

Mayor Tracey Furman

Council Member Darin Bartram  
Council Member Sean McMullen



Council Member Conor Crimmins  
Council Member Duane Rollins

Version: March 7, 2018

Monday, March 12, 2018  
Town Council Meeting – 7:00 PM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**APPROVAL OF MINUTES**

Regular Meeting of February 12, 2018

**FROM THE MAYOR AND TOWN COUNCIL**

1. **Summit Avenue Extension Project** (JT Thomas, MCDOT)
  - i. Presentation by MCDOT discussing the proposed Summit Avenue Extension project and possible alternatives.
2. **Traffic Committee Update** (Town Manager Daily)
  - i. Speed Hump Considerations on Oberon and Wheatley Streets.

**FROM THE TOWN MANAGER AND STAFF**

**PUBLIC APPEARANCES**

*(The public is invited to speak on any subject that is not a topic on tonight's agenda)*

**ORDINANCES, RESOLUTIONS, AND REGULATIONS**

*(Ordinances, resolutions, and regulations to be introduced or adopted following appropriate procedures required by the Town Code; or resolutions that may require discussion by the Mayor and Council prior to approval)*

1. **Ordinance No. O-01-2018** – Introduction of an Ordinance to adopt the Town's Operating and Capital Budget for Fiscal Year 2018-19 (FY19) and levying a tax on all assessable property within the Town and to set the Public Hearing for April 9, 2018.

**ADJOURN**

*(The Mayor and Council may move to close the meeting and may move to reopen the meeting)*

THE NEXT SCHEDULED MEETING(S) OF THE MAYOR AND TOWN COUNCIL WILL BE HELD:  
**Monday, March 19 (Annexation Work Session) and April 9, 2018**

**Town of Kensington 3710 Mitchell Street Kensington, MD 20895**  
**Phone 301.949.2424 Fax 301.949.4925**  
**www.tok.md.gov**

**ORDINANCE NO. O-01-2018**

**AN ORDINANCE ADOPTING THE TOWN OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2018-19 AND LEVYING A TAX ON ALL ASSESSABLE PROPERTY WITHIN THE TOWN OF KENSINGTON, MARYLAND**

**WHEREAS**, the proposed budget for the Fiscal Year, beginning July 1, 2018 and ending June 30, 2019 must be submitted to the Town Council on or before the third Monday in April; and

**WHEREAS**, the proposed budget ordinance must be introduced at a meeting of the Mayor and Town Council to allow for timely notice as required by the Town Charter and establish a public hearing on said Budget Ordinance; and

**WHEREAS**, the Fiscal Year 2018-19 Proposed Budget provides a complete financial plan, including anticipated revenues and proposed expenditures, for the fiscal year.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Town of Kensington, in public meeting assembled, that the budget for the Town of Kensington for Fiscal Year, beginning July 1, 2018 and ending June 30, 2019, be and it is hereby introduced and to be adopted as follows:

**ANTICIPATED REVENUE**

Local Taxes	\$1,164,766	
Shared Revenues	\$713,725	
Licenses & Permits	\$50,100	
Intergovernmental Revenue	\$234,360	
Fines and Forfeitures	\$19,327	
Miscellaneous Revenue	\$76,900	
Grants - County & State	\$33,779	
<b>TOTAL ANTICIPATED REVENUE</b>		<u>\$2,292,957</u>
Re-appropriation		<u>\$677,085</u>
<b>TOTAL ANTICIPATED FUNDS AVAILABLE</b>		<u>\$2,970,042</u>

**PROPOSED EXPENDITURES**

General Government	\$1,101,434	
Public Works	\$873,885	
Public Safety, Parks & Non- Departmental	\$360,238	
<b>OPERATING BUDGET TOTAL</b>		<u>\$2,335,557</u>
Capital Improvements Budget		<u>\$634,485</u>
<b>TOTAL COMBINED PROPOSED EXPENDITURES</b>		<u>\$2,970,042</u>

**AND BE IT FURTHER ORDAINED** that all of the sums set forth herein under the heading "EXPENDITURES" be and hereby are appropriated;

**AND BE IT FURTHER ORDAINED** that there is hereby levied on all of the assessable real property within the Town a tax at the rate of:

**Real Property: Thirteen and 6/10 Cents (\$0.136)** on each One Hundred Dollars (\$100) of assessed value of said property.

**AND BE IT FURTHER ORDAINED** and there is hereby levied a tax on all personal property subject to taxation by the Town, at the rate of:

**Personal Property: Seventy-five cents (\$0.75)** on each One Hundred Dollars (\$100) of assessed value on the following personal property subclasses as authorized in § 8-101 of the Tax-Property Article, Annotated Code of Maryland: stock in business, distilled spirits, and all other personal property directed by said article to be assessed, with the exception that there is hereby levied a tax of **Four dollars and Sixty cents (\$4.60)** on each One Hundred Dollars (\$100) of assessed value on the following personal property subclasses as set forth in § 8-101 of the Tax-Property Article, Annotated Code of Maryland:

1. operating personal property of a railroad;
2. operating personal property of a public utility that is machinery or equipment used to generate electricity or steam for sale;
3. all other operating personal property of a public utility; and
4. machinery and equipment, other than operating personal property of a public utility, that is used to generate electricity or steam for sale or hot or chilled water for sale that is used to heat or cool a building.

**AND BE IT FURTHER ORDAINED** that the Council hereby adopts the imposition of a full year, one-half year, three-quarter year and one-quarter year tax levies authorized pursuant to §§ 10-102, 10-103, 10-104 and 10-105, Tax Property Article, Annotated Code of Maryland, as amended, and authorizes and empowers Montgomery County, Maryland, to collect and remit the same to the Town of Kensington, consistent with the imposition and collection of such levies on real property by Montgomery County.

**AND BE IT FURTHER ORDAINED** that the Town Council may from time to time transfer funds by Resolution within the Operating and Capital Improvements Budget categories.

**ADOPTED** by the Town Council this 14th day of May, 2018.

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Tracey C. Furman, MAYOR and  
President of the Council

**THIS IS TO CERTIFY** that the foregoing Ordinance was adopted by the Town Council in public meeting issembled on the 14th day of May, 2018.

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Susan Engels, Clerk Treasurer

**TOWN OF KENSINGTON**  
**BUDGET DETAILS FOR FISCAL YEAR 2018-19**

		Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
ANTICIPATED REVENUE					
LOCAL TAXES					
	Rates				
	Real Property Tax	0.136	\$748,411	\$719,820	\$716,865
	Personal and Ordinary Tax Business	0.75	\$89,030	\$83,094	\$196,593
	Personal Property Tax - Utilities	4.60	\$327,326	\$313,094	\$365,700
	SUBTOTAL		<u>\$1,164,767</u>	<u>\$1,116,009</u>	<u>\$1,279,158</u>
SHARED					
	Income Taxes		\$713,475	\$662,672	\$565,541
	Admissions and Amusements Tax		\$250	\$200	\$214
	SUBTOTAL		<u>\$713,725</u>	<u>\$662,872</u>	<u>\$565,755</u>
LICENSES					
	Building Permits		\$5,000	\$5,000	\$8,778
	Traders' Licenses		\$9,000	\$9,000	\$1,257
	Cable Franchise Tax		\$32,300	\$29,580	\$15,534
	Parking Permits		\$3,800	\$3,515	\$5,734
	SUBTOTAL		<u>\$50,100</u>	<u>\$47,095</u>	<u>\$31,303</u>
INTERGOVERNMENT					
	County Tax Duplication Payment		\$156,806	\$156,806	\$156,809
	State Highway User Tax		\$73,328	\$73,001	\$62,228
	Bank Shares		\$4,226	\$4,226	\$4,226
	SUBTOTAL		<u>\$234,360</u>	<u>\$234,033</u>	<u>\$223,264</u>
FINES AND FORFEITURES					
	Speed Camera Revenue		\$18,327	\$20,770	\$23,561
	Code Infractions		\$1,000	\$1,000	\$1,598
	SUBTOTAL		<u>\$19,327</u>	<u>\$21,770</u>	<u>\$25,159</u>
OTHER					
	Town Hall Rentals		\$30,000	\$26,000	\$17,515
	Municipal Events		\$13,500	\$11,200	\$13,536
	Miscellaneous		\$8,400	\$3,100	\$5,674
	Interest		\$25,000	\$20,000	\$17,574
	SUBTOTAL		<u>\$76,900</u>	<u>\$60,300</u>	<u>\$54,299</u>
GRANTS FOR CAPITAL IMPROVEMENT PROJECTS					
			\$33,779		
TOTAL OPERATING & GRANT REVENUE			<u>\$2,292,957</u>	<u>\$2,142,079</u>	<u>\$2,178,936</u>
UNAPPROPRIATED SURPLUS					
			\$677,085	\$357,562	\$0
TOTAL AVAILABLE REVENUE			<u>\$2,970,042</u>	<u>\$2,499,641</u>	<u>\$2,178,936</u>
EXPENDITURES					
GENERAL GOVERNMENT					
PERSONNEL SERVICES					
	Salaries		\$404,704	\$382,659	\$227,470
	Social Security, Medicare Unemployment Taxes		\$31,087	\$29,485	\$17,562
	Workers Compensation Insurance		\$6,615	\$7,087	\$4,580
	Health/Life/Disability Benefits		\$41,704	\$42,654	\$28,414
	Pension Contributions		\$232,286	\$130,949	\$62,581
	SUBTOTAL		<u>\$716,397</u>	<u>\$592,834</u>	<u>\$340,606</u>

**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
<b>OPERATING EXPENSES</b>				
<b>ELECTED &amp; APPOINTED EXPENSES</b>				
Mayor and Council Compensation	\$24,000	\$24,000	\$18,000	\$24,000
Mayor/Council Legislative, Education, Travel	\$13,680	\$13,680	\$5,283	\$10,783
SUBTOTAL	<b>\$37,680</b>	<b>\$37,680</b>	<b>\$23,283</b>	<b>\$34,783</b>
<b>PROFESSIONAL SERVICES</b>				
Town Attorney	\$40,000	\$40,000	\$7,585	\$11,378
Audit	\$10,700	\$10,500	\$10,700	\$10,700
Other Professional Services	\$30,684	28,484	17,849	26,774
SUBTOTAL	<b>\$81,384</b>	<b>\$78,984</b>	<b>\$36,135</b>	<b>\$48,852</b>
<b>TOWN GOVERNMENT OPERATIONS</b>				
Town Hall Repairs and Maintenance	\$42,615	\$41,263	\$30,591	\$45,887
Town Hall Utilities	\$49,387	\$49,387	\$17,944	\$26,916
Town Hall Equipment	\$8,000	\$8,000	\$3,212	\$8,000
Economic Development & Commercial Revitalization	\$96,950	\$75,200	\$52,234	\$75,200
Office Expenses	\$26,874	\$25,374	\$15,701	\$23,551
Office Equipment/Furniture	\$500	\$500	\$520	\$520
Insurance	\$21,000	\$21,000	\$15,332	\$15,332
Dues, Memberships and Fees	\$9,797	\$9,540	\$9,426	\$9,426
Training, Conferences & Travel	\$7,850	\$9,850	\$221	\$331
Miscellaneous	\$3,000	\$3,000	\$1,395	\$2,093
SUBTOTAL	<b>\$265,973</b>	<b>\$243,114</b>	<b>\$146,575</b>	<b>\$207,255</b>
SUBTOTAL	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL GENERAL GOVERNMENT EXPENSES</b>	<b>\$1,101,434</b>	<b>\$952,613</b>	<b>\$546,600</b>	<b>\$847,936</b>
<b>EXPENDITURES</b>				
<b>PUBLIC WORKS</b>				
<b>PERSONNEL SERVICES</b>				
Salaries	\$290,325	\$283,556	\$148,671	\$227,547
Social Security, Medicare Unemployment Taxes	\$22,314	\$21,797	\$11,492	\$17,526
Workers Compensation Insurance	\$21,049	\$23,960	\$12,743	\$23,960
Health/Life/Disability Benefits	\$74,226	\$89,098	\$49,667	\$69,562
Pension Contributions	\$103,545	\$95,744	\$57,957	\$95,744
SUBTOTAL	<b>\$511,459</b>	<b>\$514,155</b>	<b>\$280,530</b>	<b>\$434,340</b>
<b>OPERATING EXPENSES</b>				
<b>OPERATING SUPPLIES</b>				
Training, Conferences & Travel	\$500	\$500	\$0	\$500
Drug Testing - Drivers	\$1,000	\$1,000	\$445	\$1,000
Uniforms, Gloves, Vests & Shirts	\$2,000	\$2,000	\$668	\$2,000
Small Equipment Purchases	\$7,500	\$7,500	\$1,660	\$7,500
Vehicle Expenses Fuel - Gas & Diesel	\$9,000	\$10,000	\$3,504	\$6,006
Small Equipment Maintenance/Repairs	\$5,000	\$5,000	\$436	\$2,500
Vehicle Maintenance/Repair	\$20,000	\$20,000	\$9,670	\$16,578
Shop Supplies/Tools	\$3,000	\$2,500	\$1,574	\$2,500
Miscellaneous	\$500	\$500	\$224	\$500

**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
SUBTOTAL	<b>\$48,500</b>	\$49,000	\$18,181	\$39,084
<b>REFUSE, RECYCLING &amp; LEAF COLLECTION</b>				
Refuse, Recycling, Yard Waste Contract	<b>\$129,504</b>	\$116,172	\$77,448	\$116,172
Leaf Removal & Disposal Fees	<b>\$15,500</b>	\$13,000	\$15,288	\$16,288
SUBTOTAL	<b>\$145,004</b>	\$129,172	\$92,736	\$132,460
<b>INFRASTRUCTURE</b>				
Street Sweeping	<b>\$8,000</b>	\$16,000	\$0	\$8,000
Street Maintenance, asphalt, street name signs	<b>\$24,000</b>	\$24,000	\$7,047	\$24,000
Snow Removal, salt and contracted services	<b>\$8,500</b>	\$8,500	\$0	\$1,500
Sidewalk Repair & Replacement	<b>\$20,000</b>	\$25,000	\$0	\$25,000
Storm Drain Maintenance	<b>\$20,000</b>	\$20,000	\$0	\$20,000
Landscaping and Trees ROW	<b>\$80,000</b>	\$80,000	\$41,795	\$80,000
Garage Maintenance, Miscellaneous & Utilities	<b>\$8,422</b>	\$8,200	\$1,504	\$8,200
SUBTOTAL	<b>\$168,922</b>	\$181,700	\$50,346	\$166,700
<b>TOTAL PUBLIC WORKS EXPENSES</b>	<b>\$873,885</b>	\$874,027	\$441,792	\$772,583
<b>PUBLIC SAFETY</b>				
Salaries	<b>\$75,412</b>	\$59,836	\$38,810	\$62,177
Social Security, Medicare Unemployment Taxes	<b>\$5,795</b>	\$4,603	\$2,999	\$4,787
Workers Compensation Insurance	<b>\$5,467</b>	\$5,056	\$3,137	\$5,056
Health/Life/Disability Benefits	<b>\$2,547</b>	\$2,630	\$0	\$2,212
Pension Contributions	<b>\$2,472</b>	\$2,332	\$1,570	\$2,332
SUBTOTAL	<b>\$91,694</b>	\$74,457	\$46,516	\$76,563
<b>OPERATING SUPPLIES &amp; SERVICES</b>				
Building Inspector	<b>\$4,000</b>	\$4,000	\$3,000	\$4,000
Parking Lot Lighting	<b>\$2,000</b>	\$2,000	\$693	\$1,039
Street Light Lighting	<b>\$56,142</b>	\$56,142	\$32,916	\$56,428
Traffic Enforcement [MCPD]	<b>\$67,500</b>	\$45,000	\$22,838	\$45,676
Traffic Control & Engineering	<b>\$12,000</b>	\$12,000	\$9,092	\$13,638
Miscellaneous	<b>\$500</b>	\$500	\$0	\$500
SUBTOTAL	<b>\$142,142</b>	\$119,642	\$68,539	\$121,281
<b>TOTAL PUBLIC SAFETY EXPENSES</b>	<b>\$233,836</b>	\$194,099	\$115,055	\$197,845
<b>PARKS &amp; RECREATION</b>				
<b>OPERATING SUPPLIES &amp; SERVICES</b>				
Park Utilities	<b>\$1,303</b>	\$950	\$1,407	\$1,407
Park Equipment and Maintenance	<b>\$19,750</b>	\$19,750	\$13,561	\$19,750
Park Landscaping	<b>\$30,000</b>	\$30,000	\$9,090	\$30,000
SUBTOTAL	<b>\$51,053</b>	\$50,700	\$24,058	\$51,157
<b>ANNUAL AND SPECIAL EVENTS</b>				
Municipal Events	<b>\$65,350</b>	\$39,050	\$34,703	\$34,703
SUBTOTAL	<b>\$65,350</b>	\$39,050	\$34,703	\$34,703
<b>TOTAL PARKS RECREATION EXPENSES</b>	<b>\$116,403</b>	\$89,750	\$58,762	\$85,860
<b>NON DEPARTMENTAL</b>				
Contingency	<b>\$10,000</b>	\$8,359	\$0	\$0
<b>TOTAL NON DEPARTMENTAL EXPENSES</b>	<b>\$10,000</b>	\$8,359	\$0	\$0

**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
TOTAL OPERATING BUDGET	<b>\$2,335,557</b>	\$2,118,848	\$1,162,209	\$1,904,224
CAPITAL IMPROVEMENTS PROGRAM	<u><b>\$634,485</b></u>			
TOTAL CIP BUDGET APPROPRIATIONS	<b>\$634,485</b>	\$380,793	\$341,117	\$380,793
TOTAL OPERATING & CIP EXPENDITURES	<b>\$2,970,042</b>	\$2,499,641	\$1,503,325	\$2,285,017

**TOWN OF KENSINGTON**  
**BUDGET DETAILS FOR FISCAL YEAR 2018-19**

		Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
<b>ANTICIPATED REVENUE</b>					
<b>LOCAL TAXES</b>					
	Rates				
	Real Property Tax	0.136	\$748,411	\$719,820	\$716,865
	Personal and Ordinary Tax Business	0.75	\$89,030	\$83,094	\$196,593
	Personal Property Tax - Utilities	4.60	\$327,326	\$313,094	\$365,700
	<b>SUBTOTAL</b>		<b>\$1,164,767</b>	<b>\$1,116,009</b>	<b>\$1,279,158</b>
<b>SHARED</b>					
	Income Taxes		\$713,475	\$662,672	\$565,541
	Admissions and Amusements Tax		\$250	\$200	\$214
	<b>SUBTOTAL</b>		<b>\$713,725</b>	<b>\$662,872</b>	<b>\$565,755</b>
<b>LICENSES</b>					
	Building Permits		\$5,000	\$5,000	\$8,778
	Traders' Licenses		\$9,000	\$9,000	\$1,257
	Cable Franchise Tax		\$32,300	\$29,580	\$15,534
	Parking Permits		\$3,800	\$3,515	\$5,734
	<b>SUBTOTAL</b>		<b>\$50,100</b>	<b>\$47,095</b>	<b>\$31,303</b>
<b>INTERGOVERNMENT</b>					
	County Tax Duplication Payment		\$156,806	\$156,806	\$156,809
	State Highway User Tax		\$73,328	\$73,001	\$62,228
	Bank Shares		\$4,226	\$4,226	\$4,226
	<b>SUBTOTAL</b>		<b>\$234,360</b>	<b>\$234,033</b>	<b>\$223,264</b>
<b>FINES AND FORFEITURES</b>					
	Speed Camera Revenue		\$18,327	\$20,770	\$23,561
	Code Infractions		\$1,000	\$1,000	\$1,598
	<b>SUBTOTAL</b>		<b>\$19,327</b>	<b>\$21,770</b>	<b>\$25,159</b>
<b>OTHER</b>					
	Town Hall Rentals		\$30,000	\$26,000	\$17,515
	Municipal Events		\$13,500	\$11,200	\$13,536
	Miscellaneous		\$8,400	\$3,100	\$5,674
	Interest		\$25,000	\$20,000	\$17,574
	<b>SUBTOTAL</b>		<b>\$76,900</b>	<b>\$60,300</b>	<b>\$54,299</b>
<b>GRANTS FOR CAPITAL IMPROVEMENT PROJECTS</b>					
			\$33,779		
<b>TOTAL OPERATING &amp; GRANT REVENUE</b>			<b>\$2,292,957</b>	<b>\$2,142,079</b>	<b>\$2,178,936</b>
<b>UNAPPROPRIATED SURPLUS</b>					
			\$677,085	\$357,562	\$0
<b>TOTAL AVAILABLE REVENUE</b>			<b>\$2,970,042</b>	<b>\$2,499,641</b>	<b>\$2,178,936</b>
<b>EXPENDITURES</b>					
<b>GENERAL GOVERNMENT</b>					
<b>PERSONNEL SERVICES</b>					
	Salaries		\$404,704	\$382,659	\$227,470
	Social Security, Medicare Unemployment Taxes		\$31,087	\$29,485	\$17,562
	Workers Compensation Insurance		\$6,615	\$7,087	\$4,580
	Health/Life/Disability Benefits		\$41,704	\$42,654	\$28,414
	Pension Contributions		\$232,286	\$130,949	\$62,581
	<b>SUBTOTAL</b>		<b>\$716,397</b>	<b>\$592,834</b>	<b>\$340,606</b>



**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
<b>OPERATING EXPENSES</b>				
<b>ELECTED &amp; APPOINTED EXPENSES</b>				
Mayor and Council Compensation	<b>\$24,000</b>	\$24,000	\$18,000	\$24,000
Mayor/Council Legislative, Education, Travel	<b>\$13,680</b>	\$13,680	\$5,283	\$10,783
SUBTOTAL	<b>\$37,680</b>	\$37,680	\$23,283	\$34,783
<b>PROFESSIONAL SERVICES</b>				
Town Attorney	<b>\$40,000</b>	\$40,000	\$7,585	\$11,378
Audit	<b>\$10,700</b>	\$10,500	\$10,700	\$10,700
Other Professional Services	<b>\$30,684</b>	28,484	17,849	26,774
SUBTOTAL	<b>\$81,384</b>	\$78,984	\$36,135	\$48,852
<b>TOWN GOVERNMENT OPERATIONS</b>				
Town Hall Repairs and Maintenance	<b>\$42,615</b>	\$41,263	\$30,591	\$45,887
Town Hall Utilities	<b>\$49,387</b>	\$49,387	\$17,944	\$26,916
Town Hall Equipment	<b>\$8,000</b>	\$8,000	\$3,212	\$8,000
Economic Development & Commercial Revitalization	<b>\$96,950</b>	\$75,200	\$52,234	\$75,200
Office Expenses	<b>\$26,874</b>	\$25,374	\$15,701	\$23,551
Office Equipment/Furniture	<b>\$500</b>	\$500	\$520	\$520
Insurance	<b>\$21,000</b>	\$21,000	\$15,332	\$15,332
Dues, Memberships and Fees	<b>\$9,797</b>	\$9,540	\$9,426	\$9,426
Training, Conferences & Travel	<b>\$7,850</b>	\$9,850	\$221	\$331
Miscellaneous	<b>\$3,000</b>	\$3,000	\$1,395	\$2,093
SUBTOTAL	<b>\$265,973</b>	\$243,114	\$146,575	\$207,255
SUBTOTAL	<b>\$0</b>	\$0	\$0	\$0
<b>TOTAL GENERAL GOVERNMENT EXPENSES</b>	<b>\$1,101,434</b>	\$952,613	\$546,600	\$847,936
<b>EXPENDITURES</b>				
<b>PUBLIC WORKS</b>				
<b>PERSONNEL SERVICES</b>				
Salaries	<b>\$290,325</b>	\$283,556	\$148,671	\$227,547
Social Security, Medicare Unemployment Taxes	<b>\$22,314</b>	\$21,797	\$11,492	\$17,526
Workers Compensation Insurance	<b>\$21,049</b>	\$23,960	\$12,743	\$23,960
Health/Life/Disability Benefits	<b>\$74,226</b>	\$89,098	\$49,667	\$69,562
Pension Contributions	<b>\$103,545</b>	\$95,744	\$57,957	\$95,744
SUBTOTAL	<b>\$511,459</b>	\$514,155	\$280,530	\$434,340
<b>OPERATING EXPENSES</b>				
<b>OPERATING SUPPLIES</b>				
Training, Conferences & Travel	<b>\$500</b>	\$500	\$0	\$500
Drug Testing - Drivers	<b>\$1,000</b>	\$1,000	\$445	\$1,000
Uniforms, Gloves, Vests & Shirts	<b>\$2,000</b>	\$2,000	\$668	\$2,000
Small Equipment Purchases	<b>\$7,500</b>	\$7,500	\$1,660	\$7,500
Vehicle Expenses Fuel - Gas & Diesel	<b>\$9,000</b>	\$10,000	\$3,504	\$6,006
Small Equipment Maintenance/Repairs	<b>\$5,000</b>	\$5,000	\$436	\$2,500
Vehicle Maintenance/Repair	<b>\$20,000</b>	\$20,000	\$9,670	\$16,578
Shop Supplies/Tools	<b>\$3,000</b>	\$2,500	\$1,574	\$2,500
Miscellaneous	<b>\$500</b>	\$500	\$224	\$500

**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
SUBTOTAL	<b>\$48,500</b>	\$49,000	\$18,181	\$39,084
<b>REFUSE, RECYCLING &amp; LEAF COLLECTION</b>				
Refuse, Recycling, Yard Waste Contract	<b>\$129,504</b>	\$116,172	\$77,448	\$116,172
Leaf Removal & Disposal Fees	<b>\$15,500</b>	\$13,000	\$15,288	\$16,288
SUBTOTAL	<b>\$145,004</b>	\$129,172	\$92,736	\$132,460
<b>INFRASTRUCTURE</b>				
Street Sweeping	<b>\$8,000</b>	\$16,000	\$0	\$8,000
Street Maintenance, asphalt, street name signs	<b>\$24,000</b>	\$24,000	\$7,047	\$24,000
Snow Removal, salt and contracted services	<b>\$8,500</b>	\$8,500	\$0	\$1,500
Sidewalk Repair & Replacement	<b>\$20,000</b>	\$25,000	\$0	\$25,000
Storm Drain Maintenance	<b>\$20,000</b>	\$20,000	\$0	\$20,000
Landscaping and Trees ROW	<b>\$80,000</b>	\$80,000	\$41,795	\$80,000
Garage Maintenance, Miscellaneous & Utilities	<b>\$8,422</b>	\$8,200	\$1,504	\$8,200
SUBTOTAL	<b>\$168,922</b>	\$181,700	\$50,346	\$166,700
<b>TOTAL PUBLIC WORKS EXPENSES</b>	<b>\$873,885</b>	\$874,027	\$441,792	\$772,583
<b>PUBLIC SAFETY</b>				
Salaries	<b>\$75,412</b>	\$59,836	\$38,810	\$62,177
Social Security, Medicare Unemployment Taxes	<b>\$5,795</b>	\$4,603	\$2,999	\$4,787
Workers Compensation Insurance	<b>\$5,467</b>	\$5,056	\$3,137	\$5,056
Health/Life/Disability Benefits	<b>\$2,547</b>	\$2,630	\$0	\$2,212
Pension Contributions	<b>\$2,472</b>	\$2,332	\$1,570	\$2,332
SUBTOTAL	<b>\$91,694</b>	\$74,457	\$46,516	\$76,563
<b>OPERATING SUPPLIES &amp; SERVICES</b>				
Building Inspector	<b>\$4,000</b>	\$4,000	\$3,000	\$4,000
Parking Lot Lighting	<b>\$2,000</b>	\$2,000	\$693	\$1,039
Street Light Lighting	<b>\$56,142</b>	\$56,142	\$32,916	\$56,428
Traffic Enforcement [MCPD]	<b>\$67,500</b>	\$45,000	\$22,838	\$45,676
Traffic Control & Engineering	<b>\$12,000</b>	\$12,000	\$9,092	\$13,638
Miscellaneous	<b>\$500</b>	\$500	\$0	\$500
SUBTOTAL	<b>\$142,142</b>	\$119,642	\$68,539	\$121,281
<b>TOTAL PUBLIC SAFETY EXPENSES</b>	<b>\$233,836</b>	\$194,099	\$115,055	\$197,845
<b>PARKS &amp; RECREATION</b>				
<b>OPERATING SUPPLIES &amp; SERVICES</b>				
Park Utilities	<b>\$1,303</b>	\$950	\$1,407	\$1,407
Park Equipment and Maintenance	<b>\$19,750</b>	\$19,750	\$13,561	\$19,750
Park Landscaping	<b>\$30,000</b>	\$30,000	\$9,090	\$30,000
SUBTOTAL	<b>\$51,053</b>	\$50,700	\$24,058	\$51,157
<b>ANNUAL AND SPECIAL EVENTS</b>				
Municipal Events	<b>\$65,350</b>	\$39,050	\$34,703	\$34,703
SUBTOTAL	<b>\$65,350</b>	\$39,050	\$34,703	\$34,703
<b>TOTAL PARKS RECREATION EXPENSES</b>	<b>\$116,403</b>	\$89,750	\$58,762	\$85,860
<b>NON DEPARTMENTAL</b>				
Contingency	<b>\$10,000</b>	\$8,359	\$0	\$0
<b>TOTAL NON DEPARTMENTAL EXPENSES</b>	<b>\$10,000</b>	\$8,359	\$0	\$0

**TOWN OF KENSINGTON  
BUDGET DETAILS FOR FISCAL YEAR 2018-19**

	Proposed Budget 2018-19	Adopted Budget 2017-18	Actuals 2/28/18	Projected or Reserved Thru 6-30-18
TOTAL OPERATING BUDGET	<b>\$2,335,557</b>	\$2,118,848	\$1,162,209	\$1,904,224
CAPITAL IMPROVEMENTS PROGRAM	<u><b>\$634,485</b></u>			
TOTAL CIP BUDGET APPROPRIATIONS	<b>\$634,485</b>	\$380,793	\$341,117	\$380,793
TOTAL OPERATING & CIP EXPENDITURES	<b>\$2,970,042</b>	\$2,499,641	\$1,503,325	\$2,285,017

**TOWN OF KENSINGTON**

**CAPITAL IMPROVEMENT PROJECTS BUDGET**

**BUDGET DETAILS FOR FISCAL YEAR 2018-19**

<b>CAPITAL IMPROVEMENT PROJECTS FY 2018-19</b>			<b>Total Available (includes encumbered) Funding FY 2017-18 on July 1, 2017</b>	<b>Actual Expenditures or Encumbered Year to Date for FY 2017-18</b>	<b>Proposed Additions to CIP Budget FY 2018-19 for July 1, 2018</b>	<b>Proposed Available Funding FY 2018-19 July 1, 2018</b>
08-01	Public Safety	Brick Imprinted Crosswalks	\$26,759	\$26,759	Deleted	
09-01	Public Works	Street Reconstruction & Renovation Program	\$728,306	\$728,306	\$340,000	\$340,000
09-02	Public Safety	Street Light Acquisition & Replacement	\$271,397	\$8,775	\$5,000	\$267,622
10-01	Parks & Recreation	Parks & Play Area Improvements; Park Shelter St.Paul Park	\$41,398		\$70,000	\$111,398
11-02	Public Works	Town Hall Renovations - Up grade and replace HACV, Other Renovations	\$76,019	\$16,351	\$90,000	\$149,668
11-03	General Government & Public Works	Vehicle, Equipment & Capital Replacement Fund Contribution	\$176,400	\$63,210	\$47,485	\$160,675
12-02	Public Works	Bridge Renovation & Repair Program	\$115,000		\$4,000	\$119,000
12-03	Public Works	Storm Drainage Reconstruction & Renovation Program	\$115,000		\$4,000	\$119,000
14-01	Public Works	Flood Plain Protection & Land Acquisition	\$115,000		\$4,000	\$119,000
14-02	General Government & Public Works	Advance Land Acquisition & Construction, Public Works Garage and other public uses	\$413,547		\$66,000	\$479,547
14-03	General Government	Town Hall - Drill Hall Floor Replacement	\$25,000		\$4,000	\$29,000
			\$2,103,826	\$843,401	\$634,485	\$1,894,910

## FISCAL YEAR 2018-19 BUDGET HIGHLIGHTS

The Town Budget for Fiscal Year 2018-19 (FY19) anticipates revenue in the amount of \$2,292,957, a re-appropriation of \$677,085, and expenditures in the amount of \$2,335,557 within the Operating Budget, and an appropriation of \$634,485 to the Capital Improvements Budget (CIP).

### Revenue Highlights

**Real Property Tax Rate** – \$0.136 per \$100 of assessed value, which will remain the same for the eighth consecutive year and is within the State’s calculated constant yield tax rate exemption.

**Personal and Ordinary Tax (Businesses)** – \$0.75 per \$100 of assessed value, which is an increase of \$0.05 over FY18.

**Personal Property Tax (Utilities)** - \$4.60 per \$100 of assessed value, which is an increase of \$0.20 over FY18.

**Income Tax Revenue** – The anticipated income tax revenues for FY19 have increased by 8 percent when compared to the current year’s budget to reflect the State’s projections. The projections are based on increased revenues from our income tax revenues and not from an increased rate from the State. The Town’s income tax revenue accounts for 17 percent of the County’s 3.2 percent ‘piggy back’ income tax, which is levied on all County Residents, living in the Town, and distributed back to the Town.

**Safe Speed Camera Revenue** – These revenues continue to decline drastically due to a change in the three party agreement between Montgomery County, Chevy Chase View, and the Town.

**Capital Improvement Projects (Grants)** – Revenue of \$33,779 is expected through a State Grant Community Parks and Playground program for a Picnic Pavilion at St. Paul Park.

### Expenditure Highlights

**Salaries** – The FY19 Budget proposes an overall increase of four and nine-tenths (4.9) percent toward salaries, which includes one and six-tenths (1.6) percent for cost of living (COLA). The Budget also includes a 33.3% increase in man hours attributed to Public Safety Code Enforcement from 1,560 man-hours to 2,080.

**Pension Contributions** – The FY19 Budget proposes a major increase to the Town’s defined benefit plan to meet the unfunded liability and eventually close the Defined Benefit Plan. Once the defined benefit plan is closed, current employees will be permitted to join the Town’s Defined Contribution Plan, which is currently offered to employees hired after September 1, 2010, and requires participation within a 401-A Employee Retirement Plan when contributing 5% of his or her salary to a 457 Deferred Compensation Plan. The vesting schedule for the 401-A Plan is as follows: 33% after

three years of employment; 50% after four years of employment; and 100% after five years of employment.

**Economic Development & Commercial Revitalization** – This includes funding for the Town’s *ExploreKensington* campaign through Maier Warner, along with sponsorships of various Town events, to include: The Day of the Book Festival; Kensington Car Show; Pumpkin Rock N’ Roll; and other related events.

**Traffic Enforcement (MCPD)** – The FY19 Budget proposes enhanced public safety by increasing the Town’s selective enforcement program by Montgomery County Police by 52 percent. The increase would allow additional coverage for off-duty officers to enforce certain traffic regulations within the Town.

**Parks & Recreation - Municipal Events** – The FY19 Budget continues funding for the annual Labor Day Parade and Festival and the 4<sup>th</sup> of July Bike Parade and other various Town events; proposes a \$25,000 contribution to Noyes Children’s Library Foundation to match an existing grant application for the Library renovation; will fund the Town’s 125<sup>th</sup> Anniversary [April 6, 2019] celebration and provide funding for public art programs.

## **Capital Improvement Plan Highlights**

### **CIP 09-01 Public Works - Street Reconstruction and Renovation Program**

This project is an ongoing preventative and rehabilitation program. It now provides regular preventative maintenance including resurfacing or rehabilitation of the 8.174 miles of town streets and replacement of deteriorated curb and gutter.

### **09-02 Public Safety - Streetlight Acquisition and Replacement Program**

This project anticipates the possibility of future purchasing or upgrading the streetlights on wooden poles, owned by Pepco, throughout the Town to install more energy efficient streetlights. There are currently 291 streetlights which need to be upgraded from Mercury Vapor to LED.

### **CIP 10-01 Parks and Recreation - Park and Play Area Improvement Program**

This project anticipates the replacement of playground equipment, park benches, and picnic tables in various Town parks including a pavilion in St. Paul Park.

### **CIP 11-03 General Government - Public Works - Vehicle, Equipment and Capital Replacement Program**

This program continues to fund the replacement of town vehicles, equipment and other capital outlay items.

### **CIP 11-02 General Government - Town Hall Renovations**

This project continues funding for future renovations as needed to maintain Town Hall. The HVAC system needs to be replaced as it is 22 years old.

**CIP 12-02      Public Works - Bridge Renovations and Repair Program**

The project is necessary to reserve funds for major repairs, to the extent that it may be necessary in the future to maintain three bridges over Silver Creek in Town at (1) Frederick Avenue, (2) Kent Street and (3) Kensington Parkway.

**CIP 12-03      Public Works - Storm Drainage Reconstruction and Renovations Program**

This project is necessary to reserve funds to the extent that it may be necessary to upgrade and maintain the Town's storm drain system throughout the Town.

**CIP 14-01      Public Works - Flood Plain Protection and/or Land Acquisition Program**

This project establishes a Town program to assist in acquiring property located in the Flood Plain located within the Town limits.

**CIP 14-02      General Government & Public Works - Advance Land Acquisition Program**

This project was established to fund the acquisition of property to house the Town's Public Works Garage in the event that the County proceeds with the extension of Summit Avenue and utilizes the property as part of the project. In addition, it may be used to fund other public uses as necessary.

**CIP 14-03      General Government - Town Hall Drill Hall Floor Replacement**

This project was established to begin the funding for the eventual replacement of the existing maple flooring in the Armory Drill Hall. Current estimates are in the range of \$12-\$14 per square foot. The Drill Hall is approximately 5,568 square feet; the cost to replace the flooring at current costs will be between \$67,000 and \$78,000. A recent refinishing project will be the last time the floor can stand a major refinishing; nails are already beginning to show.