



# THE CITY OF FROSTBURG

## Mayor and Council Work Session Agenda

**Tuesday, December 09, 2025 at 4:00 PM**

**Frostburg Municipal Center Meeting Room 100**  
**37 S. Broadway, Frostburg, MD 21532**

---

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

**1. Call to Order**

**2. Roll Call**

**3. Special Presentations and Requests**

**A.** Legislative Update. Rich Reinhardt, Percy Public Affairs, LLC.

**4. Council Meeting Topics**

**A.** City Code: Artisan & Small Scale Manufacturing. Jamie Klink, Planner.

**B.** City Code: Clarification of Inspection Standards for Smoke Alarms. Jon Miller, Director of Community Development.

**C.** Reappointment of a Member of the Board of Zoning Appeals. Jamie Klink, City Planner.

**D.** Rehabilitation of Commercial Structures Tax Credit. Jamie Klink, Planner.

**E.** Center Street Development Project Extension Request. Patrick O'Brien, City Administrator.

**F.** Grant Agreement for CSO Phase XB & XC. Hayden Lindsey, Director of Public Works.

**5. Other Discussion Items**

**A.** Garbage and Special Collections for 2026.

**B.** Spirit of Frostburg.

**C.** City Employee Bonuses.

**D.** Clarification of Over Time Policy.

**E.** Hydrogeologic Assessment Progress Update.

**F.** PACE Presentation.

**G.** Update on Stabilization Grant.

**6. Adjourn to Closed Session**

Under the Annotated Code of Maryland, General Provisions Article § 3-305(b)(1), which allows a closed session "to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals," a closed session is needed to conduct a six month probation review of the City Administrator position, as well as discuss additional reviews, retirements, and potential promotions.