

THE TOWN OF FOREST HEIGHTS  
RESOLUTION 57-16

**A RESOLUTION TO APPROVE A MEMORANDUM OF UNDERSTANDING  
BETWEEN THE TOWN OF FOREST HEIGHTS (THE “TOWN”) AND THE  
NEIGHBORHOOD DESIGN CENTER (NDC) TO CREATE CONCEPTUAL DESIGNS  
FOR THE COMMUNITY GATHERING SPACE (5433 INDIAN HEAD HWY)**

Introduced By: Mayor Jacqueline Goodall

**WHEREAS**, an MOU entitled Town of Forest Heights and the Neighborhood Design Center to create conceptual designs for the community gathering space at (5433 Indian Head Hwy) attached hereto incorporated by reference herein; and

**WHEREAS**, an administrative fee of \$750.00 is requested by NDC to be paid prior to the delivery of the final design documents; and

**WHEREAS**, at the conclusion of the project NDC will provide a letter to the Town summarizing the in-kind donation provided to NDC;

**WHEREAS**, NDC will invoice the Town based on receipt submitted by the volunteer team and expenses exceeding \$20 must be pre-approved by the Town; and

**WHEREAS**, all expenses will be paid from line item 7259 (M-NCPPC Project Open Space) of the FY2017 Budget; and

**NOW THEREFORE BE IT RESOLVED**, that the said memorandum of understanding (MOU) is hereby approved;

**AND BE IT FURTHER RESOLVED**, that the Mayor is hereby further authorized to sign said memorandum of understanding (MOU) on behalf of the Town and authorizes the Mayor to execute on behalf of the Town; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage.

PASSED this 21<sup>st</sup> day of September 2016.

**APPROVED:** By Resolution of the Town Council of The Town of Forest Heights, Maryland

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
GOODALL	<u>YEA</u>
KENNEDY II	<u>YEA</u>
MCLAURIN	<u>YEA</u>
BARNES	<u>ABSENT</u>

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MUHAMMAD	<u>    NAY    </u>
SMITH-BARNES	<u>    YEA    </u>
MANN	<u>    YEA    </u>

ATTEST:

THE MAYOR AND COUNCIL OF THE  
TOWN OF FOREST HEIGHTS, MARYLAND

*Signature on file*  
\_\_\_\_\_  
Bonita Anderson, Town Clerk

*Signature on file*  
By: \_\_\_\_\_  
Jacqueline Goodall, Mayor

*Signature on file*  
By: \_\_\_\_\_  
Cynthia Mann, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 21<sup>st</sup> day of September 2016 with 5 Aye votes and 1 Nay votes the aforesaid Resolution 57-16 passed.

*Signature on file*  
\_\_\_\_\_  
Bonita Anderson, Town Clerk