



City of Takoma Park  
**Fiscal Year 2025 Proposed Budget**  
**July 1, 2024 – June 30, 2025**

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City Council FY25 Budget Questions - Set 7

Table of Contents:

City Manager’s office.....Page 2

- Administrative Regulations work session

Housing and Community Development.....Page 2

- Homeowner Maintenance Fund- revitalized

Public Works..... Page 2

- Current Fees
- Sustainable MD Recommendations

Recreation.....Page 3

- Staffing Levels Due to Construction Constraints

Appendix:

FY23 Public Works Fees

1. Do we have a tentative scheduled time yet for a work session on the final administrative regulations, such as May or June? (Dyballa)

Yes, the administrative regulations for the new traffic calming and sidewalk process are tentatively scheduled for a City Council work session on May 22<sup>nd</sup>.

2. On low income homeowner maintenance fund, I recall that at one point the city had a similar effort. I think council would be interested in seeing details for what such a revitalized program would look like, for costs and for staff tie, given that we are not getting anywhere with property tax reductions for this group. (Dyballa)

The Homeowner Maintenance Fund was intended help income-qualified homeowners in the City of Takoma Park with eliminating safety hazards and maintenance concerns on their property. Program eligibility would be triggered by a Property Maintenance Code Notice of Violation. The program would provide funds to scope and complete broader property maintenance issues. The program was proposed in the FY25 budget but was not included due to budget constraints.

The Department of Housing and Community Development (HCD) has conducted research on similar programs being administered by neighboring jurisdictions and non-governmental entities such as Habitat for Humanity in preparing a potential Homeowner Maintenance Assistance Fund. Like most of these programs, the City would likely explore partnering with a local non-profit to assist homeowners with project scope and contractor services. Some comparable programs include:

[City of College Park Home Repair Program](#)  
[City of Hyattsville CAPABLE Program](#)  
[Prince George's County Homeowner Assistance Program](#)

While further program development would be needed if funding was available, HCD's initial plan was to base program eligibility on:

1. Homeowner status,
2. Income qualification (likely 80 AMI and below), and
3. An outstanding notice of violation of the Property Maintenance Code.

While the program could fund all needed renovations of a property, staff have identified a code violation as a good trigger to target properties most in need of support at the limited pilot funding level.

3. I believe the council would still like to see a list of various public works fees and not just a blanket statement that they are too small to matter. Specifically, the question from last year about dumpster fees has not yet been addressed as far as I can recall. (Dyballa)

FY23 Public Works Fees – Appendix 1

4. I think there's some confusion here. Council discussed Sustainable MD committee recommendations and was asked to submit written follow-up comments. I asked the CM to check if there were any besides mine and to forward comments to public works; I was later thanked by one of the committee members for my comments. If there is a need to come back to the full city council for more feedback, can the CM please do that? (Dyballa)

City Council will need to provide City staff with specific direction regarding how the recommendations from the Sustainable Maryland Committee ought to be programmed into the City's operations.

5. Could you describe in big picture terms, with some numbers, how recreational staffing and services overall have been impacted as a result of the construction at the center and with respect to pre-COVID levels/staffing? (Honzak)

Since the ending of the pandemic, Recreation programs have increased. The demand for some of our more popular program categories have exceeded pre-pandemic levels to include a few of our teen offerings. The chart of Recreation program totals from 2022-2024 was included in the appendix of City Council FY25 Budget Questions – Set 5. There were a total of 3,390 recreation program registered participants in FY22 and 4,934 total registered participants in FY23. We are on track to surpass FY23 totals for this current fiscal year as we already have 2,678 registered participants through the first six months of the year.

Staff expect this trend to continue as we try and do what we can to meet the demand for service. As an example, our teen camps traditionally do not fill until the week of the actual program which is in July. To date, all 4 weeks of our teen camp are already full with 13 participants. The City has had a tough time finding qualified staff that are 21 and older to work with our teen program. We have not had part-time staff in that division since September 2023. Our career teen staff has adjusted their schedule and is doing a great job thus far, however, there are other duties and teen programs that the department had to forgo because we do not have teen staff.

# Appendix:

<b>Department:</b>	<b>Fee Purpose:</b>	<b>Fee:</b>	<b>FY22 Applications rec.</b>	<b>Recently changed?</b>
Public Works	Driveway Apron	\$50.00	6	
	Dumpster or Storage pod in ROW	\$40.00	54	
	Utility Permit-all except WSSC (exempt)	\$50.00	30	
	Work in Right of Way (ROW)	\$50.00	7	
	Mulch fee:			
	3-yard City Resident	\$55.00		
	10-yard City Resident	\$75.00		
	3-yard Non-resident	\$75.00		
	10-yard Non-resident	\$115.00		
	Tree Removal:		398	
	dead trees	\$25.00		
	live trees	\$50.00		
	Tree Impact Assessment	\$50.00	144	
	Tree Protection Plan	\$50.00	41	
	Small Cell Facility	\$1,000.00	0	
	Curbside EV Charger	no fee	1	
	Stormwater Permits:			
	<u>Concept or Site Development</u>		7	
	Single Family	\$50.00		
	Multi-Family (under 21 units)	\$10/unit min of \$50		
	Commercial/Industrial/Multi-Family (+21 units)	\$0.05/sq ft of imp. Area min \$250, max \$500		
	<u>Final Construction</u>		5	
	Single Family	\$500.00		
	Multi-Family	\$100/unit min \$500		
	Commercial/Industrial/Multi-Family (+21 units)	10% of system construction costs		