



City of Frostburg

Memorandum

Todd J. Logsdon
Mayor

To: Mayor, City Council, and Patrick O'Brien, City Administrator
From: Jamie Klink, Planner JK
Date: November 25, 2025
Re: BOZA Appointment

Commissioners

Donald L. Carter, Jr.
*Commissioner of
Finance*

The Frostburg Board of Zoning Appeals currently has a position that is due to expire on December 15, 2025. Board member Julia Williams has indicated that she is willing to serve another three year term. Ms. Williams has represented the City of Frostburg with distinction and expertise as a zoning appeals board member, and her service to our community has been invaluable to the positive growth and development of the City of Frostburg.

Kevin G. Grove
*Commissioner of
Public Safety*

Staff recommends that Ms. Williams be reappointed to a new three year term, beginning December 16, 2025 and expiring December 16, 2028.

Nina Forsythe
*Commissioner of
Water, Parks and
Recreation*

Please provide staff with recommendations for the Board of Zoning Appeals vacancy, request staff to solicit letters of interest, or reappoint the current member listed above during your December Mayor and Council meeting.

Adam Ritchey
*Commissioner of
Public Works*

The Mayor and Council have the authority to appoint individuals of their choice to this board.

Patrick O'Brien
City Administrator

If you have any questions or concerns please contact me at your convenience.