

**AMENDED RESOLUTION**  
**OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF UNIVERSITY PARK**  
**TO DECLARE A STATE OF EMERGENCY, AUTHORIZE THE MAYOR**  
**TO TAKE CERTAIN ACTIONS AND RATIFY PRIOR 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 Mayor closed Town facilities, requiring Town staff to work from home unless necessary to provide essential services. As a result, Town staff are not physically present to access documents and records subject to a Public Information Act request and other public service requests; and

WHEREAS, the issuance of these Orders by the Governor resulted in a State of Emergency existing in the Town beginning on March 5, 2020; and

WHEREAS, the Mayor and Common Council have determined that it is in the public interest, will not endanger the public health, welfare, or safety, and will not will 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 Mayor and Common Council, in light of the several Orders issued by Governor Hogan responding to the COVID-19 State of Emergency and the Mayor and Council powers under the Town Charter and Code and the Maryland Code, that a State of Emergency exists within the Town and that the Mayor be and he

is hereby authorized to administer the Town's emergency response and to take the following actions:

1. To extend permits already issued by the Town to a date certain determined by the Mayor that is up to 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terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded; and
2. To extend licenses already issued by the Town to a date certain that is up to 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terminated and the state of emergency and proclamation of the catastrophic health emergency therein stated has been rescinded; and
3. To suspend the issuance of new Town permits and licenses to a date certain as determined by the Mayor that is up to 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; and
4. To postpone Mayor and Council's consideration of non-essential administrative matters to a Mayor and Council 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~~
5. TO AUTHORIZE THE MAYOR TO DEFER LICENSE FEES IN CASES WHERE RENT HAS NOT BEEN PAID AND THE OWNER IS UNABLE TO EVICT DUE TO COVID-19 RESTRICTIONS, SO LONG AS THE OWNER OR PROPERTY MANAGER PROVIDES SUPPORTING DOCUMENTATION AND COMPLETES THE APPLICATION AND SELF-INSPECTION PROCESS; AND
6. To take those additional actions necessitated by the State of Emergency that are consistent with the Governor's Orders and this Resolution.

**BE IT FURTHER RESOLVED** by the Mayor and Council that the Mayor, after prior consultation with the Council, may waive the competitive contract bidding requirements of the Town Code for those immediate expenditures necessitated by the State of Emergency.

**BE IT FURTHER RESOLVED** by the Mayor and Council, 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, up to 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 Mayor and Council that reasonable public notice of this Resolution shall be provided by posting this Resolution on the Town's website; including this Resolution in an email communication to all residents receiving email notifications from the Town, and all individuals with open public information requests, and by posting of this Resolution at the Town 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 Mayor and Council that the following actions are adopted, confirmed and ratified:

- The Town 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 Town 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 Town website so that interested persons may listen/watch the meetings.

- Access to the Town Hall will be restricted only to Town employees, and to non-employees who are supporting the Town's emergency operations during a declared state of emergency.
- All Town sponsored community meetings, and community-related activities, are suspended at all Town facilities until further notice.

**ADOPTED** by the Mayor and Common Council at a regular meeting on the 17<sup>th</sup> day of August, 2020.

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

WITNESS

MAYOR AND COMMON COUNCIL  
TOWN OF UNIVERSITY PARK

Andrea D. Marcavitch  
Andrea Marcavitch, Town Clerk

Lenford C. Carey  
Lenford C. Carey, Mayor

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

Suellen Ferguson  
Suellen M. Ferguson, Town Attorney

# TUP AMENDED Adopted 20-R-02 Emergency Resolution 8.17.20

Final Audit Report

2020-08-21

Created:	2020-08-18
By:	Andrea Marcavitch (amarcavitch@upmd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAADHYfOW8oAKOjU9YnzvapDtb0avqBHAPx

## "TUP AMENDED Adopted 20-R-02 Emergency Resolution 8.17.20" History

-  Document created by Andrea Marcavitch (amarcavitch@upmd.org)  
2020-08-18 - 7:21:07 PM GMT- IP address: 162.247.193.107
-  Document emailed to Len Carey (mayorcarey@upmd.org) for signature  
2020-08-18 - 7:21:58 PM GMT
-  Email viewed by Len Carey (mayorcarey@upmd.org)  
2020-08-18 - 7:28:32 PM GMT- IP address: 173.66.227.108
-  Document e-signed by Len Carey (mayorcarey@upmd.org)  
Signature Date: 2020-08-18 - 7:30:13 PM GMT - Time Source: server- IP address: 162.247.193.107
-  Document emailed to Suellen Ferguson (ferguson@councilbaradel.com) for signature  
2020-08-18 - 7:30:15 PM GMT
-  Email viewed by Suellen Ferguson (ferguson@councilbaradel.com)  
2020-08-21 - 6:26:42 PM GMT- IP address: 24.192.83.76
-  Document e-signed by Suellen Ferguson (ferguson@councilbaradel.com)  
Signature Date: 2020-08-21 - 6:27:01 PM GMT - Time Source: server- IP address: 24.192.83.76
-  Signed document emailed to Suellen Ferguson (ferguson@councilbaradel.com), Len Carey (mayorcarey@upmd.org) and Andrea Marcavitch (amarcavitch@upmd.org)  
2020-08-21 - 6:27:01 PM GMT