Monday, September 10, 2018
Mayor and Town Council Meeting – 7:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

APPROVAL OF MINUTES
Regular Town Meeting of August 13, 2018

FROM THE MAYOR AND TOWN COUNCIL

1. Development Review Board Update (Mayor Furman)
   a. Knowles Manor Senior Housing (3906 and 3910 Knowles Avenue) – An update from Bruce Levin with regards to the project.

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. Amended Annexation Resolution No. AR-01-2018 – A Resolution of the Mayor and Town Council authorizing the Annexation to the Town of Kensington approximately 12.585 acres of land located adjacent to the present corporate limits of the Town located north of the center line of Perry Avenue to University Boulevard and certain interior and adjacent rights-of-way therein.

2. Annexation Resolution No. AR-02-2018 – A Resolution of the Mayor and Town Council to adopt an Annexation Plan for the Annexation of approximately 12.585 acres of land bounded by Perry Avenue, St. Paul Street, University Boulevard, and certain interior and adjacent rights-of-way.
3. **Resolution No. R-15-2018** – A Resolution of the Mayor and Town Council to authorize a contribution in the amount of twenty-five thousand dollars ($25,000) from the FY 2018-19 Budget to the Noyes Children’s Library Foundation for restoration and renovations.

**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, October 8, 2018*
AMENDED ANNEXATION RESOLUTION NO. AR-01-2018

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL AUTHORIZING THE ANNEXATION TO THE TOWN OF KENSINGTON OF APPROXIMATELY 12.585 ACRES OF LAND LOCATED ADJACENT TO THE PRESENT CORPORATE LIMITS OF THE TOWN LOCATED NORTH OF THE CENTER LINE OF PERRY AVENUE TO UNIVERSITY BOULEVARD AND CERTAIN INTERIOR AND ADJACENT RIGHTS-OF-WAY THEREIN

ANNEXATION X-01-2018

WHEREAS, the Mayor and Town Council of Kensington have received a petition requesting the enlargement of the corporate boundaries of the Town of Kensington to include the land area set forth in the metes and bounds description attached hereto and incorporated herein by reference as Exhibit A and shown on a Plat attached hereto and incorporated herein by reference as Exhibit B (hereinafter referenced as the “Annexation Area”); and

WHEREAS, the following addresses and or parcels all of which, together with the interior or adjacent St. Paul Street, Perry Avenue, Decatur Avenue and Madison Street public right-of-ways, are included in the Annexation Area: 3500, 3505, 3506, 3507, 3509, 3510, 3511, 3512, 3513, 3514, 3515, 3516, 3517, 3518, 3519, 3600, 3601, 3602, 3604, 3606, 3608, 3610, and outlot on Decatur Avenue; 10815, 10817, 10819, and 10821 Madison Street; 3507, 3509, 3511, 3513, 3515, 3601, 3603, 3605, 3607, 3609, 3611, and 3613 Perry Avenue; 10724, 10726, 10728, 10810, 10812, St. Paul Street; and 3404, 3406, 3408, 3500, 3610, and 3700 University Boulevard, West; and

WHEREAS, the Town has verified that the petition satisfies the requirements of §4-401 et seq., of the Local Government Article, Annotated Code of Maryland; and

WHEREAS, all public hearings, notifications and approvals as required by law have occurred; and

WHEREAS, the Annexation Area:

(1) is contiguous and adjoining to the existing boundaries of the municipality; and

(2) does not create an unincorporated area that is bounded on all sides by:
   (i) real property presently in the boundaries of the municipality;
   (ii) real property proposed to be in the boundaries of the municipality as a result of the proposed annexation; or
   (iii) any combination of real property described in item (i) or (ii) of this item.

(3) does not include land that is in another municipality.
WHEREAS, the Annexation Area contains one large lot zoned CRN-1.0, C1.0, R-0.5, and H-45 and 4 lots zoned CRN-1.0, C1.0, R-.75, and H-45, with the remainder of the lots zoned R-60, and the lots in the Annexation Area will continue with the existing zoning and uses under the Montgomery County Zoning Ordinance and the Kensington Sector Plan; and

WHEREAS, the Mayor and Town Council therefore have introduced this resolution to annex the Annexation Area referenced and described in Exhibits A and Exhibit B of the subject property on the 18 day of June, 2018; and

WHEREAS, the Mayor and Town Council will conduct a public hearing to be held on the 13th day of August, 2018, on the subject annexation and will hold the record open for additional time period to accept written testimony until the 7th day of September 2018; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Kensington, that this Annexation Resolution be and hereby is adopted.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington, that the corporate boundaries of the Town of Kensington be, and they hereby are, enlarged and extended by including therein the Annexation Area referred to and described in Exhibits A and Exhibit B attached hereto and incorporated herein by reference

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington that this Resolution shall become effective forty-five (45) days following its adoption, unless a petition for referendum thereon shall be filed as permitted by law.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington that after the effective date of the amendment to the boundaries of the Town provided for by this Resolution, the property annexed into the Town by this Resolution, and all owners of such property and all persons residing within the areas annexed, shall be subject to the Charter, laws, ordinances and resolutions of the Town of Kensington.

BE IT FURTHER RESOLVED, by the Mayor and Town Council of the Town of Kensington that promptly after this Resolution shall become effective, the Town Manager shall send copies of said Resolution to the following:

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<td>1</td>
<td>Maryland-National Capital Park and Planning Commission</td>
</tr>
</tbody>
</table>

CAPS: Indicate matter added by amendment.
Brackets: Indicate matter deleted by amendment.
ADOPTED by the Town Council this 10th day of September, 2018.

_____________________________________________________________________

Tracey C. Furman, Mayor and President of the Council

THIS IS TO CERTIFY, that the foregoing Resolution was adopted by the Town Council, in public meeting assembled on the _____th day of ______, 2018.

_____________________________________________________________________

Susan C. Engels, Clerk-Treasurer
EXHIBIT A
DESCRIPTION OF AN AREA PROPOSED FOR ANNEXATION INTO THE TOWN OF MARYLAND

Beginning for the same at a point on the intersection of an easterly projection of the centerline of Perry Avenue and the easterly right of way of St. Paul Street also being the easterly end of line 1 as shown on a plat prepared by Oyster, Imus, Petzold and Associates entitled Town of Kensington Corporate Boundary dated January 10, 2010, thence with said line in a westerly direction

S 87° 19' 20" W for 1085.78 feet; thence with the southerly right of way line of University Boulevard – MD Route 193

1718.70 feet along the arc of a curve to the Right having a radius of 2242.00 feet and a chord bearing and distance of N 61° 50' 28" E for 1676.92 feet; thence along the easterly right of way line of St. Paul Street

S 78° 08' 18" E for 10.52 feet; thence

S 53° 45' 54" W for 42.90 feet; thence

S 32° 54' 23" W for 617.44 feet; thence crossing McComas Avenue and with an extension of the aforementioned easterly right-of-way line to St. Paul Street

S 00° 46' 46" E for 63.50 feet; thence still with the easterly right of way line of St. Paul Street

136.77 feet along the arc of a curve to the Left having a radius of 336.76 feet and a chord bearing and distance of S "14° 55' 02" W for 135.83 feet to the point of beginning containing 12.585 acres of land.
RESOLUTION AR-02-2018
OF THE MAYOR AND COUNCIL OF THE TOWN OF KENSINGTON
TO ADOPT AN ANNEXATION PLAN FOR THE ANNEXATION OF
APPROXIMATELY 12.585 ACRES OF LAND BOUNDED BY PERRY AVENUE, ST
PAUL STREET, AND UNIVERSITY BOULEVARD WEST AND CERTAIN
INTERIOR AND ADJACENT RIGHTS-OF-WAY

WHEREAS, the Town of Kensington adopted Annexation Resolution A-01-2018 on September 10, 2018, annexing approximately 12.585 acres of land bounded by Perry Avenue, St. Paul Street and University Boulevard West, together with certain interior and adjacent rights of way, more fully described in the metes and bounds description attached to the Annexation Resolution as Exhibit A, and the Annexation Plat dated November, 2017, attached thereto as Exhibit B, within said Town boundaries; and

WHEREAS, §4-415 of the Local Government Article, Annotated Code of Maryland requires that an Annexation Plan be prepared for any such annexation; and

WHEREAS, the attached Annexation Plan was prepared as part of the annexation process, and was made available for public review at the public hearing on the Annexation Resolution on August 13, 2018; and

WHEREAS, a copy of the attached Annexation Plan was provided to the County Council for Montgomery County, the Maryland State Department of Planning, and all regional and State planning agencies having jurisdiction at least 30 days prior to the holding of the said public hearing.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Kensington that the attached Annexation Plan be and it is hereby adopted.
ADOPTED by the Council of the Town of Kensington at a regular meeting on the
___10th___ day of ___September___, 2018.

EFFECTIVE the ___26th___ day of ___October___, 2018.

WITNESS:

__________________________ ______________________________
Susan Engels, Town Clerk Tracey Furman, Mayor
This will certify that the foregoing Resolution was adopted by the Town Council in public meeting assembled on the _____ day of _____, 2018.

THE TOWN OF KENSINGTON

____________________________
Suellen M. Ferguson, Town Attorney

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

____________________________
Tracey Furman, Mayor
Annexation Plan for Annexation of 12.585 Acres of Land Bounded by Perry Avenue, St Paul Street, University Boulevard West

Municipal Growth Element
The Town of Kensington ("the Town") is geographically located in the area covered by the Maryland-Washington Regional District Act, §20-101, Land Use Article, Annotated Code of Maryland, as amended. The Town has no zoning and planning authority, which is exercised by the Maryland-National Capital Park and Planning Commission and Montgomery County. As a result, there is no municipal growth element in the Town’s plans.

Introduction
Registered voters and owners in an unincorporated area of Montgomery County bounded by Perry Avenue, St. Paul Street, and University Boulevard West ("Area") have petitioned the Town to annex the Area.

Zoning
The Town and the Area to be annexed are covered by the Kensington Sector Plan, adopted in 2012. The Area contains one large lot zoned CRN-1.0, C-1.0, R-0.5, H-45 ft, and 4 lots zoned CRN-1.0, C-1.0, R-0.75, and H-45, with the remainder of the lots zoned R-60. The Area lots will continue with the existing zoning and uses under the Montgomery County Zoning Ordinance and Kensington Sector Plan.

Water and Sewer Services and Stormwater Management
The Area is currently and will continue to be served by the Washington Suburban Sanitary Commission. No extension of public water and sewer services is needed to serve the Area. Within the current Town limits, the Town of Kensington is responsible for the maintenance of the stormwater management system in existing Town streets. Maintenance of, and stormwater management for, County roads is the responsibility of Montgomery County. Once the Area is annexed, the Town may negotiate with the County for transfer of these responsibilities to the Town.

Utilities
In the Area electric service is provided by PEPCO and gas service is provided by Washington Gas.

Community and Emergency Services
The Area is currently served and will continue to be served by the Montgomery County Police Department and the County’s Fire Rescue Service and Kensington Volunteer Fire Department located at 10602 Connecticut Avenue. The Area is served and will continue to be served by Kensington-Parkwood Elementary School, North Bethesda Middle School, and Walter Johnson High School.

Transportation, Street Maintenance and Street Lighting
The Area is bounded by the north half of Perry Avenue, St. Paul Street and University Boulevard, which is a State maintained road classified as a major collector road. Half of Perry Avenue is within the corporate limits of the Town and the north half is in Montgomery County. No new public road improvements are required or planned to serve the subject Area. Maintenance of the streets, and payment for street lighting on County roads is the responsibility of Montgomery County. Once the Area is annexed, the Town may negotiate with the County for transfer of these responsibilities to the Town.

Refuse and Recycling Collection
It is anticipated that the Town will assume the responsibilities for residential refuse and recycling collection services in the Area, which currently has 41 dwelling units, upon a mutually agreed time frame with Montgomery County.
Town of Kensington Annexation, Annexation No. AR-01-2018

Description

The Town of Kensington has received a petition from property owners in an area abutting the Town’s corporate limits requesting annexation into the Town.

Staff Recommendation

Staff recommends approval of the annexation petition and approval to transmit comments to the Town of Kensington.
BACKGROUND

The Mayor and Town Council of Kensington have received a petition from property owners in an area that is contiguous and abutting to the existing Town boundary requesting annexation into the Town. The Town of Kensington does not have its own planning and zoning authority. All zoning and land use decisions are made by the Montgomery County Council and the Montgomery County Planning Board.

ANNEXATION PROPOSAL

The proposed annexation area, approximately 12.58 acres, is bounded by Perry Avenue, St. Paul Street and University Boulevard West (MD 193) and is north of the existing Town boundary (Figure 1). There are 50 properties within the annexation area, which are primarily single-family residential dwellings along with commercial properties along University Boulevard.

The annexation petition does not provide a specific reason or rationale for the proposed annexation. No land use and zoning changes are associated with this annexation petition.

The Town of Kensington hosted a public hearing on August 13, 2018 and the Town Council is tentatively scheduled to act on the annexation petition on September 10, 2018.

Figure 1: Town of Kensington proposed annexation area.
SECTOR PLAN AND ZONING

The Town of Kensington does not have its own comprehensive plan with land use and zoning recommendations. The Montgomery County Planning Department prepared the 2012 *Kensington Sector Plan*, which was reviewed by the Planning Board and approved by the Montgomery County Council, and it serves as the Town’s comprehensive plan. Because the Town does not have planning and zoning authority, it does not have a municipal growth element, so the Sector Plan is silent regarding any municipal expansion of the Town’s boundary.

All of the properties proposed for annexation are located within the 2012 *Kensington Sector Plan* area. The Sector Plan identifies the Connecticut Avenue/University Boulevard (CU) Area as a neighborhood commercial center and specifically names the CU-6 and CU-7 commercial properties that are within the area proposed for annexation (Figure 2). The Sector Plan states that “preserving existing small office and retail uses in this area is desirable” (page 39).

The CU-6 property located at 3700 University Boulevard West is zoned CRN 1.0: C1.0, R0.5, H-45. The four CU-7 lots located at 3606-3610 Decatur Avenue and 3610 University Boulevard West, at the southeast intersection of Lexington Street, University Boulevard West and Decatur Avenue, are zoned CRN 1.0: C0.75, R1.0, H-45. All single-family dwellings along Decatur Avenue, Perry Avenue, St. Paul Street, Madison Street and University Boulevard are zoned R-60 (Figure 3). Since the Town does not have planning and zoning authority, upon annexation, the subject area will maintain the existing zoning and uses. Any new development within the annexed area will follow the requirements of the Montgomery County Zoning Ordinance and the guidance of the 2012 *Kensington Sector Plan*.

![Figure 2: Analysis Areas of Connecticut Avenue/University Boulevard (CU-6 and CU-7) in the 2012 Kensington Sector Plan.](image)
ANNOTATED CODE OF MARYLAND

Annexation rules and procedures are established in the Annotated Code of Maryland, § 4-401 (2017), which notes that the legislative body of a municipality may enlarge its boundaries by annexation as provided in this subtitle.

(a) In general. - Subject to subsections (b) and (c) of this section, the legislative body of a municipality may enlarge its boundaries by annexation as provided in this subtitle.

(b) Land to which power applies. - The power of annexation applies only to land that:

(1) is contiguous and adjoining to the existing boundaries of the municipality; and

(2) does not create an unincorporated area that is bounded on all sides by:

   (i) real property presently in the boundaries of the municipality;

   (ii) real property proposed to be in the boundaries of the municipality as a result of the proposed annexation; or

   (iii) any combination of real property described in item (i) or (ii) of this item.

This annexation petition is consistent with the State annexation requirements since the area proposed to be annexed is contiguous and adjoining the existing corporate limits of the Town of Kensington.

Figure 3: Existing zoning within the proposed annexation area.
Public Services and Facilities

The Annotated Code, Section 19 (O), requires that the municipal corporation provide an “outline for the extension of services and public facilities into the area proposed to be annexed.” The Town has provided an overview of public facilities and services, including public schools, electric services and stormwater management.

The Town and the annexed area are served by, and will continue to be served by, Montgomery County Public Schools (MCPS). Water and sewer services are provided by the Washington Suburban Sanitary Commission (WSSC) to the Town as well as the proposed annexation area. No extension of water and sewer services are proposed. Electric services are provided by Pepco and gas services are provided by Washington Gas. These services will continue in the annexed area. It is anticipated that the Town will assume residential refuse and recycling collection for the annexed area.

The Town is responsible for stormwater management on town streets. It is possible that the Town may negotiate with Montgomery County to transfer these responsibilities to the Town in the annexed area. Streets and lights within the Town are maintained by the Town. It is likely that the Town could negotiate with the County to transfer street maintenance responsibilities to the Town. The Maryland State Highway Administration (SHA) currently maintains University Boulevard West and will continue to maintain the roadway within the annexed area.

CONCLUSION

The proposed Town of Kensington annexation petition is consistent with the Annotated Code of Maryland, Article 23A. The Montgomery County Council will not review this petition since there are no land use and zoning issues associated with this annexation. Staff recommends approval of the proposed annexation into the Town of Kensington.

Attachment:
1. Town of Kensington annexation resolution
AMENDED ANNEXATION RESOLUTION NO. AR-01-2018

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL AUTHORIZING THE ANNEXATION TO THE TOWN OF KENSINGTON OF APPROXIMATELY 12.585 ACRES OF LAND LOCATED ADJACENT TO THE PRESENT CORPORATE LIMITS OF THE TOWN LOCATED NORTH OF THE CENTER LINE OF PERRY AVENUE TO UNIVERSITY BOULEVARD AND CERTAIN INTERIOR AND ADJACENT RIGHTS-OF-WAY THEREIN

ANNEXATION X-01-2018

WHEREAS, the Mayor and Town Council of Kensington have received a petition requesting the enlargement of the corporate boundaries of the Town of Kensington to include the land area set forth in the metes and bounds description attached hereto and incorporated herein by reference as Exhibit A and shown on a Plat attached hereto and incorporated herein by reference as Exhibit B (hereinafter referenced as the “Annexation Area”); and

WHEREAS, the following addresses and or parcels all of which, together with the interior or adjacent St. Paul Street, Perry [Street] AVENUE, Decatur Avenue and Madison Street public right-of-ways, are included in the Annexation Area: 3500, 3505, 3506, 3507, 3509, 3510, 3511, 3512, 3513, 3514, 3515, 3516, 3517, 3518, 3519, 3600, 3601, 3602, 3604, 3606, 3608, 3610, and outlot on Decatur Avenue; 10815, 10817, 10819, and 10821 Madison Street; 3507, 3509, 3511, 3513, 3515, 3601, 3603, 3605, 3607, 3609, 3611, and 3613 Perry [Street] AVENUE; 10724, 10726, 10728, 10810, 10812, St. Paul Street; and 3404, 3406, 3408, 3500, 3610, and 3700 University Boulevard, West; and

WHEREAS, the Town has verified that the petition satisfies the requirements of §4-401 et seq., of the Local Government Article, Annotated Code of Maryland; and

WHEREAS, all public hearings, notifications and approvals as required by law have occurred; and

WHEREAS, the Annexation Area:

(1) is contiguous and adjoining to the existing boundaries of the municipality; and

(2) does not create an unincorporated area that is bounded on all sides by:
   (i) real property presently in the boundaries of the municipality;
   (ii) real property proposed to be in the boundaries of the municipality as a result of the proposed annexation; or
   (iii) any combination of real property described in item (i) or (ii) of this item.
WHEREAS, the Annexation Area contains one large lot zoned CRN-1.0, C1.0, R-0.5, and H-45 and 4 lots zoned CRN-1.0, C1.0, R-.75, and H-45, with the remainder of the lots zoned R-60, and the lots in the Annexation Area will continue with the existing zoning and uses under the Montgomery County Zoning Ordinance and the Kensington Sector Plan; and

WHEREAS, the Mayor and Town Council therefore have introduced this resolution to annex the Annexation Area referenced and described in Exhibits A and Exhibit B of the subject property on the 18 day of June, 2018; and

WHEREAS, the Mayor and Town Council will conduct a public hearing to be held on the 13th day of August, 2018, on the subject annexation and will hold the record open for additional time period to accept written testimony until the 7th day of September 2018; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Kensington, that this Annexation Resolution be and hereby is adopted.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington, that the corporate boundaries of the Town of Kensington be, and they hereby are, enlarged and extended by including therein the Annexation Area referred to and described in Exhibits A and Exhibit B. attached hereto and incorporated herein by reference

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington that this Resolution shall become effective forty-five (45) days following its adoption, unless a petition for referendum thereon shall be filed as permitted by law.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Kensington that after the effective date of the amendment to the boundaries of the Town provided for by this Resolution, the property annexed into the Town by this Resolution, and all owners of such property and all persons residing within the areas annexed, shall be subject to the Charter, laws, ordinances and resolutions of the Town of Kensington.

BE IT FURTHER RESOLVED, by the Mayor and Town Council of the Town of Kensington that promptly after this Resolution shall become effective, the Town Manager shall send copies of said Resolution to the following:

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CAPS: Indicate matter added by amendment.
[Brackets]: Indicate matter deleted by amendment.
ADOPTED by the Town Council this ___ day of ______________, 2018.

______________________________
Tracey C. Furman, Mayor and President of the Council

THIS IS TO CERTIFY, that the foregoing Resolution was adopted by the Town Council, in public meeting assembled on the ____th day of ______, 2018.

______________________________
Susan C. Engels, Clerk-Treasurer
RESOLUTION NO. R-15-2018

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF KENSINGTON TO AUTHORIZE A CONTRIBUTION IN THE AMOUNT OF TWENTY-FIVE THOUSAND DOLLARS FROM THE FY 2018-19 BUDGET TO THE NOYES CHILDREN’S LIBRARY FOUNDATION FOR RESTORATION AND RENOVATIONS

Whereas, the Noyes Children’s Library Foundation (“Foundation”) is engaged in a campaign to raise funds to help Montgomery County renovate the Noyes Children’s Library building (“the Project”) in order to provide accessibility to all those with physical, emotional, and learning issues; and

Whereas, Project costs for the renovation are estimated to be approximately $3.1 million; and

Whereas, the Foundation has pledged to raise $1.6 million to fund their agreed upon share of the Project; and

Whereas, the Foundation received a $100,000 Bond Bill grant from the State of Maryland in 2018 that must be matched by the recipient; and

Whereas, the Town has long recognized the value of the Noyes Children’s Library to the Town and the broader community; and

Whereas, the Mayor and Town Council have determined that a contribution in support of the Project is in the best interest of the community, and have included a $25,000 donation to the Noyes Children’s Library Foundation within the FY 2018-2019 Budget.

Now Therefore Be It Resolved by the Mayor and Town Council, in public meeting assembled, do hereby authorize payment of a contribution in the amount of $25,000 on behalf of the Town of Kensington to the Noyes Children’s Library Foundation for the renovation of the Noyes Children’s Library, to be paid from the General Government Account of the 2018-19 Fiscal Year Budget and authorize the Town Manager to take those steps necessary to give effect to this Resolution.

Adopted by the Mayor and Town Council this 10th day of September, 2018.

________________________
Tracey C. Furman, Mayor
This is to Certify that the foregoing Resolution was adopted in a public meeting assembled on the 10th day of September, 2018.

_________________________
Susan C. Engels, Clerk-Treasurer