



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC No. 22-39

**RESOLUTION TO DISSOLVE THE EXECUTIVE COMMITTEE
BY MODIFYING RESOLUTION NOS. 74-46 AND 76-34**

WHEREAS, the Maryland-National Capital Park and Planning Commission (the “Commission”) defined the roles and duties of the Commission, the Planning Boards, the Executive Committee, and the Executive Director by adoption of Resolution No. 74-46 on or about December 11, 1974; and

WHEREAS, the Executive Committee consists of three people, the Chair and Vice-Chair of the Commission and the Executive Director; and

WHEREAS, on or about April 14, 1976, the Commission adopted Resolution No. 76-15 further refining the roles and duties of the Executive Committee in an effort to increase the efficiency of processing more than eighty (80) required Commission Practices by June 30, 1977; and

WHEREAS, on or about August 4, 1976, the Commission adopted Resolution No. 76-34, superseding Resolution No. 76-15, and again modifying the roles and duties of the Executive Committee to increase efficiency regarding the adoption of numerous Commission-wide Practices; and

WHEREAS, the Practices of the Commission are now fairly-well established, after several decades of operation, and amendments or modifications thereto can be handled in the normal course of Commission activities, with support from the Office of the Executive Director; and

WHEREAS, the Executive Director has capacity within the Executive Director’s Office to handle the administration of Commission business, and to seek consultation from other officers or Commissioners when needed to modify Practices; and

WHEREAS, with the advancement of technology since the 1970’s, the Commission can operate effectively and efficiently without the need for the Executive Committee; and

WHEREAS, certain duties of the Executive Committee will be assigned to the Executive Director and others will revert back to the Commission.

NOW, THEREFORE BE IT RESOLVED, that:

1. **Resolution No. 74-46 is modified** as follows:
 - a. Paragraph 1.a) is modified to add at the end, “including supervising the activities of the Executive Director,”. This will give the Commission oversight of the Executive Director.
 - b. Paragraph 3, relating to the Executive Committee, is removed in its entirety.
 - c. Paragraph 4.A. is modified to add at the end, “including the preparation of agendas for Commission meetings and supervising the scheduling of business for the Commission.” This will require the Executive Director to perform these duties.
 - d. Throughout the Resolution, wherever there is a reference to the “Executive Committee” that language is removed.

2. **Resolution No. 76-34 is modified** as follows:
 - a. Paragraph 1 is removed in its entirety. This relates to the Executive Committee’s duties.
 - b. Paragraph 3 is removed in its entirety. This relates to the Executive Committee’s duties.

3. **Commission Practice No. 1-11**, approved on or about July 2, 1976, “Organization and Functions of the Executive Committee,” is **rescinded** in full and of no further force and effect.

4. The following **Commission Practices** will be modified to remove the Executive Committee as appropriate:
 - a. Practice No. 1-10, “Organization and Functions of Commission and Planning Boards” to include Addendum I, “Rules of Procedure of the Maryland-National Capital Park and Planning Commission”
 - b. Practice No. 1-20, “Organization and Functions of Department of Administration”
 - c. Practice No. 1-31, “Organization and Functions of Audit Committee and the Office of the Inspector General”
 - d. Practice No. 3-60, “Proposed Amendments to Administrative Practice 3-60, Budget Adjustments (Amendments and Transfers)”
 - e. Practice No. 5-10, “Internal Information System”
 - f. Practice No. 5-20, “Preparation of Commission and Executive Committee Agendas”
 - g. Practice No. 6-10, “M-NCPPC Vehicle Use Program”
 - h. Practice No. 6-40, “M-NCPPC Sustainability Standards.”

BE IT FURTHER RESOLVED that any Practice or Procedure approved by the Executive Committee, which is not modified by this Resolution or otherwise by the Commission, Planning Board or Executive Director, as appropriate, remains in full force and effect.

BE IT FURTHER RESOLVED, that where any Practice or Procedure requires reporting to the Executive Committee, and unless and until such Practice or Procedure is formally modified, such reporting shall be done to the Executive Director who will share such report with the Chair and Vice Chair of the Commission.

BE IT FURTHER RESOLVED, that the Commission authorizes and directs the appropriate officers of the Commission to undertake such further acts, instruments and further assurances as are necessary to effectuate the purpose and intent of this Resolution.

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This is to certify that the foregoing is a true and correct copy of Resolution No. 22-39 adopted by the Maryland-National Capital Park and Planning Commission on motion of Commissioner Geraldo, seconded by Commissioner Hill, with Commissioners Branson, Geraldo, Hill, Shapiro, Washington and Zyontz voting in favor of the motion, and Commissioners Bailey, Doerner and Piñero absent during the vote, at its meeting held on November 16, 2022, during a hybrid video-conference/in-person meeting at Wheaton Headquarters in Wheaton, Maryland and broadcast by the Montgomery Planning Department.


Asuntha Chiang-Smith, Executive Director

Reviewed and Approved for Legal Sufficiency

/s/Debra Borden, M-NCPPC General Counsel
November 7, 2022