

**THE INCORPORATED TOWN OF CAPITOL HEIGHTS
FAIR SUMMARY
OF
CHARTER AMENDMENT RESOLUTION 2021-02**

This is to give notice that the Mayor and Council of the Town of Capitol Heights has introduced and intends to take action on Charter Amendment Resolution 2021-02 – A Charter Amendment Resolution to Clarify and Amend the Charter Requirements to Call a Special Meeting and to Establish a Quorum for Meetings by Amending Sections 208 and 209 of the Charter of the Incorporated Town of Capitol Heights will become **effective December 15, 2020.**

Charter Amendment Resolution 2021-02 clarifies and amends the Charter requirement to Call a Special Meeting and establishes a Quorum for meetings by amending Sections 208 and 209 of the Town Charter. The Incorporated Town of Capitol Heights is governed as a Strong Council, Weak Mayor form of municipal government and is comprised of a Mayor and six voting Councilmembers. Section 208 (Meetings of the Mayor and Council) has been amended to state that special meetings shall be called by the Mayor or a majority of the members of the Mayor and Council. Section 209 (Quorum) has been amended to state four Councilmembers shall constitute a quorum for the transaction of business.

Charter Amendment Resolution 2021-02 is available for inspection by the public. As a result of the COVID-19 Pandemic requests may be fulfilled by either calling Town Hall on (301) 336-0626 or by sending a request via email to TownClerk@capitolheightsmd.com. A copy of the Charter Amendment Resolution 2021-02 will be sent to you. Requests may be made during normal business hours, 9:00 a.m. to 5:00 p.m. Monday through Friday.

**MAYOR AND COUNCIL OF THE TOWN OF CAPITOL HEIGHTS
BY: ROBIN BAILEY-WALLS, TOWN CLERK**