

Resolution No.: 04-01-20
Introduced: 04-13-20
Adopted: 04-13-20
Effective: 04-18-20

**BOARD OF MANAGERS
FOR
CHEVY CHASE VILLAGE, MD**

**SUBJECT: RESOLUTION OF THE CHEVY CHASE VILLAGE
BOARD OF MANAGERS TO DECLARE A STATE OF
EMERGENCY AND AUTHORIZE THE VILLAGE MANAGER TO
TAKE CERTAIN ACTIONS**

WHEREAS, on March 5, 2020, the Honorable Larry J. Hogan, Jr., Governor of Maryland, as a result of the presence of COVID-19, a highly infectious disease, in the State, declared a public health catastrophe, a public emergency, and an immediate danger to public safety in the State of Maryland. On March 23, 2020 Governor Hogan ordered additional action including closure of non-essential businesses, and on March 30, 2020, he ordered all residents to stay at home; and

WHEREAS, due to the Governor's Order, the Village Manager closed Village facilities, requiring Village staff to work from home unless necessary to provide essential services. As a result, Village staff are not physically present to access documents and records subject to a Public Information Act request; and

WHEREAS, pursuant to the State of Emergency provisions of the Chevy Chase Village Emergency Operations Plan adopted by the Board of Managers, the issuance of these Orders by the Governor resulted in a State of Emergency existing in the Village beginning on March 5, 2020; and

WHEREAS, pursuant to the Emergency Operations Plan, the Village Manager is designated to administer the Village's emergency response; and

WHEREAS, the Board of Managers has determined that it is in the public interest, will not endanger the public health, welfare, or safety, and will not deprive any person of their due process rights, to authorize, adopt, confirm and/or ratify the actions contained in this Resolution.

NOW THEREFORE BE IT RESOLVED by the Chevy Chase Village Board of Managers, in light of the several Orders issued by Governor Hogan responding to the COVID-19 State of Emergency, the Village's Emergency Operations Plan, and the Board of Managers' powers under the Village Charter and Code and the Maryland Code, that a State of Emergency exists within the Village and that the Village Manager be and she is hereby authorized as administrator of the Emergency Operations Plan to take the following actions:

1. To extend permits already issued by the Village, to include without limitation building, dumpster, portable storage facilities, and parking permits, to a date certain determined by the Village Manager that is after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded;
2. To suspend the requirement to obtain a Village parking permit to a date certain determined by the Village Manager that is after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded that is subsequent to termination of the state of emergency and the rescission of the Governor's proclamation of a catastrophic health emergency.

3. To extend licenses already issued by the Village to a date certain that is after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded;
4. To suspend the issuance of Village permits and licenses to a date certain as determined by the Village Manager that is after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded; and
5. To postpone Board of Managers consideration of non-essential administrative matters to a Board meeting on a date that is after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded; and
6. To take those additional actions necessitated by the State of Emergency that are consistent with the Village's Emergency Operations Plan and the Governor's Orders.

BE IT FURTHER RESOLVED by the Chevy Chase Village Board of Managers to waive the competitive contract bidding requirements of the Village Code, Chapter 24, for those immediate expenditures necessitated by the State of Emergency.

BE IT FURTHER RESOLVED by the Chevy Chase Village Board of Managers to extend the date by which Financial Disclosure Statements must be filed pursuant to Chapter 2, Public Ethics, Sec. 2-6, Financial disclosure—Village elected officials and candidates to be Village elected officials, and Sec. 2-7. Financial disclosure—employees and appointed officials, to a date to be determined by the Village Manager that is 30 days after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded.

BE IT FURTHER RESOLVED by the Chevy Chase Village Board of Managers, pursuant to the Governor's Order dated March 12, 2020, to suspend the time limitations imposed by §§4-202, 4-203 and 4-358 of the General Provisions Article, Annotated Code of Maryland, with respect to responding to requests for records submitted under the Maryland Public Information Act, until thirty (30) days after the Governor's Order has been terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded.

BE IT FURTHER RESOLVED by the Chevy Chase Village Board of Managers that reasonable public notice of this Resolution shall be provided by posting this Resolution on the Village's website; including this Resolution in an email communication to all residents receiving email notifications from the Village, and all individuals with open public information requests, and by posting of this Resolution at the Village Hall; and further that this Resolution shall take effect the next business day following notification to the Governor of this Resolution.

BE IT FURTHER RESOLVED by the Chevy Chase Village Board of Managers that the following actions are adopted, confirmed and ratified:

- The Village Hall and administrative offices are closed to the public; however, service delivery will continue to be conducted online or by email or telephone.
- All in person Village Boards, Commissions, and Committee meetings are suspended until further notice. When necessary, meetings and hearings will be conducted by tele/video-conferences, provided that advance notice of said meetings is posted to the Village website so that interested persons may listen/watch the meetings.
- Access to the Village Hall will be restricted to Village employees only.

- All community meetings, Hall rentals, and community-related activities are suspended at all Village facilities until further notice.

ADOPTED by the Chevy Chase Village Board of Managers at a regular meeting on the 13th day of April, 2020.

EFFECTIVE the next business day following notification to the Governor of this Resolution.

CHEVY CHASE VILLAGE



Elissa Leonard, Chair
Board of Managers
Chevy Chase Village

ATTEST:



Shana R. Davis-Cook, Village Manager