

BUDGET HEARING  
MAYOR AND COUNCIL  
May 1, 1961

Mayor Miller called the Hearing to order at 8:10 P.M. Those present were Councilman Forshee, McKenzie, Roth, Sidell and Turner. Absent: Councilman Collison and Councilman Jones.

Mayor Miller welcomed all those present and explained briefly the purpose of the Hearing and then turned the conduct of the Hearing over to Councilman Forshee, Chairman of the Finance Committee, which is the Committee that handles the Budget.

Councilman Forshee also welcomed those present and explained some of the changes in the Proposed Budget for the 1961-62 fiscal year. Councilman Forshee briefly went through the proposed Budget explaining some of the items and further explained that an increase is anticipated in revenue of \$12,000.00 from real estate tax, \$13,000.00 in state shared funds, \$7,000.00 from County shared revenues, and \$5,000.00 from the sale of City owned land. Councilman Forshee stated that any suggestions or constructive criticism would be most welcome.

REVENUES:

1. An unidentified gentlemen asked how do you estimate that you get \$4,000.00 from the Library Tax and extra funds from the Police Department?

It was stated that Montgomery County uses a formula for arriving at such figures and that Montgomery gives 12 cents per 100 assessable base as a rebate on the Police Department protection that is rendered in the Montgomery County Section of the City by our own police department, however, the Library revenue is based on past experience over a couple of years. It seems the basis of rebate is the proportion of County funds spent in Library service as related to the City Taxable Base.

2. Mr. Robert Mandel, 7003 Woodland Avenue, City, wondered why we couldn't have a liquor tax to increase the City's revenue.

Councilman Forshee stated that liquor tax is a Federal Tax which in turn the Federal Government shares with the state but that the state does not share these funds with municipalities.

3. A question was raised as to what would happen to the funds the state shares with the City in the event the State should ever run into a deficit. Mayor Miller stated that attempts have been made to pass legislation giving the state power to take away the state shared funds in the event of a deficit but that it has not been successful.

4. Mr. Rothrock asked what happens to the 10% legal reserve at the end of the fiscal year. Councilman Forshee stated that the Charter of the City requires that it be carried over into the next fiscal year's budget. Councilman Forshee further stated that this fund has been used for capital improvements.

5. An unknown gentlemen suggested that perhaps the City could obtain extra revenue by increasing costs of permits and licenses.

6. Mr. Lester Ahlswede, 1302 Erskine Street, City, thanked the Mayor and City Council for maintaining the same tax rate of 98¢ per one hundred assessable base.

DISBURSEMENTS:

1. Mr. Michael Derato, 413 Lincoln Avenue, City, asked if the proposed salary increase of the Police and Fire Departments included the 2½% temporary increase of last year. It



was stated that this  $2\frac{1}{2}\%$  increase was purely temporary and that a \$400.00 across the board pay scale adjustment will be proposed effective as of July 1, 1961, in certain position classifications.

2. Mr. Robert Mandel, 7003 Woodland Avenue, City stated that at one time there were two Budget Hearings instead of the one, and suggested that perhaps the two hearings might be more beneficial to the citizens and the Mayor and Council. Mayor Miller stated that the hearings were reduced to one as not enough people turned out to make two hearings worthwhile.

3. Mr. Clayton Railey inquired as to the distribution of the City newsletter as it is his understanding that many copies are going outside the City limits. It was stated that some of these are being distributed outside the City with the idea of future possible annexation.

GENERAL GOVERNMENT:

1. Mr. Michael Derato asked if Account 10.40, Finance comes under Account 10.14, City Clerk & Treasurer? Mr. Pridgen, City Clerk and Treasurer stated that it does but that they were separated to comply with new regulations of the Uniform Accounting System of the State Fiscal Research Bureau.

2. Mr. R. E. Holland, President, Community League, City, stated that he thought that a salary adjustment should be made in the Mayor and Council's salary as it has remained the same since 1952.

Mayor Miller stated that any increase in the Mayor and Council's salary would require an amendment to the City Charter but that he would be glad to introduce the amendment himself, but that any increase would not apply to the present Council or to himself. Any increase would not become effective until the new Council is elected.

Mr. Lester Ahlswede, President of the Hillwood Manor Citizens Association stated that he would be happy to endorse that suggestion.

POLICE DEPARTMENT:

1. Mr. Clayton Railey asked why the Chief of Police's salary was increased less than the other department heads. He stated that the Police Department has done a terrific job and further that he is of the opinion that the Police Chief should get more money. He also asked why the Chief's car allowance remained the same when other department heads received an increase.

Councilman Forshee stated that this is the way it balances out but that the matter will be given consideration.

Mr. Ahlswede asked how this compares with other municipalities?

Mayor Miller stated that he did not have actual statistics at hand, but that he was certain that Takoma Park is well up on the list. Mr. Pridgen, Clerk & Treasurer, read some statistics which proved that Takoma Park is a little above average for the municipalities in the state of Maryland.

FIRE DEPARTMENT:

1. Mr. Ahlswede asked why the Fire Chief's salary was increased four hundred dollars and the Police Chief's only two hundred and fifty dollars when the Police Chief has been on the job longer than the Fire Chief?



Councilman Forshee stated that Fire Chief LaScola had just received his permanent appointment but that the Committee would be glad to give the matter further consideration.

2. Mrs. Robert Mandel asked what Fire Department requests had been cut out by the Council?

Mr. Pridgen, Clerk-Treasurer, stated that the request for four more paid men was deleted for the present.

Mrs. Mandel stated that she did not approve of borrowing money or using the legal reserve as she is of the opinion that the legal reserve should be kept for emergencies.

#### PUBLIC WORKS DEPARTMENT:

1. Mr. Ahlswede stated that the condition of Philadelphia and Ethan Allen Avenues warrants a major repair job and wondered if the Council was thinking in terms of this nature?

It was stated that the Council is aware of the work that needs to be done but that there are no projected plans at this time as Route 410 is a designated State Highway or route, and it is not known just yet what the cost would be.

2. Mr. Clayton Railey stated that these two roads are highly unsatisfactory and that work is very definitely needed.

3. Mr. Oscar J. Forehand stated that the Ethan Allen and Philadelphia Avenues are in such condition as to warrant a tax increase and that he is in favor of one.

4. Mr. Ahlswede asked if a section at a time could be done as he is not in favor of a tax increase?

Mayor Miller stated that this is still in the formative stages.

5. Mr. Robert Mandel asked why Account 12.201, Salaries under Highways Division was raised less than \$2,000.00 and why 13.401, Sanitation Labor was increased a little more than \$2,000.00.

Mayor Miller stated that these are hourly employees and that the Sanitation Department works as a task force. He stated they are paid for 40 hours a week whether they actually work 40 hours a week at the one job or not and if they finish early they are then free to do another job for which they get paid.

#### RECREATION DIVISION:

1. Mrs. Mandel asked why the Library does not receive the full revenue rebated by Montgomery County.

Councilman Forshee stated that last year a special request was made for funds which were granted but that the City helps the Library in that they provide a grounds keeper and janitorial services and also the City provided the Library with a much needed air conditioner and that they help with the debt of the building. The Public Works Department built and surfaced the parking lot. The City renders considerable service on which no dollar value can be set.

2. Mr. Ahlswede stated that the recreational facilities in the Hillwood Manor Citizen's Association, Prince Georges County section of the City, there are no sufficient recreational facilities.

#### MISCELLANEOUS:



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1. Mr. Holland asked who the City carries their insurance with?

Mr. Pridgen, Clerk & Treasurer stated that we carry our insurance partly with Liberty and the Lampson and Ashley Insurance Agency.

2. Mr. Clayton Railey asked if anything was being done to change the present status of the Reserve Fund?

Councilman Forshee stated that no action has been taken yet but that the Law and Ordinances Committee is working on the revision of the City Charter.

Mayor Miller adjourned the Hearing at 11:15 p.m.

George M Miller  
MAYOR

Haynes M Pridgen  
City Clerk Treasurer



EXECUTIVE MEETING  
MAYOR AND COUNCIL  
May 8, 1961

Mayor Miller called the meeting to order at 8:00 p.m. Those present were Councilmen Collison, Forshee, Jones, McKenzie, Roth, and Turner. Excused: Councilman Sidell.

Councilman Collison moved that the Minutes of the meeting of April 24th be accepted as submitted. Councilman McKenzie seconded the motion which was duly carried.

CORRESPONDENCE RECEIVED:

1. W. H. Beaven, Academic Dean, Columbia Union College, Commendation of City Newsletter. Referred to Council Files.
2. Prince Georges County Municipal Association, Announcement of Annual Banquet, May 17th, Crystal Room, St. Bernard's Church, Riverdale, Md. Mayor Miller requested Mr. Pridgen, Clerk-Treasurer to inquire of the Council as to whom will attend.
3. Maryland Municipal League, Tentative Program, 13th Annual Conference, June 11th - 13th Commander Hotel, Ocean City, Maryland. Mayor Miller requested all members of Council to notify Mr. Pridgen so that reservations can be made.
4. Patrick Healy, Jr., Executive Director, American Municipal Association, Submitting credentials to Mayor Miller as an official United States Delegate to the World Conference of Local Governments. Referred to Council Files.
5. W. L. Shook, District Engineer, State Roads Commission, Project 576-315 Maple Avenue, Statement that Rip-Rap will be eliminated at the end of ~~twin~~ 78" storm drainage lines unless Mayor and Council decree otherwise. Referred to the Public Works Committee.
6. Mrs. Eunice Graham, 309 Ethan Allen Avenue, Transmitting copy of the text of a Petition due to be presented at Council Meeting. Referred to the Public Works Committee.
7. Judge G. A. Cook, Justice of the Peace, 22 Philadelphia Avenue, City, Request that salary be increased to \$1,500.00 per annum due to increased work load. Referred to the Law and Ordinances Committee and the Finance Committee.
8. Jesse M. Smith, 513 Boyd Court, City, Request for a street light in Boyd Court. Referred to Public Safety Committee.
9. Jess F. Nicholson, Executive Director, the Maryland National Capital Park and Planning Commission, Approval of site for proposed Civic Center. Referred to the Civic Improvements Committee.
10. Jesse F. Nicholson, Executive Director, The Maryland National Capital Park and Planning Commission, Approval of sale of City owned property. Referred to Public Works and Civic Improvements Committees.
11. Rev. W. J. Keith, Pastor, Takoma Park Seventh-day Adventist Church, Petition for the removal of the Taxi Stand from near the church property. Referred to the Public Safety and Public Welfare Committees.
12. J. Ernest Edwards, 217 S. Manor Circle, City, Petition urging that City Council deny R-10 Zoning Petition on Manor Circle property. Referred to the Civic Improvements Committee,



13. Mrs. George Wolfe, 7901 Carroll Avenue, City, Commendation of the Takoma Park Fire Department, enclosing check of \$25.00 payable to the Takoma Park Volunteer Fire Department. Referred to Fire Department File.

14. Copy of Bill No. 11 introduced May 1st, 1961, by Mrs. Werner to the County Council for Montgomery County.

BANK STATEMENT:

Citizens Bank-General Fund:		Suburban Trust Company:	
3/31/61 Balance	\$ 24,756.15	3/31/61 Balance	\$ 50,608.65
April Receipts	1,201.37	April Receipts	60,861.96
4/30/61 Balance	\$ 25,957.52		<u>111,470.61</u>
Special Improvement Account:		April Disbursements	51,611.23
3/31/61 Balance	\$ 15,003.70	4/30/61 Balance	\$ 59,859.38
No Receipts or Disbursements	.00		
4/30/61 Balance	\$ 15,003.70		

OPEN MEETING:

Mayor Miller welcomed everyone present stating that it is good to see that the people of the City are taking interest in their City government by coming to the Council Meetings. Mayor Miller recognized those persons desirous of expressing their views:

1. M's. Eunice Graham, 309 Ethan Allen Avenue, City, spoke regarding the condition of the surface of Ethan Allen Avenue and presented a petition, the text of which, reads as follows:

"Over the past few years, traffic on Ethan Allen Avenue, and particularly commercial traffic, has increased enormously. When more and heavier trucks are combined with the extremely poor condition of the surface of the street, there is not only the inconvenience and unpleasantness of noise and fumes, but also actual damage to many homes from the vibration. Therefore--

We, the undersigned citizens of Takoma Park, Maryland, who live on Ethan Allen Avenue respectfully request that you

- (1) Limit the truck traffic by
  - (a) Forbidding through trucks over a certain weight or, if this is not within your jurisdiction, by
  - (b) Posting very low speed limits for trucks over one and a half tons.
- (2) Resurface the street.

If it is not possible for the City Council to take these actions, we then request that you make an urgent appeal for our relief to the appropriate State agency or agencies."

M's. Graham stated that many of the property owners were present at the meeting and that if they be heard the Council will perhaps have a better understanding of the feeling of the people and of the problem. M's. Graham stated that due to the poor condition of the road and of the heavy truck traffic many homes have cracks in the walls, cracks in the foundations, and even hub caps flying into yards.

2. Mr. Guy Jarrett, 417 Ethan Allen Avenue, City, stated that he moved into his home



in 1945 at which time parking was allowed on both sides of the street. He stated that then you were able to sit on your front porch in the evening and perhaps talk to your neighbors or even to the neighbor across the street, but not anymore. He stated that sleeping is difficult at nights due to the noise of the traffic, and that the house shakes quite badly from the heavy truck traffic. Mr. Jarrett further stated that he believes the Council should give consideration to this matter for the relief of citizens and property owners on Ethan Allen Avenue.

3. Mr. Carl Keefer, 305 Ethan Allen Avenue, City, stated that in 1942 the construction of his home was completed and that now the heavy traffic has caused cracks in the walls and the corners of the house. He stated that it hardly seems possible for a home only this old to have so many cracks.

4. Mr. George Stern, 514 Ethan Allen Avenue, City, stated that his home is being badly damaged by the heavy trucks and traffic causing vibration. He further stated that if something isn't done there will be a claim against the City for damages to his home.

5. Mr. Jesse Zea, 422 Ethan Allen Avenue, City, stated that his home is 150 feet from the road, which means his home sits quite far back, but even so there are still cracks in the walls from the vibration and that the road seems to be a speedway.

6. Mrs. Peggy Zea, 422 Ethan Allen Avenue, City, stated that one day she was walking by a neighbor's home when a truck passed carrying door frames and the like, and that the truck hit a bump and a whole frame flew off almost hitting her which is a very dangerous situation for pedestrians. She further stated that you cannot walk along Ethan Allen Avenue after a rain without getting splashed with muddy water.

Councilman Roth asked if the vibration was as bad when the street was in good condition. It was stated by one of the property owners that the condition was not as bad when the street was in good repair.

7. Mr. Bruce Clouser, 500 Ethan Allen Avenue, City, stated that at one time a truck came clear up in his front yard which is certainly most dangerous.

8. Mr. Paul Chasser, 502 Ethan Allen Avenue, City, stated that the same truck was in his yard also and that the street is still full of sand from the sand that was laid during the snow and that it needs cleaning.

9. Mrs. Jeanne C. Wysong, 506 Ethan Allen Avenue, City, stated that they have tried to sell the property but due to the present situation the value is not very high and it has been all most impossible to sell. Mrs. Wysong further stated that they have tried to live with the situation, and have worked with civic organizations, and also that she is aware that the Mayor and members of the Council are giving up their free time to work on the Council because they are interested in the City of Takoma Park. She stated that she hopes the Council will consider this situation.

10. Mr. Dan Milligan, 412 Ethan Allen Avenue, City, stated that he moved from Ohio in 1959, and that the house was in good condition at the time of purchase, but that now the house has cracks. He further stated that back in the 40's he was connected with the State Highway Department in Ohio, and that from his experience these waves of shock do definite damage to homes.

11. Mr. Tom Apperti, 303 Ethan Allen Avenue, City, stated that about eight years ago, he repaired a crack in the foundation and that the entire crack has re-opened. He complained



of the traffic and speed on Ethan Allen Avenue. He stated that a car knocked a tree down and other accidents have occurred in the past five or six years. He further stated that passers-by have thrown trash out of the car windows onto property and such things as beer bottles and other debris have accumulated.

Mayor Miller requested Chief Foster, Chief of the Police Department, to slow the traffic down on Ethan Allen and to watch the situation.

12. Mrs. Gertrude Davis, 517 Ethan Allen Avenue, City, stated that she had just had her home redecorated and that they now have cracks in the walls and ceiling which is rather disgusting. She further stated that this must be due to the heavy traffic on Ethan Allen and that her neighbors have the same problems of cracked walls and having to repair them.
13. The question was raised as to the ownership or jurisdiction under which Ethan Allen Avenue falls. Councilman Collison stated that all of Ethan Allen Avenue belongs to the City to the point of the cement part of the street that begins just the other side of Elm Avenue near the New Hampshire Avenue intersection.
14. Another question was raised to the feasibility of making the street one way. Mayor Miller stated that even prior to the presentation of the petition, the Public Works Committee has been aware of the condition on Ethan Allen. They will approach the problem in order to give some immediate relief, however making the street one way would require the State Roads Commission approval as it is a designated state route.
15. Mrs. Helen Shumaker, 511 Ethan Allen Avenue, City, stated that she has heard rumors that the State intends to widen Route 410, Ethan Allen Avenue, and wondered what the City's position would be. Councilman Collison stated that if and when this happens it would rest almost entirely upon the State Roads Commission as this would have to be done at their expense.
16. Mrs. Zea asked what the surveyors had been doing in the area. Councilman Collison stated that these surveyors were from the Maryland National Capital Park and Planning Commission, as the Planning Commission is supposed to be preparing a "Master Plan" for the City but that nothing is likely to happen in the near future. Councilman Collison stated that the only answer he could give to any changes in route 410 is the same one the Park and Planning Commission gives the Council and that is that they do not know. Councilman Collison further stated that there is some thought in the Planning Commission that when the beltways are completed they will relieve some of the traffic on Ethan Allen Avenue.  
  
Councilman McKenzie stated that Ethan Allen Avenue has been under consideration and investigation since the snow and that it is felt that the State Roads Commission should take some part in it as it is a designated state route and because most of the traffic is through traffic, however, they will not help. Councilman Collison stated that they were contacted but the reply was that under the law they are prohibited from putting money into a project that is a City proposition, however, this traffic is through traffic and not City traffic.  
  
Councilman Collison stated that re-surfacing the street is not the whole solution to the problem as speeding would be worse and so would the amount of traffic if the street is put in good condition. Councilman Collison stated that the State Roads Commission is cooperating in that they are having their engineers come in to check the situation and to suggest what might be done to correct the situation.
17. Mrs. Jeanne C. Wysong, 506 Ethan Allen Avenue, asked if there is any legal way the trailer trucks can be stopped from using the street. Mayor Miller stated that this will



be explored. Mrs. Wysong stated that they have brought the problem to the Council and now she would like to know if there is anything that can be done by the citizens to help in the situation. Mayor Miller stated that if their help is need M's. Eunice Graham, who presented the petition and Mrs. Wysong will be contacted as the groups representatives, if this is agreeable. It was stated that this is agreeable.

18. Mr. Robert W. Buchner, 411 Ethan Allen Avenue, City, stated that there is so much dirt and broken black top on the street and the people who walk must get sprayed with dirty water. He further stated that he took 19 wheel barrel loads of dirt away from in front of his property which has a 100 foot frontage. Mr. Rhodes stated that the street has been swept by the sweeper but that this doesn't do the complete or entirely satisfactory job. Mr. Rhodes stated that this is being given top priority after repairs to the streets and roads.

Councilman Collison stated that another thing that has to be taken into consideration is that the curb and gutter are almost no longer in existence and that a whole new curb and gutter would have to be put in if the street is resurfaced, also the entire base of the street is bad. The street really needs rebuilding.

19. Mrs. Clauser, 500 Ethan Allen Avenue, City, stated that it seems to be useless to have a curb and gutter as the garbage trucks pull up on the curb which helps to break it down and that they have repaired the curb in front of their home on several occasions.

Mayor Miller assured the residents of Ethan Allen Avenue that the Public Works Committee will give the situation every consideration in order that some relief may be given to them, and that Mrs. Wysong and M's. Graham will be contacted as to the developments and if their help is needed.

20. Mrs. Zea wondered if sending the petition to the State Roads Commission or some political body would be of any assistance. Mayor Miller stated that the State Roads Commission could not do anything under the law and that the matter would only come back to the Council, but that the Public Works Committee will be in constant touch with the State Roads Commission as to what might be done to alleviate the problem.

Councilman Jones remarked that putting an end to this problem would cost a great deal of money and that the tax payers ought to think over the possibility of a tax increase or an assessment for the work. However, Mayor Miller stated that most of this traffic is through traffic and that it does not seem completely fair to assess the residents for the project unless there is no other alternative.

21. Mr. Tom Apperti of 303 Ethan Allen Avenue stated that he is of the opinion that cutting down or limiting the load a truck can carry over the street, would be a help such as trucks that carry bricks and cinder blocks which often fly off a truck when it hits the holes and bumps in the street and that many of these trucks are really overloaded.

22. Mr. Jesse Zea, 422 Ethan Allen Avenue, City, stated that there should be a traffic light at Philadelphia and Carroll Avenues in front of the Fire House as this intersection creates a traffic jam and even the policeman stationed there is not sufficient to correct the situation. He further stated that parking should be prohibited on Carroll Avenue during the morning and evening rush hours.

Councilman Collison stated that at one time they looked into the feasibility of placing a traffic light at this intersection but that it would run in the neighborhood of \$12,000.00 or so in order to synchronize the light with the one at Carroll and Ethan Allen Avenues and to have the control box in the fire house which is necessary to allow the fire engines to get out in the event of a fire call. Mayor Miller referred the matter to the Public Safety Committee.



23. Mr. A. J. Bachund, 514 Elm Avenue, City, stated that his property adjoins the Forest Park Ball Diamond and that the City had placed a fence around it but that this does not stop the children from coming around the fence and ruining his flowers and vegetable garden. He further stated that it is not his aim to keep the children from playing ball only to protect his yard and gardens. He suggested that the City change the angle of the back stop fence and re-align the diamond so that they would have room to hit home runs without going into his yard. Mayor Miller referred the matter to the Parks and Recreation Committee.

24. Mrs. Jeanne C. Wysong, 506 Ethan Allen Avenue, City, thanked the Mayor and Council for all the efforts put forth in order to try to get a blinker for the intersection of New Hampshire Avenue and Ray Road at the location of the J. Enos Ray Elementary School. She further reported that it is apparent that they will be unable to get one but not because the Mayor and Council did not aid them in the project.

EXECUTIVE MEETING:

LAW AND ORDINANCES COMMITTEE:

1. Councilman Jones reported that the type written pages of the Codification have been completed but that there is only one copy. Therefore, it will be a few more weeks before bids can be opened as Mr. Pridgen, City Clerk and Treasurer, will have to take the copy to the individual bidder and let him retain it for a time to study it in order that a bid can be submitted. It was decided to get alternate bids for both the 8½" x 11" and the 5" x 7".

2. Councilman Jones reported that in connection with Senator Clark's Bill he has turned it over to Councilman Collison for him to study as it deals with highways and for him to see what effect it would have on Public Works thinking and then it will be turned over to Mr. Gingerich, Corporation Counsel before it comes back to the table.

3. Councilman Jones recommended that the City not have any more copies printed of the old Charter as it is not long before the new Charter will be ready for Council action.

PUBLIC WELFARE COMMITTEE:

1. Councilman McKenzie requested that the Police Department give warnings under Ordinance No. 488 which states in part, "That it shall be unlawful for any owner, occupant or agent of any land in the Town of Takoma Park, Maryland, to store, pile or maintain upon such premises, after the first day of August 1928, unsightly piles or accumulations of ashes, rubbish, refuse or debris of any kind." Councilman McKenzie stated that many single family dwellings are the offenders.

2. Councilman McKenzie reminded everyone of the special trash pickup to take place on May 10th, 17th, and 24th.

PUBLIC SAFETY COMMITTEE:

1. In Councilman Sidell's absence, Councilman Turner stated some consideration had been given to the possibility of putting a secondair conditioner in the Police Department as the squad room and locker areas are quite hot in the summer months and the other air conditioner in the Chief's office does not seem to be sufficient. Much discussion ensued regarding this proposed purchase, but the matter was left for the next meeting and Councilman Sidell's return.



PARKS AND RECREATION COMMITTEE:

1. Councilman Turner reported that in connection with the Contest on the best lawns within the City, that this item could be deleted from the Agenda as no definite plan is indicated at this point.
2. Councilman Turner reported that Bill No. 11 had been introduced into the Legislative Session of the Montgomery County Council dealing with the recreational program in the County. The Bill provides for rebates to a municipality that is conducting a recreational program similar to that of the County Department of Recreation on the effective date of the enactment of the proposed Bill. Question was raised as to whether this will effect the recreational relationship between the City and the County in its present cooperative arrangement. The matter will be investigated further, and Mayor Miller instructed the Clerk-Treasurer, Mr. Pridgen, to check with the Maryland Municipal League about the Bill.

CIVIC IMPROVEMENTS COMMITTEE:

1. Councilman Roth reported that the Civic Improvements Committee and the Public Safety Committee held a joint meeting and discussed the problem at Columbia Union College (Washington Missionary College) regarding the closing of Flower Avenue. Councilman Roth stated that a meeting is to be scheduled with the State Roads Commission and requested the Clerk & Treasurer, Mr. Pridgen, to contact Dr. Hirsch, President of the College, making arrangements for the meeting.
2. Councilman Roth stated that in connection with the re-zoning of the Cohen Tract and the Manor Circle property, thus far no zoning petition has been received regarding either one. Therefore, no action can be taken as yet.
3. Councilman Roth reported that at the meeting of the Public Safety Committee and the Civic Improvements Committee the problem of parking at Montgomery Junior College was also discussed and some tentative agreements were arrived at, but that this will be further reported on by Councilman Sidell.
4. Councilman Roth stated that the complaint of unsightly conditions in the City will be taken care of by the special trash pick ups and requested that the item be deleted from the Agenda.

Councilman Turner stated that he had been giving some thought as to the possible use of the land near the Maple Avenue Improvement Project where the old Public Works Building was located at one time. He further stated that due to the fact that there are apartment buildings already located there along with a few stores, and the possibility of new apartment buildings that perhaps it might be well to use the land for parking or perhaps both parking and a small park. Much discussion ensued concerning the use of this land, but no definite decision was arrived at.

PUBLIC WORKS COMMITTEE:

1. Councilman Collison stated that Mr. Brown at 25 Darwin Avenue should be advised that the City will repair the curb in front of his property as the Washington Suburban Sanitary Commission claims no responsibility and that work will begin as time and work priority permit.
2. Councilman Collison reported that the Public Works Committee had met with the store operators on Maple Avenue concerning the problem of parking due to the Maple Avenue Improvement Project. Councilman Collison stated that no decision was reached as no action could be taken



until such time as the road construction is completed but that now the Committee is scheduled to meet with the store owner. Councilman Collison stated that they will also meet with Mr. Hewitt of the Maryland National Capital Park and Planning Commission as the store owners are definitely hurting financially.

3. Councilman Collison reported that the class (i) rip rap will not be installed north of Lincoln to the Park and Planning Commission property, as per the request made by the City to delete the construction of same.

4. Councilman Collison stated that paving on Maple Avenue has not yet begun due to the rainy weather which makes the street impossible to do anything with. Councilman Collison stated that when weather permits, the paving will go rather rapidly as they can lay the first two inches of concrete in one day.

5. Councilman Collison stated that work is almost completed on the Erskine Street Storm Drainage Project and all that remains is to re-sod the bank.

Councilman Roth stated that he would like to thank Captain Rhodes, Director of Public Works for the fine job the Public Works Department is doing in repairing the pot holes left by the snow and hard winter, but that there are many areas that need major repairs and wondered if Mr. Rhodes has a schedule of what streets need repairs and the cost of such repairs. This brought about considerable discussion on the needs of resurfacing many of the streets in the City and possible methods of financing such treatment. Councilman Roth was of the opinion that a survey and estimate of costs should be made available before the adoption of the proposed Budget, however, it was decided that this cannot be accurately accomplished prior to the next Council meeting at which time it is hoped that the Budget may be adopted. Councilman Collison pointed out that the Public Works Committee and Mr. Rhodes are working toward a program of resurfacing but that in his opinion, such should be presented to citizens at a Special Hearing, particularly as related to financing, before proceeding with any definite plan.

FINANCE COMMITTEE:

1. Councilman Forshee stated that he would like to have another meeting on the Budget on Tuesday at 7:30 P.M., May 16th in Mr. Pridgen's office.

2. Councilman Forshee stated that he has distributed copies of the proposed revised Merit Plan and wondered if anyone of the Council needed a copy. He further stated that he would like the Councilmen to study the revised Merit Plan for possible definite action at the Meeting of May 22nd.

3. Councilman Forshee stated that a letter had been received from Mr. Hardisty owner of the property in which the City is interested in purchasing for a second entrance to the Public Works Buildings. Councilman Forshee stated that Mr. Hardisty is not in favor of the offer the City made him and suggested a price of some \$17,350 for the property, but mentioned the possibility of selling Lot 7. Mr. Pridgen, the Clerk-Treasurer, was requested to check into Lot 7 to see if it has any possibilities. However, Mayor Miller further instructed that two more appraisals be obtained to fulfill the three as required by law as one has already been made and to forward them to Mr. Hardisty, then if necessary the City can go into condemnation proceedings.

There being no further business to come before the Mayor and Council, the meeting adjourned at 10:30 P.M.

George M Miller  
MAYOR

Haynes M Pridgen  
CLERK & TREASURER



**GENERAL FUND**  
Statement of Financial Transactions  
April, 1961

	Cash Balance Beginning of Period	Cash Balance End of Period
Citizens Bank of Takoma Park-G/F	24756.15	25957.52
Citizens Bank of Takoma Park-P/R	1227.98	3398.52
Suburban Trust Company	50608.65	59859.38
Petty Cash	150.00	150.00
	76742.78	89365.42

		Total Bud- geted Rev. 4/30/61	Budget Bal. as of 4/30/61	Adopted Budget 60-61	Per centage to Budget
<u>REVENUES</u>					
1.0 Taxes-Local	6248.07	404337.66	8271.98	412609.64	97.9
1.5 Taxes - State Shared	7308.70	39370.35	70979.65	110350.00	35.6
2.0 Licenses-Permits	403.56	18545.51	6129.49	24675.00	95.1
3.0 Fines and Forfeitures	1753.75	2279.95	(479.95)	1800.00	126.6
4.0 Rev. frm. Use of Money & Prop.	345.00	2812.54	627.46	3440.00	81.7
5.0 Rev. from Other Agencies	44065.70	44065.70	(7126.72)	36938.98	119.3
6.0 Serv. Chgs. for Current Serv.	345.50	11489.85	234.15	11724.00	97.9
	60472.28	522901.56	78636.06	601537.62	86.9
Non-Budgeted Receipts	1583.98				
	62056.26				
Adjustments	7.07	62063.33	This month's percentage figure 83 1/3%		
	138806.11				

		Expended	Balance	Budget	Per- centage
<u>DISBURSED AND ACCRUED:</u>					
10.1 Government Administration	3178.60	33159.05	10908.95 A	36568.00	79.2
10.8 Government Buildings	1876.40	20174.99	2685.01 B	22270.00	88.2
11.1 Police Department	9920.55	100178.66	23782.04 C	120269.60	80.8
11.2 Fire Department	6403.96	128858.50	12139.50 D	85245.50	91.4
11.3 Protective Inspection	617.37	6331.04	2609.96 E	8941.00	70.8
11.9 Other Protection	-	-	100.00 F	100.00	-
12.1 P/W Office	1071.40	11059.22	2901.78 G	13961.00	79.1
12.2 P/W Highways	5908.14	67661.07	2853.63 H	70364.70	95.9
12.9 P/W Repair Shop	2929.99	34423.30	(5303.30) I	29120.00	118.2
13.0 P/W Sanitation	5029.00	63090.15	8312.35 J	62530.50	88.3
19.0 Recreation Division	1052.32	36367.53	12553.88 K	46686.41	74.5
22.0 Miscellaneous	5636.86	28827.07	7567.93 L	36395.00	79.1
Council Appropriations	125.14	250.28	8681.87 M	8932.15	2.8
22.1 Capital Budget	56.44	98784.06	(80635.18) N	-	544.5
Legal Reserve	-	-	2949.28 O	60153.76	95.0
	43806.17	629164.92	12107.70	601537.62	
Non-Budgeted	1.00				
	43807.17			Reserve Surplus 39735.00	
Adjustments	5633.52	49440.69		641272.62	98.1
	89365.42				

	Reserve Surplus	Reserve Fund
A	-	7500.00
B	-	590.00
C	-	3691.10
D	37500.00	18252.50
H	-	150.00
J	-	8872.00
K	2235.00	-
N	-	18148.88
	39735.00	57204.48



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GENERAL FUND  
Balance Sheet Accounts Comparison  
March - April, 1961

<u>ASSETS</u>	<u>Balance 3/31/61</u>	<u>Balance 4/30/61</u>	<u>Changes During Period</u>
Citizens Bank of Takoma Park-G/F	24756.15	25957.52	1201.37
Citizens Bank of Takoma Park-P/R	1227.98	3398.52	2170.54
Suburban Trust Company	50608.65	59859.38	9250.73
Petty Cash	150.00	150.00	-
Taxes Receivable Delinquent	690.88	629.92	-60.96
Taxes Receivable 1960 Levy	13385.33	10716.17	-2669.16
Towing Account	243.50	308.50	65.00
Uniform Account	1527.46	1751.11	223.65
Protective Apparel	21.24	29.35	8.11
Maple Avenue Improvement	77855.76	78508.70	652.94
Hillwood Manor Storm Drainage	7463.75	7884.75	421.00
Hayward, Cherry & Colby Avenues	271.48	271.48	-
Cumberland Avenue	24.40	24.40	-
North Takoma Storm Drainage	155.60	155.60	-
Ritchie Avenue P/W Egress	50.00	50.00	-
Municipal Center	23352.22	23355.72	3.50
Fire House Parking Lot	840.89	840.89	-
Commercial Trash Accounts Receivable	248.00	351.00	103.00
Prepaid Insurance	12985.08	10349.99	-2635.09
Claims	2735.10	2735.10	-
Uniform Stock	308.50	308.50	-
Capital Assets Control	177403.04	177403.04	-
Due from S/A Fund	7637.41	7637.41	-
Exchange Account	6.00	-	-6.00
Contracts Receivable Pending	2300.00	2000.00	-300.00
Cooperative Purchasing	232.14	-	-232.14
Kirklynn Avenue	-	119.20	119.20
	<u>406480.56</u>	<u>414796.25</u>	<u>8315.69</u>
<u>LIABILITIES</u>			
Escrow Account	1951.67	1951.67	-
Federal, Maryland, D.C. Withholding Tax	1204.06	3360.21	2156.15
Group Hospitalization	23.92	23.92	-
Certificate of Indebtedness	114000.00	114000.00	-
Accrued Interest Payable	202.74	350.00	147.26
Accrued Payroll	1306.20	1310.26	4.06
Overpayment of Taxes	232.68	232.68	-
Interest on Delinquent Taxes	6.21	12.28	6.07
Commercial Trash Billing	44.00	147.00	103.00
Sale of City Property Pending	2300.00	2000.00	-300.00
Accounts Payable	51365.39	42479.74	-8885.65
Exchange Account	-	44.00	44.00
	172636.87	165911.76	-6725.11
Unappropriated Surplus	19502.07	19505.82	3.75
Appropriated Net Asset Value	(79263.82)	(64034.31)	15229.51
Reserve Fund Balance	4219.18	2949.28	-1269.90
General Fixed Assets Fund	287121.26	288198.70	1077.44
Reserved Surplus	2265.00	2265.00	-
	<u>406480.56</u>	<u>414796.25</u>	<u>8315.69</u>
Special Improvement Account:			
3/31/61 Balance	\$15003.70		
No Receipts or Disbursements	.00		
4/30/60 Balance	<u>\$15003.70</u>		



REGULAR MEETING  
MAYOR & COUNCIL  
May 22, 1961

Mayor Miller called the meeting to order at 8:00 P.M. Those present were: Councilmen Collison, Forshee, Jones, McKenzie, Sidell and Turner. Excused: Councilman Roth.

The invocation was rendered by Reverend Russell Quackenbush of the Washington Sanitarium and Hospital Chapel.

Mayor Miller called for a motion to dispense with the reading of the Minutes of the previous meeting if there were no additions or corrections. It was regularly moved and seconded that the reading of the Minutes of the Meeting of May 8th, be accepted as submitted.

CORRESPONDENCE RECEIVED:

1. Invitation from Mayor and Council, Rockville, Maryland to attend Memorial Day Services. Mayor Miller directed that any members of the Council planning to attend, please notify Mr. Pridgen, Clerk & Treasurer, and that our own services will be held at 2:00 P.M.
2. Franklin H. Marx, President, St. Michaels Men's Club, Expression of appreciation for use of Gymnasium for girls basketball team. Referred to Council Files.
3. Milton Kramer, Director, Patriotic Exercises, Takoma Park Independence Day Committee, Invitation to participate in celebration and festivities of the Day. Mayor Miller asked the members of the Council and Department Heads to submit their names to the Clerk & Treasurer in order that the letter may be answered.
4. M's. Eunice Graham, 309 Ethan Allen Avenue, City, Suggestions of (1) Pedestrian crossings at two or three spots on Ethan Allen Avenue (2) Sign relating to possibility of children darting into street. Referred to the Public Safety Committee.
5. Andrew J. Mazurick, Chairman, Carole Highlands-Hillwood Manor Recreation Council, Request for annual \$100.00 participation in recreation program. Referred to the Parks and Recreation Committee.
6. George N. Lewis, Jr. Chief, Bureau of Traffic, State Roads Commission, Special Studies 332, relating to possible signs or markers indicating "Left Turn" lane on Rt. 410 at New Hampshire Avenue. Referred to the Public Safety Committee.
7. Don Mantz, 6811 Westmoreland Avenue, City, Protest of impounding auto procedures and fees. Referred to the Public Safety Committee.
8. J. C. Kordella, Director of Public Works, Montgomery County, Report of progress on plans to correct Carroll Avenue Bridge. Referred to the Public Works Committee.

Mayor Miller welcomed all those present and stated that he was in receipt of a Memo from Fire Chief LaScola regarding a volunteer fireman who had left the City almost two years ago and had carried with him the 10th Commandment of Fire Prevention being: "I shall at all times promote Fire Prevention to the best of my ability wherever I may be." Mayor Miller stated that this person is a member of the United States Air Force and holds the rank of Sergeant and received on two occasions the "Airman of the Month" award, while stationed at the 32nd U.S. Air Force Hospital at Ft. Minot, North Dakota. Mayor Miller read the ten commandments of fire prevention and a newspaper clipping about Sgt. Robert D. Jarboe and a letter from his base Commander commending him for the fine work he has performed. Sgt. Jarboe, in his off duty hours, prepared fire evacuation plans, fire prevention posters and charts for the base hospital. At this time Mayor Miller introduced Sgt. Jarboe and presented him with a certificate in recognition of his outstanding achievement in



preventing fires and saving lives and property. Sgt. Jarboe thanked the Mayor and Council for the certificate, and pictures of the occasion were taken by the fire department photographer.

OPEN MEETING:

Mayor Miller welcomed all those present and recognized those persons desirous of expressing their views:

1. Mr. Walter McClenon, Former Councilman, #1 Montgomery Avenue, City, stated that anyone desiring to sign the petition regarding the 8th Congressional District of Maryland referendum could do so at his home as he will be in possession of the petition for a few days.
2. Mr. Bernard Rothman, 8107 Garland Avenue, City, stated that in February he and his wife took possession of 7222 Flower Avenue which is an apartment house and that even before the contract was signed he noticed that there was some difficulty in trash pick up. He stated that when he took over he provided proper trash cans with tight lids. He further stated that he had considerable difficulty in having the refuse men pick up the trash. He stated that he spoke to them and did everything he could to cooperate with them and to keep the property clean. He stated that he contacted the Sanitation Department later in the month and received a copy of the regulations regarding the regular trash pick ups which refer to kitchen refuse and any organic matter, and special trash pick ups. He further stated that on one occasion during the regular pick up there was a box with broken children's toys which the men said that they could not take as their schedule would not permit it. Mr. Rothman stated that would it be all right for them to take the box if he took it to the truck which he did. He further stated that he and his wife spent one whole day cleaning the yard up and that he burned most of it except for two pieces of metal about  $2\frac{1}{2}$  feet long which he placed in one of the cans and stated that the metal strips were left which he could not understand as they fit in the can and they were not greasy or dirty. He showed them to the Mayor and Council. He stated that the next time he took one of his personal cards and wrote on the back "Please take these two items," but that they were still left. He was told that this involved a special pick up. Mr. Rothman stated that in his opinion the men were right according to the regulations but that he felt that the regulations gave the refuse men too much discretionary authority, and that the present situation is a continuous source of irritation. He stated that he had called Mayor Miller about the situation and was quite upset and apologized to Mayor Miller for that. Mr. Rothman suggested that there be a regular special pick up that does not require calling the Public Works Department to have trash picked up and that it not have to be carried to the curb as there are many elderly people in the City who are not physically capable of this and that the regulations be changed so as not to give the refuse men so much discretionary authority. He further wondered if it might be permissible for him to hire a private trash collector, as past experience has proved this to be a good method. Mayor Miller referred the matter to the Public Welfare Committee which has charge of the Sanitation Division.

PUBLIC WELFARE COMMITTEE:

1. Councilman McKenzie stated that it has been considered to have apartment houses get their own trash collectors or to make special pick ups for them and charge them more for the extra service.
2. Councilman McKenzie reported that the police department has been very active in getting private residences cleaned up and to date only one complaint was received.

PUBLIC SAFETY COMMITTEE:

1. Councilman Sidell stated that the petition from the Takoma Park Seventh-day Adventist



Church regarding the removal of the Takoma-Langley Taxi Stand near the Church grounds came in after the Council had ruled that the radio dispatcher and all radio equipment be moved to the upstairs of the Takoma Motor Company, therefore, leaving the canopy, telephone and the shelter under the care of the Association. Councilman Sidell stated that in view of the action taken before the petition was received, that the petition be filed until such time as the Association ever fails to keep the area clean. He further stated that the item could be deleted from the agenda.

2. Councilman Sidell reported on the Resolution and the action taken by the Committee on the problem of parking at Montgomery Junior College. The following action was taken:

Councilman Sidell moved that the Board of Education be permitted to extend the boundaries on the College side of New York Avenue and west of the Library Building to the intersection of Chicago Avenue and Chicago Avenue between New York Avenue and Woodbury Drive and Woodbury Drive from Chicago Avenue south to the campus access drive so as to permit diagonal parking, with the Board of Education responsible for surfacing these areas either with "stone and dust" or with asphalt and to preserve existing healthy trees. Councilman Forshee seconded the motion, which upon being put to question was duly carried with Councilman Collison voting Nay.

Councilman Sidell moved that the Board of Education be authorized to utilize the triangular pieces of North Washington Park lying between Takoma Avenue and the B & O right of way for student parking. The Board of Education would also prepare this surface for such use preserving the existing healthy trees. Councilman Collison seconded the motion which was duly carried.

Councilman Sidell moved that the Mayor and Council disapprove of the suggestion that Woodbury Drive be abandoned from Chicago Avenue to the B & O overpass approach. The Board of Education's idea being that the abandonment would allow them to create a cul-de-sac to permit access to the industrial properties on Woodbury Drive and also create parking spaces on both sides of the street if through traffic was terminated. Councilman Collison seconded the motion. However, much discussion ensued as Plan No. 5 of the Silver Spring Plan prepared by the Park and Planning Commission envisions an underpass of Woodbury Drive connecting to Takoma Avenue which would provide a direct route into Fenton Street and the Commercial district of Silver Spring. There appeared to be divided opinion among the Council about the question of providing more through traffic streets in the City for out of town users. Upon being put to question, the motion was duly carried with Councilman Turner and Councilman Jones voting nay.

Councilman Sidell requested that more information be obtained from the Board of Education concerning the proposed one way of Woodbury Drive.

3. Councilman Sidell moved, upon the recommendation of Fire Chief LaScola, that P.F.C. Karl Kearns be promoted to the rank of Sergeant in the Fire Department to be effective as of June 1, 1961. Much discussion ensued on the qualifications of two other firemen and the grades of all three upon taking an examination. The possibility of giving another competitive examination was discussed to some length. Councilman Forshee seconded Councilman Sidell's motion; and upon being put to question was duly carried with Councilman Turner voting Nay and Councilman McKenzie Abstaining.

4. Councilman Sidell directed Police Chief Foster to handle the complaint of Jarboe trucks parking in front of residential property and the complaint of children playing ball in streets near Spring Park and that these items could be deleted from the Agenda.

5. Councilman Sidell moved that a second air conditioner be purchased for the squad room in the Police Department at an estimated cost of \$250.00 for the conditioner and the



installation. Councilman Forshee seconded the motion, which after considerable discussion as to finances, was duly carried.

6. Councilman Sidell, upon the recommendation of Fire Chief LaScola, moved that Pvt. Paul E. Bishop be given a permanent appointment as he successfully completed his six month probationary period to be effective May 16th. Councilman Jones seconded the motion which was duly carried.

7. Councilman Sidell stated that the Fire Chief, Stephen LaScola, had purchased a different car and that the radio presently in use will not work properly in the new car. Therefore, Councilman Sidell moved that a new radio, a used radio, or a demonstrator radio be purchased. Councilman Forshee seconded the motion. Much discussion ensued regarding the useability of the present radio. However, after further discussion, Councilman Turner moved that the motion be tabled until the next Council meeting. Councilman Forshee seconded the motion which was duly carried with Councilman Sidell voting Nay.

8. Councilman Sidell stated that the Seagrave Corporation, from whom the new Fire Trucks were purchased, had approached them with the idea of having the new fire truck participate in the Annual Volunteer Firemen's Convention Parade to be held in Ocean City in the latter part of June. He stated that Seagrave had agreed to pay all expenses for the truck and to be responsible for any damage or loss, and moved that permission be granted. Councilman Collison seconded the motion. The question was raised as to how many men would be going to the convention. Chief LaScola stated that fourteen volunteer men would be attending. Upon the question, Councilmen Sidell, Collison, and Jones voted aye. Councilmen Turner, Forshee and McKenzie voted nay. Mayor Miller cast the deciding vote of aye. Therefore, the motion was carried.

#### PARKS AND RECREATION COMMITTEE:

1. Councilman Turner reported that Bill No. 11, introduced to the Montgomery County Council Legislative Session by Councilwoman Stella Werner was not favorable to Takoma Park. Councilman Turner stated that the Bill would abolish the special taxing area known as the Recreation District in the County, and would provide in its place for the financing of a county-wide recreation program through the General Fund of the County and further to provide a method of reimbursement of taxes to any municipality within the County which conducts a recreation program similar to that of the Department of Recreation for Montgomery County. It was stated that the Bill was poorly written and left much to be desired. Councilman Turner requested Mayor Miller to speak on the subject and the Mayor stated that the Montgomery County Chapter of the Maryland Municipal League had met and were not favorable to the Bill. Mayor Miller spoke in opposition to the Bill before the County Council and he requested the City Council to support his testimony. After much discussion as to the effect the Bill would have on the City, Councilman Turner moved that a letter be sent to the Montgomery County Council requesting that the City of Takoma Park be excluded from the Bill. Councilman Jones seconded the motion which was duly carried.

#### PUBLIC WORKS COMMITTEE:

1. Councilman Collison stated that in connection with the poor condition of Ethan Allen Avenue and Philadelphia Avenue that the State Roads Commission had sent some engineers to check the base as it was first thought that the base of the street was in poor condition. However, the State Roads Engineers reported that the base of the streets were all right and all that is needed is a resurfacing job. The Engineers gave Mr. Rhodes, Director of Public Works, a formula by which he could estimate the cost of the project. Therefore, Councilman Collison moved that the Public Works Committee be given authority to authorize the Clerk & Treasurer to advertise bids when so directed by the Public Works Department, as yet specifications have not been drawn. Councilman McKenzie seconded the motion which was duly carried.

See Minutes June 29, 1951



- 2. Councilman Collison stated that the paving of Maple Avenue is almost complete.
- 3. Councilman Collison stated that the Erskine Street Drainage Project has been completed except for some sodding that was not properly replaced but will be corrected. Therefore, Councilman Collison directed that this item be deleted from the Agenda.
- 4. Councilman Collison stated that the Committee had met with the operators of the stores on Maple Avenue where the improvement project was going on and then met with Mr. Frank Hewitt, owner of the stores. Councilman Collison moved that the Public Works Committee be given authority to authorize the Clerk & Treasurer to advertise for bids on the sidewalk and bus stop parking when so directed by the Public Works Committee. Councilman McKenzie seconded the motion which was duly carried.
- 5. Councilman Collison stated that at the time the Erskine Street Storm Drainage Project was authorized that it was thought that in laying the storm drainage line, the problem of rocks might be encountered, and additional cost of removal of the rocks was provided for in the contract. However, Councilman Collison stated that it was quite the contrary as the ground was quite soft and spongy which meant that the pipes could shift in this type of soil. Therefore, it became necessary to lay bankrun gravel to hold the pipe. Councilman Collison moved that the cost for this gravel in the amount of \$490.25 be paid. Councilman McKenzie seconded the motion which was duly carried.

FINANCE COMMITTEE:

- 1. Councilman Forshee moved the adoption of the following Ordinance to amend the Merit Plan as follows, to be effective July 1, 1961:

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BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. THAT Section 8 of Ordinance No. 1400 and subsequent amendments thereto, known as the Pay Scale Plan for the City of Takoma Park, has been thoroughly reviewed in consideration of salary increases throughout the Metropolitan area.

SECTION 2. THEREFORE, that Section 8 be amended to increase salary scales in accordance with the schedule below to be effective July 1, 1961:

"Section 8 - Pay Scales Plans."

<u>Office Workers</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
Bookkeeper	3900	4030	4160	4290	4420	4550
Cashier-Ass't. Bookkeeper	3675	3805	3935	4065	4195	4325
Secretary	3675	3805	3935	4065	4195	4325
Clerk-Stenographer	3470	3600	3730	3860	3990	4120
Clerk	3250	3380	3510	3640	3770	3900
<u>Fire Department</u>						
Private	4400	4530	4660	4790	4920	5050
Private First Class	4642	4772	4902	5032	5162	5292
Sergeant	4894	5024	5154	5284	5414	5544
Lieutenant	5314	5444	5574	5704	5834	5964
Captain	5524	5654	5784	5914	6044	6174
Deputy Chief	5734	5864	5994	6124	6254	6384
<u>Police Department</u>						
Private	4400	4530	4660	4790	4920	5050
Private First Class	4642	4772	4902	5032	5162	5292
Corporal	4894	5024	5154	5284	5414	5544
Sergeant	5314	5444	5574	5704	5834	5964
Lieutenant	5524	5654	5784	5914	6044	6174
Captain	5734	5864	5994	6124	6254	6384
Detective Private	)					
Detective Private First Class	) Base plus \$150.00					
Detective Corporal	)					
Detective Sergeant	) Base plus \$200.00					
Detective Lieutenant	)					
Detective Captain	) Base plus \$250.00					
<u>Public Works Department</u>						
Public Works Supervisor	5230	5360	5490	5620	5750	5880
Street Supervisor	4600	4730	4860	4990	5120	5250
Sanitation Supervisor	4600	4730	4860	4990	5120	5250
Parks Supervisor	4180	4310	4440	4570	4700	4830
Auto Equipment Supervisor	4810	4940	5070	5200	5330	5460
Building Inspector	5125	5255	5385	5515	5645	5775
Bldg. Maintenance Supervisor	4600	4730	4860	4990	5120	5250
<u>Hour Time Workers</u>						
Street Foreman	1.80	1.86	1.92	1.98	2.04	2.10
Equipment Operator No. 1	1.70	1.76	1.82	1.88	1.94	2.00
Equipment Operator No. 2	1.60	1.66	1.72	1.78	1.84	1.90
Equipment Operator No. 3	1.50	1.56	1.62	1.68	1.74	1.80
Sanitation Driver Foreman	1.65	1.71	1.77	1.83	1.89	1.95
Ass't Sanitation Driver	1.50	1.56	1.62	1.68	1.74	1.80
Laborer	1.30	1.36	1.42	1.48	1.54	1.60
Custodial Worker	1.25	1.31	1.37	1.43	1.49	1.55
Skilled Worker	1.70	1.76	1.82	1.88	1.94	2.00
Mechanical Helper	1.70	1.76	1.82	1.88	1.94	2.00



Councilman McKenzie seconded the motion and the Ordinance was adopted with a roll call vote recorded as follows: Ayes: Councilmen Collison, Forshee, Jones, McKenzie, Sidell and Turner. Nays: None. Absent: Councilman Roth

2. Councilman Forshee suggested the following changes be made before the proposed Budget is adopted by the Council for 1961-62. Councilman Forshee stated that the Budget should be changed from a total of \$640,541.04 to \$651,541.04 as an increase is expected in the Income Taxes shared with municipalities by the State due to recent newspaper articles stating that the State Income Taxes are at an all time high. Councilman Forshee stated that the Justice of the Peace for Montgomery County requested an increase in his salary from \$800.00 per annum to \$1500.00 per annum but that it has only been increased to \$1200.00 as an increase to \$1500.00 would bear looking into as the Justice of the Peace for Prince Georges' County is only making \$600.00 per annum. Judge Cook's salary had been decreased upon his request due to allowed earnings under his pension plan. Councilman Forshee also stated that the Fire Department Budget is to be increased by \$8,800.00 for salaries to allow the hiring of two new paid men and also an extra \$450.00 for work clothes and uniforms for the men. Councilman Forshee stated that the salaries of the Department Heads will remain the same until such time as further consideration can be given to the subject and suggested that the Mayor appoint a special study committee to investigate the situation. Mayor Miller appointed Councilman Forshee to head the Committee and Councilmen Turner, McKenzie, Roth, and Collison. Mayor Miller directed the Committee to report back to the Council by July 31, 1961, recommending that any salary increases to Department Heads to be made retroactive to July 1st, 1961. Councilman Forshee moved the adoption of the following ordinance:

ORDINANCE NO. 1652

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. THAT a general tax rate of NINETY EIGHT CENTS (\$.98) on each One Hundred Dollars (\$100.00) assessed valuation, be and the same is hereby levied and approved and the Treasurer is hereby authorized to collect taxes on the basis of the \$.98 tax rate on all real and public utilities property lying within the Corporate Limits of the City of Takoma Park, Maryland, and to proceed to advertise for sale such delinquent properties that may be in arrears on the date specified by Law. This tax rate shall also be used as the general tax rate of the City for the purpose of meeting any and all general expenses for the City for the Fiscal Year beginning July 1st, 1961.

SECTION 2. IN accordance with the amendments Sub-section (a) and (b) Section 1194 of the Montgomery County Code (1947 Edition), being Sub-sections (a) and (b) Section 1300 of the Prince George's County Code (1943 Edition), being also Articles 16 and 17, respectively, of the Code of Public Local Laws of Maryland (1930 Edition) title (Montgomery County), sub-title "Takoma Park," sub-heading "Budget and Taxes," the proposed budget for 1961-62 is hereby approved and adopted for the fiscal year beginning July 1, 1961.

SECTION 3. Salaries as provided in the proposed budget may be paid monthly or semi-monthly, as the recipient may desire. Rentals shall be paid at the end of each month. All bills where possible to discount same may be paid within the discount period.

SECTION 4. Not more than 10% of any Contingent Fund may be spent in any one month except by express authorization of the Council; nor may any such fund be used for salaries or other personal services.

Councilman Collison seconded the motion and the Ordinance was adopted with a roll call vote recorded as follows: Councilmen Collison, Forshee, Jones, McKenzie, Sidell and Turner. Nays: None. Absent: Councilman Roth.



LAW AND ORDINANCES COMMITTEE:

1. Councilman Jones reported that in connection with Senator Clark's Bill, it had been turned over to Councilman Collison, Chairman of the Public Works Committee, for consideration as it dealt with public works. Councilman Jones stated that Councilman Collison had reported back to him that the Bill is apparently a sound one as it could become a help to the City in the nature of 45% in Public Works improvements. Councilman Jones requested that a letter be written giving favorable comments to the Bill.

Mayor Miller stated that due to the fact that the Maryland Municipal League is holding its Conference in Ocean City from June 11th through the 13th, it will be necessary to hold the next Council Meeting on June 5th as most of the Council plans to attend the Conference.

There being no further business to come before the Mayor and Council, the meeting adjourned at 10:35 P.M.

*George M Miller*  
MAYOR

*Haynes M. Pridgen*  
CLERK & TREASURER



SUMMARY OF ESTIMATED REVENUES

Page No. 1

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Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
1.0	Taxes - Local	\$412,609.64	\$424,701.50
1.5	Taxes - State Shared	125,350.00	149,800.00
2.0	Licenses & Permits	4,475.00	5,475.00
3.0	Fines & Forfeitures	1,800.00	1,800.00
4.0	Revenue from Use of Money and Property	3,440.00	8,240.00
5.0	Revenue from Other Agencies	36,938.98	44,257.54
6.0	Service Charges for Current Services	<u>16,924.00</u>	<u>17,267.00</u>
	TOTAL	601,537.62	651,541.04
	LESS - 10% Legal Reserve	<u>60,153.76</u>	<u>65,154.10</u>
	Net Available for Budget Purposes	\$541,383.86	\$586,386.94

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ASSESSMENTS:	1960-61	1961-62
Montgomery County	\$23,831,600.00	\$24,651,500.00
Prince Georges' County	13,532,070.00	13,763,060.00
Railroads and Utilities	<u>2,507,150.00</u>	<u>2,702,940.00</u>
TOTAL	\$39,870,820.00	\$41,117,500.00

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## ESTIMATED REVENUES

Page No. 2

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>1.0</u>	<u>Taxes - Local - TOTAL</u>	<u>\$412,609.64</u>	<u>\$424,701.50</u>
<u>1.11</u>	<u>Taxes - Real Property</u>		
	A. Montgomery County (\$24,651,500 @ .98¢)	233,549.68	241,584.70
	B. Prince Georges' County (\$13,763,060 @ .98¢)	132,614.29	134,877.99
	C. 1960-61 Delinquent Taxes	3,500.00	4,000.00
1.13	Railroad & Public Utilities (\$2,702,940 @ .98¢)	24,570.07	26,488.81
<u>1.21</u>	<u>Penalties and Interest on Taxes</u>	1,000.00	750.00
	Other Taxes		
1.391	Bank Share Tax	3,500.00	3,000.00
1.392	Corporate Tax	250.00	250.00
1.393	Fire Tax-22nd Precinct-Montg. Co.	17,625.60	17,750.00
1.395	Fire Tax Equipment	1,500.00	1,500.00
1.41	Discount Allowed on Taxes (Subtract)	(5,500.00)	(5,500.00)
<u>1.5</u>	<u>Taxes - State Shared - TOTAL</u>	<u>\$125,350.00</u>	<u>\$149,800.00</u>
1.51	Admission Tax	-	500.00
1.52	Income	68,000.00	90,000.00
1.53	Franchise	350.00	300.00
1.54	Race Track	16,000.00	17,000.00
1.561	Highway (Gasoline & Motor Vehicle)	26,000.00	27,000.00
1.562	Highway (Share Auto Tag Fees)	15,000.00	15,000.00
<u>2.0</u>	<u>Licenses and Permits - TOTAL</u>	<u>\$ 4,475.00</u>	<u>\$ 5,475.00</u>
2.12	Taxicab Stand Rental	650.00	650.00
2.13	Taxicab Badge Deposits	50.00	50.00
2.14	Excavation Permits	100.00	100.00
2.23	Traders Licenses	3,500.00	4,500.00
2.24	Occupational (Hucksters, Canvassers, etc.)	75.00	75.00
2.42	Construction Permits	100.00	100.00



## ESTIMATED REVENUES

Page No. 3

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>3.0</u>	<u>Fines and Forfeitures - TOTAL</u>	<u>\$1,800.00</u>	<u>\$ 1,800.00</u>
3.9	Parking Meter Violations	300.00	300.00
3.11	Trial Magistrates	1,500.00	1,500.00
-----			
<u>4.0</u>	<u>Revenue from Use of Money &amp; Property*</u>		
	<u>TOTAL</u>	<u>\$3,440.00</u>	<u>\$8,240.00</u>
4.11	Interest and Dividends	2,500.00	2,200.00
4.21	Rents and Concessions	540.00	540.00
4.91	Sale of Impounded Property	400.00	500.00
4.92	Sale of City Equipment	-	5,000.00
-----			
<u>5.0</u>	<u>Revenue from Other Agencies - TOTAL</u>	<u>\$36,938.98</u>	<u>\$44,257.54</u>
5.91	Library Tax	8,341.06	12,500.00
5.92	Police Department Revenue	28,597.92	31,757.54
-----			
<u>6.0</u>	<u>Service Charges for Current Services</u>		
	<u>TOTAL</u>	<u>\$ 16,924.00</u>	<u>\$17,267.00</u>
6.129	Miscellaneous Revenues	500.00	200.00
6.19	Miscellaneous Fees	500.00	600.00
6.21	Protective Inspection	8,924.00	9,267.00
6.23	Parking Meter Collections	5,200.00	5,200.00
6.42	Commercial Trash Pick-up	1,800.00	2,000.00



SUMMARY OF ESTIMATED DISBURSEMENTS

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
10.13	Mayor and Council	\$ 3,925.00	\$ 4,150.00
10.14	Clerk-Treasurer's Office	13,708.00	13,647.00
10.2	Judicial	1,400.00	1,300.00
10.3	Election Expense	-	1,200.00
10.4	Finance	10,480.00	11,615.00
10.5	Legal	3,200.00	3,200.00
10.6	Planning & Zoning	500.00	500.00
10.8	Municipal Buildings	22,270.00	24,620.00
10.9	Community Promotion	2,500.00	8,750.00
11.992	Civil Defense	100.00	100.00
11.1	Police Department	122,324.60	138,004.00
11.2	Fire Department	85,245.50	100,875.00
11.3	Protective Inspection	8,941.00	9,715.00
12.1	Public Works Office	13,961.00	14,345.00
12.2	Public Works Highways	69,164.70	73,047.50
12.9	Public Works Repair Shop	29,120.00	26,320.00
13.0	Public Works Sanitation	62,530.50	65,900.00
19.1	Recreation Division - Library	33,701.41	34,258.25
19.2	Recreation - Organized Facilities	3,925.00	4,025.00
19.3	Municipal Parks	9,060.00	9,350.00
21.0	Miscellaneous	36,395.00	37,215.00
22.0	Capital Budget	-	-
22.1	Council Appropriations	<u>8,932.15</u>	<u>3,750.19</u>
	TOTAL	\$541,383.86	\$586,386.94



## 10.0 GENERAL GOVERNMENT

Page No. 5

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>10.13</u>	<u>Mayor and City Council (Sub-Total)</u>	<u>\$ 3,925.00</u>	<u>\$ 4,150.00</u>
10.131	Salaries:		
	A. Mayor	600.00	600.00
	B. Councilmen	2,100.00	2,100.00
10.132A	Mayor and Council Expense	1,000.00	1,200.00
10.132B	Contingent Fund	225.00	250.00
-----			
<u>10.14</u>	<u>City Clerk &amp; Treasurer (Sub-Total)</u>	<u>\$13,708.00</u>	<u>\$13,647.00</u>
10.141	Salaries:		
	A. Clerk-Treasurer	8,000.00	8,000.00
	B. Secretary	3,948.00	3,762.00
10.142	Other Operating Expenses:		
	A. Office Supplies: Postage, Printing, etc.	750.00	800.00
	B. Telephone & Telegraph	360.00	375.00
	C. Contingent Fund	300.00	300.00
	D. Car Allowance	300.00	360.00
	E. Maintenance - Office Machines	50.00	50.00
-----			
<u>10.20</u>	<u>Judicial (Sub-Total)</u>	<u>\$ 1,400.00</u>	<u>\$ 1,800.00</u>
10.291	Salaries: Justice of the Peace		
	A. Montgomery County	800.00	1,200.00
	B. Prince Georges' County	600.00	600.00
-----			
<u>10.312</u>	<u>Election Expense (Sub-Total)</u>	<u>\$ -</u>	<u>\$ 1,200.00</u>
-----			
<u>10.40</u>	<u>Finance (Sub-Total)</u>	<u>\$10,480.00</u>	<u>\$11,615.00</u>
10.421	Accounting Salaries	7,770.00	8,790.00
10.422	Accounting and Auditing	500.00	500.00
10.442	A. Office Supplies: Postage, Printing, etc.	750.00	800.00
	B. Telephone and Telegraph	360.00	375.00
	C. Printing Tax Bills	800.00	800.00
	D. Miscellaneous Tax Collection Expense	200.00	250.00
	E. Maintenance - Office Machines	100.00	100.00
-----			



10.0 GENERAL GOVERNMENT

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>10.50</u>	<u>Legal Expense (Sub-Total)</u>	<u>\$ 3,200.00</u>	<u>\$ 3,200.00</u>
10.511	Salary - Legal Counsel	2,400.00	2,400.00
10.512	Other Legal Counsel Expense	800.00	800.00
-----			
<u>10.692</u>	<u>Engineering Fees (Sub-Total)</u>	<u>\$ 500.00</u>	<u>\$ 500.00</u>
-----			
<u>10.8</u>	<u>Municipal Buildings (Mtce. &amp; Opr.) (Sub-Total)</u>	<u>\$22,270.00</u>	<u>\$24,620.00</u>
10.811	Salaries:		
	A. Buildings Maintenance Supervisor	4,620.00	4,750.00
	1. Helper-Labor	1,000.00	1,000.00
	B. Janitorial Labor	5,000.00	6,000.00
10.812	Operating Expenses:		
	A. Repair Materials	1,800.00	1,800.00
	B. Sub-Contract Work	600.00	1,200.00
	C1. Custodial Supplies	750.00	900.00
	2. Uniforms (Rental & Laundry)	140.00	210.00
	D. Electricity	4,000.00	3,600.00
	E. Gas for Heat & Water	2,500.00	3,000.00
	F. Fuel Oil	1,200.00	1,500.00
	G. Water	300.00	300.00
	H. Car Allowance-Bldg. & Mtce. Supr.	360.00	360.00
-----			
<u>10.9</u>	<u>Community Promotion (Sub-Total)</u>	<u>\$2,500.00</u>	<u>\$8,750.00</u>
10.912	A. Advertising	500.00	500.00
10.991	A. Publicity	1,500.00	500.00
	B. City Newsletter	-	7,200.00
10.1022	Association Dues	500.00	550.00
-----			
<u>11.992</u>	<u>Civil Defense (Sub-Total)</u>	<u>\$ 100.00</u>	<u>\$ 100.00</u>
-----			
TOTAL (General Government)		\$58,083.00	\$69,582.00
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## 11.1 POLICE DEPARTMENT

Page No. 7

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
11.111	Salaries (Sub-Total)	\$106,440.60	\$115,550.00
	A. Chief of Police	6,750.00	6,750.00
	B. Police Officers	95,290.60	103,700.00
11.121	Crossing Guards:		
	First year service (\$800.00 P.A.) (2)	1,450.00	1,600.00
	Second year service (\$850.00 P.A.) (2)	1,450.00	1,700.00
	Third year service (\$900.00 P.A.) (2)	1,500.00	1,800.00
11.112	Operational Expendables (Sub-Total)	\$ 13,829.00	\$ 13,954.00
	A-1 Office Supplies	500.00	500.00
	A-2 Detective Bureau Supplies	200.00	200.00
	B. Ammunition	200.00	200.00
	C. Contingent Fund	500.00	500.00
	D. Expendable Supplies	350.00	350.00
	E. Car Washing	260.00	260.00
	F. Membership Dues (ICPA & MLEO)	44.00	44.00
	G. Service Radio	1,075.00	1,075.00
	H. Telephone & Teletype	1,900.00	2,025.00
	I. Expenses Chief's Car	300.00	300.00
	J. Court Expenses & Transportation of Prisoners (8¢ per mile)	150.00	150.00
	K. Clothing Allowance-Police	5,280.00	5,280.00
	L. Motorcycle Riders - Extra Allowance	720.00	720.00
	M. Clothing Allowance-Crossing Guards	500.00	500.00
	N. Bicycle Licenses	150.00	150.00
	O. Training - FBI included	800.00	800.00
	P. Special Police	750.00	750.00
	Q. Rain Equipment, Motor Boots, Holsters and Helmets	150.00	150.00
11.122	Traffic Light Expense	1,200.00	1,200.00
11.131	Parking Meter Maintenance	780.00	600.00
11.132	Parking Meter Parts	75.00	100.00
11.19	Maintenance-Mobile Equipment (Sub-Total)	-	\$ 6,600.00
11.191	Shop Labor	-	1,200.00
11.192A	Outside Labor and Parts	-	1,200.00
	B Parts and Supplies:		
	1. Gas, Oil & Grease	-	2,500.00
	2. Auto Parts	-	1,300.00
	3. Tires, Tubes & Batteries	-	400.00
	TOTAL (Police Department)	\$122,324.60	\$138,004.00



## 11.2 FIRE DEPARTMENT

Page No. 8

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
11.211	Salaries (Sub-Total)	\$ 66,850.00	\$ 81,020.00
	A. Municipal Fire Chief	6,500.00	6,500.00
	B. Firemen	60,350.50	74,520.00
11.212	Operational Expendables (Sub-Total)	\$ 13,895.00	\$ 15,355.00
	A. Office Supplies:		
	1. General Administration	400.00	400.00
	2. Fire Prevention	800.00	800.00
	B. Business Telephone	1,000.00	1,100.00
	C. Alarm-Communications	900.00	900.00
	D. Fire Apparatus Expense:		
	1. Gasoline	775.00	1,100.00
	2. Oil & Oil Filters	400.00	500.00
	3. Antifreeze	20.00	30.00
	4. Grease	20.00	50.00
	5. Tires, Tubes & Batteries	600.00	500.00
	6. Apparatus Repairs	1,500.00	1,500.00
	7. Miscellaneous Supplies	150.00	250.00
	E. Fire Fighting Supplies	1,500.00	2,500.00
	F. First Aid Supplies	250.00	250.00
	G. Janitor Supplies	350.00	375.00
	H. Work Clothing & Uniforms	1,500.00	1,950.00
	I. Protective Equipment	700.00	600.00
	J. Laundry	450.00	600.00
	K. Photographic Supplies	300.00	300.00
	L. Car Allowances		
	1. Municipal Fire Chief	300.00	300.00
	2. Deputy Chief & Fire Marshal	480.00	-
	M. Flags for Building	100.00	125.00
	N. Training:		
	1. Memphis Instructors Conference	250.00	250.00
	2. Purdue Arson School	200.00	200.00
	O. Bunkroom Equipment:		
	1. Linen and Pillows	175.00	100.00
	2. Lockers (5) @ \$25.00	125.00	-
	3. Spreads	100.00	75.00
	4. Miscellaneous Supplies	100.00	100.00
	P. Contingent Fund	450.00	500.00
11.222	Volunteer Fire Department	\$ 4,500.00	\$ 4,500.00
	TOTAL (Fire Department)	\$85,245.50	\$100,875.00



11.3 PROTECTIVE INSPECTION

Page No. 9

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>11.311</u>	<u>Salaries (Sub-Total)</u>	<u>\$ 6,756.00</u>	<u>\$ 7,490.00</u>
	A. Inspector	4,956.00	5,490.00
	B. Clerk-Stenographer (Half Time)	1,800.00	2,000.00
-----			
<u>11.312</u>	<u>Other Operating Expense (Sub-Total)</u>	<u>2,060.00</u>	<u>2,100.00</u>
	A. Office Supplies	200.00	200.00
	B. Contingent Fund	50.00	50.00
	C. Printing	150.00	150.00
	D. Mailing	65.00	65.00
	E. Inspector's Car Expense	360.00	400.00
	F. Typewriter Repairs	35.00	35.00
	G. Overhead Participation	1,200.00	1,200.00
-----			
<u>11.313</u>	<u>Capital Outlay (Sub-Total)</u>	<u>125.00</u>	<u>125.00</u>
	A. Miscellaneous	125.00	125.00
-----			
	TOTAL (Protective Inspection)	\$ 8,941.00	\$ 9,715.00

Estimated Fees: \$9,267.00



12.0/13.0 PUBLIC WORKS DEPARTMENT

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
12.1	Public Works Office - TOTAL	\$ 13,961.00	\$ 14,345.00
12.101	Salaries (Sub-Total)	\$ 11,401.00	\$ 11,645.00
	A. Director of Public Works and Inspections	7,000.00	7,000.00
	B. Deputy Director - Part Time	600.00	600.00
	C. Stenographers (1)	3,801.00	4,045.00
-----			
12.102	Operating Expense (Sub-Total)	2,560.00	2,700.00
	A. Office Supplies	500.00	500.00
	B. Dues	50.00	50.00
	C. Telephone	900.00	900.00
	D. Car Allowance - Director	360.00	400.00
	E. Contingent Fund	750.00	750.00
	F. Office Machine Repairs	-	100.00
-----			
12.2 & .4	Highways Division (Total)	\$ 69,164.70	\$ 73,047.50
12.201	Salaries (Sub-Total)	\$ 39,764.70	\$ 41,947.50
	A. Street Supervisor	5,264.70	5,722.50
	B. Street Labor	34,500.00	36,225.00
-----			
12.202	Expendable Operating Supplies (Sub-Total)	11,900.00	13,100.00
	A. Road Materials	10,000.00	11,000.00
	B. Uniforms	1,000.00	1,000.00
	C. Equipment Rental	600.00	600.00
	D. Small Tools & Supplies	300.00	500.00
-----			
12.402	Street Lighting	17,500.00	18,000.00
-----			



## 12.0/13.0 PUBLIC WORKS DEPARTMENT

Page No. 11

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
<u>12.9</u>	<u>Repair Shop - Total</u>	<u>\$ 29,120.00</u>	<u>\$ 26,320.00</u>
<u>12.901</u>	<u>Salaries &amp; Labor (Sub-Total)</u>	<u>9,500.00</u>	<u>8,600.00</u>
<u>12.902</u>	<u>Expendable Operating Supplies</u> <u>(Sub-Total)</u>	<u>19,620.00</u>	<u>17,720.00</u>
	A. Outside Labor and Parts	3,000.00	2,800.00
	B. Parts and Supplies		
	1. Gas, Oil & Grease	6,700.00	5,500.00
	2. Auto Parts	7,000.00	6,700.00
	3. Tires, Tubes & Batteries	1,800.00	1,600.00
	C. Shop Equipment, Repairs & Tools	600.00	600.00
	D. Uniforms	160.00	160.00
	E. Wipers, Fender Covers	120.00	120.00
	F. Car Allowance - Auto Supervisor	240.00	240.00
-----			
<u>12.903</u>	<u>Repair Shop Capital Outlay (Sub-Total)</u>	<u>-</u>	<u>-</u>
-----			
<u>13.0</u>	<u>Sanitation Division (Total)</u>	<u>\$ 62,530.50</u>	<u>\$ 65,900.00</u>
	<u>Salaries (Sub-Total)</u>	<u>50,130.50</u>	<u>52,950.00</u>
13.101	Sanitation Supervisor	4,630.50	5,175.00
13.401	Sanitation Labor	45,500.00	47,775.00
-----			
<u>13.402</u>	<u>Other Operating Expense (Sub-Total)</u>	<u>12,400.00</u>	<u>12,950.00</u>
	A. Refuse Disposal Fee	9,500.00	10,000.00
	B. Supplies	1,700.00	1,700.00
	C. Uniforms (Rental & Laundry)	1,200.00	1,250.00
-----			
<u>Summary - Public Works Operation:</u>			
12.1	Public Works	13,961.00	14,745.00
12.2,4	Highway Division	69,164.70	73,047.50
12.9	Public Works Repair Shop	29,120.00	26,320.00
13.0	Sanitation Division	62,530.50	65,900.00
-----			
	TOTALS (Summary Sheet)	\$174,776.20	\$179,612.50



19.1 RECREATION DIVISION

Page No. 12

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
19.101	Cultural - Library (Total)	\$33,701.41	\$34,258.25
19.102	A. Library Tax (Operating Expense)	19,935.41	20,558.75
	B. Additional Operating Expense Fund, Including Utilities	10,000.00	10,000.00
19.103	Capital Outlay		
	A. Library Building Certf. of Indebtedness	3,500.00	3,500.00
	B. Interest on Certificate of Indebtedness	266.00	199.50
19.2	Recreation, Organized Facilities (Total)	3,925.00	4,025.00
19.201	Salaries (Sub-Total)	2,000.00	2,200.00
	A. Counsellors	1,500.00	1,700.00
	B. Labor	500.00	500.00
19.202	Expendable Operating Supplies (Sub-Total)	\$ 1,625.00	\$ 1,525.00
	A. Playground Expendable Equipment	800.00	800.00
	B. Summer Programs	200.00	200.00
	C. Christmas Tree Lighting	200.00	100.00
	D. Equipment Maintenance	250.00	250.00
	E. Office Supplies	75.00	75.00
	F. Fourth of July Expense	-	-
	G. Halloween Expense	-	-
	H. Contingent Fund	100.00	100.00
19.203	Capital Outlay (Sub-Total)	300.00	300.00
	A. Playground Equipment - Transient	300.00	300.00
19.3	Municipal Parks (Total)	\$ 9,060.00	\$ 9,350.00
19.301	Salaries & Labor (Sub-Total)	\$ 7,500.00	\$ 7,700.00
19.302	Expendable Operating Supplies (Sub-Total)	1,560.00	1,650.00
	A. Expendable Supplies	1,000.00	1,200.00
	B. Water - Drinking Fountains	50.00	50.00
	C. Sub-Contract	300.00	200.00
	D. Uniforms (Rental & Laundry)	210.00	200.00
19.303	Capital Outlay		
	A. Playground Equipment - Fixed	-	-
	TOTAL (Recreation Department)	\$46,686.41	\$47,633.25



## MISCELLANEOUS

Page No. 13

Code No.	Classification	1960-61 Adopted Budget	1961-62 Adopted Budget
21.202	General Retirement Payments	\$21,000.00	\$21,000.00
21.302	Workmen's Compensation Insurance	6,800.00	7,500.00
21.902	Other Insurance Protection - (Sub-Total)	\$ 8,595.00	\$ 8,715.00
	A. Clerk's Office - Fidelity Bonds	635.00	765.00
	B. Fire, Theft, Comprehensive & Boiler Insurance		
	1. Municipal Buildings & Contents	1,000.00	1,150.00
	2. Motorized Vehicles	1,100.00	800.00
	3. Special Contractors Equipment	160.00	250.00
	C. General Liability Insurance		
	1. Motorized Vehicles	2,400.00	2,550.00
	2. City Properties, Streets, Sidewalks Parks & Certain Acts of Employees	3,300.00	3,200.00
	TOTAL - (Miscellaneous)	\$36,395.00	\$37,215.00
22.0	Mayor and Council Appropriation Fund		
	A. Interest on Indebtedness	-	\$ 577.08
22.1	A. General Council Appropriations	332.15	3,173.11
	B. Provision for Merit Plan Salary Adjustment	8,600.00	-
	TOTAL (Appropriation Fund)	\$ 8,932.15	\$ 3,750.19