

CITY OF TAKOMA PARK, MARYLAND  
MAYOR AND COUNCIL WORKSESSION  
June 4, 1979

Councilmembers present:

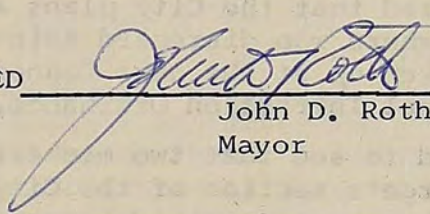
Mayor Roth  
Councilman Faulkner  
Councilman Garcia  
Councilwoman Saloma  
Councilman Webb  
City Administrator Gilsdorf

The meeting was called to order by Mayor Roth at 7:45 PM.

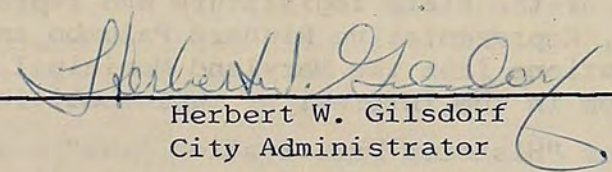
1. Briefing by Old Takoma Traffic Committee. Four of the six members of the Old Takoma Traffic Committee were on hand to brief the Mayor and Councilmembers on the progress being made in the preparation of their report.
2. Funding for Takoma Park Volunteer Fire Department from Prince George's County. Mayor Roth reported to Councilmembers on his visit with County Executive Hogan and also his attendance at a recent Prince George's County Budget Hearing.
3. Personnel Changes. The City Administrator reported to the Mayor and Council that Haynes Pridgen had resigned his position as City Treasurer and that Alvin Nichols would be leaving as Assistant City Administrator to take another job. It was also announced that Alan Shaffer will be replacing Alvin Nichols.
4. Appointments of CDBG Citizens' Advisory Committee. Mayor Roth reported to the Council that his strong recommendation is that two citizens be appointed from each ward by their respective Councilmembers and that an additional five to seven appointees be made by the Mayor. This item was tentatively scheduled for action at the June 11 Council meeting.

There being no further business to discuss, the meeting adjourned at 11:15 PM.

APPROVED

  
\_\_\_\_\_  
John D. Roth  
Mayor

ATTEST

  
\_\_\_\_\_  
Herbert W. Gilsdorf  
City Administrator



## THE CITY OF TAKOMA PARK, MARYLAND

MEETING OF THE MAYOR AND CITY COUNCIL

June 11, 1979

## City Officials Present:

Mayor Roth	City Administrator Gilsdorf
Councilman Forshee	Asst. City Administrator Shaffer
Councilman Garcia	City Clerk Pusti
Councilman Ricks	Public Works Coordinator Robbins
Councilwoman Saloma	Recreation Director Ziegler
Councilman Weisman	Asst. Corporation Counsel Culpepper
EXCUSED: Councilman Faulkner	Asst. Corporation Counsel Hoffman
Councilman Webb	

The Mayor and Council of Takoma Park met on June 11 at 8:00 PM, in the Council Chamber, 7500 Maple Avenue, Takoma Park, Md. Following the pledge of allegiance, a motion to approve the minutes of May 29 was made, duly seconded, and approved by the Council.

MAYOR ROTH'S COMMENTS AND PRESENTATIONS

Mr. Stuart Sweeney, President, Takoma Park Lions Club, presented a plaque, the "Meritorious Service Award", to the City, which represents presentations made to a single police officer and fireman annually since 1972; the plaque has the names of recipients, with many more spaces for future recipients; requested that the plaque be displayed in the Municipal Building for all citizens to see. Mayor Roth thanked the Lions Club for the plaque and the award program.

Regarding the funding from Prince George's County for the Takoma Park fire station, Mayor Roth announced that the meeting on May 29 with County Executive Hogan, himself, Councilman Garcia and ten citizens, had been successful in that a commitment was made to conduct negotiations with Montgomery County officials; he was hopeful that it could be arranged soon.

Spoke about an article in the Post concerning a city in Illinois which is conducting a special enforcement program to correct deficiencies in residential houses; noted that the City plans a similar program, which will impose fines on property owners who disregard maintenance of their properties; that this program will be taken up at the next Council meeting for consideration for adoption under the Municipal Infraction Ordinance.

Pleased to see that two members of the State legislature who represent the Prince George's section of the City, Representative Richard Palumbo and Senator John Garrity, have received commendations from the Maryland Municipal League for supporting and sponsoring legislation in the interest of municipalities.

Noted that the current edition of "Historic Preservation News" has an item on Takoma Park; also lists historic properties for sale, specifically noting a house on Cedar Avenue, which was the home of past Mayor Davis and Roderick Davis.

Reported that Mrs. Evelyne Ferry, an active resident of the City, is recuperating from surgery in Holy Cross Hospital.

Noted that the Azalea Committee is losing two active members, Mr. and Mrs. Chiomenti, who are moving to southwestern Virginia; that this would be a great loss to the Committee.



ADDITIONAL AGENDA ITEMS

- Discussion of incidents at Jequie Park (Councilman Weisman)
- Discussion of over-use of basketball courts at SSI (Councilman Weisman)
- Request for update of signals at Rts. 410 and 195 (Councilman Ricks)

City Administrator Gilsdorf introduced Mr. Alan Shaffer, the new Asst. City Administrator and Director of Community Development.

CITIZENS' REMARKS

1. Steven Bourke, 521 Albany Avenue: reported to the Council on a number of problems at Jequie Park--park being used late at night, fights among teenagers and older men, damage to the facilities, motorcycles being driven through the park, etc.; noted that the police respond, but as soon as they leave, problems begin again; suggested that the park be closed after dark and that police make regular patrols of the area; noted that because of the older people, who are mainly from D.C., using the park, area children have been driven out. Mayor Roth stated that the park would be put under police surveillance.

2. Lou D'Ovidio, 7324 Piney Branch Road: concurred with Mr. Bourke's remarks, noting that the problems also occur during daylight hours. Regarding Alvin Nichols leaving the City's employ, stated that he felt he had good leadership capabilities and was very responsive; was sorry to see him go and hoped that he would return. Speaking for his wife, President of Junior High PTA, who could not attend, stated that the in-coming co-presidents of the PTA would also take up the issue of trying to have the Right Turn On Red signs removed at Philadelphia and Piney Branch Road. The City Administrator noted that the last response from SHA was that the signs would remain, although it was agreed that the removal would be looked into again. Mayor Roth directed that another letter be sent requesting current data and also renewing request to remove. Mr. D'Ovidio noted the installation of blinking lights near elementary and junior high schools which activate when the schools are opening and closing to warn motorists; suggested their use in the City. Requested information on selection of CDBG Citizens' Advisory Committee; Mayor Roth stated that he would propose a selection process under which each Councilmember would select two citizen representatives and the Mayor appointing no less than five and no more than seven members.

3. Harry Wickline, 7812 Takoma Avenue: reported on the problems of over-use of basketball courts at SSI, including large crowds of older men, who use loud, profane language and disturb the entire neighborhood; that children in neighborhood are not being allowed to use the courts because of this; that a letter has been written to County Executive Gilchrist requesting that the basketball courts be removed and replaced with something smaller children can use; asked the Council to contact Gilchrist and suggest the same.

4. Sammie Abbott, 7308 Birch Avenue: noted that many of the players on the courts are from D.C.; felt that the hoops should not be removed, but that police should patrol the area and enforce acceptable conduct from the players; also that the County should be involved. Reported a dangerous situation in the making at the Seven-Eleven store at Cedar and Carroll Streets, N.W.; that the store is open 24-hours; it is a good surveillance point for muggers to watch for people coming from the Metro; store has two pinball machines and has been robbed twice since it opened; also a litter problem developing; suggested contacting D.C. Precinct 4 police to request adequate patrols and also neighborhood associations for suggestions about containing any problems; that pinball machines should be removed



since the Seven-Eleven gave assurances to abide by community standards. Councilwoman Saloma agreed with Mr. Abbott's assessment of the situation; suggesting contact with the Seven-Eleven corporation and a discussion at the next Council worksession; Mayor Roth said he would send a letter to Mayor Barry and that police contact would be made; expressed the hope that contact would also be made between Takoma Park and D.C. citizen associations.

5. Charlene Cohen, 7815 Takoma Avenue: reiterated several comments made by Mr. Wickline concerning basketball courts at SSI; noted that signs stating park closing times have been torn down repeatedly; that the park is under Park Police supervision, and when called, usually have to enlist back-up officers to disperse players; that as many as 50-100 people use the courts at one time; suggested that the court be replaced with shuffle board, badminton, volley ball, or tennis courts.

6. John Tucci, 608 Philadelphia Avenue: noted his location directly across from the SSI courts and that he disagrees with remarks made; that there have been a few problems, but nothing serious.

7. Joan Prosten, 7428 Carroll Avenue: suggested that City police, recreation department, and community representatives get together with D.C. counterparts and try to work out a productive solution for kids with nothing to do after school and during the summer; felt that there were not enough programs offered for adolescents.

8. Harry Wickline: noted that the players on the basketball courts are mainly practicing and not playing an organized game.

#### FINANCIAL STATEMENT

The City Administrator gave a brief summary of the City's financial status for the month of May.

#### ITEMS FOR COUNCIL CONSIDERATION

##### Communications

1. William Hoffman, Asst. Corporation Counsel. Report on his presentation before the Prince George's District Council regarding a sign appeal for Shoe Giant on New Hampshire Avenue; that the requested waiver for continued use of the sign was denied. The Mayor and Council congratulated him on his success.

#### ADMINISTRATIVE REPORTS AND RECOMMENDATIONS FOR COUNCIL ACTION

1. Ordinance appropriating Revenue Sharing Funds (FY-79) for purchase of Recreation Department equipment. The City Administrator reported that funds had been set aside for the purchase of these items. Upon motion by Councilman Ricks, duly seconded by Councilwoman Saloma, the ordinance below was adopted by roll call vote as follows: AYE: Councilmembers Forshee, Garcia, Ricks, Saloma, and Weisman. NAY: None. EXCUSED: Councilmembers Faulkner and Webb.

##### ORDINANCE #2498

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

SECTION 1. THAT the 1978-79 schedule for proposed use of Federal Revenue Sharing Funds set aside approximately \$1200 for the purchase of miscellaneous equipment for the Recreation Department; AND



SECTION 2. THAT the tax rate of the City for the fiscal year 1979-80 be set at \$1.25 per \$100 of assessed property value; that this rate would give the City sufficient funds to operate next year. Councilman Forshee stated his concern for any increased personnel for City; suggested that two positions be deleted from the Police Department since

- 1-Heavy Duty Cutting Board..... \$1,050.00
- Donley & Son, Cottage City
- 1-Directory Board & Letters for Municipal Building 250.00
- Lobby, Lamb, Seal & Stencil..... 25.00
- 1-Free standing Bulletin Board for Municipal Building
- Lobby, Lamb, Seal & Stencil..... 205.00
- 1-Portable Record Player, Model #1815 from
- Flaghouse, Inc., N.Y. .... plus delivery

SECTION 3. FURTHER THAT funds to cover these purchases be appropriated from the Federal Revenue Sharing account and transferred to the appropriate Recreation Department account.

2. Side and rear yard variance appeal, 6902 Cherry Avenue. The City Administrator stated that the petitioner requests a variance of 4 feet on the side and 12 feet in the rear for the construction of a house which would be built into the hill; that a survey was mailed to neighboring residents with no responses; that this is one lot of a resubdivision to which the Council posed no objection previously. Councilman Ricks noted that the requested 12-foot variance for rear yard is more than half the required 20-foot set-back; felt Council would be setting a precedent if approved; moved that Council request Board of Appeal to delay action on this until more information is received by City to review; this was seconded by Councilwoman Saloma. It was noted by Councilman Weisman that the builder has an unusual situation because of the topography involved. When the motion was put to a vote, it failed by a 2:3 vote, with Councilmembers Forshee, Garcia and Weisman voting in the affirmative and Councilmembers Ricks and Saloma voting in the negative. Councilman Garcia moved that the Council voice no objection to the variance; this was seconded by Councilman Weisman. When put to a vote, it was approved by 3:2, with Councilmembers Forshee, Garcia and Weisman voting Aye and Councilmembers Ricks and Saloma voting Nay.

3. Discussion of appointments to CDBG Citizens' Advisory Committee. Mayor Roth made a motion that each Councilmember appoint two persons to the Committee and the Mayor appoint no less than five and not more than seven; also proposed that the first meeting be scheduled for June 19; this was seconded by Councilman Forshee. Mayor Roth noted that time is running short in organizing the CAC; that there have been some nominations made by citizen associations which would help the Council; also, if this motion is approved, would give Council time in which to solicit possible appointees. When put to a vote, the motion was approved.

4. Ordinance setting City Tax Rate for Fiscal Year 1979-80. The City Administrator stated that the proposed City Tax Rate is \$1.25 per \$100 of assessed property value; that this rate would give the City sufficient funds to operate next year. Councilman Forshee stated his concern for any increased personnel for City; suggested that two positions be deleted from the Police Department since



there has been an addition of six in the past few years. Councilman Ricks noted that he could not approve of the deletion unless there was a significant decrease in crime. He questioned whether City employee's salaries are competitive with area labor market; felt that the recent loss of several employees shows that the City is a good training ground, but that possibly salaries were not competitive enough to hold the employees. After further discussion, Councilman Forshee moved that the ordinance be approved; this was duly seconded by Councilman Garcia and adopted by roll call vote as follows: AYE: Councilmembers Forshee, Garcia, Ricks, Saloma and Weisman. NAY: None. EXCUSED: Councilmembers Faulkner and Webb.

ORDINANCE #2499

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

SECTION 1. THAT a general tax rate of ONE DOLLAR TWENTY-FIVE CENTS (\$1.25) on each ONE HUNDRED DOLLARS (\$100) assessed valuation be and is hereby levied and approved, and the City Treasurer is hereby authorized to collect taxes on the basis of the \$1.25 tax rate on all real and public 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; AND

SECTION 2. THAT the tax rate of the City is for the purpose of any and all general expenses of the City for the Fiscal Year beginning July 1, 1979

5. Ordinance approving Pay Scale Plan for Fiscal Year 1979-80. The City Administrator stated that employee's salary increase would be a straight 7% which conforms with the President's guidelines; noted that increase is comparable and sometimes more than other surrounding municipalities. Councilman Ricks noted that these other municipalities do not offer as many services as the City and felt that the best comparison would be with the District of Columbia; that there should be a program for progressive salaries. Upon motion by Councilman Forshee, duly seconded by Councilwoman Saloma, Ordinance #2500 was adopted by roll call vote as follows: AYE: Councilmembers Forshee, Garcia, Ricks, Saloma and Weisman. NAY: None. EXCUSED: Councilmembers Faulkner and Webb. Mayor Roth stated that if the President's guidelines should change during the year, he would be willing to look into this matter again. and adopted by roll call vote as follows: AYE: Councilmembers Forshee, Garcia, Ricks, Saloma and Weisman. NAY: None. EXCUSED: Councilmembers Faulkner and Webb. ORDINANCE #2500  
(Ordinance #2500 is attached)

6. Ordinance approving City Budget for Fiscal Year 1979-80. Councilman Ricks asked if items mentioned at the budget hearing had been included in the budget, i.e., telephone answering devices for Recreation Department and City Office, the combination file safe, etc. The City Administrator stated that it had been decided that these items could be purchased from the current year's budget. Upon motion by Councilman Forshee, duly seconded by Councilman Garcia, the ordinance was adopted by roll call vote as follows: AYE: Councilmembers Forshee, Garcia, Ricks, Saloma, and Weisman. NAY: None. EXCUSED: Councilmembers Faulkner and Webb. (NOTE: The budget is a separate document with copies available in City Administrator's Office.) AND

SECTION 2. THAT the tax rate of the City is for the purpose of any and all general expenses of the City for the Fiscal Year beginning July 1, 1979

5. Ordinance approving Pay Scale Plan for Fiscal Year 1979-80. The City Administrator stated that employee's salary increase would be a straight 7% which



ORDINANCE #2501

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

SECTION 1. THAT in accordance with Sec. 73-8 of the Montgomery County Code (1972 ed.) and Sec. 74-10 of the Prince George's County Code (1963 ed.), the budget for 1979-80 is hereby approved and adopted for the fiscal year beginning July 1, 1979, said budget providing estimated revenues of TWO MILLION, FIVE HUNDRED TWENTY-EIGHT THOUSAND, NINE HUNDRED EIGHTY DOLLARS (\$2,528,980), less five per cent (5%) charter emergency reserve fund of ONE HUNDRED TWENTY-SIX THOUSAND, FOUR HUNDRED NINETY-NINE DOLLARS (\$126,499); appropriations of TWO MILLION, FIVE HUNDRED NINETY-TWO THOUSAND, SIX HUNDRED FORTY-THREE DOLLARS (\$2,592,643); AND

SECTION 2. THAT the City Treasurer be hereby authorized to compute salaries for all City employees in accordance with past practices as related to various departments and disburse accordingly; to pay all rentals on the first of each month and all bills monthly, discounting such bills as possible; AND

SECTION 3. THAT all Capital Outlay items be expressly authorized by Council, with the exception of items costing less than FIVE HUNDRED DOLLARS (\$500), funds for which shall be properly authorized; AND

SECTION 4. THAT the City Treasurer be hereby authorized to transfer funds to the 1979-80 budget from the following fund balances:

a. Anticipated prior year's surplus.....	\$ 71,052
b. Unappropriated reserve fund.....	<u>119,110</u>
TOTAL	\$190,162

7. Approval of Proposed Use of Federal Revenue Sharing Funds for Fiscal Year 1979-80. Councilwoman Saloma suggested that the Council look into the value of the Montgomery County Landlord-Tenant program before the first payment is made. Mayor Roth directed the City Administrator to give a report to the Council discussing the two alternatives--retaining the County for this function or setting up a City commission with salaries, car expenses, etc. Upon motion by Councilman Forshee, duly seconded by Councilman Garcia, the Council approved the Proposed Use Schedule, with Councilwoman Saloma being temporarily absent. Mayor Roth noted that the shortfall of \$200,000 in proposed expenditures and funds available is being made up by bringing forward last year's surplus and reserve funds; recommended that caution be exercised, saying that if funds are depleted, the tax rate would probably have to be raised.

8. Authorization to solicit bids on two Code Enforcement vehicles, using FY-80 Revenue Sharing Funds. The City Administrator stated that the vehicles to be replaced are six years old, one of which has been demolished; that the replacements would have better gas mileage. Upon motion by Councilman Forshee, duly seconded by Councilman Garcia, the Council unanimously approved authorization to solicit bids.

9. Regarding problems mentioned about Jequie Park, Councilman Weisman made the following motion: that signs be posted stating closing time as dusk; increased police surveillance, particularly between Thursday and Sunday, from 4 PM to dusk; conduct survey of current utilization by citizens of the Juniper Street



Bridge. This motion was seconded by Councilwoman Saloma. Mayor Roth directed the City Administrator and Director of Recreation to investigate what recreational facilities are available in Blair Park area (on other side of Bridge) and also look for other alternative solutions. When the motion was put to a vote, it was unanimously approved.

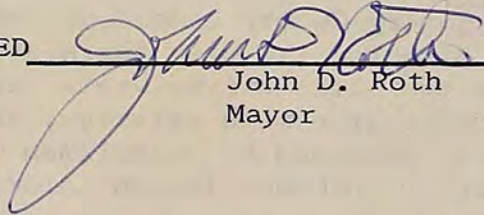
10. Councilman Weisman noted the complaints of area residents concerning SSI basketball courts; made a motion that the Mayor and Council address a letter to the Park & Planning Commission, who has jurisdiction over this park, requesting that there be stringent enforcement of the closing time which is dusk; Councilwoman Saloma seconded this motion and also requested that a survey be considered of the number of players on the courts and also the cars. It was noted by Recreation Director Ziegler that a meeting of the SSI Site Committee is being arranged, which would include representatives from Park & Planning, Park Police, and area residents. When the motion was put to a vote, it was unanimously approved.

11. Regarding Councilman Ricks' request for current information on signals at Carroll-Ethan Allen-Philadelphia Avenues, the City Administrator stated that he had received no further information, but would again contact the electrical contractor installing the signals and request a specific date and report to the Council at the next worksession.

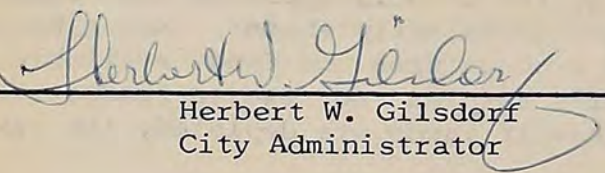
12. Councilman Ricks made a motion that the Council send a letter of appreciation to Mr. Alvin Nichols to be signed by each member of the Council; this was duly seconded by Councilman Garcia and approved unanimously.

Upon motion, duly seconded, the meeting adjourned at 11:30 PM, to reconvene on Monday, July 9, 1979, at 8:00 PM.

APPROVED

  
\_\_\_\_\_  
John D. Roth  
Mayor

ATTEST

  
\_\_\_\_\_  
Herbert W. Gilsdorf  
City Administrator



ORDINANCE #2500

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

SECTION 1. WHEREAS, Section 2-67 of Article 5, entitled Personnel, of the City of Takoma Park Code, 1972, as amended, provides that pay scales may be altered by the Mayor and Council to reflect employee cost-of-living needs; AND

SECTION 2. THAT Section 8 of Ordinance 1400, and subsequent amendments thereto, known as the Pay Scale Plan for the City of Takoma Park, has been reviewed; AND

SECTION 3. THEREFORE THAT Section 8 be revised to provide a new salary scale in accordance with the schedule below, to be effective July 1, 1979.

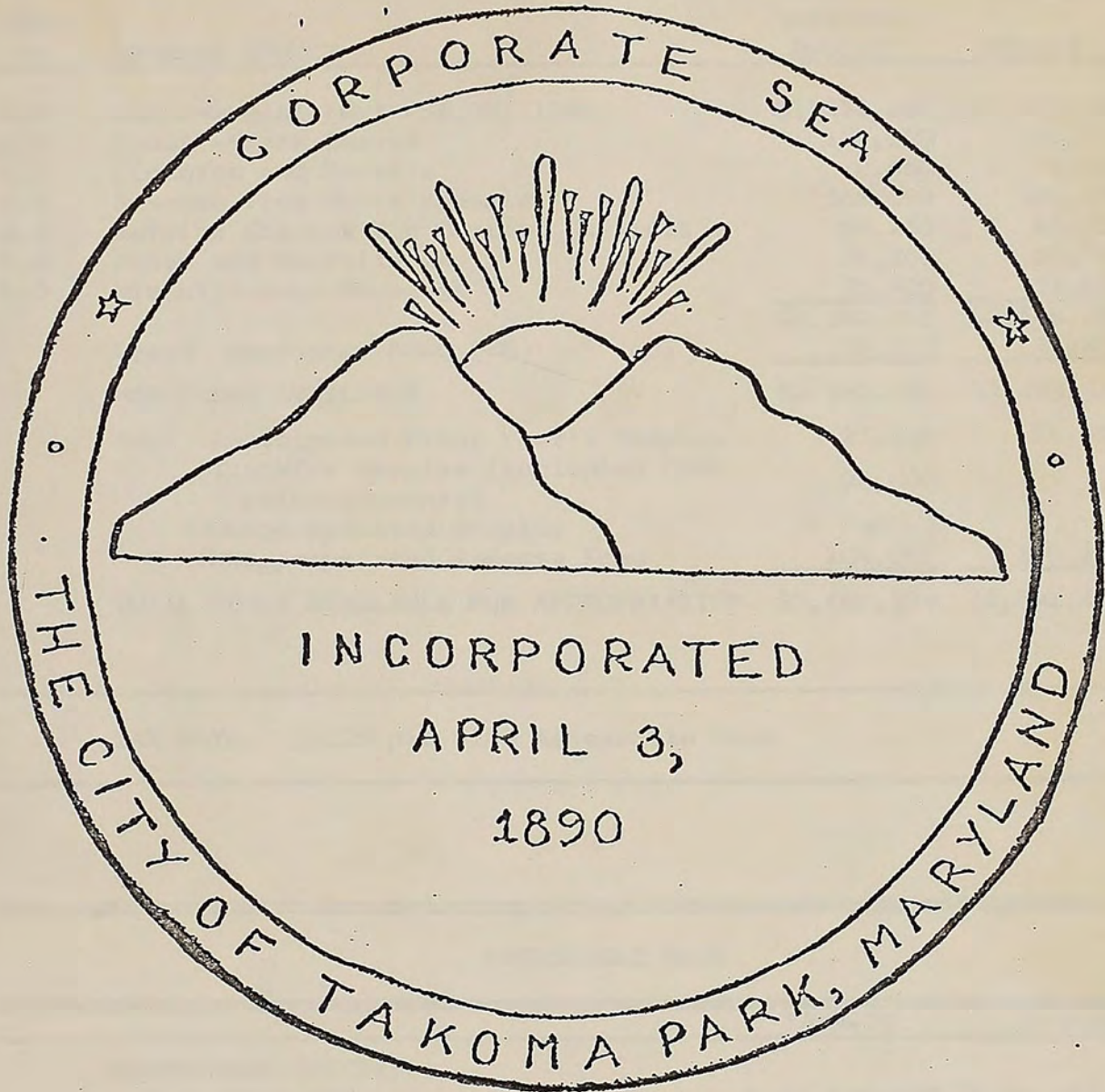
POLICE DEPARTMENT:		Step A	B	C	D	E	F	G
Crossing Guard	6	2,238	2,441	2,647				
Clerk/Dispatcher	7	8,939	9,365	9,813	10,283	10,779	11,298	11,843
Parking Enf. Officer	10	10,283	10,779	11,298	11,843	12,416	13,015	13,647
Private	16	13,647	14,310	15,008	15,757	16,549	17,377	18,246
Private First Class	17	14,310	15,008	15,759	16,549	17,377	18,246	19,161
Corporal	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Sergeant	20	16,549	17,377	18,246	19,161	20,118	21,122	22,181
Lieutenant	23	19,161	20,118	21,122	22,181	23,291	24,453	25,676
PUBLIC WORKS DEPARTMENT:								
Custodial Worker	6	8,532	8,939	9,365	9,813	10,283	10,779	11,298
Mechanic's Helper	7	8,939	9,365	9,813	10,283	10,779	11,298	11,843
Laborer	7	8,939	9,365	9,813	10,283	10,779	11,298	11,843
Assistant Driver	8	9,365	9,813	10,283	10,779	11,298	11,843	12,416
Driver Foreman	9	9,813	10,283	10,779	11,298	11,843	12,416	13,015
Equipment Operator I	9	9,813	10,283	10,779	11,298	11,843	12,416	13,015
Equipment Operator II	10	10,283	10,779	11,298	11,843	12,416	13,015	13,647
Equipment Operator III	11	10,779	11,298	11,843	12,416	13,015	13,647	14,310
Mechanic	14	12,416	13,015	13,647	14,310	15,008	15,759	16,549
Bldg. Maint. Super.	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Auto Equip. Super.	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Parks Supervisor	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Sanitation Supervisor	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Streets Supervisor	20	16,549	17,377	18,246	19,161	20,118	21,122	22,181
POLICE ENFORCEMENT:								
Code Enf. Officer I	16	13,647	14,310	15,008	15,759	16,549	17,377	18,246
Code Enf. Officer II	17	14,310	15,008	15,759	16,549	17,377	18,246	19,161
RECREATION DEPARTMENT:								
Recreation Attendant	1	6,770	7,088	7,424	7,775	8,258	8,532	8,939
Recreation Aide	6	8,532	8,939	9,365	9,813	10,283	10,779	11,298
Recreation Counselor	9	9,813	10,283	10,779	11,298	11,843	12,416	13,015
Recreation Supervisor	12	11,298	11,843	12,416	13,015	13,647	14,310	15,008
LIBRARY DEPARTMENT:								
Library Assistant	8	9,365	9,813	10,283	10,779	11,298	11,843	12,416
Librarian	14	12,416	13,015	13,647	14,310	15,008	15,759	16,549
Asst. Library Director	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118



MINISTRATIVE STAFF:		Step A	B	C	D	E	F	G
Clerk/Typist	7	8,939	9,365	9,813	10,283	10,779	11,298	11,843
Secretary	9	9,813	10,283	10,779	11,298	11,843	12,416	13,015
Administrative Aide	10	10,283	10,779	11,298	11,843	12,416	13,015	13,647
Accounting Clerk I	10	10,283	10,779	11,298	11,843	12,416	13,015	13,647
Accounting Clerk II	11	10,779	11,298	11,843	12,416	13,015	13,647	14,310
Accounting Supervisor	12	11,298	11,843	12,416	13,015	13,647	14,310	15,008
Administrative Asst.	16	13,647	14,310	15,008	15,759	16,549	17,377	18,246
City Clerk	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Recreation Director	18	15,008	15,759	16,549	17,377	18,246	19,161	20,118
Library Director	21	17,377	18,246	19,161	20,118	21,122	22,181	23,291
Asst. City Admin./Dir.								
Community Development	24	20,118	21,122	22,181	23,291	24,453	25,676	27,603
Treasurer	24	20,118	21,122	22,181	23,291	24,453	25,676	27,603
Public Works Director	25	21,122	22,181	23,291	24,453	25,676	27,603	28,309
Police Chief	25	21,122	22,181	23,291	24,453	25,676	27,603	28,309
City Administrator	29	25,676	27,603	28,309	29,170	31,312	32,774	34,416

ADOPTED by the Mayor and Council, June 11, 1979.





THE CITY OF TAKOMA PARK, MARYLAND

ANNUAL BUDGET\*  
FISCAL YEAR 1979-80

ADOPTED BY THE MAYOR AND CITY COUNCIL  
JUNE 12, 1979

\* INCLUDES PROPOSED USE OF FEDERAL REVENUE SHARING FUNDS



SUMMARY OF REVENUE ANALYSIS, RESERVES AND ASSESSMENTS

CODE NO	REVENUE SOURCE	1978-79	1979-80
		ADOPTED BUDGET	BUDGET
1.0	Taxes--Local (Rate \$1.25, 1980)	\$1,512,887	\$1,605,204
1.5	Taxes--State Shared	125,300	156,790
2.0	Licenses and Permits	8,650	8,650
3.0	Revenue from Other Agencies	568,099	580,236
4.0	Service Charges for Current Services	84,155	84,750
5.0	Fines and Forfeitures	51,200	60,750
6.0	Miscellaneous Revenues	31,900	32,600
		<u>\$2,382,191</u>	<u>\$2,528,980</u>
	Less: Emergency Fund (5%)	<u>119,110</u>	<u>126,499</u>
	NEW FUNDS AVAILABLE	\$2,263,081	\$2,402,481
	Add: Anticipated Prior Year's Surplus	25,232	71,052
	Transfer Surplus (including CDBG reimbursements)	90,000	-
	Unappropriated Surplus	-	-
	Unappropriated Reserve Fund	<u>104,081</u>	<u>119,110</u>
	TOTAL FUNDS AVAILABLE FOR APPROPRIATION	\$2,482,394	\$2,592,643

TAX RATE: \$1.25 per \$100 assessable base

ASSESSABLE BASE

	1978-79	1979-80
MONTGOMERY COUNTY:		
Real Property	\$ 54,842,275	\$ 59,022,690
Railroad and Public Utilities	4,900,000	4,945,510
PRINCE GEORGE'S COUNTY:		
Real Property	38,592,713	41,932,020
Railroad and Public Utilities	<u>1,800,000</u>	<u>1,773,680</u>
	\$100,134,988	\$107,673,900



CODE NO	REVENUE DETAIL	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>TAXES-LOCAL</u>			
1.11	Real Property, Mont. Co. (\$59,022,690)	\$ 685,528	\$ 737,784
1.12	Real Property, Pr. Geo. Co.(\$41,932,020)	482,409	524,150
1.13	Railroad & Public Utilities (\$6,719,190)	83,750	83,990
1.2	Penalties & Interest-Delinquent	2,500	3,300
1.4	Income Taxes	258,000	255,380
1.52	Admission and Amusement	700	600
	TOTAL TAXES-LOCAL	<u>\$1,512,887</u>	<u>\$1,605,204</u>
<u>TAXES-STATE SHARED</u>			
1.61	Franchise Tax	\$ 300	\$ 300
1.63	Horse Racing	17,000	20,000
1.66	Highway	108,000	136,490
	TOTAL TAXES-STATE SHARED	<u>\$ 125,300</u>	<u>\$ 156,790</u>
<u>LICENSES AND PERMITS</u>			
2.11	Street Privileges and Permits	\$ 1,100	\$ 1,200
2.191	Excavation and Driveway Permits	250	250
2.23	Traders Licenses	6,700	6,700
2.24	Occupational	550	500
2.391	Taxicab Badge Deposits	50	-
	TOTAL LICENSES AND PERMITS	<u>\$ 8,650</u>	<u>\$ 8,650</u>
<u>REVENUE FROM OTHER AGENCIES</u>			
3.101	LEAA Grant	\$ 33,750	\$ -
3.108	Urban Development & Assistance	156,960	187,000
3.303	Police Protection	130,916	144,000
3.501	Bank Share Tax	6,550	6,550
3.5091	Montgomery County-Library Aid	26,000	24,000
3.5092	Montgomery County-In Lieu of Police	75,603	77,831
3.5093	Montgomery County-Refuse Disposal Credit	3,700	4,300
3.5094	Mont. & Pr. Geo. Co.-Tax Differential	82,000	95,855
3.5095	Mont. & Pr. Geo. Co.-CETA Program	40,000	27,700
3.701	Mont. Co. Rev. Auth.-In Lieu of Taxes	12,620	13,000
	TOTAL REVENUE FROM OTHER AGENCIES	<u>\$ 568,099</u>	<u>\$ 580,236</u>
<u>SERVICE CHARGES FOR CURRENT SERVICES</u>			
4.102	Fines-Library	\$ 2,580	\$ 2,400
4.1091	Local Cards	420	440
4.1092	Non-resident Cards	500	500
4.1093	Telephone Booth	80	80
4.24	Protective Inspection Fees	33,000	36,000
4.291	Animal Warden Fees	75	30
4.33	Public Parking Facilities	4,500	3,300
4.43	Waste Collection & Disposal Charges	\$ 43,000	42,000
	TOTAL SERVICE CHARGES FOR CURRENT SERVICES	<u>\$ 84,155</u>	<u>\$ 84,750</u>



CODE NO	REVENUE DETAIL	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>FINES AND FORFEITURES</u>		
5.91	Parking Meter Violations	\$ 1,200	\$ 750
5.92	Summons and Forfeitures	<u>50,000</u>	<u>60,000</u>
	TOTAL FINES AND FORFEITURES	<u>\$51,200</u>	<u>\$60,750</u>
	<u>MISCELLANEOUS REVENUES</u>		
6.1	Interest and Dividends	\$25,000	\$25,000
6.91	Sales of Impounded Property	2,000	2,000
6.92	Xerox	1,200	1,200
6.93	Cash Discount Earned	700	700
6.94	Miscellaneous-Other	3,000	3,600
6.95	Miscellaneous-City Maps	-	100
	TOTAL MISCELLANEOUS REVENUES	<u>\$31,900</u>	<u>\$32,600</u>



SUMMARY OF APPROPRIATIONS

CODE NO	ACCOUNT NAME	1978-79	ADOPTED BUDGET 1979-80		TOTAL
		ADOPTED BUDGET	OPERATING EXPENSE	PERSONAL SERVICES	
10.0	Government Administration	\$ 250,120	\$ 95,450	\$ 179,008	\$ 274,458
11.1	Police Department	699,080	52,970	652,646	705,616
11.2	Fire Prevention	21,709	-	-	-
11.4	Code Enforcement	57,029	2,650	58,594	61,244
11.5	Animal Warden	5,600	2,100	4,500	6,600
10.9	Government Buildings	109,325	67,825	54,000	121,825
12.1	Public Works-Office	42,549	7,360	35,828	43,188
12.39	Public Works-Repair Shop	140,815	103,450	50,000	153,450
12.4	Public Works-Sanitation	259,200	53,900	223,000	276,900
12.5	Public Works-Streets	239,650	111,450	135,000	246,450
18.3	Public Works-Parks	61,878	11,200	57,000	68,200
18.1	Recreation Department	86,667	14,420	80,140	94,560
19.1	Library Department	130,154	27,260	113,074	140,334
24.9	Debt Service	72,968	70,630	-	70,630
26.2	Miscellaneous	<u>305,650</u>	<u>329,188</u>	<u>-</u>	<u>329,188</u>
	TOTAL	<u>\$2,482,394</u>	<u>\$949,853</u>	<u>\$1,642,790</u>	<u>\$2,592,643</u>



ADMINISTRATIVE OFFICE  
PROGRAM ANALYSIS

The City Administrative Office is responsible for coordinating all City activities, basically inclusive of such functions as personnel, financial management, community relations and community development. Records of the City are maintained by the City Clerk, who also supervises City elections of the Mayor, Council and any issues that may be placed on the ballot.

The Office of Community Development is responsible for projects carried out as City services in conjunction with Federal grant allocations received to fund such projects as the rehabilitation grant/loan program, Operation Turnaround, neighborhood improvement and the Hand 'n Home program. The latter manages a tool lending library and offers workshops to resident do-it-yourselfers. In some instances, the community relations and community development offices come together on projects which require the expertise of both, particularly in presenting the City as a viable, self-supporting entity within a maze of local governments. A most recent example is the 1979 Maryland Municipal League Idea Fair, in which the City will display its successful Hand 'n Home program funded under the Community Development Block Grant program.

Fiscal management is the responsibility of the Treasurer's Office. Personnel records and all records of collection, expenditures and taxes are maintained by this office, which receives all debts to the City and prepares quarterly financial statements as a guideline in keeping within the financial boundaries as specified by the current annual budget.

Ideally, the City Administrative Office acts as the blanket protector of local residents and City personnel. It carries out the mandate of the City Council in all matters of policy-making, while at the same time working in conjunction with a multiplicity of governments, bureaucracies and semi-independent agencies within the Washington Metropolitan Area.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>GOVERNMENT ADMINISTRATION</u>		
10.111	Mayor and Council Salaries	\$ 15,000	\$ 15,000
10.112	Mayor and Council Expense	7,500	7,500
10.391	Salaries-City Administrator & Staff	93,780	102,275
10.3921	Office Supplies-City Administrator	1,300	2,000
10.3922	Telephone and Telegraph	2,000	2,600
10.3923	Contingent Fund-City Administrator	1,800	1,800
10.3924	Car Allowance-City Administrator	720	900
10.3925	Maintenance-Office Machines	200	200
10.3926	Postage	2,050	2,000
10.3927	Car Allowance-Asst. City Administrator	720	900
10.3928	Publications	1,000	1,200
10.3929	Car Allowance-Administrative Asst.	720	900
10.3930	Car Allowance-City Clerk & Assistants	-	900
10.491	Election Expense	-	5,000
10.511	Salaries-Treasurer & Staff	58,480	61,733
10.5121	Office Supplies	1,250	1,250
10.5122	Telephone and Telegraph	1,400	1,400
10.5123	Printing Tax Bills	700	700
10.5124	Contingent Fund	600	600
10.5125	Collection Expense	200	200
10.5126	Maintenance-Office Machines	200	200
10.5127	Office Equipment-Lease	4,200	4,500
10.5129	Postage	2,000	2,000
10.542	Independent Auditing	8,000	8,500
10.611	Retainer-Legal Counsel	15,000	20,000
10.6921	Codification of City Laws	2,300	2,300
10.6922	Legal Counsel Expense	1,000	1,000
10.10121	Advertising, Notices, etc.	1,000	1,200
10.10122	City Newsletter	20,000	18,000
10.10321	Association Dues	<u>7,000</u>	<u>7,700</u>
	TOTAL GOVERNMENT ADMINISTRATION	<u>\$250,120</u>	<u>\$274,458</u>



GOVERNMENT ADMINISTRATION--ACCOUNT EXPLANATIONS

- 10.3924, 10.3927, & 10.3929 Due to the significant rise in the cost of fuel and vehicle maintenance, it is recommended that these accounts (which have not been adjusted since July 1976) be increased to \$75.00 per month. It is felt that this minimal adjustment is preferable to establishing and maintaining a pool of City owned vehicles.
- 10.3930 The City Clerk has requested that a monthly car allowance be established (to be drawn upon by she and the two aides who work in the Administrator's office) for reimbursement of expenses incurred in the frequent use of their private vehicles in the conduct of City business.
- 10.421 This expenditure (e.g., voting machine rental, compensation for judges, etc.) is incurred only every other year.
- 10.611 The significant rise in this account is due to the increase in the amount of legal work which the City has generated over the past two years (e.g., election expenses, municipal infractions research, etc.), necessitating the hiring of an additional lawyer on our Counsel staff.
- 10.10122 This account is being reduced because cost increases predicted by our suppliers never materialized.



POLICE DEPARTMENT  
PROGRAM ANALYSIS

The Takoma Park Police Department, the law enforcement agency for the corporate city limits of the City of Takoma Park, has the primary responsibility of providing the community with rapid, efficient police service on as personalized a level as possible. Included in this basic responsibility is a concerted effort to reduce crime and to investigate all citizens' complaints reported to the department. In addition, the department provides such specialized service as speed control, public and private property surveillance and information dissemination.

During calendar year 1978, felonies were reduced by 7.9 percent, ranking the City second in crime reduction in the Washington Metropolitan Area. This is of particular significance in wake of the re-emergence of the rising national crime rate in 1978. These felonies, inclusive of burglary, rape and motor vehicle thefts, experienced an average five percent reduction in occurrences, with an impressive 35 percent reduction in the number of felonious assaults committed.

One of the primary factors to which the reduced crime rate is attributed is the Concentrated Crime Reduction Team. Made up of four department officers, the Team addressed nearly 3,000 area residents on crime prevention and conducted some 575 security surveys. For the third consecutive year, burglary incidents have been kept under the 300 mark, while a record number of arrests were made for criminal and traffic violations.

The State and Federal funding for the Concentrated Crime Reduction program expired in December of 1978. However, because of its significant impact on the City's burglary rate, the program will be continued by the City.

Takoma Park police units responded in excess of 12,000 times to citizens' requests for police assistance. Average response time was one minute on emergency calls and two minutes for regular service calls, far surpassing that of any other area jurisdiction. Some 46,229 phone calls (requesting information and/or service) were received by the department, and nearly 28,000 citizens responded directly to the police station for a variety of reasons. Some routine activities included 645 automobile accident investigations, over 1,500 checks on vacant properties and the removal of about 400 junk vehicles from public and private property, many times at the request of area residents.

Though the uniform division is well-educated and highly-trained, police personnel participated in specialized training courses to add to the valuable ability and expertise necessary for an effective law enforcement program. Courses included: communications seminar for police dispatchers, family violence seminar, depression seminar, sexual assault conference and workshops, and Eastern Armed Robbery conferences.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>POLICE DEPARTMENT</u>			
11.111	Salaries	\$537,577	\$533,687
11.1121	Contingent Fund	800	800
11.1122	Membership Dues	120	120
11.1123	Car Allowance-Chief	720	900
11.1124	Recruitment Processing	500	500
11.11241	Bicycle Registration Materials	150	-
11.1125	Maintenance-Office Machines	200	200
11.1224	Office Supplies	2,000	2,000
11.1225	Detective Supplies	900	900
11.1226	Expendable Supplies	1,600	1,600
11.12261	Motor Vehicle Flagging Program	400	400
11.1227	Court Expense of Transporting Prisoners	300	300
11.1228	Clothing Allowance-Police	10,800	10,800
11.1229	Rain Equipment	300	300
11.12210	Photographic Expense	2,200	2,200
11.131	Salaries-Crossing Guards	29,292	28,481
11.1322	Clothing Expense-Crossing Guards/Clerical	1,400	1,400
11.1323	Boots, Badges, Hardware, Holsters, etc.	400	400
11.1324	Safety Patrol Dinner	200	200
11.1326	Removal of Junk Vehicles	900	900
11.1421	Ammunition	700	700
11.1521	Car Washing	400	400
11.1522	Service Radio	3,100	3,900
11.1523	Telephone and Telegraph	10,600	11,700
11.1525	Wales Project	2,350	-
11.1526	Miles	6,000	9,200
	SUBTOTAL	<u>\$613,909</u>	<u>\$611,988</u>
<u>CONCENTRATED CRIME REDUCTION TEAM</u>			
11.121	Salaries	\$ 71,463	\$ 79,180
11.1221	Publications	1,000	1,000
11.1222	Hot Line Telephone	180	180
11.1223	Postage	1,120	1,120
	SUBTOTAL	<u>\$ 73,763</u>	<u>\$ 81,480</u>



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>PARKING METER MAINTENANCE PATROL</u>		
11.371	Salaries	\$ 10,558	\$ 11,298
11.372	Parking Meter Maintenance	600	600
11.373	Parking Meter Parts/Installation	<u>250</u>	<u>250</u>
	SUBTOTAL	<u>\$ 11,408</u>	<u>\$ 12,148</u>
	TOTAL POLICE DEPARTMENT	<u>\$699,080</u>	<u>\$705,616</u>

POLICE DEPARTMENT--ACCOUNT EXPLANATIONS

- 11.111 Salaries for personnel, including overtime.
- 11.1121 Funds in this account are expended for feeding prisoners, range details, narcotic cases, informants, refreshments for narcotic and robbery seminars, Region IV Board meetings and the other emergency contingencies which arise during the year.
- 11.1122 Dues paid to International Chiefs of Police, Maryland Chiefs of Police, National Police Officers' Association, International Police, American Federation of Police, and police professional publications.
- 11.1123 The Chief of Police uses his personal vehicle for necessary travel in the performance of his duties.
- 11.1124 These funds are expended for application forms, physicals, blood work, credit bureau expenses, examinations and postage for background investigations.
- 11.11241 This is an every other year expense.
- 11.1125 Repair of typewriters, calculators, increased costs and maintenance on older machines.
- 11.1224 Paper products, postage, office supplies.
- 11.1225 Processing, ID equipment, evidence jackets, film, cassette tape, investigative aids, Identi-kit rental.
- 11.1226 Blood alcohol kits, fingerprinting materials, evidence bags, germicidal spray, first aid equipment, automotive flares.
- 11.12261 Statewide program, IBM cards, keypunching, postage and reproduction.
- 11.1227 Personal transportation for court appearances on local, circuit, and federal levels; transport and feed prisoners.
- 11.1228 Clothing allowance for Police.
- 11.1229 Raincoats, hats and boots.



POLICE DEPARTMENT, continued

- 11.12210 Films, flashbulbs, processing for crime scenes, motor vehicle accidents, prisoner processing and special photography.
- 11.131 This reflects overtime, relief guards and special details.
- 11.1322 Clothing allowance for crossing guards, dispatchers and clerical.
- 11.1323 Badges, nameplates and accoutrements, collar pins, holsters, handcuffs, etc.
- 11.1324 Safety Patrol Dinner.
- 11.1326 Removal of junk vehicles and towing costs.
- 11.1421 Issued ammunition, practice ammunition and tear gas.
- 11.1521 Car washing.
- 11.1522 Service radio, paging system and recording equipment, including maintenance.
- 11.1523 Increase due to higher rates.
- 11.1525 Department will no longer utilize this equipment because they have become fully operational on the MILES network.
- 11.1526 MILES terminal and paper supplies.
- 11.121 Burglary/rape/robbery investigations; includes salaries and fringe benefits.
- 11.1221 Publications, handouts, meeting announcements, etc.
- 11.1222 Hotline telephone.
- 11.1223 Postage for mailings of burglary/rape information.
- 11.371 Parking meter enforcement, salaries.
- 11.372 Parking meter maintenance.
- 11.373 Parking meter parts/installation.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>FIRE PREVENTION</u>		
11.231	Salary	\$19,739	\$ -
11.2321	Contingent Fund	200	-
11.2322	Office Supplies	350	-
11.2323	Photographic Supplies	650	-
11.2324	Telephone	600	-
11.2325	Postage	50	-
	TOTAL FIRE PREVENTION	<u>\$21,709</u>	<u>\$ -</u>



CODE ENFORCEMENT DIVISION  
PROGRAM ANALYSIS

The general responsibility of the Code Enforcement Division is to inspect and insure minimum standards of health and safety in the City's rental dwelling units. Additionally, this Division also devotes a portion of its time to the upgrading of the City's single-family owner-occupied housing stock. This latter function is carried out in conjunction with the aid of the Community Improvement Board (an appointed body of citizen volunteers who assist the Code Enforcement Division in identifying single-family homes in need of improvements).

Regarding rental housing inspections, the Division routinely inspects each registered unit in the City on an average cycle of 12 to 16 months. In addition, it also responds to an average of six call-in complaints on a typical day.

Overall, these inspections generated a total of 351 violations during calendar year 1978, of which 266 were abated within the allowable time period given for the First Notice, 62 were corrected after the Second Notice, and 23 were referred to the City Corporation Counsel for court prosecution. The Community Improvement Board issued 148 notices, of which, 95 were found to be in compliance on the initial reinspection.

During Fiscal Year 1980, the Code Enforcement Division will be improved with the addition of a third trained Code Enforcement Officer, who will concentrate primarily on multi-family housing code compliance and construction monitoring of the City's various housing rehabilitation programs. The additional Officer and some clerical support will be funded by the CDBG Program.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>CODE ENFORCEMENT</u>		
11.411	Salaries	\$55,049	\$58,594
11.4121	Office Supplies	400	650
11.4122	Contingent Fund	800	800
11.4123	Printing	100	50
11.4124	Postage	180	150
11.4125	Photo Supplies	-	400
11.4126	Telephone	500	600
	TOTAL CODE ENFORCEMENT	<u>\$57,029</u>	<u>\$61,244</u>

CODE ENFORCEMENT-ACCOUNT EXPLANATIONS

- 11.411 Salaries of all Code Enforcement Officers and attendant clerical personnel.
- 11.4121 Paper, pens, pencils, etc.
- 11.4122 Miscellaneous items not covered in any other account category.
- 11.4123 Printed violation forms, various public notices, etc.
- 11.4124 Mailing of violation notices.
- 11.4125 For occasional pictures taken during inspections, as evidence of code violations.
- 11.4126 Telephone service for Code Enforcement Office.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>ANIMAL WARDEN</u>		
11.551	Salaries	\$3,800	\$4,500
11.5521	Operating Expenses	100	100
11.5522	Truck Expense	<u>1,700</u>	<u>2,000</u>
	TOTAL ANIMAL WARDEN	<u>\$5,600</u>	<u>\$6,600</u>

During 1978, Animal Warden performed work for the City of... (The text is very faint and mostly illegible, but appears to describe the duties and expenses of the Animal Warden position.)

In regard to the cost of the... (The text is very faint and mostly illegible, but appears to discuss budgetary or cost-related matters.)

The... (The text is very faint and mostly illegible, but appears to contain further details or a conclusion.)



PUBLIC WORKS DEPARTMENT  
PROGRAM ANALYSIS

The Public Works Department is very much in the forefront of City operations, since the thrust of its program is maintaining community services which are essential to the physical well-being of the City as well as the convenience of its residents.

The primary functions are many, inclusive of street repair and maintenance, landscaping (of City parks and buildings) and refuse collection from private residences. Just as vital, is the department's responsibility for maintaining City vehicles, which includes police cruisers. Realizing this, the department implemented an upgraded preventive maintenance program this year which promises to keep repair costs to a minimum, particularly when compared to the cost of outside mechanic services.

During FY-78, Public Works performed such major projects as reconstructing Cherry Avenue. In a 520-foot stretch, a 12-inch storm drain, seven catch basins, and curbs were installed. Both sides were guttered and the entire street resurfaced. In addition to general road maintenance (i.e., pot hole repair, painting crosswalks, etc.), approximately 2,000 feet of curb and gutter was replaced in various sections of the City. The Streets Division also replaced about 50 percent of the old street signs with new reflective ones for easy identification.

In getting to the root of the situation, the department removed 40 stumps, 30 dead trees and trimmed dead wood from 30 others. Trees are certainly one of the most esthetic assets of Takoma Park--and about 300 trees were planted (in cooperation with the Azalea Committee) last year. Among the various types planted were oaks, leyland cypress, Kwanzan cherry trees and Japanese black pines. Park beautification also is essential to the City's outward appearance. Approximately eight acres of City parkland and nine gardens are maintained by the Parks Division. Accordingly, four parks were reseeded, three gardens of azaleas--around which the City's history is centered--rebuilt, in addition to two new ones being constructed. Under the Community Development Block Grant program, 74 pin oak trees were planted on Ritchie and on Maple Avenues.

The Sanitation Division serves some 4,000 City residences in maintaining normal refuse collection. Each house receives two regular garbage pick-ups per week, with a special trash collection on Wednesdays. Leaf collection and snow removal kept the Streets Division busy this winter, with the latter measuring about 40 inches in accumulation, which the City removed in record time much to the appreciation of local residents. Overall, the cost of the City's refuse collection service compares quite favorably to the surrounding jurisdictions, particularly in Prince George's and Montgomery Counties. The average per-household cost of regular pick-up service alone in Prince George's County is approximately 92¢ per household (compared to 79¢ for Takoma Park); while the combined average per-household cost of regular and special pick-ups in Montgomery County is \$1.13 (compared to 91¢ in Takoma Park). No incorporated municipality surveyed (including Rockville, Hyattsville, Greenbelt, and College Park) provided comparable refuse collection services at a lower overall per-household cost per-stop.



City buildings, which are used by employees and even more significantly by the community, are regularly maintained by the Janitorial Division. Public facilities include the Municipal gymnasium, the Library, the main public works facility and the Municipal Building, which also encompasses several Police Department offices and holding areas, four meeting rooms and the City Council chamber.

Immediate Public Works Department plans include the installation of 300 additional feet of sidewalk on Carroll and Maple Avenues.

10.01	Electricity	10.00	10.00
10.02	Gas for heat and water	10.00	10.00
10.03	Water	10.00	10.00
10.04	Maintenance Contract-Plumber	10.00	10.00
10.05	Maintenance Contract-Painter	10.00	10.00
10.06	Maintenance Contract-Cleaner	10.00	10.00
10.07	Maintenance Contract-Plumber	10.00	10.00
10.08	Maintenance Contract-Painter	10.00	10.00
10.09	Maintenance Contract-Cleaner	10.00	10.00
10.10	Maintenance Contract-Plumber	10.00	10.00
10.11	Maintenance Contract-Painter	10.00	10.00
10.12	Maintenance Contract-Cleaner	10.00	10.00
10.13	Maintenance Contract-Plumber	10.00	10.00
10.14	Maintenance Contract-Painter	10.00	10.00
10.15	Maintenance Contract-Cleaner	10.00	10.00
10.16	Maintenance Contract-Plumber	10.00	10.00
10.17	Maintenance Contract-Painter	10.00	10.00
10.18	Maintenance Contract-Cleaner	10.00	10.00
10.19	Maintenance Contract-Plumber	10.00	10.00
10.20	Maintenance Contract-Painter	10.00	10.00
10.21	Maintenance Contract-Cleaner	10.00	10.00
10.22	Maintenance Contract-Plumber	10.00	10.00
10.23	Maintenance Contract-Painter	10.00	10.00
10.24	Maintenance Contract-Cleaner	10.00	10.00
10.25	Maintenance Contract-Plumber	10.00	10.00
10.26	Maintenance Contract-Painter	10.00	10.00
10.27	Maintenance Contract-Cleaner	10.00	10.00
10.28	Maintenance Contract-Plumber	10.00	10.00
10.29	Maintenance Contract-Painter	10.00	10.00
10.30	Maintenance Contract-Cleaner	10.00	10.00
10.31	Maintenance Contract-Plumber	10.00	10.00
10.32	Maintenance Contract-Painter	10.00	10.00
10.33	Maintenance Contract-Cleaner	10.00	10.00
10.34	Maintenance Contract-Plumber	10.00	10.00
10.35	Maintenance Contract-Painter	10.00	10.00
10.36	Maintenance Contract-Cleaner	10.00	10.00
10.37	Maintenance Contract-Plumber	10.00	10.00
10.38	Maintenance Contract-Painter	10.00	10.00
10.39	Maintenance Contract-Cleaner	10.00	10.00
10.40	Maintenance Contract-Plumber	10.00	10.00
10.41	Maintenance Contract-Painter	10.00	10.00
10.42	Maintenance Contract-Cleaner	10.00	10.00
10.43	Maintenance Contract-Plumber	10.00	10.00
10.44	Maintenance Contract-Painter	10.00	10.00
10.45	Maintenance Contract-Cleaner	10.00	10.00
10.46	Maintenance Contract-Plumber	10.00	10.00
10.47	Maintenance Contract-Painter	10.00	10.00
10.48	Maintenance Contract-Cleaner	10.00	10.00
10.49	Maintenance Contract-Plumber	10.00	10.00
10.50	Maintenance Contract-Painter	10.00	10.00
10.51	Maintenance Contract-Cleaner	10.00	10.00
10.52	Maintenance Contract-Plumber	10.00	10.00
10.53	Maintenance Contract-Painter	10.00	10.00
10.54	Maintenance Contract-Cleaner	10.00	10.00
10.55	Maintenance Contract-Plumber	10.00	10.00
10.56	Maintenance Contract-Painter	10.00	10.00
10.57	Maintenance Contract-Cleaner	10.00	10.00
10.58	Maintenance Contract-Plumber	10.00	10.00
10.59	Maintenance Contract-Painter	10.00	10.00
10.60	Maintenance Contract-Cleaner	10.00	10.00
10.61	Maintenance Contract-Plumber	10.00	10.00
10.62	Maintenance Contract-Painter	10.00	10.00
10.63	Maintenance Contract-Cleaner	10.00	10.00
10.64	Maintenance Contract-Plumber	10.00	10.00
10.65	Maintenance Contract-Painter	10.00	10.00
10.66	Maintenance Contract-Cleaner	10.00	10.00
10.67	Maintenance Contract-Plumber	10.00	10.00
10.68	Maintenance Contract-Painter	10.00	10.00
10.69	Maintenance Contract-Cleaner	10.00	10.00
10.70	Maintenance Contract-Plumber	10.00	10.00
10.71	Maintenance Contract-Painter	10.00	10.00
10.72	Maintenance Contract-Cleaner	10.00	10.00
10.73	Maintenance Contract-Plumber	10.00	10.00
10.74	Maintenance Contract-Painter	10.00	10.00
10.75	Maintenance Contract-Cleaner	10.00	10.00
10.76	Maintenance Contract-Plumber	10.00	10.00
10.77	Maintenance Contract-Painter	10.00	10.00
10.78	Maintenance Contract-Cleaner	10.00	10.00
10.79	Maintenance Contract-Plumber	10.00	10.00
10.80	Maintenance Contract-Painter	10.00	10.00
10.81	Maintenance Contract-Cleaner	10.00	10.00
10.82	Maintenance Contract-Plumber	10.00	10.00
10.83	Maintenance Contract-Painter	10.00	10.00
10.84	Maintenance Contract-Cleaner	10.00	10.00
10.85	Maintenance Contract-Plumber	10.00	10.00
10.86	Maintenance Contract-Painter	10.00	10.00
10.87	Maintenance Contract-Cleaner	10.00	10.00
10.88	Maintenance Contract-Plumber	10.00	10.00
10.89	Maintenance Contract-Painter	10.00	10.00
10.90	Maintenance Contract-Cleaner	10.00	10.00
10.91	Maintenance Contract-Plumber	10.00	10.00
10.92	Maintenance Contract-Painter	10.00	10.00
10.93	Maintenance Contract-Cleaner	10.00	10.00
10.94	Maintenance Contract-Plumber	10.00	10.00
10.95	Maintenance Contract-Painter	10.00	10.00
10.96	Maintenance Contract-Cleaner	10.00	10.00
10.97	Maintenance Contract-Plumber	10.00	10.00
10.98	Maintenance Contract-Painter	10.00	10.00
10.99	Maintenance Contract-Cleaner	10.00	10.00
11.00	Maintenance Contract-Plumber	10.00	10.00



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>GOVERNMENT BUILDINGS</u>			
10.921	Salaries-Maintenance & Custodial	\$ 50,000	\$ 54,000
10.9121	Repair Materials	2,700	4,000
10.9122	Subcontract Work	3,600	4,000
10.9123	Custodial Supplies	6,500	7,000
10.9124	Uniform Rental/Laundry/Clothing	700	1,000
10.9125	Electricity	35,000	40,000
10.9126	Gas for Heat and Water	9,000	10,000
10.9127	Water	1,700	1,700
10.9129	Maintenance Contract-Elevator	125	125
	TOTAL GOVERNMENT BUILDINGS	<u>\$109,325</u>	<u>\$121,825</u>

GOVERNMENT BUILDINGS--ACCOUNT EXPLANATIONS

- 10.921 Custodial employees and the Building Maintenance Supervisor's salaries are funded from this account.
- 10.9121 All materials used for plumbing, carpentry, electrical and maintenance support of public buildings are purchased from this account.
- 10.9122 Services for maintenance of air-conditioning units, heating units, pest control and major plumbing or electrical work are funded by this account. Also includes funds for maintenance of control system (boiler room) Account No. 10.91210.
- 10.9123 Paper towels, toilet paper, soap and cleaning chemicals are purchased from this account.
- 10.9124 Uniform rental and cleaning services for building maintenance employees are paid from this account.
- 10.9125 Electricity used in all public buildings is paid from this account.
- 10.9126 Gas for heat and water used in public buildings is paid from this account.
- 10.9129 This account covers expenses for parts, oil, etc., for the operation of the elevator. Maintenance work is done by our Building Maintenance Supervisor.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>PUBLIC WORKS-OFFICE</u>		
12.101	Salaries	\$32,494	\$35,828
12.1021	Office Supplies	250	700
12.1022	Dues	50	50
12.1023	Telephone	2,800	2,800
12.1024	Car Allowance-Director	720	-
12.1025	Contingent Fund	325	400
12.1026	Maintenance-Office Machines	85	85
12.1027	Postage	125	125
12.1028	Printing	50	100
12.1029	Radio Maintenance	100	100
12.10210	Ntl. Public Works Conference	550	-
12.10211	Engineering Services	<u>5,000</u>	<u>3,000</u>
	TOTAL PUBLIC WORKS-OFFICE	<u>\$42,549</u>	<u>\$43,188</u>

PUBLIC WORKS-OFFICE--ACCOUNT EXPLANATIONS

- 12.101 Salaries for the Director of Public Works and the Administrative Aide are paid from this account.
- 12.1021 Office supplies for the Public Works office are paid from this account.
- 12.1022 Dues for membership in the American Public Works Association are paid from this account.
- 12.1023 Telephone services for all offices in the Public Works Department.
- 12.1025 Contingent fund to meet unexpected emergencies.
- 12.1026 Maintenance expenses for adding machine and typewriter paid from this account.
- 12.1027 Postage stamps are purchased from this account.
- 12.1028 Miscellaneous printing is paid from this account.
- 12.1029 Radio maintenance and parts on an as-needed basis.

	<u>PUBLIC WORKS-REPAIR SHOP</u>		
12.391	Salaries and Labor	\$ 54,845	\$ 50,000
12.3921	Outside Labor and Parts	12,000	13,200
12.3922	Gas, Oil and Grease	37,000	42,500
12.3923	Auto Parts	27,000	39,000
12.3924	Tires, Tubes and Batteries	8,500	7,500
12.3925	Shop Equipment Repair	200	200
12.3926	Uniform Rental/Laundry/Clothing	600	750
12.3927	Wipers, Fender Covers	250	300
12.3928	Car Allowance-Auto Supervisor	420	-
	TOTAL PUBLIC WORKS-REPAIR SHOP	<u>\$140,815</u>	<u>\$153,450</u>



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>PUBLIC WORKS-REPAIR SHOP--ACCOUNT EXPLANATIONS</u>			
12.391	Salaries for all employees of repair shop funded from this account.		
12.3921	Replacement parts furnished in connection with labor utilized outside P. W. capability are purchased with these funds.		
12.3922	Gas, oil and grease bought from this account.		
12.3923	Parts used on P. W. vehicles (except Street Department) and other department vehicles when repaired in our shop are purchased from this account.		
12.3924	Tires, tubes and batteries for all vehicles purchased from this account.		
12.3925	Repairs to drills, chain falls, jacks, etc., used in the vehicle shop are paid from this account.		
12.3926	Uniform rental and cleaning services as well as clothing allowances (3) employees are paid from this account.		
12.3927	Purchases for wipers and fender covers for all vehicles are paid from this account.		

<u>PUBLIC WORKS-SANITATION</u>			
12.411	Salaries and Labor	\$210,000	\$223,000
12.432	Refuse Disposal Fee	42,000	45,000
12.4322	Supplies-Burlap, etc.	4,000	4,000
12.4323	Uniform Rental/Laundry/Clothing	<u>3,200</u>	<u>4,900</u>
	TOTAL PUBLIC WORKS-SANITATION	<u>\$259,200</u>	<u>\$276,900</u>

PUBLIC WORKS-SANITATION--ACCOUNT EXPLANATIONS

12.411	Account used to pay salaries of Sanitation Supervisor and employees of Sanitation Division.
12.4321	For payment of landfill at Prince George's and Montgomery Counties.
12.4322	For procurement of burlaps used by sanitation men. Also to purchase burlaps for other communities on a reimbursable basis.
12.4323	Uniform rental and cleaning services as well as clothing allowances for Sanitation Division employees are paid from this account.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
	<u>PUBLIC WORKS-STREETS</u>		
12.511	Salaries	\$130,000	\$135,000
12.5221	Road Materials	36,000	29,000
12.5222	Road Equipment Repair	1,600	3,000
12.5223	Uniform Rental/Laundry/Clothing	2,500	3,400
12.5224	Equipment Rental	800	2,000
12.5225	Small Tools and Supplies	400	400
12.5226	Subcontracts	250	1,650
12.5227	Street Lights	<u>68,100</u>	<u>72,000</u>
	TOTAL PUBLIC WORKS-STREETS	<u>\$239,650</u>	<u>\$246,450</u>

PUBLIC WORKS-STREETS--ACCOUNT EXPLANATIONS

- 12.511 Salaries for the Street Supervisor and street repair employees are paid from this account.
- 12.5221 Materials for small street repairs including sidewalk replacement are paid from this account.
- 12.5222 Repairs on road equipment for the Street Department are paid from this account. A separate account is required for the State of Maryland as evidence when making claim for rebate.
- 12.5223 Rentals, cleaning and clothing allowances of Street Department employees uniforms paid from this account.
- 12.5224 Rental of backhoe and/or cranes for digging trenches and taking up curbs and gutters paid from this account.
- 12.5225 Saws, hammers, drills, rakes and other small tools purchased from this account.
- 12.5226 Cutting and trimming of trees are paid from this account.
- 12.5227 All electricity and work accomplished for street lights are paid from this account.

	<u>PUBLIC WORKS-PARKS</u>		
18.321	Salaries	\$ 52,208	\$ 57,000
18.3221	Parks Supplies	7,000	7,600
18.3225	Water Fountains	100	-
18.3227	Uniform Rental/Laundry/Clothing	650	1,500
18.3228	Tools	400	400
18.3229	Car Allowance-Parks Supervisor	720	900
18.3421	Street Lights-Parks and Special	<u>800</u>	<u>800</u>
	TOTAL PUBLIC WORKS-PARKS	<u>\$ 61,878</u>	<u>\$ 68,200</u>



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
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PUBLIC WORKS-PARKS--ACCOUNT EXPLANATIONS

- 18.321 Salaries for the Park Supervisor and Parks Division employees are paid from this account.
- 18.3221 Fertilizers, seeds, and other park supplies are purchased from this account.
- 18.3226 Sign painting, and an occasional repair job on the ride-around lawn mower are paid from this account.
- 18.3227 Uniform rental and cleaning services as well as clothing allowances for Parks Division employees are paid from this account.
- 18.3229 This account is used to defray expenses incurred by Parks Supervisor for the use of his personal car on official business.
- 18.3228 Miscellaneous small tools are purchased from this account.



RECREATION DEPARTMENT  
PROGRAM ANALYSIS

The City's Recreation Department cites three basic goals as the key to its successful provision of year-round recreational activities for the community. They are: 1) improving current recreational services; 2) making firm attempts to meet the needs and desires of the citizenry; and 3) bringing new and innovative programs to the community.

Accordingly, some 5,500 people participated in last year's programs--a 10 percent increase over the previous year's total. This is attributed primarily to the events offered, especially some highly successful special programs in addition to the regular activities, i.e., band concerts, tennis and softball tournaments, square dances and the Halloween and Christmas parties.

Some special programs included the special children's program which alternates annually with the Children's Theater. The star attraction of the season was a reptile show, attended by about 300 children and adults. The photography show and bicycle rodeo, both new programs, generated new interests and some 350 participants between them.

Several oldie but goodie -type activities, like the Recreation Festival, New Games Day and the Ben Franklin Kite Contest, remain consistent. One old standby, the Fourth of July celebration, continues as the single most attended event, attracting as many as 20,000 participants (including spectators) last year. The Recreation Department designed the float and together with the Independence Day Committee, coordinated some 150 children for participation in the parade.

In providing after school facilities, the Recreation Department maintains drop-in programs at the Municipal and SSI Gymnasiums. Saturday gymnastics, roller skating, adult volleyball and children's special holiday programs are regular activities held at the gyms. Tennis, art, cake decorating, yoga, slimnastics and macrame are just a few of the adult classes offered by the City. Cumulative class attendance increased, as did the number of registered playground participants, on the six City parks.

Some recreational activities are coordinated with both Prince George's and Montgomery Counties and/or co-sponsored with the Takoma Park Recreation Council. Significantly, there was a better than 85 percent\* increase in playground attendance last year.

\* According to official tallies by Prince George's and Montgomery Counties.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>RECREATION DEPARTMENT</u>			
18.111	Salaries	\$74,897	\$80,140
18.1121	Office Supplies	700	725
18.1122	Telephone	1,760	1,700
18.1123	Maintenance-Office Machines	300	325
18.1124	Contingent Fund	1,000	1,200
18.1126	Postage	400	450
18.1221	Gym-Expendable Supplies	200	200
18.1222	Special Community Programs	2,750	2,750
18.1224	Equipment Maintenance	500	500
18.1321	Playground-Expendable Supplies	1,600	1,700
18.1323	Car Allowance-Summer Counselors	140	170
18.1324	Car Allowance-Recreation Supervisor	720	900
18.191	Fourth of July	1,700	3,150
18.192	Photo Supplies	-	650
	TOTAL RECREATION DEPARTMENT	<u>\$86,667</u>	<u>\$94,560</u>

RECREATION DEPARTMENT-ACCOUNT EXPLANATIONS

18.111	Salaries--Director, Recreation Supervisor, Secretary, Clerical and Counselors.
18.1121	Office Supplies.
18.1122	Telephone.
18.1124	Maintenance--office machines; covers office machines in Recreation office as well as machines in reproduction room.
18.1126	Postage.
18.1221	Gym--Expendable supplies (mainly sports equipment).
18.1222	Special Community Programs: Halloween, Christmas, and Tennis Tournament expenses; special community programs, Recreation Festival, Easter Egg Hunt and party, posters, special entertainment, contributions, supplies for special activities and expenses, Band Concerts, Kite Contest, local Marble Tournament, Hoe-Down, New Games Day, etc.
18.1224	Equipment Maintenance--maintenance of playground equipment, piano tuning, etc.
18.1321	Playground--Expendable Supplies: arts and crafts supplies, sports equipment and games.
18.1323	Car Allowance--Summer Counselors.
18.1324	Car Allowance--Recreation Supervisor
18.191	Fourth of July celebration expenses.
18.192	Photo Supplies.



LIBRARY DEPARTMENT  
PROGRAM ANALYSIS

The primary goal of the City of Takoma Park Library Department is to meet the information and recreational reading needs of the community, within reasonable financial guidelines.

The single most significant factor to be noted in this year's Library Department budget is its continued ability to utilize wisely the resources provided. As a result, patronage was up by better than 1,000 additional patrons, with an increase in the number of registered borrowers, extending the total cards issued to 3,398.

Though overall circulation remained basically consistent with the previous fiscal year, circulation in specific areas increased up to five percent. This includes the number of records and adult fiction circulated, with a two percent increase in total circulation. If the practice of purchasing more books in paperback at an approximate 50 percent savings (as implemented this year) continues, it is anticipated that overall circulation also will increase considerably. Paperbacks are as easy to handle (by the borrower) as they are practical to purchase in lieu of hardback books. A newly implemented processing and circulation method will save the staff valuable time as well as save the City money.

Perhaps the increase in cards issued can be attributed to the new "same day" processing of library cards, such that qualified patrons can borrow without delay. Accordingly, to save time and, more importantly, to save the cost of approximately 100 telephone calls, the Library Department has discontinued the policy of one month telephone calls on overdue books.

Rather than replacing worn books with new ones, rebinding is used or gift books substituted. Other significant modifications include: 1) expanding children's services by adding a summer reading program for older children; 2) offering a Friday afternoon sing-a-long; 3) consolidation of the catalog listings, minimizing the number of places a book can be listed to one; 4) changing from 35mm film to 16mm film for the reproduction of shelf list cards; and 5) the addition of such outstanding material as Britannica III, Essential Guide to Prescription Drugs, Nutritive Value of American Foods and the Negro Almanac.



CODE NO	APPROPRIATIONS	1978-79 ADOPTED BUDGET	1979-80 BUDGET
<u>LIBRARY DEPARTMENT</u>			
19.101	Salaries	\$105,198	\$113,074
19.1021	Adult Books	10,500	11,705
19.1022	Children's Books	4,950	4,950
19.1023	Periodicals, Magazines	2,121	2,406
19.1024	Records	1,235	1,359
19.1025	Bindings	600	750
19.1026	Supplies and Materials	3,100	3,500
19.1027	Display Materials	120	120
19.1028	Service Rentals	150	200
19.1029	Telephone	750	750
19.10210	Postage	500	500
19.10212	Contingent Fund	100	100
19.10213	American Library Asso. Conference	500	500
19.10215	Maintenance-Office Machines	180	270
19.10216	Microfilming Shelflist Cards	150	150
	TOTAL LIBRARY DEPARTMENT	<u>\$130,154</u>	<u>\$140,334</u>

LIBRARY DEPARTMENT-ACCOUNT EXPLANATIONS

- 19.101 Compensation of all employees exclusive of custodian.
- 19.1021 All books purchased for adult use, i.e., reference and professional books, non-fiction and fiction in either paper or hard-cover.
- 19.1022 All books purchased for juvenile use, i.e., reference and professional books, non-fiction and fiction in either paper or hard-cover.
- 19.1023 All newspapers, journals, magazines purchased for adult and/or juvenile use.
- 19.1024 Long playing phonograph records of all categories, spoken or musical.
- 19.1025 Provides for rebinding of books which are worn and also for the the binding of outstanding new paperbacks to extend their usefulness.
- 19.1026 Borrower's cards, book jackets, book cards and pockets, overdue notices, pens, stationery, typewriter ribbons, book mending tape, record jackets, etc.
- 19.1027 Posters, book marks, gerbil food, seasonal displays.
- 19.1028 Rental contract for use and repair of book charging machines.
- 19.1029 Used principally to contact delinquent patrons. Also to provide telephone reference service and renewals for our patrons.
- 19.10210 Used principally to contact delinquent patrons; also for miscellaneous correspondence.



LIBRARY, continued

- 19.10212 For miscellaneous items not covered in any other category.
- 19.10213 For fees in professional organizations, national and local, and their journals. Also to attend professional meetings.
- 19.10215 Typewriters, adding machine overhaul as needed.
- 19.10216 Recroding of the years acquisitions on microfilm for insurance purposes.

19.10212	For miscellaneous items not covered in any other category.		
19.10213	For fees in professional organizations, national and local, and their journals. Also to attend professional meetings.		
19.10215	Typewriters, adding machine overhaul as needed.		
19.10216	Recroding of the years acquisitions on microfilm for insurance purposes.		
TOTAL DEBT SERVICE			
MISCELLANEOUS			
26.9001	Social Security	1,250,000	1,250,000
26.9002	General Retirement Fund	10,000	10,000
26.9003	Group Hospitalization	25,000	25,000
26.9004	Workman's Compensation	25,000	25,000
26.9005	Group Life Insurance	5,000	5,000
26.9006	Treasurer's Office Fidelity Bonds	1,000	1,000
26.9007	Municipal Building & Contents (Fire Ins.)	5,000	5,000
26.9008	Motor Vehicles-Comprehensive & Fire	5,000	5,000
26.9009	Special Contractors Insurance Policy	1,000	1,000
26.9010	Motor Vehicles-General Liability Ins.	24,000	24,000
26.9011	City Property-Street, Sidewalk, Lib.	12,000	12,000
26.9012	Excess Liability Municipal Insurance	10,000	10,000
26.9013	Police Professional Malpractice Insurance	5,000	5,000
26.9014	Education and Training	5,000	5,000
26.9015	Unemployment Compensation Fund	1,000	1,000
TOTAL MISCELLANEOUS		1,339,000	1,339,000



		1978-79	1979-80
CODE		ADOPTED	
NO	APPROPRIATIONS	BUDGET	BUDGET
	<u>DEBT SERVICE</u>		
24.9031	Interest on Building Debt	\$ 18,630	\$ 16,330
24.9032	Due to Other Agencies:		
	Montgomery County	2,208	2,200
	Prince George's County	2,130	2,100
24.9033	Principal Payment on Building Debt	<u>50,000</u>	<u>50,000</u>
	TOTAL DEBT SERVICE	<u>\$ 72,968</u>	<u>\$ 70,630</u>
	<u>MISCELLANEOUS</u>		
26.2021	Social Security	\$ 55,500	\$ 61,688
26.2022	General Retirement Fund	95,000	101,650
26.3021	Group Hospitalization	36,000	39,000
26.3022	Workman's Compensation	38,000	40,000
26.3023	Group Life Insurance	8,900	8,900
26.9021	Treasurer's Office Fidelity Bonds	1,200	1,200
26.9022	Municipal Building & Contents (Fire Ins.)	6,500	7,000
26.9023	Motor Vehicles-Comprehensive & Fire	3,400	3,600
26.9024	Special Contractors Insurance Policy	150	150
26.9025	Motor Vehicles-General Liability Ins.	24,000	24,000
26.9026	City Property-Streets, Sidewalks, Liab.	12,500	14,000
26.9027	Excess Liability Umbrella Insurance	10,000	8,000
26.9028	Police Professional Liab. Insurance	6,500	9,000
26.9029	Education and Training	5,000	5,000
26.9031	Unemployment Compensation Fund	<u>3,000</u>	<u>6,000</u>
	TOTAL MISCELLANEOUS	<u>\$305,650</u>	<u>\$329,188</u>



PROPOSED USE OF REVENUE SHARING FUNDS

FY 1979-80

GOVERNMENT ADMINISTRATION

Tape Recorder

300

300

PUBLIC WORKS

Public Improvements

(Hammond, Lincoln, Carroll & Maple Avenues)

40,000

Chipper (Rebuilt)

5,000

2½ Ton Dump Truck

12,000

½ Ton Van

5,900

Vehicle Lift

2,500

65,400

POLICE DEPARTMENT

Radio

4,500

Recording Equipment

7,500

Two Replacement Vehicles

10,000

Replacement Typewriter

300

22,300

LIBRARY

Facility Improvements

(Roof Repairs, Interior Repairs and  
Construction of Reference Section)

8,084

8,084

RECREATION

Gym Floor Refinishing

1,200

1,200

CODE ENFORCEMENT

Two Replacement Vehicles

9,000

9,000

LANDLORD TENANT PROGRAM

Fee

14,000

14,000

TOTAL ..... \$120,284



CITY OF TAKOMA PARK, MARYLAND  
MAYOR AND COUNCIL WORKSESSION  
June 18, 1979

Councilmembers present:

Mayor Roth  
Councilman Faulkner  
Councilman Forshee  
Councilman Garcia  
Councilwoman Saloma  
Councilman Webb  
Councilman Weisman  
City Administrator Gilsdorf

The meeting was called to order by Mayor Roth at 7:40 PM.

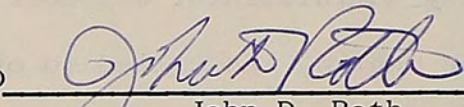
1. Representatives of the Washington Adventist Hospital appeared before the Mayor and Council requesting the City to serve as a conduit for tax-free bonds which would, over a 30-year period, help keep down health care costs.
2. The City Administrator reported to the Council on the following matters:  
1) a probable extension of Zoning Text Amendment 77003, to include R-40 properties; and 2) a billing (unfunded liability of firefighters transferred in 1974) received from Montgomery County in the amount of \$250,000, and after discussion of this matter, the Mayor and Council agreed to send a letter of clarification since it would appear that the \$250,000 figure is unreasonable.
3. Takoma Park Fire Station. It was decided that a structural engineer would be employed for the purpose of determining the physical condition of the building.
4. SSI and Jequie Parks. A week-long investigation by staff of the City Administrator's office and Recreation Department found Jequie Park not to be a problem, but SSI (at least last week) was over-run with groups of up to 50 male adults on the basketball courts. Many of these individuals were from out of state, including many persons from Walter Reed Medical Center.
5. Laurel-Carroll Study. The City Administrator reported that consultant interviews will be held Wednesday, June 20, from 1:00 to 4:00 PM.
6. Parking Permits. After discussion, the Mayor and Council were not inclined to favor considering the request from the Shuffle Board Club and area business men for special visitor permits.

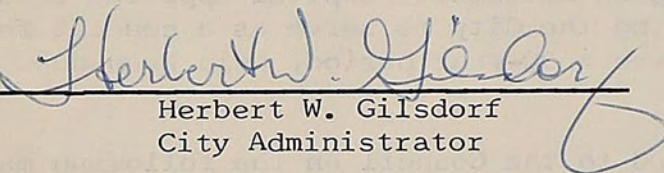


WORKSESSION  
June 18, 1979

- 7. Mayor Roth advised the Council that petitions are being circulated calling for Councilmembers to run only within their respective wards.

There being no further business to discuss, the meeting adjourned at 11:30 PM.

APPROVED   
 John D. Roth  
 Mayor

ATTEST   
 Herbert W. Gilsdorf  
 City Administrator