

MAYOR AND CITY COUNCIL

CHRISTOPHER G. MILLER
MAYOR

JAMES L. MCCARRON
MAYOR PRO TEM

JAMES A. WIEPRECHT
CITY MANAGER

BARRI R. AVALLONE
TREASURER

CLARA KALMAN
CLERK



COUNCIL MEMBERS

JUDITH K. FULLER

DIANE A. FOSTER

ELIZABETH W. CHANEY

CHRISTOPHER R. TILLMAN

AGENDA MAYOR AND CITY COUNCIL COMBINED MEETING MONDAY, MAY 12, 2025 7:30 PM

Opening: Pledge of Allegiance and roll call ▶

Oath of Office: ▶

Election of Mayor Pro Tem ▶

Council Liaison Assignments ▶

Council member statement regarding conflicts of interest on agenda items ▶

Public comment pertaining to non-agenda items ▶

Resolution, Ordinances and Agreements:

Introduction

Ordinance 06 – 2025 – Fiscal Year 2025 – 2026 - Operating Budget ▶

Ordinance 07 – 2025 – Fiscal Year 2025 – 2026 - Water and Sewer Rates ▶

Ordinance 08 – 2025 – Fiscal Year 2025 – 2026 - Tax Rate – for emergency adoption ▶

Ordinance 09 – 2025 – Police Manual ▶

Ordinance 10 – 2025 – City Attorney Requirements ▶

Ordinance 11 – 2025 – Executive Administrative Assistant ▶

Ordinance 12 - 2025 – Amendment to Sign Code ▶

Ordinance 13 – 2025 – Establishment of Information Technology Officer and Agency Designation ▶

Ordinance 14 – 2025 – Temporary Administrative Suspension ▶

Ordinance 15 – 2025 – Police Protection Standards ▶

Ordinance 16 – 2025 – Repeal of Campaign Finance ▶

Ordinance 17 – 2025 – Water and Sewer Rates ▶

Adoption

Resolution 2025 – 07 – Legislative Priority ▶

Resolution 2025 – 09 – Dedication of Police Department to Darryl G. Hale ▶

Resolution 2025 – 10 – Monthly Newsletter ▶

Resolution 2025 – 11 – Public Comment at Monday Meetings ▶

City Manager Report

New Business

1. Monthly Financial Report ▶
2. Accounts Payables ▶
3. Approval of mowing contract extension for 1 year – Ecker's Lawn Service ▶
4. Ratification of Meadowbrook Section 6 Surety Release ▶
5. Approval of Special Event Permit - Taneytown Pride - Memorial Park, June 22 ▶
6. Approval of Special Event Permit - Carroll Kennel Club FastCAT Coursing Trials - Memorial Park, August 30th & 31st ▶
7. Award of Bid – Riffles Lane storm drain installation ▶

Public comment pertaining to Agenda items ▶

Adjournment ▶

MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3 Bulk trash at Memorial Park 7:30 AM – 1:00 PM
4	5 City Election 7 AM – 7 PM at Taneytown the Police Station	6	7	8	9 Business Breakfast at Thunderhead 7:30 AM	10 Fishing Derby Roberts Mill Park 8 AM – 12 PM
11	12 Mayor and City Council Combined Meeting 7:30 PM	13	14 Parks and Recreation Advisory Board 6:30 PM	15	16	17 Spring Community Flea Market Memorial Park 9 AM – 2 PM
Spring Scavenger Hunt – Bollinger Park						
18	19	20 Comprehensive Plan meeting 6:30 PM	21	22	23	24
25	26 Memorial Day Ceremony at Memorial Park 10 AM ----- Parade along E. Baltimore Street at 1 PM	27	28	29	30	31

ORDINANCE NO. 06 - 2025
FISCAL YEAR 2025 - 2026 OPERATING BUDGET

PURSUANT to Article VII, §C-702 and C-703 of the Charter of the City of Taneytown, the Mayor and City Council shall adopt an annual budget that provides a complete financial plan for the budget year and contains estimates of anticipated revenues and proposed expenditures.

WHEREAS, a budget fulfilling the requirements of the Charter has been prepared; and

WHEREAS, pursuant to the provisions of §C-703, a public hearing on said budget has been held on _____, after the required two weeks notice was given in the Carroll County Times pursuant to §C-703 of the Charter of the City of Taneytown; and

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TANEYTOWN:

Section One: That the budget attached hereto and incorporated herein is hereby adopted as the budget for the City of Taneytown for Fiscal Year July 1, 2025 through June 30, 2026

INTRODUCED THIS ____ DAY OF _____, 2025

CLARA KALMAN, CITY CLERK

PASSED THIS ____ DAY OF _____, 2025

CLARA KALMAN, CITY CLERK

APPROVED THIS ____ DAY OF _____, 2025

CHRISTOPHER MILLER, MAYOR

ORDINANCE NO. 07 - 2025
FISCAL YEAR 2025 - 2026 WATER AND SEWER RATE

PURSUANT to Section C-1013 of the Charter of the City of Taneytown, the Mayor and City Council have the authority to charge and collect such services rates, water rents and ready-to-serve charges as it deems necessary for water supplied and for removal of sewage.

WHEREAS, the Operating Budget for fiscal year 2025-2026 calculates the revenue necessary to operate the water and sewer system; and

WHEREAS, due to the effective management of the system, reduction in operational costs, increase in the accuracy of the metering system, and modest growth in the City, the rate needed to balance the water/sewer budget can be maintained at the prior year's rate.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TANEYTOWN:

Section One: That water and sewer rate for water and sewer consumed and used for Fiscal Year July 1, 2025 through June 30, 2026 shall be billed per quarter as follows:

Water	\$7.25/1,000 gallons
Sewer	\$14.24/1,000 gallons
Water Hydrant Meter	\$16.38/1,000 gallons
Bay Restoration Fund	\$15.00

INTRODUCED THIS ____ DAY OF _____ 2025

CLARA KALMAN, CITY CLERK

PASSED THIS ____ DAY OF _____, 2025

CLARA KALMAN, CITY CLERK

APPROVED THIS ____ DAY OF _____, 2025

CHRISTOPHER MILLER, MAYOR

ORDINANCE NO. 08 - 2025
FISCAL YEAR 2025 - 2026 TAX RATE

PURSUANT to Article VII, §C-709 and C-710 of the Charter of the City of Taneytown, the Mayor and City Council shall determine the amount of the tax levy for the fiscal year as determined by the amount of property tax stated in the budget; and

WHEREAS, the Mayor and City Council desire to maintain the real property tax rate of \$.37 per 100 of assessed real property value and the personal property tax rate of \$.80 per 100 of assessed property value from the prior fiscal year; and

WHEREAS, this existing real property rate exceeds the Constant Yield Tax Rate for the Fiscal Year 2025-2026, as calculated by the Maryland Department of Assessment and Taxation, thus the City has complied with the notice and public hearing requirements of §6-308 of the Tax Property Article of the Maryland Annotated Code.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TANEYTOWN:

Section One: That real property tax rate for the City of Taneytown shall be \$.37 per 100 of assessed real property value for Fiscal Year July 1, 2025 through June 30, 2026.

Section Two. That the personal property tax rate for the City of Taneytown shall be \$.80 per 100 of assessed property value for Fiscal Year July 1, 2025 through June 30, 2026.

PURSUANT TO SECTION C-209 (B) OF THE CHARTER OF THE CITY OF TANEYTOWN, THE MAYOR AND CITY COUNCIL HEREBY DECLARE THE PASSAGE OF THIS ORDINANCE AS AN EMERGENCY BY A VOTE OF ____ IN FAVOR AND ____ OPPOSED.

INTRODUCED THIS ____ DAY OF _____, 2025

CLARA KALMAN, CITY CLERK

PASSED THIS ____ DAY OF _____, 2025

CLARA KALMAN, CITY CLERK

APPROVED THIS ____ DAY OF _____, 2025

CHRISTOPHER MILLER, MAYOR

1
2
3 **CITY OF TANEYTOWN**
4 **ORDINANCE 09 – 2025**
5

6 **AN ORDINANCE TO AMEND §11-7 OF THE CITY CODE TO GRANT THE POLICE CHIEF**
7 **AUTHORITY TO ADOPT AND MANAGE THE POLICE MANUAL**

8 **WHEREAS**, §11-4 of the Taneytown City Code establishes the Chief of Police as the individual
9 responsible for the direction and control of the Police Department, under the general supervision
10 of the City Manager; and

11 **WHEREAS**, the City has adopted **Lexipol**, a nationally recognized professional policy
12 management system specifically developed for law enforcement agencies, to ensure up-to-date
13 and legally compliant operational standards; and

14 **WHEREAS**, the authority over the day-to-day policies and procedures of the Police Department,
15 including the police manual, is more appropriately vested in the Chief of Police as the
16 department's executive and operational leader; and

17 **WHEREAS**, this change reflects professional best practices and removes political influence
18 from operational law enforcement decision-making;

19 **NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE**
20 **CITY OF TANEYTOWN THAT:**

21 **SECTION 1. §11-7 of the Code of the City of Taneytown shall be repealed and replaced**
22 **with the following:**

23 **§ 11-7 – Police Manual.**

24 The **Chief of Police** shall have the sole authority to adopt, implement, amend, modify, and
25 repeal a **Police Department Manual**, which shall regulate the conduct of members of the Police
26 Department and govern the administration of police affairs. The Police Manual shall be
27 maintained through a nationally recognized policy management system, such as Lexipol or its
28 equivalent, and shall reflect best practices in modern policing, risk management, and legal
29 compliance.

30 The Chief shall ensure that the manual is updated regularly in accordance with changes
31 in law, standards, and professional guidance. The City Manager, City Council and the
32 Mayor shall be informed of substantial policy updates. The manual shall be made
33 available to the public.

34 **SECTION 2.** All references in the City Code to the adoption, amendment, or repeal of the Police
35 Manual by the Mayor and Council are hereby superseded to the extent inconsistent with this
36 ordinance.

37 **AND BE IT FURTHER ORDAINED,** that this ordinance shall become effective upon its passage
38 and approval by the Mayor and City Council.
39
40
41

42 PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
43 _____ COUNCILMEMBERS IN FAVOR AND _____
44 COUNCILMEMBERS OPPOSED.
45

46 _____
47 CLARA J. KALMAN, CITY CLERK
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49 APPROVED THIS _____ DAY OF _____ 2025.
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51 _____
52 CHRISTOPHER G MILLER, MAYOR

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CITY OF TANEYTOWN
ORDINANCE 10 - 2025

**AN ORDINANCE TO AMEND CHAPTER 34-3 OF THE CITY CODE TO MODIFY THE DUTIES
AND MEETING REQUIREMENTS OF THE CITY ATTORNEY**

1 **WHEREAS**, the City of Taneytown seeks to manage legal resources efficiently and ensure that
2 the City Attorney's time and expertise are directed based on administrative and legislative need;
3 and

4 **WHEREAS**, the current City Code requires the City Attorney to attend all regular Council
5 meetings and other city functions by default, regardless of legal necessity; and

6 **WHEREAS**, the Mayor and City Council believe it is in the best interest of the City to clarify that
7 the attendance and involvement of the City Attorney at meetings and in legal review functions
8 shall be based on request, as determined by the Mayor, City Manager, or City Council.

9
10 **NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY**
11 **OF TANEYTOWN THAT:**

12 **Section 34-3 of the Code of the City of Taneytown shall be amended as follows** (additions
13 **bold and underlined**, deletions in strikethrough):

14
15 **§ 34-3. Attorney.**

16 **A. Appointment; qualifications.** The Mayor, with the approval of the Council, shall appoint a
17 City Attorney. The City Attorney shall be a member of the bar of the Maryland Court of Appeals.

18 **B. Compensation.** The City Attorney shall have such compensation as shall be approved by
19 Council through an annual hourly fee schedule.

20 **C. Powers and duties.**

21 (1) The City Attorney shall be the legal adviser of the city and shall perform such duties in this
22 connection as may be required **when requested by the Mayor, City Manager, or City**
23 **Council**. When required by the Mayor or City Manager, the City Attorney shall furnish written or
24 verbal opinions upon any legal affairs of the city.

25 (2) **The City Attorney shall review and provide legal sufficiency opinions on ordinances,**
26 **contracts, agreements, bonds, leases, and other legal documents of the City only when**
27 **specifically requested to do so by the Mayor, City Manager, or City Council.**

28

29 **D. Attending meetings.**

30 (1) The City Attorney shall attend regular or special meetings of the City Council only
31 upon request of the Mayor, City Manager, or City Council.

32 (2) The City Attorney shall attend meetings of the Planning Commission, Board of
33 Appeals, Economic Development Commission, or any other city body only when
34 requested by the Mayor, City Manager, or City Council.

35 **E. Legal consultants.** The city shall have the power to employ such legal consultants as it
36 deems necessary from time to time.

37

38 **AND BE IT FURTHER ORDAINED**, that this ordinance shall take effect upon adoption and the
39 City Code shall be amended accordingly.

40

41 PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
42 _____ COUNCILMEMBERS IN FAVOR AND _____
43 COUNCILMEMBERS OPPOSED.

44

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CLARA J. KALMAN, CITY CLERK

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APPROVED THIS _____ DAY OF _____ 2025.

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CHRISTOPHER G MILLER, MAYOR

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**CITY OF TANEYTOWN
ORDINANCE 11-2025
EXECUTIVE ADMININSTRATIVE ASSISTANT**

1 WHEREAS, Chapter 34 of the Code of the City of Taneytown contains various provisions relating
2 to the officers and employees of the City of Taneytown; and
3

4 WHEREAS, the Mayor and City Council have decided it is in the best interests of the citizens of
5 Taneytown to create the position of Executive Administrative Assistant to support the Office of
6 the Mayor, City manager and Chief of Police, thus necessitating a change to various provisions of
7 the City Code.
8

9 NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY
10 OF TANEYTOWN THAT:
11

12
13 SECTION ONE: That section 34-8 of the Code of the City of Taneytown be added as follows:
14

15 34-8. Executive Administrative Assistant.
16

17 A. Establishment and Purpose.

18 The position of Executive Administrative Assistant is hereby established as a supplemental
19 officer of the City. The role is intended to support the continued efficacy of municipal operations
20 and enhance coordination across executive functions of government.
21

22 B. Duties.

23 The Executive Administrative Assistant shall:
24

25 Complete assignments and administrative tasks as directed by the Mayor, City Manager, or
26 Chief of Police.
27

28 Facilitate effective communication and collaboration between the Mayor, City Manager, and
29 Chief of Police.
30

31 Receive, manage, and forward public or resident inquiries and communications to the
32 appropriate department head, Mayor, City Manager, or Chief of Police, as applicable.
33

34 Maintain working knowledge of the functions and responsibilities of all City departments in order
35 to orient themselves as a versatile support officer.
36

37 Advance administrative priorities and ongoing taskings originating from the Mayor, City
38 Manager, or Chief of Police.
39

40 Serve, in the event of a department head vacancy, as the interim department head until such
41 time that a temporary or permanent appointment is made by the appropriate authority, in order
42 to ensure uninterrupted city services and operations.
43

44 C. Appointment.

45 The Executive Administrative Assistant shall be appointed by the Mayor and confirmed by a
46 majority vote of the City Council. The appointee shall serve at the pleasure of the Mayor unless
47 otherwise provided by ordinance or Charter.
48

49 D. Compensation.

50 Compensation shall be based on experience and qualifications and shall align with the City's
51 established pay scale.
52

53 SECTION 2:

54 Severability.

55 If any provision of this ordinance or the application thereof to any person or circumstance is held
56 invalid, such invalidity shall not affect other provisions or applications of the ordinance which
57 can be given effect without the invalid provision or application.
58

59
60 PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF _____
61 COUNCILMEMBERS IN FAVOR AND _____ COUNCILMEMBERS OPPOSED.
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63 _____
64 CLARA J. KALMAN, CITY CLERK

65
66 APPROVED THIS _____ DAY OF _____ 2025.
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69 CHRISTOPHER G MILLER, MAYOR
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**CITY OF TANEYTOWN
ORDINANCE 12 - 2025**

**AMENDMENT TO CHAPTER 205 – SIGN CODE TO COMMUNITY-BASED SIGN
EXEMPTION**

WHEREAS, the City further seeks to support local nonprofits, schools, civic organizations, and small businesses by allowing for seasonal display of signs for community-oriented purposes; and

WHEREAS, the amendments herein reflect the City's commitment to maintaining visual order while allowing community groups and residents to participate in civic, charitable, and informational outreach.

NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF TANEYTOWN THAT:

SECTION 1:

§ 205-45.2 – Community-Based Signs (New Section)

A. Purpose.

This section provides for the seasonal placement of temporary signs by eligible organizations and businesses that serve the local community. The goal is to promote civic engagement, local events, and neighborhood awareness in a manner consistent with constitutional protections and municipal oversight of aesthetics and safety.

B. Definitions.

For the purposes of this section:

Community-Based Organization means any organization that is (1) a nonprofit entity registered under IRS Section 501(c), (2) a public or private school, (3) a local recreational or civic group, (4) a business physically located within the corporate limits of the City of Taneytown, or (5) a government agency operating in the public interest.

C. Permit Required.

All community-based signs must be authorized through a permit issued by the City. The

permit shall cover a defined season and allow the placement of up to a specified number of temporary signs throughout the City.

D. Seasons and Duration.

The following four sign seasons are established each calendar year:

1. Spring Season – March 1 through May 31
2. Summer Season – June 1 through August 31
3. Fall Season – September 1 through November 30
4. Winter Season – December 1 through February 28/29

A separate permit is required for each season, and signs must be removed within five (5) days after the end of the season or the conclusion of the event or activity being advertised, whichever is earlier.

E. Sign Specifications.

1. Maximum sign dimensions shall not exceed 8 feet in width and 4 feet in height.
 2. Signs must be constructed of durable, weather-resistant materials and maintained in good condition.
 3. No sign shall contain lighting, animation, or sound unless separately approved under applicable zoning or event regulations.
-

F. Placement Requirements.

1. Each organization shall be allowed up to six (10) signs to be placed within the City during a given season.
 2. Signs may be placed only on private property with the written permission of the property owner, which must be submitted with the permit application.
 3. Any sign proposed for public property or public right-of-way must include written authorization from the appropriate government agency or department responsible for that property.
 4. Signs may not be placed on utility poles, traffic signs, trees, or any location that obstructs traffic visibility or pedestrian access.
 5. Placement must comply with any applicable setback, visibility triangle, or intersection clearance regulations.
-

G. Permit Application and Fee.

1. The permit application must include:
 - The name and contact information of the applicant;
 - Proof of eligibility as a Community-Based Organization;
 - A description or map of proposed sign locations;
 - Documentation of property owner permission for each location;
 - The desired season for display.
 2. A seasonal permit fee shall be charged as set by resolution of the City Council. One permit may authorize multiple signs, subject to administrative discretion and placement limits.
-

H. Content Neutrality and Administrative Review.

Permits shall be reviewed solely for compliance with the size, duration, placement, and eligibility criteria stated in this section. The City shall not regulate the content or viewpoint of any sign submitted under this section, except that signs must not display obscenity, unlawful content, or material that incites imminent lawless action.

Any denial must be issued in writing, stating the specific reason for noncompliance. Appeals may be directed to the Board of Appeals in accordance with Chapter 205.

**CITY OF TANEYTOWN
ORDINANCE 13 - 2025**

**AMENDMENT TO ESTABLISH AN INFORMATION TECHNOLOGY OFFICER AND AGENCY
DESIGNATION FOR OFFICERS**

1 **WHEREAS**, Section 5-213 of the Local Government Article of the Maryland Annotated Code
2 and Section C-401(B)(62) of the Charter of the City of Taneytown grants the Mayor and City
3 Council the authority to establish and regulate offices and agencies of the municipal
4 government; and

5 **WHEREAS**, the City recognizes the growing need for structured and consistent information
6 technology support, integration, and cybersecurity coordination across departments; and

7 **WHEREAS**, it is in the best interests of the City to designate an Information Technology Officer
8 to oversee such responsibilities, and to define all officers listed in Chapter 34 as agencies of the
9 City with a designated head of agency; and

10 **WHEREAS**, the Mayor and City Council find that these updates to the City Code will support the
11 efficient and secure operation of City government and clarify the structure of municipal
12 administrative offices.

13
14 **NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
15 **TANEYTOWN THAT:**

16
17 **SECTION 1:**

18 **Chapter 34 of the Code of the City of Taneytown is hereby amended to add the following**
19 **section:**

20
21 **§ 34-7. Information Technology.**

22 **A. Establishment and Purpose.**

23 The Office of Information Technology (IT) is hereby established as a supplemental office of the
24 City. The purpose of the IT Office is to support, develop, maintain, and secure the information
25 technology infrastructure of all City departments and offices. The IT Office shall function in
26 coordination with, and in support of, the operations of each department but shall not supplant
27 departmental authority.

**CITY OF TANEYTOWN
ORDINANCE 14 - 2025**

**AN ORDINANCE TO ESTABLISH A TEMPORARY ADMINISTRATIVE SUSPENSION
MECHANISM FOR CLARIFYING AMBIGUOUS OR UNENFORCEABLE CODE PROVISIONS**

WHEREAS, the Mayor and City Council of the City of Taneytown recognize that not all provisions of the City Code remain clear, relevant, or enforceable over time due to changes in law, evolving circumstances, or inconsistencies in legislative intent; and

WHEREAS, enforcement of the City Code is a function of the executive branch, and practical, lawful, and consistent administration depends on clarity of authority and enforceability of ordinances; and

WHEREAS, the City desires to create a limited and accountable mechanism for the Mayor to temporarily halt enforcement of ambiguous, conflicting, or unenforceable ordinances pending formal Council review.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TANEYTOWN THAT:

A new section is hereby added to the Taneytown City Code under Chapter 7 – *Council Procedure*, or another appropriate administrative chapter, as follows:

§ 7-20. Temporary Suspension of Ordinance Enforcement by Mayor

A. The Mayor of the City of Taneytown may suspend the enforcement of any specific section or provision of the City Code for a period not to exceed **60 calendar days**, provided that:

1. The provision is, in the Mayor's judgment, ambiguous, contradictory, impractical, or unenforceable as written; or
2. It conflicts with more recent legal standards or presents an unintended barrier to lawful administrative implementation.

B. Within **seven (7) calendar days** of issuing the suspension, the Mayor shall provide **written notice to the City Manager and City Council**. This notice must include:

1. The specific ordinance or section being suspended;

2. A clear explanation of the rationale for the suspension; and
3. A **proposed correction** to improve enforceability, clarify legislative intent, or resolve the identified contradiction.

Failure to submit this written notice within the required timeframe shall automatically terminate the suspension, reinstating enforcement of the ordinance. Once an ordinance has automatically resumed under this subsection, it **may not be suspended again in the same calendar year**.

C. Upon proper notice by the Mayor, the suspended ordinance or provision shall be placed on the **next available Council agenda** for review. The Council shall consider and take action through:

1. A resolution affirming the original legislative intent;
2. An amendment to clarify, revise, or modernize the section; or
3. A repeal if the provision is no longer necessary, lawful, or relevant.

D. Once the Council has taken formal action, the ordinance or section shall be enforced according to the Council's determination. If no Council action is taken within the 60-day window, enforcement resumes automatically unless otherwise extended by ordinance.

E. No specific ordinance or provision shall be suspended under this section **more than once in any calendar year**.

AND BE IT FURTHER ORDAINED, that this ordinance shall take effect immediately upon passage and shall be incorporated into the City Code accordingly.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
ORDINANCE 15 – 2025**

**AMENDMENT TO POLICE PROTECTION STANDARDS UNDER ADEQUACY OF
FACILITIES REQUIREMENTS**

WHEREAS, the City of Taneytown maintains adequacy standards to ensure public services, including police protection, can support proposed development; and

WHEREAS, § 180-22 of the Code of the City of Taneytown outlines criteria for determining whether police services are sufficient to accommodate new residential growth; and

WHEREAS, the Mayor and City Council seek to modernize these standards by clarifying what constitutes adequate police coverage and granting discretion to the Police Chief or designee in certifying coverage when numerical benchmarks are not strictly met; and

WHEREAS, it is in the public interest to define the operational personnel required for patrol-level law enforcement while allowing administrative flexibility for expert-based certification.

NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF TANEYTOWN THAT:

SECTION 1:

Section 180-22(A)(11) of the Code of the City of Taneytown is hereby amended to read as follows:

§ 180-22(A)(11) – Police Protection

(a)

If the Commission determines that the ratio of **patrol equivalent police officers** to citizens is not more than two officers per every 1,000 residents—considering City and any significant county and/or state coverage—and if the City certifies that police protection would be adequate, considering:

- [1] Existing population from existing homes;
- [2] Projected population from residences under construction or recorded lots from previously approved preliminary plans; and
- [3] Projected population from the new development.

(b)

The Commission shall ensure that the **Police Chief or his or her designee** certifies whether the Police Department can provide adequate police protection, addressing specifically the ratio of **patrol equivalent officers** to residents. This certification may state that police protection is adequate even if the ratio defined in subsection (a) is not fully met, provided that the certification includes a written rationale submitted to the Mayor, City Manager, and Council explaining how adequate police protection will be maintained for the proposed development.

(c)

For purposes of this section, a “**patrol equivalent officer**” shall be defined as a sworn police officer assigned to patrol, investigative, or operational field duties. This shall **exclude** command or administrative positions such as Chief, Major, Lieutenant, or any position primarily serving a supervisory or administrative function.

(d)

The City of Taneytown shall maintain a **minimum staffing level of 16 patrol equivalent officers**, which shall serve as a baseline threshold for adequacy of police protection. This requirement may only be superseded if the Police Chief or his or her designee provides formal certification, per subsection (b), that adequate coverage exists for the proposed development.

SECTION 2. Severability.

If any provision of this ordinance or its application to any person or circumstance is found to be invalid, the remainder of the ordinance and its application shall not be affected.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
ORDINANCE 16 - 2025**

AN ORDINANCE TO REPEAL CHAPTER 18 OF THE CITY CODE ENTITLED "CAMPAIGN FINANCE"

WHEREAS, the Mayor and Council of the City of Taneytown have reviewed Chapter 18 of the City Code, entitled "Campaign Finance," which regulates political contributions, expenditures, authority lines, and reporting procedures for candidates, political committees, and individuals participating in City elections; and

WHEREAS, Chapter 18 was initially adopted to promote transparency and accountability in campaign practices within the City of Taneytown; and

WHEREAS, the current framework under Chapter 18 has become administratively burdensome, duplicative of state-level campaign finance requirements, and in some cases has created confusion, selective enforcement, or barriers to civic participation; and

WHEREAS, the Mayor and Council seek to foster a political environment where campaigning is open, accessible, and free from unnecessarily complex regulations that may discourage first-time candidates or underrepresented voices; and

WHEREAS, the Mayor and Council **express their intent to revisit and rework local campaign finance regulations** in a manner that is **transparent but not cumbersome**, and that promotes a fair, inclusive, and inviting electoral process for all members of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TANEYTOWN THAT:

SECTION 1. REPEAL

Chapter 18: Campaign Finance of the Code of the City of Taneytown, including all articles, sections, and amendments thereto, **is hereby repealed in its entirety.**

SECTION 2. LEGISLATIVE INTENT

It is the intent of the Mayor and Council that the repeal of Chapter 18 shall serve as a **reset and reassessment** of the City's approach to campaign finance. The Council is committed to

developing **future regulations** that promote transparency **without being overly burdensome**, and that foster **equitable access** to local office for all residents, regardless of financial background or prior experience. Future efforts shall aim to create an electoral process that is **less intimidating, more inclusive**, and representative of the **diverse voices** of Taneytown.

SECTION 3. SEVERABILITY

If any part or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect.

SECTION 4. EFFECTIVE DATE

This Ordinance shall take effect **immediately upon its adoption**, and all campaign finance requirements under Chapter 18 shall be considered null, void, and unenforceable as of that date.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
ORDINANCE 17 – 2025**

**AN ORDINANCE TO REDUCE WATER AND SEWER RATES BY FIVE PERCENT AND
ESTABLISH AN ANNUAL WATER SYSTEM REVIEW WORKSHOP**

WHEREAS, the Mayor and City Council of Taneytown recognize the essential nature of water and sewer services to every resident and business within the City; and

WHEREAS, the Council is committed to ensuring that these utility rates are fair, reasonable, and reflective of actual service delivery costs; and

WHEREAS, the Council further acknowledges the need for increased transparency, fiscal responsibility, and resident engagement regarding utility rates and infrastructure planning; and

WHEREAS, the City desires to reduce the financial burden on its residents where fiscally prudent and sustainable to do so;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY
OF TANEYTOWN THAT:**

SECTION 1. WATER AND SEWER RATE REDUCTION

Effective immediately upon passage of this ordinance, **all water and sewer base and usage rates** currently charged by the City of Taneytown shall be **reduced by five percent (5%)**. The adjusted rates shall be published on the City website and provided to all utility account holders in their next regular billing cycle.

SECTION 2. ESTABLISHMENT OF AN ANNUAL WATER SYSTEM REVIEW WORKSHOP

A. The City shall conduct a **mandatory annual Water System Review Workshop** each year during the month of **April**.

B. The purpose of the workshop shall be to:

- Present a comprehensive overview of the City's water and sewer infrastructure, including system capacity, condition, improvements, and capital needs;
- Report on current utility revenues and expenditures;

- Provide a detailed breakdown of rate structures, billing data, and customer usage trends;
- Offer a formal administrative **recommendation on whether water and sewer rates should be reduced, maintained, or increased**, with justification;
- Facilitate public questions and input from residents and business owners.

C. The workshop shall be **open to the public** and shall be **advertised no fewer than 15 days in advance** in a local **newsletter or newspaper**, as well as on the City's website and other communications platforms. The City Clerk and City Manager shall ensure all appropriate public notice requirements are fulfilled.

D. **City administrative staff are instructed and authorized to prepare for this workshop in whatever way is reasonably necessary to ensure maximum public awareness and attendance**, including the development of presentation materials, data summaries, and outreach to civic and community organizations.

E. The findings and recommendations presented during the workshop shall be documented in the Council meeting minutes and used to inform any future utility rate decisions.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
 _____ COUNCILMEMBERS IN FAVOR AND _____
 COUNCILMEMBERS OPPOSED.

 CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

 CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
RESOLUTION 2025 – 07**

**A RESOLUTION ESTABLISHING A SIX-MONTH LEGISLATIVE PRIORITY TIMELINE AND
AUTHORIZING ADMINISTRATIVE SUPPORT FOR IMPLEMENTATION**

WHEREAS, the Mayor and City Council of Taneytown are committed to efficient, transparent, and forward-focused governance that reflects both the electoral mandate of the 2025 municipal election and the expressed will of the current Council; and

WHEREAS, it is the intent of the Council to set clear legislative priorities and provide the administration with adequate guidance and time to prepare policies, resolutions, and ordinances that support responsible growth, public safety, infrastructure, administrative reform, and community engagement; and

WHEREAS, this resolution does not bind the Council to final passage of any item herein, but rather affirms the Council's intent to have these items presented for consideration, vote, or further refinement within a defined schedule; and

WHEREAS, to ensure efficiency, accountability, and alignment between administrative operations and legislative direction, the Clerk, City Manager, and other staff as appropriate shall prioritize preparation of these items, and where delays occur, provide a written explanation to the Council; and

WHEREAS, this six-month legislative schedule is designed to promote public transparency and guide internal workflow, culminating in a proposed Council retreat at the end of the term to reset and adopt the next six-month legislative agenda.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE
CITY OF TANEYTOWN THAT:**

The following items are hereby set as the legislative priorities for preparation and presentation by administration within the next six months. These shall be considered the active working goals of the Council, to be prepared for review, deliberation, and possible vote. Items noted as campaign promises or part of the electoral platform of the current administration (herein referred to as "mandated") are highlighted as time-sensitive for delivery.

WITHIN 60 DAYS:

The administration shall present the following to Council:

- A review and proposed update of City Street Specifications to support traffic calming, pedestrian safety, and smarter growth.
 - A funding commitment and framework for municipal advertising support to a local newspaper to promote regional journalism.
 - An evaluation of City Attorney requirements and structure for potential efficiency and cost-savings.
-

WITHIN 90 DAYS:

The administration shall prepare:

- Establishment of a Main Street Committee.
 - A plan for new Welcome to Taneytown signage.
 - Charter/code language to implement term limits: 8 years for Mayor, 12 years for Council, along with citizen petition mechanisms.
 - Acquisition plan for equipment to weigh and stop trucks, including officer training and compliance procedures.
 - Draft legislation for election reform, including simplification and modernization of City election code.
 - Training plan and budget for Committees of the City to make sure they are adequately trained upon being appointed to perform the duties. Either in house or professionally.
-

WITHIN 120 DAYS:

The administration shall deliver:

- Creation and funding model for a Water Relief Fund, including administrative intake, anonymous Council presentation, and approval process.
 - A proposal to separate administrative and legislative powers, add a sixth Council seat, and designate the Mayor Pro Tem as the presiding officer of Council, while retaining executive authority in the Mayor's Office for budget and administrative leadership.
 - Ordinance to establish a Charter and Code Review Committee, tasked with conducting structured reviews based on assignments from Council, with a two-year expiration and conversion to a Citizen Advisory Board.
 - A street interconnectivity and sidewalk plan, with the goal of ensuring all residential areas are connected by sidewalk on at least one side of the road.
 - Ordinance establishing a Public Safety Committee or expanding the Charter and Code Review body into a Citizen Advisory Board with public safety oversight.
 - A formal plan and resolution to transition emergency dispatch services to Carroll County 911.
-

WITHIN 180 DAYS:

The administration shall submit:

- A proposal to establish a Criminal Investigator career track within the Taneytown Police Department.
- A preliminary Recreation/Community Center plan, with grant research and stakeholder engagement, followed by the formation of a community steering committee for implementation.
- A salary restructuring plan for TPD establishing a base officer salary of \$60,000, inclusive of a ladder adjustment for current personnel.
- A program framework in partnership with nonprofits for elderly resident assistance, including criteria and administrative process for delivering basic home care (e.g., snow removal, lawn maintenance).

Each item that is not presented to Council by the stated timeline shall be accompanied by a written explanation from the Clerk, City Manager, or relevant staff as to the reason for the delay. This resolution grants administrative staff the discretion to utilize time, resources, and support personnel as necessary to ensure timely preparation of materials in service to these legislative goals.

AND BE IT FURTHER RESOLVED, that upon the conclusion of this six-month cycle, the Council will convene in a formal retreat or workshop to review progress and establish the next legislative priority plan.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
RESOLUTION 2025 - 09**

A RESOLUTION DEDICATING THE TANEYTOWN POLICE DEPARTMENT TO DARRYL G. HALE

WHEREAS, Darryl G. Hale has served the City of Taneytown with distinction, integrity, and unwavering dedication throughout his tenure as a public servant and legislator; and

WHEREAS, a central focus of Mr. Hale's time in elected office was his close work with the Taneytown Police Department, where he championed the needs of law enforcement and promoted improvements in public safety; and

WHEREAS, Mr. Hale served honorably in the United States military as a **Military Police Officer**, continuing his lifelong commitment to the principles of justice, order, and service; and

WHEREAS, his passion for service extended beyond his professional duties, as he remained devoted to his family, community, and the citizens of Taneytown throughout his life; and

WHEREAS, the Mayor and City Council of Taneytown wish to ensure Mr. Hale's contributions are permanently honored and memorialized for current and future generations; and

WHEREAS, it is the belief of this governing body that the most fitting tribute is to dedicate the Taneytown Police Department in his name, as a lasting acknowledgment of his public service, military commitment, and deep impact on the community.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TANEYTOWN THAT:

The **Taneytown Police Department** shall be **hereafter dedicated in honor of Darryl G. Hale**, in recognition of his extraordinary service to the City, his military tenure as a Military Police Officer, and his enduring support of law enforcement and the public good.

A **permanent dedication display** shall be installed in the **lobby of the Taneytown Police Department**, to be designed and presented with language and presentation befitting Mr. Hale's legacy, in consultation with his family and City leadership.

Administrative staff are hereby granted the discretion and authority to carry out the execution of this dedication, including the **allocation and expenditure of City funds** necessary to establish a proper and respectful memorial. The goal of this dedication shall be to create a lasting and meaningful tribute to a truly great public servant.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
RESOLUTION 2025 - 10**

A RESOLUTION TO RESUME THE CITY OF TANEYTOWN MONTHLY NEWSLETTER

WHEREAS, the Mayor and City Council of the City of Taneytown recognize the importance of regular, transparent, and engaging communication with residents and the greater Taneytown area; and

WHEREAS, the City previously published a quarterly newsletter and now desires to resume and improve upon that tradition through a more concise, timely, and community-focused monthly edition; and

WHEREAS, the City seeks to foster greater awareness of civic matters, local events, and community initiatives by distributing a newsletter; and

WHEREAS, the City acknowledges the importance of collaborative input from the Mayor, Council, City Manager, Executive Administrative Assistant, and the Parks and Recreation Department in the creation and management of this publication.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TANEYTOWN THAT:

SECTION 1. RESUMPTION AND DISTRIBUTION

The **City of Taneytown Monthly Newsletter** shall resume publication beginning **June 2025**. It shall be distributed via mail to **all addresses within ZIP Code 21787**, and shall arrive in mailboxes **no later than the 5th of each month**.

SECTION 2. FORMAT

The newsletter shall be a **one-page, double-sided document** formatted as follows:

A. Front Page Content:

To be managed by the Mayor, City Manager, Executive Administrative Assistant, and the City Council, and shall include:

1. A **Mayor's Message**
2. **Department Updates**
3. **Key Dates and Highlights**
4. **Important Council and Planning & Zoning Agenda Items** for the upcoming month

The front page shall be considered an **administrative function**, and final layout, production, or formatting may be **delegated** as needed by the City Manager or Executive Administrative Assistant.

B. Back Page Content:

To be managed by the **Parks and Recreation Department**, and shall consist of a **calendar of events**, including:

1. City-hosted meetings and events
2. When deemed appropriate by the Parks and Recreation Director, City Manager, Council, or Mayor:
 - Events sponsored by **local businesses**
 - **Nonprofit activities**
 - **Civic organization events**
 - **Community fundraisers**
 - Other items of **general public interest**

SECTION 3. ADMINISTRATION

The newsletter shall be assembled with coordinated input between:

- The **Executive Administrative Assistant**
- The **City Manager**
- The **Mayor**

- The **City Council**

Final compilation, formatting, and delivery of content shall be handled administratively and may be delegated at the discretion of the Mayor or City Manager to ensure timely production.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

**CITY OF TANEYTOWN
RESOLUTION 2025 - 11**

A RESOLUTION TO ESTABLISH PUBLIC COMMENT DURING MONDAY COUNCIL MEETINGS

WHEREAS, the Mayor and City Council of Taneytown believe that transparency, accountability, and public participation are essential elements of good government; and

WHEREAS, the City Council recognizes that the ability for the public to speak directly to their elected representatives is a cornerstone of representative democracy; and

WHEREAS, the residents of Taneytown deserve a government that not only works for them, but also listens to them, and engages in open dialogue on matters of civic interest and concern; and

WHEREAS, the City Council desires to formalize and expand the opportunity for residents to engage with the legislative process by offering a public comment period during its regularly scheduled Monday Council meetings; and

WHEREAS, the Council acknowledges that the regulation of public comment should be minimal and only to the extent necessary to ensure that meetings remain productive, respectful, and in keeping with the conduct of official municipal business.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TANEYTOWN THAT:

Effective immediately, all regular Monday Council meetings shall include a designated period for public comment. This period shall be a standing item on the agenda and shall allow any member of the public to address the Mayor and Council regarding matters relevant to the City or of general public concern. The City Council affirms that public comment is to be protected as a matter of free expression and civic participation and will be regulated only to the minimum extent necessary to preserve order and ensure the effective operation of the meeting. The presiding officer shall retain the authority to manage the public comment period, including the imposition of reasonable time limits or other procedural measures when necessary to maintain decorum and fairness. The City Clerk and City Manager are hereby directed to ensure that this policy is implemented and reflected in all public agendas and meeting notices moving forward.

AND BE IT FURTHER RESOLVED, that the Mayor and Council shall periodically review the structure and execution of the public comment period to ensure it continues to serve the public interest and promotes an accessible, engaged, and open local government.

PASSED THIS _____ DAY OF _____ 2025 BY A VOTE OF
_____ COUNCILMEMBERS IN FAVOR AND _____
COUNCILMEMBERS OPPOSED.

CLARA J. KALMAN, CITY CLERK

APPROVED THIS _____ DAY OF _____ 2025.

CHRISTOPHER G MILLER, MAYOR

City Manager Report

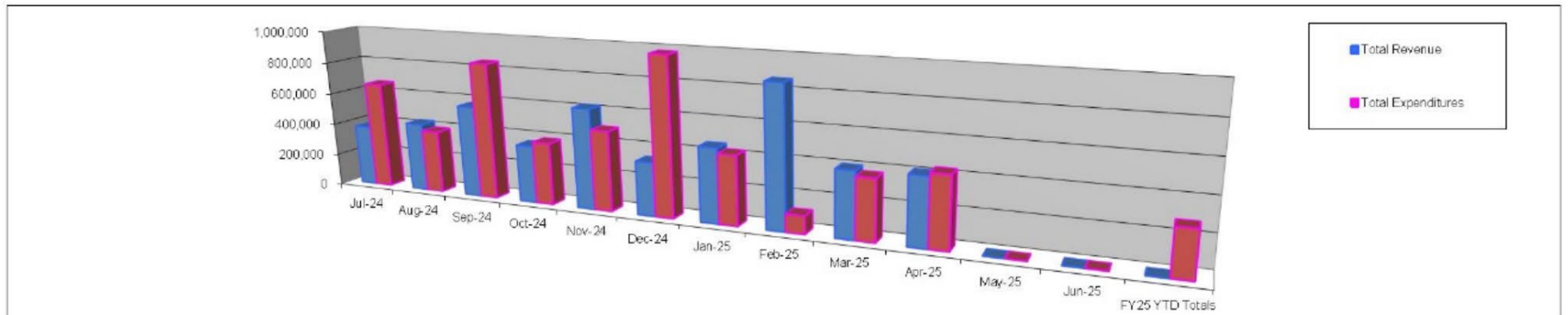
Quick Look Project Chart

April 2025

#	Category	PROJECT	STATUS	Amount/ Notes	Status Update
1	All	Capital Equipment	In Progress		No Update this month
2	Planning Commission, City Council	Charter and Code review and update	In Progress		No Update this month
3	DPW	Roberts Mill Road / Broad Street Reconstruction	Construction substantially complete		Claim letter submitted, no update this month
4	Storm Water	Riffles Lane to York Street Darin	Design complete		ON this month's agenda. Bids were opened on April 25, 2025. DPW's Recommendation Memo is included with this month's DPW report
5	DPW	FY 24 Sewer Rehabilitation	In Progress		No Update this month
6	DPW	Westview Drive water line replacement	In Progress		Construction ongoing. The first segment of new water line has passed pressure testing. When bacteria testing is completed & passed, dwellings along this section of the road will be connected to the new line and the temporary line will be disconnected & removed.

City of Taneytown
Revenue and Expenditures
Cash Flow
For the Period
July 1, 2024 to June 30, 2025
GENERAL FUND
FY25

GENERAL FUND													Not Final April Numbers		Capital Projects	AS OF 4/30/2025	AS OF 4/30/2025	AS OF 4/30/2025
REVENUES	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	FY25 YTD Totals	FY25 YTD Totals	Total FY25 Budget	% Total Budget Remaining		
Revenues	376,742	426,995	569,685	355,769	619,670	329,143	455,919	861,777	401,949	411,548	0	0	0	4,809,197	8,289,994	-42%		
TOTAL REVENUE	376,742	426,995	569,685	355,769	619,670	329,143	455,919	861,777	401,949	411,548	0	0	0	4,809,197	8,289,994	-42%		
EXPENDITURES																		
Operating Expenditures	664,002	386,825	846,540	384,169	493,972	975,609	423,808	109,113	370,892	431,520	0	0	276,496	5,362,946	8,289,994	35%		
TOTAL EXPENDITURES	664,002	386,825	846,540	384,169	493,972	975,609	423,808	109,113	370,892	431,520	0	0	276,496	5,362,946	8,289,994	35%		
NET REVENUES /OVER EXPENDITURES (loss)	(287,260)	40,170	(276,855)	(28,400)	125,698	(646,466)	32,111	752,664	31,057	(19,972)	0	0	0	(276,496)	(553,749)	0		



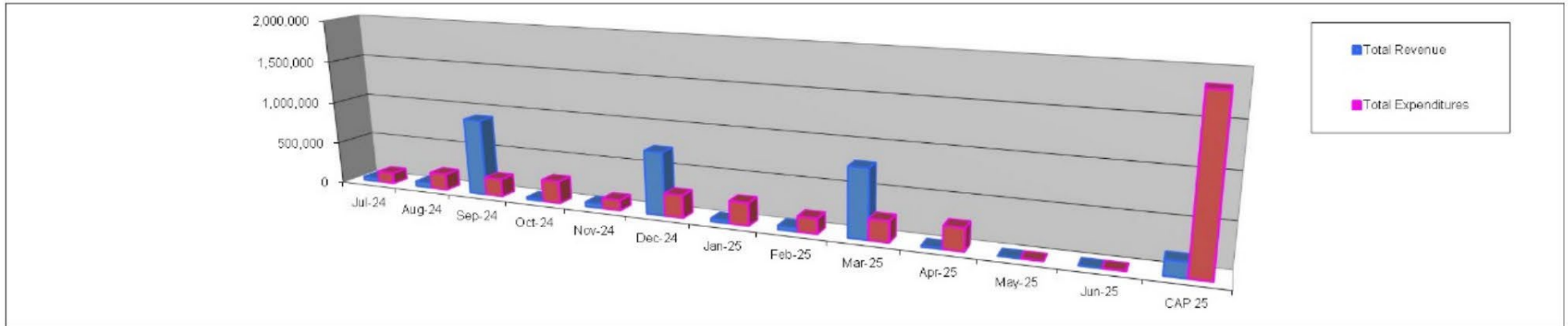
Note 1: These are not the final April numbers but month end reconciliations are completed thru March 2025

Note 2: Capital/Grant/Projects (CAP 25) included revenue projects: ARP funding

Note 3: Capital/Grant/Projects (CAP 25) included expenditure projects: Roberts Mill & Broad St, Memorial Park Expansion, DPW Building, Antrim Blvd Streets, City Hall Roof

City of Taneytown
Revenue and Expenditures
Cash Flow
For the Period
July 1, 2024 to June 30, 2025
UTILITY FUND
FY25

UTILITY FUND														AS OF 4/30/2025		AS OF 4/30/2025	AS OF 4/30/2025
Not Final April Numbers																	
																%Total Budget Remaining (Revised)	
REVENUES	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	CAP 25	FY25 YTD Totals	Total FY25 Budget		
Revenues	40,148	59,771	899,477	24,812	51,750	733,591	34,387	44,082	784,578	10,083			167,700	2,850,379	6,108,806	-53%	
TOTAL REVENUE	40,148	59,771	899,477	24,812	51,750	733,591	34,387	44,082	784,578	10,083	0	0	167,700	2,850,379	6,108,806	-53%	
EXPENDITURES																	
Operating Expenditures	128,142	191,604	208,591	260,632	120,009	260,671	261,562	174,787	238,290	254,381			1,841,712	3,940,381	6,108,806	35%	
TOTAL EXPENDITURES	128,142	191,604	208,591	260,632	120,009	260,671	261,562	174,787	238,290	254,381	0	0	1,841,712	3,940,381	6,108,806	35%	
NET REVENUES /OVER EXPENDITURES (loss)	(87,994)	(131,833)	690,886	(235,820)	(68,259)	472,920	(227,175)	(130,705)	546,288	(244,298)	0	0	(1,674,012)	(1,090,002)	0		



Note 1: These are not the final April numbers but month end reconciliations are completed thru March 2025

Note 2: Capital/Grant/Projects (CAP 25) included revenue projects: 602 - Water General Capital; 600 - Sewer General Capital

Note 3: Capital/Grant/Projects (CAP 25) includes projects: 641 Belt Filter Press, 616 Well 8 Generator, 607 Taneytown Elem/Fairground Sewer, 608 W Balt Mem Pk Sewer, 617 Westview Drive Water Main

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
000 - Non Applicable
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		<u>Current FY25 Period Actual</u>	<u>Current FY25 Year Actual</u>	<u>Total Budget - Revised</u>	<u>Total Budget Variance - Revised</u>	<u>Percent Total Budget Remaining - Revised</u>	<u>Encumbrances (07/01/2024 - 04/30/2025)</u>
Operating Revenue							
Tax Revenue	70						
Local Revenue	700	282,992	2,954,784	3,536,398	(581,614)	(16)%	0
State Tax Revenue	710	0	719,404	1,031,025	(311,621)	(30)%	0
Total Tax Revenue		282,992	3,674,187	4,567,423	(893,236)	(20)%	0
County Revenue	80						
County Revenue	800	23,925	617,260	644,518	(27,258)	(4)%	0
Total County Revenue		23,925	617,260	644,518	(27,258)	(4)%	0
Local Revenue	90						
Finance	105	0	70	0	70	0 %	0
Clerk	120	0	411	150	261	174 %	0
Zoning	200	125	6,150	5,100	1,050	21 %	0
Code Enforcement	210	0	4,560	2,000	2,560	128 %	0
City Hall	400	0	696	0	696	0 %	0
Roberts Mill - Head Start	430	0	500	600	(100)	(17)%	0
Police	500	490	103,900	127,700	(23,800)	(19)%	0
Streets	600	0	223,324	510,364	(287,040)	(56)%	0
Parks & Recreation	610	4,645	21,821	24,548	(2,727)	(11)%	0
Local Revenue	700	0	48,587	75,750	(27,163)	(36)%	0
Total Local Revenue		5,260	410,018	746,212	(336,194)	(45)%	0
Grant Revenue	95						
Parks & Recreation	610	99,371	107,731	150,918	(43,187)	(29)%	0
Total Grant Revenue		99,371	107,731	150,918	(43,187)	(29)%	0
Fund Wide	99						
Fund Wide	999	0	0	2,180,923	(2,180,923)	(100)%	0
Total Fund Wide		0	0	2,180,923	(2,180,923)	(100)%	0
Total Operating Revenue		411,548	4,809,197	8,289,994	(3,480,797)	(42)%	0
Expenditures							
Administration	10						
Mayor and Council	100	8,211	69,312	107,053	37,741	35 %	0
Finance	105	17,875	229,460	270,915	41,455	15 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
000 - Non Applicable
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
City Manager	110	7,102	92,544	111,258	18,714	17 %	0
IT Dept	115	16,176	248,153	270,706	22,553	8 %	0
Clerk	120	9,109	95,691	128,082	32,391	25 %	0
Total Administration		58,473	735,161	888,014	152,853	17 %	0
Zoning & Code Enforcement	20						
Zoning	200	9,234	62,407	74,667	12,260	16 %	0
Planning and Zoning Commission	202	19,643	24,992	9,050	(15,942)	(176)%	0
Code Enforcement	210	0	616	12,172	11,556	95 %	0
Total Zoning & Code Enforcement		28,877	88,014	95,889	7,875	8 %	0
Economic Development	30						
Economic Development	300	417	73,446	122,908	49,462	40 %	0
Total Economic Development		417	73,446	122,908	49,462	40 %	0
City Hall	40						
City Hall	400	10,555	370,485	576,931	206,446	36 %	6,949
City Hall - Annex	420	2,555	9,790	10,550	760	7 %	0
Roberts Mill - Head Start	430	1,111	1,111	2,590	1,479	57 %	0
Total City Hall		14,221	381,386	590,071	208,685	35 %	6,949
Public Safety	50						
Police	500	148,284	1,913,792	2,635,565	721,773	27 %	0
Police Secretary	510	3,655	47,083	61,024	13,941	23 %	0
Crossing Guard	520	554	6,520	21,363	14,843	69 %	0
Total Public Safety		152,493	1,967,395	2,717,952	750,557	28 %	0
Public Works	60						
Streets	600	134,380	1,395,526	2,970,786	1,575,260	53 %	0
Storm Water Management	605	885	63,202	150,500	87,298	58 %	0
Parks & Recreation	610	41,774	607,887	753,874	145,987	19 %	9,200
Total Public Works		177,039	2,066,615	3,875,160	1,808,545	47 %	9,200
Total Expenditures		431,520	5,312,017	8,289,994	2,977,977	36 %	16,149
Net Revenue Over Expenditures		(19,971)	(502,820)	0	(502,820)	0 %	(16,149)

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
228 - EDC - Main Street Facade Grant - Community Legacy
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		<u>Current FY25 Period Actual</u>	<u>Current FY25 Year Actual</u>	<u>Total Budget - Revised</u>	<u>Total Budget Variance - Revised</u>	<u>Percent Total Budget Remaining - Revised</u>	<u>Encumbrances (07/01/2024 - 04/30/2025)</u>
Expenditures							
Economic Development	30						
Economic Development	300	0	36,610	0	(36,610)	0 %	0
Total Economic Development		0	36,610	0	(36,610)	0 %	0
Total Expenditures		0	36,610	0	(36,610)	0 %	0
Net Revenue Over Expenditures		0	(36,610)	0	(36,610)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
231 - Roberts Mill & Broad St Street Reconstruction
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		<u>Current FY25 Period Actual</u>	<u>Current FY25 Year Actual</u>	<u>Total Budget - Revised</u>	<u>Total Budget Variance - Revised</u>	<u>Percent Total Budget Remaining - Revised</u>	<u>Encumbrances (07/01/2024 - 04/30/2025)</u>
Expenditures							
Public Works	60						
Streets	600	50	18,465	0	(18,465)	0 %	0
Total Public Works		50	18,465	0	(18,465)	0 %	0
Total Expenditures		50	18,465	0	(18,465)	0 %	0
Net Revenue Over Expenditures		(50)	(18,465)	0	(18,465)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
232 - Antrim Blvd Streets
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Streets	600	0	6,109	0	(6,109)	0 %	0
Total Public Works		0	6,109	0	(6,109)	0 %	0
Total Expenditures		0	6,109	0	(6,109)	0 %	0
Net Revenue Over Expenditures		0	(6,109)	0	(6,109)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
256 - Riffles Lane Stormwater
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Storm Water Management	605	150	250	0	(250)	0 %	0
Total Public Works		150	250	0	(250)	0 %	0
Total Expenditures		150	250	0	(250)	0 %	0
Net Revenue Over Expenditures		(150)	(250)	0	(250)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
317 - Memorial Park Expansion
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Parks & Recreation	610	4,040	15,501	0	(15,501)	0 %	0
Total Public Works		4,040	15,501	0	(15,501)	0 %	0
Total Expenditures		4,040	15,501	0	(15,501)	0 %	0
Net Revenue Over Expenditures		(4,040)	(15,501)	0	(15,501)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
333 - Wine Fest
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Operating Revenue							
Local Revenue	90						
Parks & Recreation	610	180	4,285	0	4,285	0 %	0
Total Local Revenue		180	4,285	0	4,285	0 %	0
Total Operating Revenue		180	4,285	0	4,285	0 %	0
Expenditures							
Public Works	60						
Parks & Recreation	610	76	4,666	0	(4,666)	0 %	0
Total Public Works		76	4,666	0	(4,666)	0 %	0
Total Expenditures		76	4,666	0	(4,666)	0 %	0
Net Revenue Over Expenditures		104	(381)	0	(381)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
1 - General Fund
334 - Harvest Fest
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Operating Revenue							
Local Revenue	90						
Parks & Recreation	610	0	820	0	820	0 %	0
Total Local Revenue		0	820	0	820	0 %	0
Total Operating Revenue		0	820	0	820	0 %	0
Expenditures							
Public Works	60						
Parks & Recreation	610	0	5,984	0	(5,984)	0 %	0
Total Public Works		0	5,984	0	(5,984)	0 %	0
Total Expenditures		0	5,984	0	(5,984)	0 %	0
Net Revenue Over Expenditures		0	(5,164)	0	(5,164)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
000 - Non Applicable
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Operating Revenue							
Public Works	60						
Water	620	10,083	1,166,988	2,504,395	(1,337,407)	(53)%	0
Sewer	630	0	1,515,691	4,237,411	(2,721,720)	(64)%	0
Total Public Works		10,083	2,682,679	6,741,806	(4,059,127)	(60)%	0
Total Operating Revenue		10,083	2,682,679	6,741,806	(4,059,127)	(60)%	0
Expenditures							
Public Works	60						
Water	620	50,932	739,941	2,504,395	1,764,454	70 %	0
Sewer	630	203,449	1,358,728	4,237,411	2,878,683	68 %	1,418
Total Public Works		254,381	2,098,669	6,741,806	4,643,137	69 %	1,418
Total Expenditures		254,381	2,098,669	6,741,806	4,643,137	69 %	1,418
Net Revenue Over Expenditures		(244,298)	584,011	0	584,011	0 %	(1,418)

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
602 - Water General Capital
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Operating Revenue							
Public Works	60						
Water	620	0	66,430	0	66,430	0 %	0
Total Public Works		0	66,430	0	66,430	0 %	0
Total Operating Revenue		0	66,430	0	66,430	0 %	0
Net Revenue Over Expenditures		0	66,430	0	66,430	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
617 - Westview Drive Water Main
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Water	620	2,593	69,807	0	(69,807)	0 %	0
Total Public Works		2,593	69,807	0	(69,807)	0 %	0
Total Expenditures		2,593	69,807	0	(69,807)	0 %	0
Net Revenue Over Expenditures		(2,593)	(69,807)	0	(69,807)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
630 - Sewer General Capital
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Operating Revenue							
Public Works	60						
Sewer	630	0	101,270	0	101,270	0 %	0
Total Public Works		0	101,270	0	101,270	0 %	0
Total Operating Revenue		0	101,270	0	101,270	0 %	0
Net Revenue Over Expenditures		0	101,270	0	101,270	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
638 - W Balt Mem Pk Sewer
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Sewer	630	47,640	1,139,408	0	(1,139,408)	0 %	0
Total Public Works		47,640	1,139,408	0	(1,139,408)	0 %	0
Total Expenditures		47,640	1,139,408	0	(1,139,408)	0 %	0
Net Revenue Over Expenditures		(47,640)	(1,139,408)	0	(1,139,408)	0 %	0

City of Taneytown
Statement of Revenues and Expenditures
2 - Utility Fund
641 - Sewer - Equipment Purchases
From 4/1/2025 Through 4/30/2025
(In Whole Numbers)

		Current FY25 Period Actual	Current FY25 Year Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Total Budget Remaining - Revised	Encumbrances (07/01/2024 - 04/30/2025)
Expenditures							
Public Works	60						
Sewer	630	0	632,497	0	(632,497)	0 %	0
Total Public Works		0	632,497	0	(632,497)	0 %	0
Total Expenditures		0	632,497	0	(632,497)	0 %	0
Net Revenue Over Expenditures		0	(632,497)	0	(632,497)	0 %	0

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/3/2025	ALS000	32641	ALS Group USA Corp.	Sewer Contract	2,052.50
4/3/2025		Total 32641			2,052.50
4/3/2025	ATL000	32642	Atlantic Tactical	Police Equipment	3,496.39
4/3/2025		Total 32642			3,496.39
4/3/2025	CAT000	32643	Certified Water Testing, LLC	Drinking Water Analyses	2,755.00
4/3/2025	CAT000		Certified Water Testing, LLC	Waste water Analyses	4,185.00
4/3/2025		Total 32643			6,940.00
4/3/2025	CDM000	32644	CDM Smith, Inc.	West Baltimore/Memorial park Sewer	15,901.25
4/3/2025	CDM000		CDM Smith, Inc.	Westview Dr Watermain Replacement	2,593.00
4/3/2025		Total 32644			18,494.25
4/3/2025	CRA005	32645	Structural 0102 LLC	Stormwater M&R	437.25
4/3/2025		Total 32645			437.25
4/3/2025	CRO000	32646	Crouse Ford Sales, Inc.	Car Maintanance	295.97
4/3/2025		Total 32646			295.97
4/3/2025	ECH000	32647	Trevor Echols	Police Uniform -Boots	100.00
4/3/2025		Total 32647			100.00
4/3/2025	ECK000	32648	Ecker's Lawn Service, LLC	Mowing - Parks	5,500.00
4/3/2025		Total 32648			5,500.00
4/3/2025	FAR000	32649	Farm & Home Service, Inc.	Street M&S	130.24
4/3/2025		Total 32649			130.24
4/3/2025	FER000	32650	Fern Rodkey Electric, Inc.	Bollinger Cameras	4,750.00
4/3/2025		Total 32650			4,750.00
4/3/2025	FUE000	32651	Fuelman	Police Fuel	714.56

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/3/2025		Total 32651			714.56
4/3/2025	KEN000	32652	Kennie's Markets, Inc.	Easter Egg Hunt - Cookies/juice	135.93
4/3/2025		Total 32652			135.93
4/3/2025	KIN003	32653	Kings III of America, LLC	Emergancy Elevator Phone	207.75
4/3/2025		Total 32653			207.75
4/3/2025	LBW000	32654	L.B. Water Service, Inc.	Sewer M&S	17.00
4/3/2025	LBW000		L.B. Water Service, Inc.	Street M&S	143.52
4/3/2025	LBW000		L.B. Water Service, Inc.	Water M&S	3,514.58
4/3/2025		Total 32654			3,675.10
4/3/2025	LEX010	32655	Lexipol	Annual- Manual& Bulletins	8,534.48
4/3/2025		Total 32655			8,534.48
4/3/2025	LOC000	32656	Local Government Insurance Trust	Sewer Broad Form	2,500.00
4/3/2025		Total 32656			2,500.00
4/3/2025	MAR018	32657	Maryland Board of Waterworks and Waste Systems Operators	Cert Exam (Kelly, Johnston& Long)	150.00
4/3/2025		Total 32657			150.00
4/3/2025	MAS000	32658	Mason Dixon Auto Parts	Sewer/Street M&S	542.46
4/3/2025		Total 32658			542.46
4/3/2025	MON000	32659	Monumental Paving & Excavating	W Baltimore/Memorial Park Sewer Rehab	31,476.98
4/3/2025		Total 32659			31,476.98
4/3/2025	POL005	32660	Pollu-Tech, Inc.	Sewer M&S	1,800.00
4/3/2025		Total 32660			1,800.00
4/3/2025	POT000	32661	Potomac Edison	City Hall & Annex Electric	1,709.00
4/3/2025		Total 32661			1,709.00

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/3/2025	SMI010	32662	Smith's Port A Pots	Portlet Disposal	1,950.00
4/3/2025		Total 32662			1,950.00
4/3/2025	SOU000	32663	Southern States Coop., Inc.	Streets Electric/Fuel	233.91
4/3/2025	SOU000		Southern States Coop., Inc.	Streets Gas	294.04
4/3/2025		Total 32663			527.95
4/3/2025	STA011	32664	STAPLES INC.	Police M&S	91.94
4/3/2025		Total 32664			91.94
4/3/2025	T2S000	32665	T2 Systems INC	Lookups&Mailing	3.50
4/3/2025		Total 32665			3.50
4/3/2025	Tre005	32666	TreeTop Products, LLC	Memorial Benches- Pace	1,261.42
4/3/2025		Total 32666			1,261.42
4/3/2025	WAN005	32667	Wantz Chevrolet, Inc.	Towing to City Impound	85.00
4/3/2025		Total 32667			85.00
4/3/2025	WBM000	32668	W.B. Mason Co., Inc.	Water Cooler Rental	6.99
4/3/2025		Total 32668			6.99
4/3/2025	WSR056	32669	Allison Cone	Pavilion Reservation - Reimbursment	70.00
4/3/2025		Total 32669			70.00
4/4/2025	MAR068	AF000000016462	Maryland State Retirement Agency	MSRA Pension Fees	1,268.24
4/4/2025		Total AF000000016462			1,268.24
4/4/2025	MAR068	EP0000000020405	Maryland State Retirement Agency	PGU Employee Contributions	3,069.82
4/4/2025		Total EP0000000020405			3,069.82
4/4/2025	KTB000	INV 764946	KTBS Payroll	KTBS Payroll Processing	222.12

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/4/2025		Total INV 764946			222.12
4/4/2025	KTBS000	KTBS PR 04.18.25	KTBS Payroll	Net Payroll	75,592.81
4/4/2025	KTBS000		KTBS Payroll	PAYROLL PPE -	32,256.87
4/4/2025		Total KTBS PR 04.18.25			107,849.68
4/4/2025	CHE015	PPE 03.27.25	Chesapeake Employers	Worker's Comp Disbursement	4,209.90
4/4/2025		Total PPE 03.27.25			4,209.90
4/10/2025	BAL005	32670	THE BALTIMORE SUN MEDIA GROUP	Ad - Election Info	164.20
4/10/2025		Total 32670			164.20
4/10/2025	CAR002	32672	The Carlsen Group, Inc.	Monthly Page Uploads	95.00
4/10/2025		Total 32672			95.00
4/10/2025	CDM000	32673	CDM Smith, Inc.	General Services	11,246.25
4/10/2025	CDM000		CDM Smith, Inc.	Plan Review	11,913.00
4/10/2025		Total 32673			23,159.25
4/10/2025	CIN000	32674	CINTAS CORPORATION	Rental & Maintenance - AED	270.00
4/10/2025	CIN000		CINTAS CORPORATION	Rental & Maintenance - First Aid Kit	193.09
4/10/2025		Total 32674			463.09
4/10/2025	COL000	32675	Colonial Life	Supplemental Insurance	1,134.48
4/10/2025		Total 32675			1,134.48
4/10/2025	COM015	32676	COMPTROLLER OF MARYLAND-BAY RESTORATION	Bay Restoration Fee - 1QTR2025	49,819.50
4/10/2025		Total 32676			49,819.50
4/10/2025	CRO000	32677	Crouse Ford Sales, Inc.	Car Maintenance	350.40
4/10/2025		Total 32677			350.40

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/10/2025	DUK000	32678	Duke's Root Control, Inc.	Sewer M&R	3,458.24
4/10/2025		Total 32678			3,458.24
4/10/2025	FER000	32679	Fern Rodkey Electric, Inc.	Mem. Park Practive Field	8,300.00
4/10/2025	FER000		Fern Rodkey Electric, Inc.	Water M&R	495.00
4/10/2025		Total 32679			8,795.00
4/10/2025	FUE000	32680	Fuelman	Police Fuel	595.59
4/10/2025		Total 32680			595.59
4/10/2025	HO8000	32681	Hobb's Excavating LLC	Street HUR M&R	47,000.00
4/10/2025		Total 32681			47,000.00
4/10/2025	KEL005	32682	Kelly & Associates Insurance Group	Health Insurance	33,200.41
4/10/2025		Total 32682			33,200.41
4/10/2025	LEA000	32683	Leaf	Printer Lease	664.00
4/10/2025		Total 32683			664.00
4/10/2025	LIT000	32684	Littlestown Ace Hardware	Materials and Supply	594.07
4/10/2025		Total 32684			594.07
4/10/2025	LOW000	32685	Lowe's	Sewer/Street M&S	603.76
4/10/2025		Total 32685			603.76
4/10/2025	MOR005	32686	Morgan's Polygraph Services, LLC	Applicant Testing - Z Myers	300.00
4/10/2025		Total 32686			300.00
4/10/2025	MOT000	32687	MOTOROLA SOLUTIONS, INC.	Police Radios	13,672.20
4/10/2025		Total 32687			13,672.20
4/10/2025	MUL000	32688	Multicorp, Inc.	Monthly Office Cleaning	1,432.08
4/10/2025		Total 32688			1,432.08

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/10/2025	MYE001	32689	Randy E. Myers	MRWA conference	312.20
4/10/2025		Total 32689			312.20
4/10/2025	POT000	32692	Potomac Edison	108 Wildflower St - Street Lights	81.81
4/10/2025	POT000		Potomac Edison	119 YORK STREET ELECTRIC	2,001.93
4/10/2025	POT000		Potomac Edison	160 Colbert -Street Electric	58.27
4/10/2025	POT000		Potomac Edison	4140 SELLS MILL ROAD	2,896.43
4/10/2025	POT000		Potomac Edison	Colbert St Lot 270 -Street Lights	130.05
4/10/2025	POT000		Potomac Edison	Electric - 2 Canoe	23.88
4/10/2025	POT000		Potomac Edison	Electric - 1 W Taney Ct	19.49
4/10/2025	POT000		Potomac Edison	Electric - 107 E Baltimore St	541.71
4/10/2025	POT000		Potomac Edison	Electric - 168 Bentley St	130.42
4/10/2025	POT000		Potomac Edison	Electric - 171 Grand Dr - Street Light Meter	44.00
4/10/2025	POT000		Potomac Edison	Electric - 176 Carnival Dr - Street Lights	63.46
4/10/2025	POT000		Potomac Edison	Electric - 199 Bentley St	68.14
4/10/2025	POT000		Potomac Edison	Electric - 212 Morning Frost St	119.89
4/10/2025	POT000		Potomac Edison	Electric - 3A Hayride Ln	2,077.33
4/10/2025	POT000		Potomac Edison	Electric - 5 Warehouse Aly	10.20
4/10/2025	POT000		Potomac Edison	Electric - 545 Trevanion Ter	26.75
4/10/2025	POT000		Potomac Edison	Electric - 722 Clubside Dr - Pump Station Carroll Vista	3,077.72
4/10/2025	POT000		Potomac Edison	Electric - 9 Bowie Mill Ave	61.79
4/10/2025	POT000		Potomac Edison	Electric - Dunkle Ct	32.50
4/10/2025	POT000		Potomac Edison	Electric - Monocacy Cir	87.98
4/10/2025	POT000		Potomac Edison	Electric - Street Lights - Kenan St	98.22
4/10/2025	POT000		Potomac Edison	Electric - WWTP/3200 WHIPPOORWILL DR	2,385.96
4/10/2025	POT000		Potomac Edison	McCullough St	132.59
4/10/2025	POT000		Potomac Edison	Street Electric -307 Hibiscus St	73.86
4/10/2025	POT000		Potomac Edison	THP Park	74.93
4/10/2025	POT000		Potomac Edison	Water Run St- Street Electric	247.15
4/10/2025	POT000		Potomac Edison	WHIPPORWILL DRIVE	35,185.06
4/10/2025		Total 32692			49,751.52
4/10/2025	SYN005	32693	Synagro Technologies, Inc	Sewer Contract	5,182.51
4/10/2025		Total 32693			5,182.51
4/10/2025	TAN020	32694	Taneytown Volunteer Fire Company	In Memory Of Darryl G. Hale	100.00

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/10/2025		Total 32694			100.00
4/10/2025	TMO000	32695	T-Mobile USA inc.	Survey heads	9.80
4/10/2025		Total 32695			9.80
4/10/2025	Tre005	32696	TreeTop Products, LLC	Memorial Plaque - Pace	329.00
4/10/2025		Total 32696			329.00
4/10/2025	VER015	32697	Verizon Connect Inc.	Fleet Managment	226.85
4/10/2025		Total 32697			226.85
4/10/2025	WBM000	32698	W.B. Mason Co., Inc.	Office M&S	47.36
4/10/2025	WBM000		W.B. Mason Co., Inc.	Police M&S	48.63
4/10/2025		Total 32698			95.99
4/10/2025	WEL000	32699	John W. Welty	Water Uniform	224.98
4/10/2025		Total 32699			224.98
4/10/2025	WEX000	32700	Wex Bank	Public Works Fuel	2,230.65
4/10/2025		Total 32700			2,230.65
4/16/2025	ARR005	32701	Arro Consulting, Inc.	Memorial park Expansion	4,040.00
4/16/2025		Total 32701			4,040.00
4/16/2025	BUI000	32702	Kelly Buie	Park and Rec Advisory Board	20.00
4/16/2025		Total 32702			20.00
4/16/2025	CAR022	32703	Carroll County Commissioners	Refuse Removal	14,949.88
4/16/2025		Total 32703			14,949.88
4/16/2025	CRA005	32704	Structural 0102 LLC	Memorial Park Fence	1,902.61
4/16/2025		Total 32704			1,902.61
4/16/2025	CRO000	32705	Crouse Ford Sales, Inc.	Car Maintanance	257.23

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/16/2025		Total 32705			257.23
4/16/2025	ECO000	32706	Ecology Services Refuse & Recycling	Street Solid Waste/Recycling	27,712.62
4/16/2025		Total 32706			27,712.62
4/16/2025	FER005	32707	Ferrellgas	Street Electric/Fuel	493.15
4/16/2025		Total 32707			493.15
4/16/2025	FUE000	32708	Fuelman	Police Fuel	734.61
4/16/2025		Total 32708			734.61
4/16/2025	GEN000	32709	General Code	Code Analysis & Composition	800.00
4/16/2025		Total 32709			800.00
4/16/2025	HAR020	32710	Emmanuel Harvey	Park and Rec Advisory Board	20.00
4/16/2025		Total 32710			20.00
4/16/2025	HOB005	32711	Jerry Hobbs	Park and Rec Advisory Board	20.00
4/16/2025		Total 32711			20.00
4/16/2025	KEN005	32712	William Kennedy	Park and Rec Advisory Board	20.00
4/16/2025		Total 32712			20.00
4/16/2025	KIL000	32713	Makensie Albin	Park and Rec Advisory Board	20.00
4/16/2025		Total 32713			20.00
4/16/2025	LBW000	32714	L.B. Water Service, Inc.	Water M&S	783.30
4/16/2025		Total 32714			783.30
4/16/2025	MID015	32715	MID ATLANTIC TIME EQUIPMENT, LTD	Fire Panel Repair	251.00
4/16/2025		Total 32715			251.00

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/16/2025	MPCA00	32716	MPCA, Maryland Planning Commissioners Association	Annual dues	150.00
4/16/2025		Total 32716			150.00
4/16/2025	POT000	32717	Potomac Edison	City Hall & Annex Electric	4,699.32
4/16/2025	POT000		Potomac Edison	Headstart & Park Electric	3,051.72
4/16/2025	POT000		Potomac Edison	Police Electric	1,520.86
4/16/2025	POT000		Potomac Edison	STREET ELECTRIC	7,051.73
4/16/2025	POT000		Potomac Edison	WATER ELECTRIC	1,873.91
4/16/2025		Total 32717			18,197.54
4/16/2025	STA011	32718	STAPLES INC.	office M&S	148.80
4/16/2025	STA011		STAPLES INC.	Street M&S	141.86
4/16/2025		Total 32718			290.66
4/16/2025	VAC000	32719	Lorena Vaccare	MRPA Conference	286.60
4/16/2025		Total 32719			286.60
4/16/2025	VER016	32720	Verizon	City Fiber Connect	1,260.00
4/16/2025		Total 32720			1,260.00
4/18/2025	MAR068	EP0000000021671	Maryland State Retirement Agency	PGU Employee Contributions	3,250.32
4/18/2025		Total EP0000000021671			3,250.32
4/18/2025	KTBS000	INV 767695	KTBS Payroll	KTBS Payroll Processing	189.01
4/18/2025		Total INV 767695			189.01
4/18/2025	KTBS000	KTBS PR 041825	KTBS Payroll	Net Payroll	80,782.70
4/18/2025	KTBS000		KTBS Payroll	PAYROLL PPE -	33,527.71
4/18/2025		Total KTBS PR 041825			114,310.41
4/18/2025	CHE015	PPE 04.10.25	Chesapeake Employers	Worker's Comp Disbursement	4,425.69

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/18/2025		Total PPE 04.10.25			4,425.69
4/24/2025	AIR005	32721	Airpark Animal Hospital	Vet care	70.00
4/24/2025		Total 32721			70.00
4/24/2025	ALB005	32722	Carter Machinery company, Inc.	Contracted Service	1,692.26
4/24/2025	ALB005		Carter Machinery company, Inc.	Contracted Service : Carroll Vista	800.00
4/24/2025	ALB005		Carter Machinery company, Inc.	Contracted Service : Police	600.00
4/24/2025	ALB005		Carter Machinery company, Inc.	Contracted Service : Sells Mill Rd	673.00
4/24/2025	ALB005		Carter Machinery company, Inc.	Contracted Service : York St	1,100.00
4/24/2025	ALB005		Carter Machinery company, Inc.	Sewer Service : Creekside	800.00
4/24/2025		Total 32722			5,665.26
4/24/2025	BRO035	32723	Bradley Brown	Planning Commission	30.00
4/24/2025		Total 32723			30.00
4/24/2025	CAR021	32724	Commissioners of Carroll County	Alcoholic Beverage License 10/18/25	50.00
4/24/2025		Total 32724			50.00
4/24/2025	CAR021	32725	Commissioners of Carroll County	Alcoholic Beverage License 6/7/25	50.00
4/24/2025		Total 32725			50.00
4/24/2025	CAS001	32726	CASH	Petty Cash- Police -04/21/2025	132.24
4/24/2025		Total 32726			132.24
4/24/2025	ENN005	32727	En-Net	Acrobat License	34.85
4/24/2025		Total 32727			34.85
4/24/2025	ENV015	32728	Environmental Services and Equipment Co., Inc.	Sewer M&R	9,812.00
4/24/2025		Total 32728			9,812.00
4/24/2025	FAR000	32729	Farm & Home Service, Inc.	Street M&S	45.98
4/24/2025		Total 32729			45.98

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/24/2025	FUE000	32730	Fuelman	Police Fuel	<u>866.18</u>
4/24/2025		Total 32730			866.18
4/24/2025	FUN000	32731	Fun Events, LLC	4/19/25 Rec Event	<u>217.52</u>
4/24/2025		Total 32731			217.52
4/24/2025	GAR005	32732	Barry Garner	Planning Commission	<u>30.00</u>
4/24/2025		Total 32732			30.00
4/24/2025	GLO000	32733	Global Industrial	Street M&S	<u>2,776.80</u>
4/24/2025		Total 32733			2,776.80
4/24/2025	GUL000	32734	Jack A. Gullo, Jr.	Legal - March 2025	<u>10,800.00</u>
4/24/2025		Total 32734			10,800.00
4/24/2025	KIL000	32735	Makensie Albin	MRPA Conference	<u>216.33</u>
4/24/2025		Total 32735			216.33
4/24/2025	LAB000	32736	Laboratory Corporation of America Holdings	Lab testing	<u>426.30</u>
4/24/2025		Total 32736			426.30
4/24/2025	LBW000	32737	L.B. Water Service, Inc.	Water M&S	<u>99.40</u>
4/24/2025		Total 32737			99.40
4/24/2025	MCI000	32738	MCI COMM SERVICE	Telephone - 410-756-2498 - Sewer -Carroll Vista Pump Station	36.41
4/24/2025	MCI000		MCI COMM SERVICE	Telephone - 410-756-6204 - Water - Well# 17	<u>35.02</u>
4/24/2025		Total 32738			71.43
4/24/2025	MTB000	32739	M & T Bank, Trustee for CDA	CDA 2004 Series A	<u>20,357.23</u>
4/24/2025		Total 32739			20,357.23

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/24/2025	MTB000	32740	M & T Bank, Trustee for CDA	CDA 2014 Series A	592,351.40
4/24/2025		Total 32740			592,351.40
4/24/2025	MYE020	32741	Dan Myers	Planning Commission	30.00
4/24/2025		Total 32741			30.00
4/24/2025	ONE000	32742	One Call Concepts, Inc.	Miss Utility Tickets	99.14
4/24/2025		Total 32742			99.14
4/24/2025	PAR000	32743	James Parker	Planning Commission	30.00
4/24/2025		Total 32743			30.00
4/24/2025	POM000	32744	POM Incorporated	Street M&S	521.24
4/24/2025		Total 32744			521.24
4/24/2025	RAD000	32745	Radcliffe Darby	Meals at Training	99.20
4/24/2025		Total 32745			99.20
4/24/2025	SHU000	32746	Shane Shultz	Meal at Training	19.87
4/24/2025		Total 32746			19.87
4/24/2025	SOU000	32747	Southern States Coop., Inc.	Streets Electric/Fuel	229.67
4/24/2025	SOU000		Southern States Coop., Inc.	Streets Gas	172.56
4/24/2025		Total 32747			402.23
4/24/2025	STA000	32748	Stambaugh's Inc.	Water M&R	473.50
4/24/2025		Total 32748			473.50
4/24/2025	STA011	32749	STAPLES INC.	Office M&S	245.31
4/24/2025	STA011		STAPLES INC.	Sewer M&S	109.96
4/24/2025	STA011		STAPLES INC.	Street M&S	119.87
4/24/2025		Total 32749			475.14
4/24/2025	TIL000	32750	Christopher Tillman	Planning Commission	30.00

City of Taneytown
Check/Voucher Register
From 4/1/2025 Through 4/30/2025

Document Date	ID	Check Number	Payee	Transaction Description	Check Amount
4/24/2025		Total 32750			30.00
4/24/2025	TRI010	32751	Triad Engineering	West Baltimore Memorial Park Sewer Project	261.50
4/24/2025		Total 32751			261.50
4/24/2025	VER010	32752	Verizon Wireless	Cell phones	1,193.39
4/24/2025		Total 32752			1,193.39
4/24/2025	VER010	32753	Verizon Wireless	MDT Data	520.13
4/24/2025		Total 32753			520.13
4/24/2025	WAN005	32754	Wantz Chevrolet, Inc.	Car Maintenance	205.21
4/24/2025		Total 32754			205.21
Report Total					1,301,072.29



City of Taneytown

Memo

To: Mayor and City Council Members

From: Lorena Vaccare, Director of Parks & Recreation

cc: City Manager James Wieprecht; Parks and Recreation Advisory Board

Date: 5/1/25

Re: Turf Mowing Services –
Recommendation for Contract Extension

The three-year mowing contract with Ecker's Lawn Service is due to expire on June 30, 2025. Per the terms of the contract, the City has the option to extend the contract for two additional years, one year at a time.

The current contract is for \$66,000/year, divided equally into twelve months / twelve invoices at \$5,500.00 each.

When we requested proposals in 2022, Ecker's was the only respondent, though others were present at the pre-bid meeting. When we reached out to the other potential bidders for feedback as to why they did not bid, they informed us that it was due to the scope of work involved - including many smaller mowing locations (and need for mobilization/demobilization for such) - and that they knew they would not be able to match any pricing put forth by the incumbent contractor. We believe that we may receive the same response should we not opt to extend the current contract with Ecker's, and if we do request proposals for a new contract we will most likely receive much higher bids due to the rising costs of labor and fuel (including a higher bid from Ecker's).

Ecker's Lawn Service has provided the City with consistent quality turf mowing services since the 1980's; their responsiveness and customer service is exemplary, and we have had no issues with them that have not been immediately resolved. They also service several businesses in the City (FlowServe, Evapco, Taney Corporation, ACNB/NWSB, Crouse Ford), and are a local, family-owned, multi-generational enterprise.

This information was presented to the Parks and Recreation Advisory Board for consideration, and Board members have recommended to proceed with the contract extension for Ecker's Lawn Service, LLC at this time.

In agreement with the Board, I recommend the contract with Ecker's Lawn Service for the City's Turf Mowing Services be extended for the period of July 1, 2025 to June 30, 2026 for the annual amount of \$66,000.00.

Please let me know if you have any questions or require additional documentation regarding this contract extension.



CITY OF TANEYTOWN

17 E. Baltimore Street
Taneytown, MD 21787
410-751-1100 Telephone
410-751-1608 Fax
info@taneytownmd.gov Email



SPECIAL EVENT PERMIT APPLICATION

Use this application form for any event in City-owned parks:

- Requiring more facility use than a standard pavilion reservation;
- Open to the public (certificate of insurance required; see below).

Attach additional information as necessary to include all event details (i.e., location, entertainment, etc.).

Name of Applicant Dorian Campbell-Temple

Street Address 217 Maryland Ave.

City Taneytown State MD Zip 21787

Telephone 443-297-9422 Email dorianlcpc@gmail.com

Name of Organization Taneytown Pride

Street Address "

City " State " Zip "

Telephone " Email "

Nonprofit? Yes ☒ No If Yes, Nonprofit Status / ID No.

Type of Gathering / Name of Event Pride event

Location Memorial Park

Map of proposed location with event perimeters outlined must be included with application.

Date(s) June 22nd Time(s) 9am-5 PM

Anticipated Number of Persons Attending 30

Plans for Crowd Control / Traffic Control / Parking My husband, Lewis, will direct traffic if need.

Will food be served? ☒ Yes ☐ No
[If yes, Applicant must have approval from Health Department.]

Will alcoholic beverages be served?
☐ Yes ☐ No
Beverage License No.

Will entertainment be provided? ☒ Yes ☐ No

If yes, entertainment type (music, magic, face painting, etc.) and performance time(s)

We are unsure of entertainment type at this time. I would like a band/musician and possibly someone doing face painting for kids.

Name of Performer/Agent/Representative

Street Address

City State Zip

Telephone Email

Athletic Field Reservation Request [Rental Rate: \$30.00 per Hour, per Field]

Field(s) Requested Park

Date(s) Purpose

OFFICIAL USE ONLY Field(s) Available? ☐ Yes ☐ No Initialed

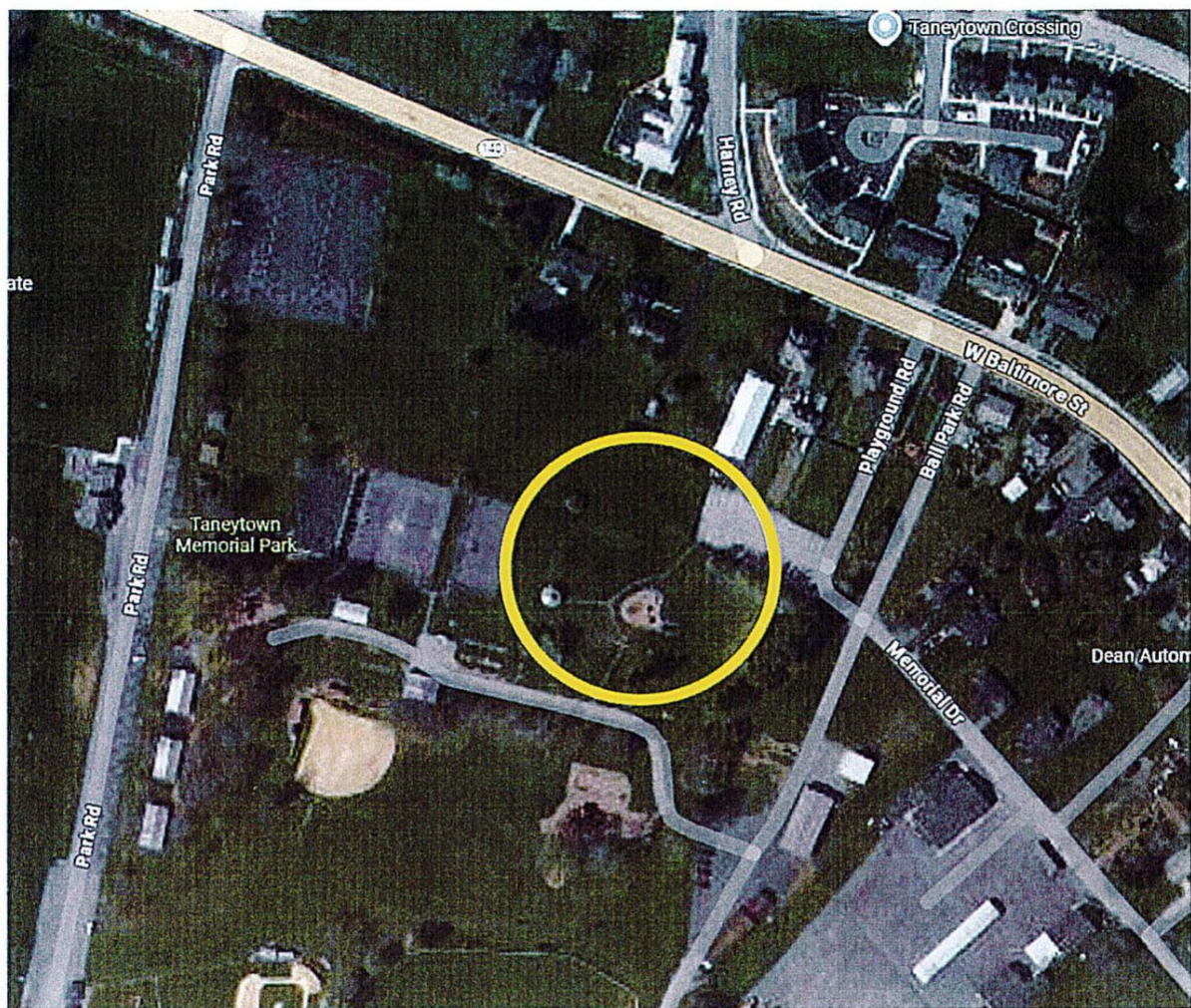
REVIEWS AND APPROVALS – OFFICIAL USE ONLY

<u>Taneytown Department of Parks and Recreation Use</u>	
Permit Fee Paid _____	Form of Payment/Number _____
Security Deposit Paid _____	Form of Payment/Number _____
Permit No. Issued _____ (if approved by Mayor and City Council)	
Post-Event Inspection Date / Initials _____ / _____	
Inspection Notes: _____	
Security Deposit Eligible for Return? _____	Date Returned _____

<u>Taneytown Department of Public Works Use</u>	
Reviewed by: <u>Kevin L. Smeek</u>	Date: <u>4/30/25</u>
Signature: <u>[Signature]</u>	
Comments: _____	

<u>Taneytown Police Department Use</u>	
Reviewed by: <u>[Signature]</u>	Date: <u>4/30/25</u>
Signature: <u>[Signature]</u>	
Comments: _____	

<u>Taneytown Mayor and City Council Use</u>	
Approved? _____ Yes _____ No	Date of Council Meeting: _____
Signature: _____, Mayor of Taneytown	
Comments / Conditions: _____	





CITY OF TANEYTOWN

17 E. Baltimore Street
Taneytown, MD 21787
410-751-1100 Telephone
410-751-1608 Fax
info@taneytownmd.gov Email



SPECIAL EVENT PERMIT APPLICATION

Use this application form for any event in City-owned parks:

- Requiring more facility use than a standard pavilion reservation;
- Open to the public (certificate of insurance required; see below).

RECEIVED APR 28 2022

Attach additional information as necessary to include all event details (i.e., location, entertainment, etc.).

Name of Applicant Karen Logan

Street Address 14831 Oak Orchard Rd.

City New Windsor State MD Zip 21776

Telephone 443-643-8821 Email Kadi.Khat@gmail.com

Name of Organization Carroll Kennel Club (CKC)

Street Address P.O. Box 2028

City Westminster State MD Zip 21158

Telephone _____ Email secy.carrollkennelclub@gmail.com

Nonprofit? ☒ Yes ☐ No If Yes, Nonprofit Status / ID No. _____

Type of Gathering / Name of Event CKC's Fast CAT Event

Location Taneytown Memorial Park (map attached)

Map of proposed location with event perimeters outlined must be included with application.

Date(s) Aug 30 & 31 2025 Time(s) 7:00 am - 3:00 pm

Anticipated Number of Persons Attending 150 total in smaller groups per day

Plans for Crowd Control / Traffic Control / Parking Park lots are sufficient, but club will provide parking assistance, if necessary

Will food be served? ☐ Yes ☒ No
[If yes, Applicant must have approval from Health Department.]

Will alcoholic beverages be served?
☐ Yes ☒ No
Beverage License No. _____

Will entertainment be provided? ☐ Yes ☒ No

If yes, entertainment type (music, magic, face painting, etc.) and performance time(s) _____

Name of Performer/Agent/Representative _____

Street Address _____

City _____ State _____ Zip _____

Telephone _____ Email _____

Athletic Field Reservation Request [Rental Rate: \$30.00 per Hour, per Field]

Field(s) Requested _____ Park _____

Date(s) _____ Purpose _____

OFFICIAL USE ONLY Field(s) Available? ☐ Yes ☐ No Initialed _____

REVIEWS AND APPROVALS – OFFICIAL USE ONLY

<u>Taneytown Department of Parks and Recreation Use</u>	
Permit Fee Paid _____	Form of Payment/Number _____
Security Deposit Paid _____	Form of Payment/Number _____
Permit No. Issued _____ (if approved by Mayor and City Council)	
Post-Event Inspection Date / Initials _____ / _____	
Inspection Notes: _____	
Security Deposit Eligible for Return? _____	Date Returned _____

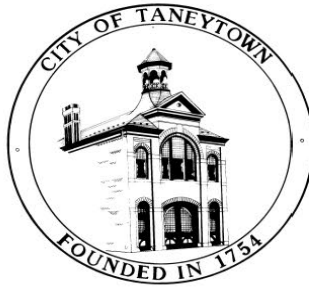
<u>Taneytown Department of Public Works Use</u>	
Reviewed by: <u>Kevin L. Smeek</u>	Date: <u>4/25/25</u>
Signature: <u>[Signature]</u>	
Comments: _____	

<u>Taneytown Police Department Use</u>	
Reviewed by: <u>[Signature]</u>	Date: <u>4-30-25</u>
Signature: <u>[Signature]</u>	
Comments: _____	

<u>Taneytown Mayor and City Council Use</u>	
Approved? _____ Yes _____ No	Date of Council Meeting: _____
Signature: _____, Mayor of Taneytown	
Comments / Conditions: _____	



X Clear search results



MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: KEVIN SMEAK & RANDY MYERS

DATE: APRIL 30, 2025

SUBJECT: RIFFLES LANE STORM DRAIN INSTALLATION

The bid opening for this project was held on April 25, 2025, at 1:00pm. We received five bids for this project ranging from a low bid of \$48,900, to a high bid of \$178,000. References for the low bidder were the Maryland Department of Natural Resources, Washington County Commissioners and Maryland Department of the Environment.

Company	Bid Amount
Ox Construction	\$48,900
MJ Double K Farms LLC	\$178,000
Monumental Paving & Excavating	\$95,000
Stambaugh's Inc	\$82,336
Hobbs Excavating LLC	\$67,900

After contacting all three references, Randy and I recommend using OX Construction for this project. We request that the Mayor and City Council authorize the staff to proceed with entering a contract with Ox Construction.