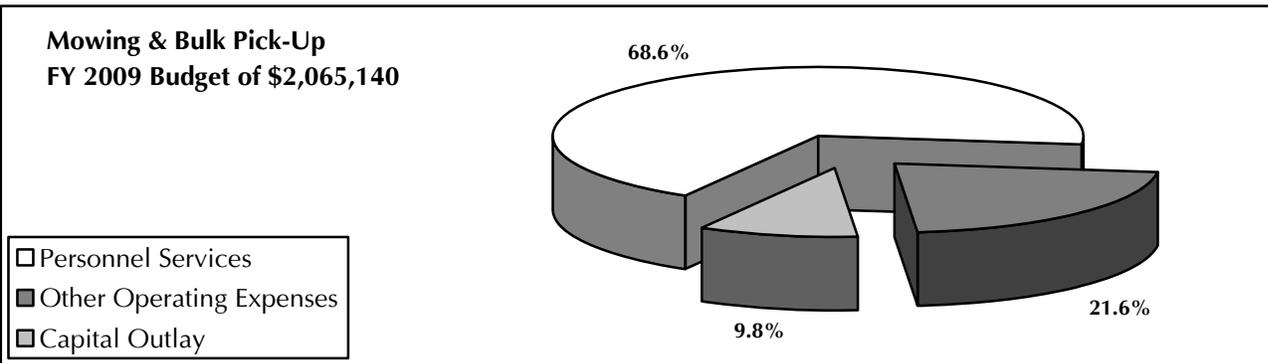
FY WORK PLAN GOALS:

Provide attractive public rights-of-ways through mowing and litter pickup.
 Provide monthly collection service to homeowners to collect items that private haulers will not accept.
 Service litter receptacles, monitor public areas and sweep streets on a routine basis.

SIGNIFICANT CHANGES FOR FY 09:

Miscellaneous Professional Services increased \$22,000, \$10,000 to add one more week of contract leaf removal to help City crews stay on schedule for loose leaf pickup and \$12,000 for increased cost of contract mowing.
 Salaries, Full-Time Employees increased \$37,017 to reflect the addition of one Equipment Operator II.
 Vehicles & Equipment decreased \$6,000 due to the one time funding of a mower in FY 08.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$1,176,901	\$1,298,646	\$1,416,830	\$1,416,830
Other Operating Expenses	331,490	411,940	445,100	445,100
Capital Outlay	295,930	209,400	203,210	203,210
TOTAL	\$1,804,321	\$1,919,986	\$2,065,140	\$2,065,140



Public Works

1344 - Mowing & Bulk Pick-Up

Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Tons of litter picked up	187	200	200
Tons of bulk items picked up	1,084	1,100	1,200
Curb miles swept	428	450	450
Cubic yards of leaves picked up	13,135	14,000	15,000

1344 Mowing & Bulk Pick-Up

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

Personnel Services

501000 Salaries, Full-Time Employees	\$	812,546	\$	812,546
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		126,714		126,714
508500 Salaries, Employee Agreement				
509000 Salaries, Part-Time		116,524		116,524
510000 Social Security & Medicare Taxes		80,767		80,767
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		142,133		142,133
514100 Group Insurance - Retirees				
515000 Retirement Contribution		65,004		65,004
515050 Supplemental Retirement Contribution		37,491		37,491
515100 Retirement Health Savings (RHS)		11,275		11,275
516000 Savings Plan Contribution		24,376		24,376
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	1,416,830	\$	1,416,830

Operating Expenses

522000 General Operating Supplies				
Tools, Trash Bags and Materials		12,000		12,000
<i>Subtotal</i>		12,000		12,000
526000 Machinery & Equipment				
Replacement - Small Equipment (weed trimmers, blowers, edgers,		4,000		4,000
<i>Subtotal</i>		4,000		4,000
536000 Miscellaneous Professional Services				
Contract Loose Leaf Removal		50,000		50,000
Contract Mowing: (Route 28)		14,000		14,000
Contract Mowing: (Route 355)		12,000		12,000
Contract Mowing: Dam Face Slopes (mandated by State)		6,000		6,000
Contract Mowing: Park & Rides (124 @ I270 and West Diamond		16,000		16,000
Contract Mowing: Rt 124 & Great Seneca (Longdraft-Lakelands)		22,000		22,000
Contract Mowing: Sam Eig Hwy.		15,000		15,000
HOA Mowing Reimbursements		12,000		12,000
<i>Subtotal</i>		147,000		147,000
536500 Investigations				
Background Checks		500		500
<i>Subtotal</i>		500		500
546000 Conference & Seminar Registration				
Snow Conference		200		200
<i>Subtotal</i>		200		200

1344 Mowing & Bulk Pick-Up

547000 Travel Expense			
Snow Conference	400	400	
<i>Subtotal</i>		400	400
551100 Cellular Telephone			
Nextel Phone For Team/Snow Area Leader (2)	600	600	
<i>Subtotal</i>		600	600
552500 Vehicle & Equipment Gasoline Expense			
	68,400	68,400	
<i>Subtotal</i>		68,400	68,400
557000 Laundry & Uniforms			
Uniforms and Safety Equipment	10,000	10,000	
<i>Subtotal</i>		10,000	10,000
567000 Rental & Use Charges			
Dump Fees (Leaves)	30,000	30,000	
Dump Fees (Trash and Special Pickups)	112,000	112,000	
<i>Subtotal</i>		142,000	142,000
574000 Repair & Maintenance - Vehicles			
Vehicle Maintenance (25 Units)	60,000	60,000	
<i>Subtotal</i>		60,000	60,000
Subtotal Operating Expenses		445,100	445,100

Capital Outlay

596100 Vehicles & Equipment (Replacement)			
Vehicle & Equipment Replacement (45)	203,210	203,210	
<i>Subtotal</i>		203,210	203,210
Subtotal Capital Outlay		203,210	203,210
Total		2,065,140	2,065,140

Public Works

1345 - Recycling

SERVICES PROVIDED:

This activity provides for the curbside collection of co-mingled recyclables, cardboard, mixed paper, newspaper, yard waste (grass clippings, leaves, brush, and Christmas trees) by a private contractor. A separate fee is charged on the property tax bill for all single family homes and townhouses for recycling.

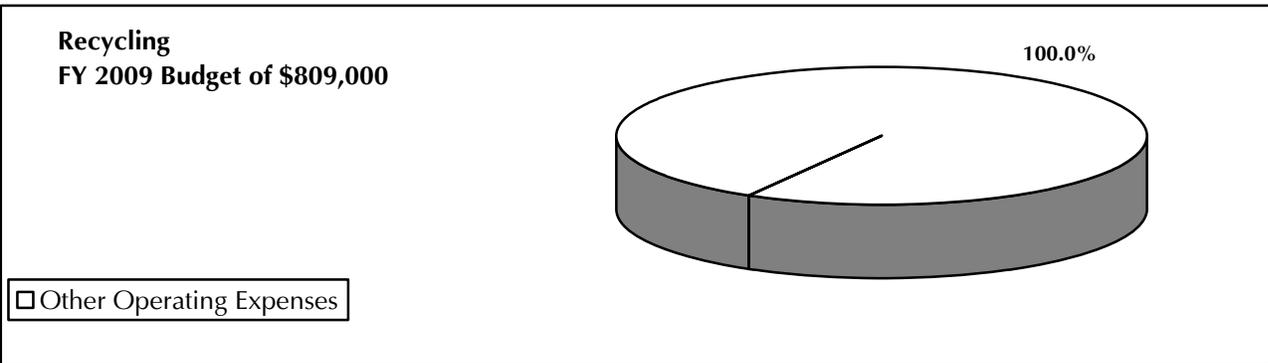
FY WORK PLAN GOALS:

Continue to encourage participation in the curbside recycling program.
 Encourage grass recycling (source reduction) by City residents.
 Promote recycling program for multi-family dwellings and for businesses.

SIGNIFICANT CHANGES FOR FY 09:

Rental & Use Charges increased \$39,000 to account for a 4.3% increase in the recycling rate as well as an increase in the number of new homes that will receive this service in FY 09.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	724,500	770,000	809,000	809,000
Capital Outlay	0	0	0	0
TOTAL	\$724,500	\$770,000	\$809,000	\$809,000



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Tons of yard waste removed from waste stream	1,250	1,300	1,250
Tons of paper, by contract, removed from waste stream	700	1,100	850
Tons of commingled, by contract, removed from waste stream	1,650	2,000	1,500

1345 Recycling

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Bins (1500)	9,000	9,000
<i>Subtotal</i>	9,000	9,000
550700 Recycling Services/Trash Collection		
Oil Filter Recycling	1,000	1,000
<i>Subtotal</i>	1,000	1,000
553000 Printing & Binding		
Recycling Brochures, Handbooks and Flyers	2,000	2,000
<i>Subtotal</i>	2,000	2,000
560000 Miscellaneous		
	1,000	1,000
<i>Subtotal</i>	1,000	1,000
567000 Rental & Use Charges		
Recycling Contract	796,000	796,000
<i>Subtotal</i>	796,000	796,000
Subtotal Operating Expenses	809,000	809,000

Total	809,000	809,000
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Public Works

1351 - Engineering Services

SERVICES PROVIDED:

This activity is used for the administration of Public Works-related Capital Improvement Program (CIP) projects and the de-sign of small projects including road, storm drain and park facilities projects. Consulting engineering design services may also be provided through this activity.

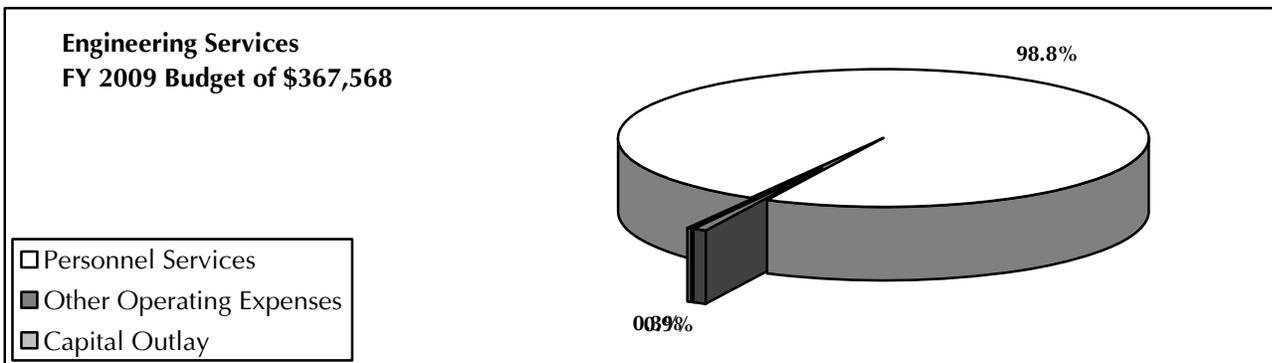
FY WORK PLAN GOALS:

Administer CIP projects related to the Public Works.
 Provide minor in-house design for small engineering projects. These are typically storm drain and sidewalk projects.
 Review and approve plans relating to storm water management, sediment control, as well as paving and storm drain plans for new developments.
 Review engineering aspect of site plans as part of Development Review Team process.

SIGNIFICANT CHANGES FOR FY 09:

Salaries, Employment Agreement decreased \$11,767 to reflect the elimination of charges resulting from an employee agreement contract that will not be carried over to this year.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$300,973	\$347,790	\$363,108	\$363,108
Other Operating Expenses	4,045	3,890	3,470	3,470
Capital Outlay	850	825	990	990
TOTAL	\$305,868	\$352,505	\$367,568	\$367,568



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Number of Contracts Administered	10	10	12

1351 Engineering Services

Expenditure Statement by Object

**Proposed
2008 - 2009**

**Adonted
2008 - 2009**

Personnel Services

501000 Salaries, Full-Time Employees	\$	143,709	\$	143,709
505000 Other Taxable Compensation				
507000 Vacation_Sick Pay				
508000 Salaries, Overtime		14,993		14,993
508500 Salaries, Employee Agreement		89,811		89,811
509000 Salaries, Part-Time		53,972		53,972
510000 Social Security & Medicare Taxes		23,140		23,140
512000 State Unemployment				
513000 Workers' Compensation Insurance				
514000 Group Insurance		14,353		14,353
514100 Group Insurance - Retirees				
515000 Retirement Contribution		11,497		11,497
515050 Supplemental Retirement Contribution		3,564		3,564
515100 Retirement Health Savings (RHS)		3,758		3,758
516000 Savings Plan Contribution		4,311		4,311
516500 Deferred Compensation				
517000 Dependent Care Expense				
518000 Retirement Plan Withdrawals				
519000 Tuition Reimbursement				
Subtotal Personnel Services	\$	363,108	\$	363,108

Operating Expenses

522000 General Operating Supplies				
Drafting Supplies		900		900
<i>Subtotal</i>		900		900
525000 Furniture & Fixtures				
		1,000		1,000
<i>Subtotal</i>		1,000		1,000
531600 Software Maintenance Agreements				
Maintenance - Network SW/Anti-Virus SW (3)		180		180
Maintenance - Software (Microsoft CALs) (3)		240		240
<i>Subtotal</i>		420		420
547100 Travel Mileage Reimbursement				
Local Travel - Inspectors		200		200
<i>Subtotal</i>		200		200
551100 Cellular Telephone				
Staff (2)		450		450
<i>Subtotal</i>		450		450
557000 Laundry & Uniforms				
Uniforms and Safety Equipment		500		500
<i>Subtotal</i>		500		500
Subtotal Operating Expenses		3,470		3,470

Capital Outlay

1351 Engineering Services

595100 Furniture & Equipment (Replacement)			
Replacement - Computer Hardware (PC + Monitors) (3)	990	990	
<i>Subtotal</i>		990	990
Subtotal Capital Outlay		990	990
Total		367,568	367,568

Public Works

1393 - Street Lighting

SERVICES PROVIDED:

The City's street lighting program is designed to provide well-lighted streets and parking facilities throughout the City and thereby increase pedestrian and vehicular safety, suppress crime and increase street capacities. The program also includes lighting on the state highways within the City.

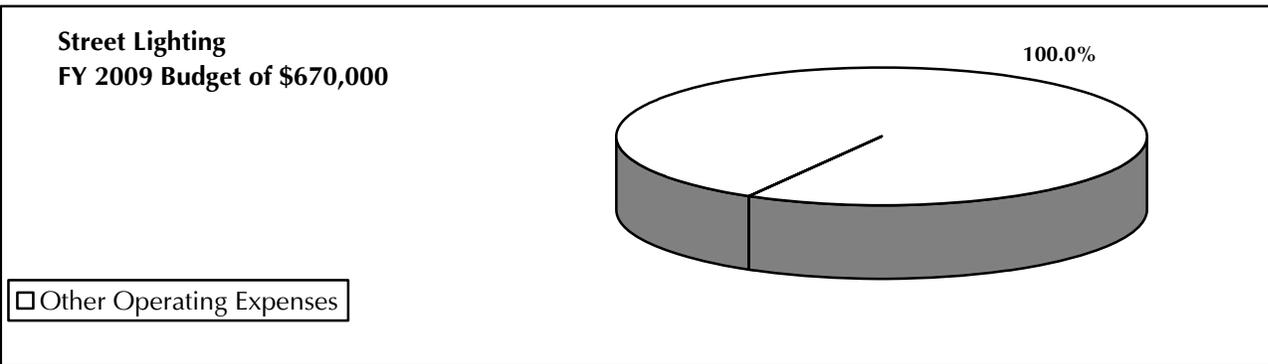
FY WORK PLAN GOALS:

- Continue new light pole painting program.
- Continue weekly inspection program to identify trouble areas (outages).
- Group replacement of lamps/lenses on a scheduled basis.
- Minimize outage time.

SIGNIFICANT CHANGES FOR FY 09:

- Electric decreased \$20,200 to more accurately reflect the actual usage in the year ended June 30, 2007.
- Repair & Maintenance - Machinery & Equipment decreased \$7,000 to reflect less need for pole repainting in FY 09 as it was mostly complete in FY 08.

Summary	Budgeted 2006 - 07	Budgeted 2007 - 08	Proposed 2008 - 09	Adopted 2008 - 09
Personnel Services	\$0	\$0	\$0	\$0
Other Operating Expenses	604,000	697,200	670,000	670,000
Capital Outlay	0	0	0	0
TOTAL	\$604,000	\$697,200	\$670,000	\$670,000



Performance Measures	Actual 2006 - 07	Budgeted 2007 - 08	Projected 2008 - 09
Percentage of lights repaired with 2 weeks (PEPCO / Contractor)	73% / 97%	75% / 98%	75% / 98%
Percentage of lights repaired with 1 week (PEPCO / Contractor)	61% / 91%	60% / 95%	60% / 95%

1393 Street Lighting

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		
Subtotal Personnel Services	\$	\$

Operating Expenses

522000 General Operating Supplies		
Spare Parts and Fixtures	4,000	4,000
<i>Subtotal</i>	4,000	4,000
550000 Electric		
Miscellaneous	3,000	3,000
PEPCO	590,000	590,000
<i>Subtotal</i>	593,000	593,000
573000 Repair & Maintenance - Machinery & Equipment		
Maintenance - City Owned Street Lights	73,000	73,000
<i>Subtotal</i>	73,000	73,000
Subtotal Operating Expenses	670,000	670,000
Total	670,000	670,000

Public Works

1397 - Traffic Control

SERVICES PROVIDED:

This activity provides services necessary to operate and maintain an integrated program of public safety and traffic control on City streets and parking facilities. The work includes the installation and repair of all types of regulatory, warning, and advisory street signs, the installation and maintenance of pavement markings, and the installation and maintenance of any other traffic control devices (T.C.D's) in the City street system.

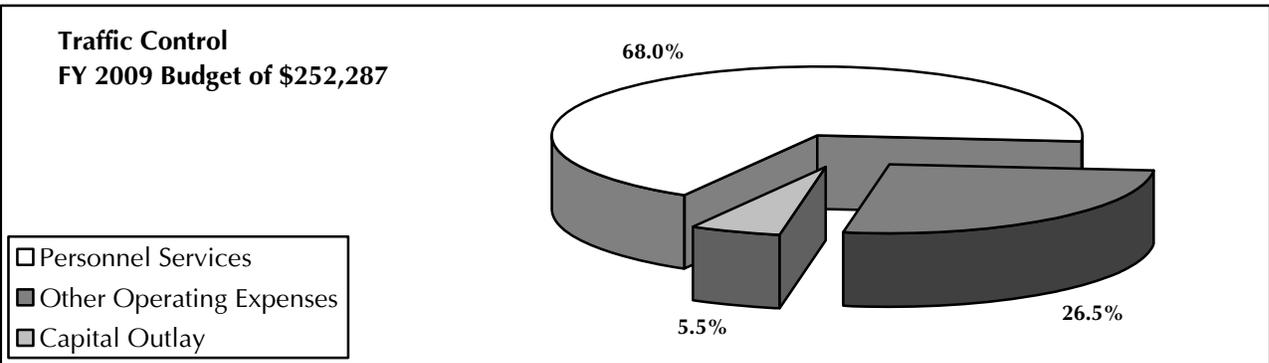
FY WORK PLAN GOALS:

Continue sign post repainting/replacement program.
 Extend life of road markings by use of thermo-plastic.
 Maintain signs and markings at a level consistent with the standards as set forth in the Manual on Uniform Traffic Control Devices (M.U.T.C.D.).

SIGNIFICANT CHANGES FOR FY 09:

Electric decreased \$10,000 to more accurately reflect the actual usage in the year ended June 30, 2007.

Summary	Budgeted 2006 – 07	Budgeted 2007 – 08	Proposed 2008 – 09	Adopted 2008 – 09
Personnel Services	\$146,495	\$161,170	\$171,627	\$171,627
Other Operating Expenses	57,320	76,820	66,800	66,800
Capital Outlay	9,220	14,940	13,860	13,860
TOTAL	\$213,035	\$252,930	\$252,287	\$252,287



Performance Measures	Actual 2006 – 07	Budgeted 2007 – 08	Projected 2008 – 09
Linear feet of "long line" restriping remarked	22,000	22,000	22,000

1397 Traffic Control

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

Personnel Services

501000 Salaries, Full-Time Employees	\$ 88,331	\$ 88,331
505000 Other Taxable Compensation		
507000 Vacation_Sick Pay		
508000 Salaries, Overtime	22,487	22,487
508500 Salaries, Employee Agreement		
509000 Salaries, Part-Time	15,589	15,589
510000 Social Security & Medicare Taxes	9,670	9,670
512000 State Unemployment		
513000 Workers' Compensation Insurance		
514000 Group Insurance	21,417	21,417
514100 Group Insurance - Retirees		
515000 Retirement Contribution	7,066	7,066
515050 Supplemental Retirement Contribution	4,417	4,417
515100 Retirement Health Savings (RHS)		
516000 Savings Plan Contribution	2,650	2,650
516500 Deferred Compensation		
517000 Dependent Care Expense		
518000 Retirement Plan Withdrawals		
519000 Tuition Reimbursement		
Subtotal Personnel Services	\$ 171,627	\$ 171,627

Operating Expenses

521000 Office Supplies		
Supplies	1,000	1,000
<i>Subtotal</i>	1,000	1,000
522000 General Operating Supplies		
Signs (Posts and Painting)	30,000	30,000
<i>Subtotal</i>	30,000	30,000
550000 Electric		
Electricity for Traffic Signals	18,000	18,000
<i>Subtotal</i>	18,000	18,000
552500 Vehicle & Equipment Gasoline Expense		
	4,800	4,800
<i>Subtotal</i>	4,800	4,800
557000 Laundry & Uniforms		
Uniforms and Safety Equipment	1,000	1,000
<i>Subtotal</i>	1,000	1,000
567000 Rental & Use Charges		
Traffic Line Striping	10,000	10,000
<i>Subtotal</i>	10,000	10,000
574000 Repair & Maintenance - Vehicles		
Vehicle Maintenance (1 Unit)	2,000	2,000
<i>Subtotal</i>	2,000	2,000

1397 Traffic Control

Subtotal Operating Expenses	66,800	66,800
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Capital Outlay

596100 Vehicles & Equipment (Replacement)			
Vehicle Replacement (9 Units)	13,860	13,860	
<i>Subtotal</i>		13,860	13,860
Subtotal Capital Outlay		13,860	13,860
Total		252,287	252,287