

Mayor and Council Work Session October 6, 2026 Agenda

"The City of Hagerstown will inspire an inclusive, business-friendly, and sustainable community with clean, safe, and vibrant neighborhoods."

"The City of Hagerstown shall be a community focused municipality"

The agenda and meeting packet is available at www.hagerstownmd.org/government/agenda

"Success is liking yourself, liking what you do, and liking how you do it." Maya Angelou

4:00 PM WORK SESSION

- 2:30 PM** 1. Executive Session
- 4:00 PM** 2. Proclamation: Fire Prevention Month
- 4:05 PM** 3. Community Coalition Support and Funding Request – *Paul Frey, CEO/President – Washington County Chamber of Commerce and Jim Kercheval, Executive Director Greater Hagerstown Committee*
- 4:25 PM** 4. Invoice Cloud Credit Card Fees – *Michelle Hepburn, Chief Financial Officer and John Prodan, Invoice Cloud*
5. Groh Estate Annexation - *Stephen Bockmiller, Deputy Director for Planning and Zoning Administration & Matthew Ross, Planner - Department of Planning and Economic Development*
- 5:00 PM** 6. Trick-or-Treat – *Scott Nicewarner, City Administrator*

CITY ADMINISTRATOR'S COMMENTS

MAYOR AND COUNCIL COMMENTS

ADJOURN

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Executive Session

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

October_6__2026_Executive_Session.pdf

Description

Revised: Executive Session
Agenda 10.5.2026



MAYOR AND CITY COUNCIL EXECUTIVE SESSION OCTOBER 6, 2026 AGENDA

Vision Statement:

The City of Hagerstown will inspire an inclusive, business-friendly, and sustainable community with clean, safe and vibrant neighborhoods.”

Mission Statement:

“We are dedicated to creating a thriving community where diversity is celebrated, economic development flourishes, and the quality of life is enhanced through collaborative and consistent representation.”

Revised: October 5, 2026

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2:30 p.m. EXECUTIVE SESSION – Council Chamber, 2nd floor, City Hall

1. (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or

(ii) any other personnel matter that affects one or more specific individuals; (#1)

* *Personnel Matter*
2. To consult with counsel to obtain legal advice; (#7)

* *Legal Advice*
3. To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; (#4)

* *Business Proposal*
* *Consideration of a Contract*

***AUTHORITY: Annotated Code of Maryland, General Provisions Article: Section 3-305(b)
(Subsection is noted in parentheses)**

*****Please note all times are approximate and subject to change. Portions of this meeting are televised and recorded.*****

City Hall • Council Chamber • 1 East Franklin Street • Hagerstown, MD 21740

301.766.4183 • TDD 301.797.6617

CITY OF HAGERSTOWN, MARYLAND

PUBLIC BODY: Mayor & City Council

DATE: October 6, 2026

PLACE: Council Chamber, 2nd floor, City Hall

TIME: 2:30 p.m.

AUTHORITY: **ANNOTATED CODE OF MARYLAND, GENERAL PROVISIONS ARTICLE: Section 3-305 (b) :**

1. To discuss:
 - ☐ (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
 - ☒ (ii) any other personnel matter that affects one or more specific individuals;
- ☐ 2. To protect the privacy or reputation of individuals with respect to a matter that is not related to public business;
- ☐ 3. To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ☒ 4. To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ 5. To consider the investment of public funds;
- ☐ 6. To consider the marketing of public securities;
- ☒ 7. To consult with counsel to obtain legal advice;
- ☐ 8. To consult with staff, consultants, or other individuals about pending or potential litigation;
- ☐ 9. To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ 10. To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
 - (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
- ☐ 11. To prepare, administer or grade a scholastic, licensing, or qualifying examination;
- ☐ 12. To conduct or discuss an investigative proceeding on actual or possible criminal conduct; or
- ☐ 13. To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; or
- ☐ 14. Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- ☐ 15. Administrative Function

EXECUTIVE SESSION AGENDA

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HAGERSTOWN, MARYLAND**

Topic:

Community Coalition Support and Funding Request – *Paul Frey, CEO/President – Washington County Chamber of Commerce and Jim Kercheval, Executive Director Greater Hagerstown Committee*

Mayor and City Council Action Required:

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Action Dates:

ATTACHMENTS:

File Name

Wash_Co_Community_Coalition_Request_2027.pdf

Description

Community Coalition
Funding Request 2027



CITY OF HAGERSTOWN, MARYLAND

Scott Nicewarner
City Administrator

One East Franklin Street • Hagerstown, MD 21740

E-mail: snicewarner@hagerstownmd.org

Telephone: 301.766.4168 • TDD: 301.797.6617 • Website: www.hagerstownmd.org

October 6, 2026

TO: Mayor and Council

FROM: Scott Nicewarner, City Administrator

RE: Community Coalition Request

Paul Frey, President and CEO of the Washington County Chamber of Commerce and Jim Kercheval, Executive Director of the Greater Hagerstown Committee, will be in session to discuss the upcoming general assembly session as well as a request for continuation of the City as a member of the coalition.

The coalition has played a large part in lobbying for several successful city projects including the Hagerstown Fieldhouse, Meritus Park, infrastructure improvements and community services.



FY27 TOTAL CAPITAL AND OTHER INVESTMENTS IN WASHINGTON COUNTY FROM THE 2026 MD LEGISLATIVE SESSION

WCCC Priorities Highlighted – Totaled \$3,925,00 in Capital projects and \$9M for George Edwards Fund

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- Downsville Pike Elementary School – \$3,630,838
- Jonathan Hager Elementary Addition – \$1,506,000
- North Hagerstown High (Boiler) – \$1,468,126
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- Advanced Technology Center Renovation – \$2,081,000
- **Back Entrance Widening – \$1,500,000**
- Facilities Renewal Grant – \$327,250

Infrastructure & Utilities

- Hancock Wastewater Treatment Plant – \$4,102,048

Public Safety

- Longmeadow Fire Company - \$125,000
- Hancock Fire Company - \$32,000
- Maugansville Fire Company - \$70,000

Transportation / Airport

- **Hagerstown Regional Airport Tower – \$1,500,000**

Libraries & Community Facilities

- **Williamsport Library – \$675,000**

Healthcare

- Meritus / Brook Lane Infrastructure – \$500,000

Downtown / Local Projects

- **Washington County Visitors Center - \$250,000**
- Hagerstown Strategic Properties Program – \$250,000
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Parks and Recreation

- Williamsport Byron Memorial Park - \$800,000
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Total: \$42,438,954

Capital Projects (Local Projects): \$22,904,576

Capital Projects (State Projects): \$ 9,157,000

Operating Budget: \$ 9,300,000

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Note: Data acquired from A.I. review of state budgets, DLS "2026 90-Day Report", and conversations with lobbyist and local officials. This list may be incomplete



FY27 TOTAL CAPITAL AND OTHER INVESTMENTS IN WASHINGTON COUNTY FROM THE 2026 MD LEGISLATIVE SESSION (Continued)

WCCC Priorities Highlighted

Misc. Operating Budget Items (Total: \$9,300,000)

- **George Edwards Fund - \$9,000,000 (Washington Co. typically gets awarded 1/3 of this: \$3M)**
- Robert Johnson Center – \$250,000
- JFK Ultramarathon - \$50,000

Program Open Space Funding for Washington County: \$1,077,378 (Used for park acquisition & development)

State Owned Projects in Washington County (Total: \$9,157,000)

- RCI Perimeter Fence Replacement – \$1,511,000
- MCI-H Boiler Plant Upgrade – \$1,337,000
- MCI-H Perimeter Fence – \$1,155,000
- Albert Powell Fish Hatchery WWTP – \$1,404,000
- MD Military's Hagerstown Readiness Center New Vehicle Maintenance Shop – \$3,750,000

BOTTOM LINE: ✓ Washington County secured targeted wins in a tight budget year
We want to thank our Delegation, our Lobbyist, and all of our WCCC Partners for their collaboration!

Washington County Community Coalition (WCCC)

2026 State Budget Results as of 4/16/26 – Capital & Key Operating Investments (FY 2027)

WCCC Priorities Totaled \$3,925,00 in Capital projects and \$9M for George Edwards Fund

FUNDED/APPROVED PRIORITIES (WINS)

- **Hagerstown Regional Airport – Air Traffic Control Tower**
 - \$1,500,000 approved in final budget
 - Fully funded → Critical to air service expansion, safety, and regional economic growth
- **Hagerstown Community College 2nd Entrance Widening**
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- **Legislation Exempting Hagerstown Field House from Property Tax** (also applies to Meritus Park)
 - Legislation approved and going to Governor's desk for signature
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 - Legislation approved and going to Governor's desk for signature
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PARTIALLY FUNDED (PARTIAL WINS)

- **Interstate 81 – Phase 2 Widening and Phases 3 & 4 Design Funding**
 - Kept Phase 2 in CTP Budget: ~\$11.1M programmed in FY27 (CTP) for construction of Phase 2'
 - Phase 2 Construction funding continues in out years (Total project ~\$175M)
- **Design and construction of Phases 3 & 4 (to PA line) remain unfunded** – (Note: MDOT staff committed to working on better estimates for the cost of design following Zoom meeting w/ new Secretary Katie Thomson, MDOT staff, and local officials – felt our estimates may be low)
- **George Edwards Fund (Operating Budget)**
 - ~\$9,000,000 (FY27 Operating Budget) ⚠ Restored most after removal in original budget
 - Just slightly below target funding level (\$10M annually). Our county receives about 1/3 (\$3M)
 - Ongoing need for sustained commitment to Western MD economic development
- **Chapter 30 Transportation Formula Reform**
 - No Action Taken and a final formula has yet to be approved – Handled internally by MDOT
 - County and GHC staff had an hour Zoom meeting with the new Acting Secretary of Transportation Katie Thomson and MDOT staff on March 29th to discuss local transportation priorities (I-81, Airport, I-70/MD65, HUR, New Transit Building, etc.) as well as concerns over the current draft ranking formula as it relates to I-81 and other larger rural road projects. It was a productive discussion and Secretary Thomson appreciated the updates and said she would take our concerns into consideration.

UNFUNDED / MISSED WCCC PRIORITIES

- I-70 / MD 65 Interchange
- Washington County Public Safety Center / Training Facility
- Washington County Museum of Fine Arts
- Smithsburg Water & Sewer Project
- No action taken on Rt. 11 Bridge in Williamsport

Washington County Community Coalition 2027 Legislative Agenda

Next meeting date: October 7th, 2026, COC Office & Zoom

- Below are the results as of 9/28/26 of the Coalition partners' work to develop the 2027 Legislative Agenda. This document is intended to serve as a working draft as agenda items are refined and considered for inclusion in the final agenda.
- **"Rank"** – Each partner was asked to rank each of the "capital" items they submitted (that is why you have multiple #1's). Each partner also provided a separate ranking for their "policy/legislative" items. Rank reflects their ranking compared to the other items that this partner submitted. It is not a ranking compared to all the items on the list. Rankings will not be reflected in our 2027 Legislator booklet – they are only for internal use as we go through our agenda-setting process and for our lobbyist to understand our overall agenda better.
- **Highlighted Agenda Items:**
 - **Green** – reflects items where there was a unanimous consensus to be recommended for the final list – An official vote will take place October 21st at the WCCC meeting after partners have had time to consult with their elected bodies or boards on any additional items or changes
 - **Yellow** – reflects items requiring more information before being approved
 - **Red** – reflects items that were recommended to be removed from the 2027 list – but could be agenda items in future years.
- **Each Partner submitting an item must prepare a Blue Sheet with detailed information on the item, state ask, and graphics/photos**

RANK	BLUE SHEET	PARTNER	AGENDA ITEM	COMMENTS
Transportation				
	NO	County	I-81 Widening (Protect Money for Phase 2 and new funding for Phases 3 & 4 Design)	Continued advocacy to keep state support of the Phase 2 widening project and for initiating planning, design, and right-of-way acquisition for Phases 3 & 4. Phase 2 has two sub-phases (2A and 2B). Phase 2A (to I-70 interchange area) is out for bid with construction to start Spring 2027. Phase 2B's design should be completed in a year with construction estimated to start Spring 2028 and overall Phase 2 completion 2031-32. The County and coalition partners emphasized the need to maintain pressure to ensure continued funding and support for this project. Additional supporting data is needed to add to existing safety push including the impact of I-81 shutdowns on local emergency response time and the consequences of spillovers on secondary routes due to rerouting from 81, and impact of I-81 as a National Defense Corridor. Updated MDOT cost estimates for Phases 3 and 4 (design and construction) significantly increased and require additional review. County staff will be developing their own cost estimates to compare with MDOT's new numbers. Inflated costs can jeopardize our ability to get funding for this project and worsen our position in MDOT's Chapter 30 draft scoring formula.
	NO	County	Chapter 30 Transportation Formula	Partners discussed continued concerns with the State's transportation project scoring formula, particularly its potential disadvantage to rural highway and interstate projects such as I-81. The issue is expected to remain active during the 2027 legislative session and should continue to be monitored.
	YES	County	HGR Air Traffic Control Tower – Construction	Washington County is requesting a \$13.5 million State capital appropriation to construct a replacement Air Traffic Control Tower at Hagerstown Regional Airport. The existing tower, commissioned in 1973, is functionally and technically obsolete, has significant facility deficiencies, and does not provide adequate controller line-of-sight across all portions of the airfield. An updated siting study and environmental approvals have been completed, design has advanced to approximately 30%, and a 12-month phase began in August 2026 to complete remaining design, engineering, permitting, bidding, and site-preparation work. Previous State support includes approximately \$118,000 through the Maryland Aviation Administration and \$1.5 million through the Department of General Services for design and site preparation. The County is seeking construction funding so work can begin following completion of design. Upon completion, HGR/Washington County would own, operate, and maintain the new tower, including ongoing operational costs estimated at more than \$100,000 annually.
	NO	Williamsport	Rt 11 Bridge	The Rt 11 bridge will remain on the priority list, with a revised approach planned for supporting documentation to better advocate for the project in the coming year.

RANK	BLUE SHEET	PARTNER	AGENDA ITEM	COMMENTS
Health/Public Safety				
	YES	County	Public Safety Training Building	<i>Washington County is seeking \$2.5 million in State funding toward construction of the Phase 3 High Bay Training and Storage Building at the Public Safety Training Center, helping bridge the gap between requested funding and the County's local investment. The approximately \$5 million project is currently in engineering and design, with design expected to be completed in 2026 and construction anticipated to begin in 2027, subject to funding. The facility would provide indoor, all-weather training space for fire, EMS, and law-enforcement personnel; apparatus and equipment storage; and space for Candidate Physical Abilities Testing (CPAT). The project is part of the continued buildout of the County's multi-phase Public Safety Training Center and is intended to expand local capacity for recruit, certification, annual, and multidisciplinary public-safety training as workforce needs continue to grow.</i>
	NO	Smithsburg	Sewer Pump Upgrades	<i>The Town of Smithsburg continues to prioritize upgrades to its water and sewer infrastructure, including phased improvements to its sewer pump stations. Recently the town received a little over \$308,000 from the SHA Office of Planning and Preliminary Engineering Grants & Program Management Division for engineering funds on a "Safe Routes to School" project from Whispering Hills to the Middle and Elementary Schools as well as outside the entrance to Veterans Park. They would like to begin the process of seeking funds for the actual construction of the project once it's engineered and shovel ready.</i>
Community Revitalization				
	YES	City	Neighborhood Revitalization Districts	<i>Submitted a proposed legislative agenda item requesting authority for municipalities to establish Revitalization Districts in areas with concentrated vacant and blighted properties. The proposal would allow cities such as Hagerstown to use enhanced and expedited enforcement, acquisition, receivership, foreclosure, rehabilitation, demolition, and redevelopment tools in districts where at least 20% of properties are identified as vacant and blighted. The goal is to return problem properties to productive use more quickly, strengthen neighborhoods, improve public safety and property values, expand housing and economic development opportunities, and reduce the significant municipal costs associated with maintaining and addressing neglected properties, while preserving appropriate due process protections for property owners. Reuse could include rehabilitation or demolition, with an expectation that subsequent purchasers move projects toward permitting/productive use. City is exploring collaboration with Cumberland and other municipalities on this legislation.</i>
Education				
	NO	HCC	Higher Education / Blueprint and Dual Enrollment	<i>HCC does not anticipate a major new capital request and suggested considering a broader higher education funding item. Partners also discussed highlighting the success of HCC's partnership with WCPS, on dual enrollment and other Blueprint initiatives, to demonstrate the positive impact of State education funding in Washington County.</i>
	NO	WCFL	New Williamsport Library	<i>Design funding was secured in 2026, and the 2027 request will focus on construction funding through the State's library capital funding program. The MD Library System is also considering an ask to increase the cap on State Library Capital Funding which supports this project.</i>
Tourism/Recreation				
	NO	CVB	Craft Alcohol Producer Legislation	<i>Visit Hagerstown is continuing to refine the request. For Coalition purposes, discussion focused on items 3 to 5 of the submitted concept paper: (3) temporary manufacturer collaborations on another licensed premise, (4) cross-producer sales among local craft beverage producers, and (5) cocktails-to-go authority for Washington County distilleries. The proposal should be reviewed with the local Liquor Board and Coalition lobbyist as details are finalized.</i>

RANK	BLUE SHEET	PARTNER	AGENDA ITEM	COMMENTS
Tourism/Recreation				
	YES	City	Fairgrounds Park Improvements	<i>City of Hagerstown is requesting a \$500,000 capital allocation toward development of an artificial surface multi-purpose athletic field at Hagerstown Fairgrounds Park. Funding would support final design, site preparation, surface installation, and related improvements, with final construction costs and any additional funding needs to be determined through design and project estimates. The project is intended to increase year-round field availability, reduce weather-related cancellations, support youth and adult recreation, and strengthen the Fairgrounds as a regional sports and recreation asset. Recommended to gear approach toward Fairground Park improvements rather than turf funding alone.</i>
Economic Development				
	NO		Extend George C. Edwards Funding for Western MD	<i>Recommended incorporating this economic development priority into the Coalition's agenda. Allegany and Garrett Counties are expected to continue advocating for an extension of the George Edwards Fund, which has historically provided approximately \$10 million annually to support economic development initiatives and quality job creation in Western Maryland. The fund received \$9 million in the most recent year, and continued support would provide an opportunity to highlight the regional economic impact and benefits generated through these investments.</i>
Other Pages Needed for Legislator Booklet:				
BLUE SHEET	PARTNER	INFORMATIONAL PAGE	COMMENTS	
YES	USMH	USMH Data Sheet	<i>Provided each year to highlight enrollment and programs</i>	
NO	County	County Economic Development	<i>2026 had 2 pages highlighting county projects and incentives</i>	
NO	Hagerstown	Hagerstown Economic Development	<i>2026 had 2 pages on Community Center Plan (optional as it's being updated) and 1 page on recent growth/development data in the city of Hagerstown</i>	

2027 Watch List (updated):

Monitors legislation or policy changes that impact Washington County

- Shifting of liabilities from state to localities – track as well due to budget challenges
- Highway User Revenue Restoration
- Gaming revenue protection
- State funding of K-12 education – MD Blueprint for Education
- Higher Education Funding (CADE Formula & USM)
- Monitor any capital funding requests for the Washington County Museum of Fine Arts Expansion Project
- Maryland FAMILI program implementation and possible legislative changes, exemptions, or elimination of program
- Transportation and Climate Alignment Act of 2026 requirements affecting major transportation projects such as I-81, I-70, etc.

Misc. Items.

- Work to secure visits from key Maryland General Assembly Committees (House Appropriations, Senate Budget & Tax, etc.) and the Governor's Administration.
- Follow up with the Washington County Museum of Fine Arts regarding the current project schedule and remaining funding need.
- Continue reception planning; partners may suggest new vendors and submit them to the Chamber.
- After the agenda is finalized, identify State officials/committee leaders whose participation would be especially relevant to Coalition priorities.

SAVE THE DATE:

Wednesday, January 27, 2027 – Washington County Day in Annapolis

- Lunch with Western MD Delegation (11:30am – 1:00pm)
- Large Group Meetings with State VIP's (1:00pm – 4:00pm)
- Washington Co. Reception (4:30 - 6:30pm)



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- **Chapter 30 Transportation Formula Reform**
 - **No Action Taken and a final formula has yet to be approved** – *Handled internally by MDOT*
 - *County and GHC staff had an hour Zoom meeting with the new Acting Secretary of Transportation Katie Thomson and MDOT staff on March 29th to discuss local transportation priorities (I-81, Airport, I-70/MD65, HUR, New Transit Building, etc.) as well as concerns over the current draft ranking formula as it relates to I-81 and other larger rural road projects. It was a productive discussion and Secretary Thomson appreciated the updates and said she would take our concerns into consideration.*

UNFUNDED / MISSED WCCC PRIORITIES

- **I-70 / MD 65 Interchange**
- **Washington County Public Safety Center / Training Facility**
- **Washington County Museum of Fine Arts**
- **Smithsburg Water & Sewer Project**
- **No action taken on Rt. 11 Bridge in Williamsport**

Washington County Community Coalition 2027 Legislative Agenda

Next meeting date: October 7th, 2026, COC Office & Zoom

- Below are the results as of 9/28/26 of the Coalition partners' work to develop the 2027 Legislative Agenda. This document is intended to serve as a working draft as agenda items are refined and considered for inclusion in the final agenda.
- **"Rank"** – Each partner was asked to rank each of the "capital" items they submitted (that is why you have multiple #1's). Each partner also provided a separate ranking for their "policy/legislative" items. Rank reflects their ranking compared to the other items that this partner submitted. It is not a ranking compared to all the items on the list. Rankings will not be reflected in our 2027 Legislator booklet – they are only for internal use as we go through our agenda-setting process and for our lobbyist to understand our overall agenda better.
- **Highlighted Agenda Items:**
 - **Green** – reflects items where there was a unanimous consensus to be recommended for the final list – An official vote will take place October 21st at the WCCC meeting after partners have had time to consult with their elected bodies or boards on any additional items or changes
 - **Yellow** – reflects items requiring more information before being approved
 - **Red** – reflects items that were recommended to be removed from the 2027 list – but could be agenda items in future years.
- **Each Partner submitting an item must prepare a Blue Sheet with detailed information on the item, state ask, and graphics/photos**

RANK	BLUE SHEET	PARTNER	AGENDA ITEM	COMMENTS
Transportation				
	NO	County	I-81 Widening (Protect Money for Phase 2 and new funding for Phases 3 & 4 Design)	<i>Continued advocacy to keep state support of the Phase 2 widening project and for initiating planning, design, and right-of-way acquisition for Phases 3 & 4. Phase 2 has two sub-phases (2A and 2B). Phase 2A (to I-70 interchange area) is out for bid with construction to start Spring 2027. Phase 2B's design should be completed in a year with construction estimated to start Spring 2028 and overall Phase 2 completion 2031-32. The County and coalition partners emphasized the need to maintain pressure to ensure continued funding and support for this project. Additional supporting data is needed to add to existing safety push including the impact of I-81 shutdowns on local emergency response time and the consequences of spillovers on secondary routes due to rerouting from 81, and impact of I-81 as a National Defense Corridor. Updated MDOT cost estimates for Phases 3 and 4 (design and construction) significantly increased and require additional review. County staff will be developing their own cost estimates to compare with MDOT's new numbers. Inflated costs can jeopardize our ability to get funding for this project and worsen our position in MDOT's Chapter 30 draft scoring formula.</i>
	NO	County	Chapter 30 Transportation Formula	<i>Partners discussed continued concerns with the State's transportation project scoring formula, particularly its potential disadvantage to rural highway and interstate projects such as I-81. The issue is expected to remain active during the 2027 legislative session and should continue to be monitored.</i>
	YES	County	HGR Air Traffic Control Tower – Construction	<i>Washington County is requesting a \$13.5 million State capital appropriation to construct a replacement Air Traffic Control Tower at Hagerstown Regional Airport. The existing tower, commissioned in 1973, is functionally and technically obsolete, has significant facility deficiencies, and does not provide adequate controller line-of-sight across all portions of the airfield. An updated siting study and environmental approvals have been completed, design has advanced to approximately 30%, and a 12-month phase began in August 2026 to complete remaining design, engineering, permitting, bidding, and site-preparation work. Previous State support includes approximately \$118,000 through the Maryland Aviation Administration and \$1.5 million through the Department of General Services for design and site preparation. The County is seeking construction funding so work can begin following completion of design. Upon completion, HGR/Washington County would own, operate, and maintain the new tower, including ongoing operational costs estimated at more than \$100,000 annually.</i>
	NO	Williamsport	Rt 11 Bridge	<i>The Rt 11 bridge will remain on the priority list, with a revised approach planned for supporting documentation to better advocate for the project in the coming year.</i>

<u>RANK</u>	<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>AGENDA ITEM</u>	<u>COMMENTS</u>
Health/Public Safety				
	YES	County	Public Safety Training Building	<i>Washington County is seeking \$2.5 million in State funding toward construction of the Phase 3 High Bay Training and Storage Building at the Public Safety Training Center, helping bridge the gap between requested funding and the County's local investment. The approximately \$5 million project is currently in engineering and design, with design expected to be completed in 2026 and construction anticipated to begin in 2027, subject to funding. The facility would provide indoor, all-weather training space for fire, EMS, and law-enforcement personnel; apparatus and equipment storage; and space for Candidate Physical Abilities Testing (CPAT). The project is part of the continued buildout of the County's multi-phase Public Safety Training Center and is intended to expand local capacity for recruit, certification, annual, and multidisciplinary public-safety training as workforce needs continue to grow.</i>
	NO	Smithsburg	Sewer Pump Upgrades	<i>The Town of Smithsburg continues to prioritize upgrades to its water and sewer infrastructure, including phased improvements to its sewer pump stations. Recently the town received a little over \$308,000 from the SHA Office of Planning and Preliminary Engineering Grants & Program Management Division for engineering funds on a "Safe Routes to School" project from Whispering Hills to the Middle and Elementary Schools as well as outside the entrance to Veterans Park. They would like to begin the process of seeking funds for the actual construction of the project once it's engineered and shovel ready.</i>
Community Revitalization				
	YES	City	Neighborhood Revitalization Districts	<i>Submitted a proposed legislative agenda item requesting authority for municipalities to establish Revitalization Districts in areas with concentrated vacant and blighted properties. The proposal would allow cities such as Hagerstown to use enhanced and expedited enforcement, acquisition, receivership, foreclosure, rehabilitation, demolition, and redevelopment tools in districts where at least 20% of properties are identified as vacant and blighted. The goal is to return problem properties to productive use more quickly, strengthen neighborhoods, improve public safety and property values, expand housing and economic development opportunities, and reduce the significant municipal costs associated with maintaining and addressing neglected properties, while preserving appropriate due process protections for property owners. Reuse could include rehabilitation or demolition, with an expectation that subsequent purchasers move projects toward permitting/productive use. City is exploring collaboration with Cumberland and other municipalities on this legislation.</i>
Education				
	NO	HCC	Higher Education / Blueprint and Dual Enrollment	<i>HCC does not anticipate a major new capital request and suggested considering a broader higher education funding item. Partners also discussed highlighting the success of HCC's partnership with WCPS, on dual enrollment and other Blueprint initiatives, to demonstrate the positive impact of State education funding in Washington County.</i>
	NO	WCFL	New Williamsport Library	<i>Design funding was secured in 2026, and the 2027 request will focus on construction funding through the State's library capital funding program. The MD Library System is also considering an ask to increase the cap on State Library Capital Funding which supports this project.</i>
Tourism/Recreation				
	NO	CVB	Craft Alcohol Producer Legislation	<i>Visit Hagerstown is continuing to refine the request. For Coalition purposes, discussion focused on items 3 to 5 of the submitted concept paper: (3) temporary manufacturer collaborations on another licensed premise, (4) cross-producer sales among local craft beverage producers, and (5) cocktails-to-go authority for Washington County distilleries. The proposal should be reviewed with the local Liquor Board and Coalition lobbyist as details are finalized.</i>

<u>RANK</u>	<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>AGENDA ITEM</u>	<u>COMMENTS</u>
Tourism/Recreation				
	YES	City	Fairgrounds Park Improvements	City of Hagerstown is requesting a \$500,000 capital allocation toward development of an artificial surface multi-purpose athletic field at Hagerstown Fairgrounds Park. Funding would support final design, site preparation, surface installation, and related improvements, with final construction costs and any additional funding needs to be determined through design and project estimates. The project is intended to increase year-round field availability, reduce weather-related cancellations, support youth and adult recreation, and strengthen the Fairgrounds as a regional sports and recreation asset. Recommended to gear approach toward Fairground Park improvements rather than turf funding alone.
Economic Development				
	NO		Extend George C. Edwards Funding for Western MD	Recommended incorporating this economic development priority into the Coalition’s agenda. Allegany and Garrett Counties are expected to continue advocating for an extension of the George Edwards Fund , which has historically provided approximately \$10 million annually to support economic development initiatives and quality job creation in Western Maryland. The fund received \$9 million in the most recent year , and continued support would provide an opportunity to highlight the regional economic impact and benefits generated through these investments.
Other Pages Needed for Legislator Booklet:				
<u>BLUE SHEET</u>	<u>PARTNER</u>	<u>INFORMATIONAL PAGE</u>	<u>COMMENTS</u>	
YES	USMH	USMH Data Sheet	Provided each year to highlight enrollment and programs	
NO	County	County Economic Development	2026 had 2 pages highlighting county projects and incentives	
NO	Hagerstown	Hagerstown Economic Development	2026 had 2 pages on Community Center Plan (optional as it’s being updated) and 1 page on recent growth/development data in the city of Hagerstown	

2027 Watch List (updated):

Monitors legislation or policy changes that impact Washington County

- Shifting of liabilities from state to localities – track as well due to budget challenges
- Highway User Revenue Restoration
- Gaming revenue protection
- State funding of K-12 education – MD Blueprint for Education
- Higher Education Funding (CADE Formula & USM)
- Monitor any capital funding requests for the Washington County Museum of Fine Arts Expansion Project
- Maryland FAML program implementation and possible legislative changes, exemptions, or elimination of program
- Transportation and Climate Alignment Act of 2026 requirements affecting major transportation projects such as I-81, I-70, etc.

Misc. Items.

- Work to secure visits from key Maryland General Assembly Committees (House Appropriations, Senate Budget & Tax, etc.) and the Governor's Administration.
- Follow up with the Washington County Museum of Fine Arts regarding the current project schedule and remaining funding need.
- Continue reception planning; partners may suggest new vendors and submit them to the Chamber.
- After the agenda is finalized, identify State officials/committee leaders whose participation would be especially relevant to Coalition priorities.

SAVE THE DATE:

Wednesday, January 27, 2027 – Washington County Day in Annapolis

- **Lunch with Western MD Delegation (11:30am – 1:00pm)**
- **Large Group Meetings with State VIP's (1:00pm – 4:00pm)**
- **Washington Co. Reception (4:30 - 6:30pm)**

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Invoice Cloud Credit Card Fees – *Michelle Hepburn, Chief Financial Officer and John Prodan, Invoice Cloud*

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

Invoice_Cloud_Memo____PowerPoint_10.6.26.pdf

Description

Memo/PowerPoint Invoice
Cloud



CITY OF HAGERSTOWN, MARYLAND

Finance & Accounting Department

One East Franklin Street • Hagerstown, MD 21740

Telephone: 301.766.4142 • Website: www.hagerstownmd.org

To: Scott Nicewarner, City Administrator

From: Michelle Hepburn, Chief Financial Officer

Date: October 6, 2026

Subject: Future Budget Consideration: InvoiceCloud

During the October 6th Work Session, staff will discuss how credit card processing costs have continued to rise and now represent a significant operational expense. Shifting these fees to customers who choose to pay by credit card would reduce the City's budget and allow the City to fairly distribute costs rather than having all customers subsidize them. This approach aligns with common practices across many industries, including utilities, government agencies, and service providers. Customers paying via ACH, check, or other fee-free methods would not incur this fee.

Below is a history of credit card processing fees over the last 3 fiscal years:

- FY2024: \$618,531.89
- FY2025: \$790,300.74
- FY2026: \$888,581.61





Maximizing Your Savings

Moving the City of Hagerstown from an absorbed to a customer-paid fee model

Agenda

- How much the City of Hagerstown can save?
- Why make a change
- What other utilities are doing
- How we communicate the change to residents
- How the change impacts residents

How Much Can Hagerstown Save?

Today: The City Absorbs Every Processing Cost

Card

Chase Paymentech interchange and related fees, plus 75 bps + \$0.20/transaction (\$50,000 cap)

PayPal / Venmo

2.45% + \$0.20 per transaction

ACH

\$0.95 per transaction (\$125,000 cap)

IVR

\$0.95 per transaction

Rising adoption and processing costs mean this bill to the City keeps growing. That is why peer billers are moving to a percent-based fee.

Estimated Annual Savings for Hagerstown

\$639,589.70



93%

reduction in the City's current annual
processing spend

Estimated annual savings

Current annual spend (card & ACH)	\$687,511.31
Estimated ACH-only spend going forward	\$47,921.61
Proposed card transaction fee	2.79% (min. \$2.95, \$125,000 cap)
ACH fee to payer	Stays free. \$0.95 absorbed, same as today

Payers pay a fee only on card transactions. ACH remains free regardless of route.

Why Make a Change?

Transaction Fees Are Now the Norm

From airlines and ticket sales to phone bills and gas pumps, consumers now routinely encounter a transaction fee for paying by card.



79%

of consumers say fees do not hurt their view of an organization



85%

pay transaction fees without issue

Source: PYMNTS.com, via U.S. Bank

Three Fee Models, One Clear Trend

Fully Absorbed

- Biller absorbs all fees, card and ACH, on behalf of customers
- No fee to the payer
- Highest cost to the City

Hybrid

- Charges a transaction fee for card payments
- Absorbs ACH costs on behalf of customers
- Balances savings with a free payment option

Full Transaction Fee

- Charges customers for both card and ACH transactions
- Maximizes City savings
- Over half of InvoiceCloud customers use this or hybrid

56% of InvoiceCloud customers have already moved off the fully absorbed model

A Transaction Fee Will Not Hurt Adoption

Across InvoiceCloud's utility clients, billers charging a card transaction fee see adoption at least as strong as billers who absorb the cost, and often stronger.

Higher Fee, Higher Adoption

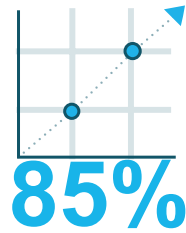
Billers charging a 4 to 5% fee actually see stronger digital adoption than those charging 3 to 4%.

What Actually Drives Adoption

A smooth digital payment experience and low friction, not the size of the fee, is what drives self-service adoption.

What Are Other Utilities Doing?

Billers Are Moving to Pass-Through Fees



of Government and Utility billers that went live with InvoiceCloud in 2024 enabled transaction fees



of those billers also charge a transaction fee for ACH payments

A trend since 2023: billers are proactively coming to InvoiceCloud to eliminate processing costs

Proof From Peer Utilities

Tennessee Client

- Switched Feb 2024 to a 2.95% transaction fee
- Online payment adoption: 63.5% → 66.4%
- Online payment volume: \$9.7M → \$10.8M
- AutoPay usage: 18.6% → 20.3%
- Annual processing cost: \$355K → \$0

Florida Client

- Switched Dec 2023 to a 2.95% transaction fee
- Online payment adoption: 78.5% → 78.8%
- AutoPay usage: 29.8% → 34.1%
- Card share of volume fell: 67% → 55%
- Annual processing cost: \$862K → \$0

What to Expect After the Switch

AutoPay Keeps Growing

- Every biller that switched saw continued AutoPay growth
- No interruption to automatic payments

Online Payments Keep Growing

- Only one biller saw a 1% adoption dip
- All others continued year-over-year growth

Large Payments Shift to ACH

- 20 to 40% of card payers move large transactions to ACH
- They continue paying online, just fee-free

Communicating the Change Effectively

You Are Not Doing This Alone

InvoiceCloud's marketing team works 1:1 with the City to build a communications plan across email, website, and in-office channels.

Plan Together

- 1:1 planning session with InvoiceCloud marketing
- Tailored to the City's channels and timeline

Ready-Made Resources

- Email, website, and in-office materials provided
- Talking points and FAQs for staff

Timed for Impact

- Deploy at least 1 month before the change
- Continue reinforcing for 1 to 2 months after

Communication Checklist

Must-Dos

- Notice on the invoice message center
- Notice on invoice and AutoPay reminder emails
- Update to the website news/payments page
- Updated fee structure in the payer portal
- Talking points and FAQs for CSRs

Pick At Least Two More

- In-office signage: posters, counter signs, monitors
- Social media posts linking to the notice
- Updated IVR pre-payment messaging
- Bill inserts mailed with the invoice
- Standalone email campaign or newsletter article

How to Frame the Message

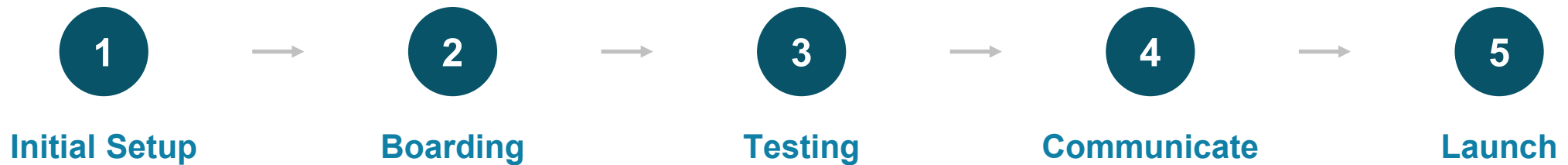
Lead With the Fee, Not a Price Increase

“There is a non-refundable transaction fee of X.XX% when using credit cards.” Frame this as a card-network fee, not a City rate increase.

Highlight the Free Option

“The City of Hagerstown is committed to a no-cost way to pay. Electronic check (ACH) payments remain FREE of charge.”

About 90 Days From Signature to Launch



- Prepare and distribute payer notices; confirm portal language is updated
- InvoiceCloud boarding begins setup and reviews the price change form
- Quality assurance and payment testing to confirm deposits function correctly
- InvoiceCloud marketing meets to finalize the communication plan
- Price change goes live on the confirmed effective date

How This Impacts Residents

A Simple Choice for Every Resident

Pay by Card

A card convenience fee applies

- Invoice: \$200.00
- 2.79% transaction fee: \$5.58
- Customer pays: \$205.58

Pay by ACH, Still Free

No cost, no change from today

- Invoice: \$200.00
- Transaction fee: FREE to the payer
- Customer pays: \$200.00

Either way, the City collects the full \$200.00 and pays no card processing fees.

What Residents Will and Will Not Notice

A Free Way to Pay Stays Free

- ACH/eCheck remains a \$0 option for every resident
- No change for anyone who already pays this way

No Disruption to AutoPay

- AutoPay usage continues growing after the switch
- Existing Credit Card AutoPay customers are notified in advance using targeting marketing and outreach campaigns

A Clear, Upfront Fee

- Fee is disclosed before the payment is completed
- Framed as a card-network fee, not a bill increase

Thank You

Questions? Your InvoiceCloud team is ready to help plan the transition.

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Groh Estate Annexation - Stephen Bockmiller, Deputy Director for Planning and Zoning Administration & Matthew Ross, Planner - Department of Planning and Economic Development

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

2026_1006_WS_Groh_Estate_Annexation_-_Workshop.pdf

Description

Groh Estate Annexation



TO: Scott Nicewarner, City Administrator

FROM: Matthew Ross, Planner

DATE: October 6th, 2026

SUBJECT: A-2026-03 – Groh Estate – Tax Map: 0037, Grid: 0014, Parcel 0468, 0052 and part of Parcel 0439

Staff will be present at the October 6th, 2026 work session to discuss with the Mayor and City Council the introduction of the above annexation which is scheduled for October 27th, 2026.

Background

It is the goal of the Mayor and City council of Hagerstown to ensure that the City of Hagerstown has a diverse, business-friendly economy that supports the community's needs. A priority adopted by the Mayor and City Council to implement that goal is to review pre-annexation agreements and continue to explore new possibilities for annexation opportunities. Annexation, particularly of properties utilizing City services, is a fiscally responsible means of growing the assessable base to ensure that our customers and our citizens continue to benefit from a high level of municipal services and an outstanding quality of life.

The applicants seek annexation of approximately 22.91 acres located east of I-81 and north of Franklin Street (US 40). The annexation consists of three parcels: Parcel 0052, Parcel 0468, and part of Parcel 0439, owned by the estate of Vincent Groh and associated businesses and trustees. Parcel 0052 and 0439 are unimproved land, and Parcel 0468 is improved by a City pump station. The applicant seeks annexation in preparation for future development. No particular plan of development is contemplated at this time.

The property is currently zoned as "Residential Urban" (RU) in the county, and the proposed city zoning is R-MOD (Residential-Moderate Density). This is substantially similar to the County's RU district and express approval from the Board of County Commissioners will not be required.

Annexation Plan

- The area of the property is +/- 22.91 acres.
- Parcels are within the City's MRGA, the County's UGA, State's PFA.
- It is designated Medium Density Residential in the County's recently adopted comprehensive plan and on the City's 2018 Comprehensive Plan.
- Water and wastewater service will be provided by the City upon development.
- Electric is provided by Potomac Edison.

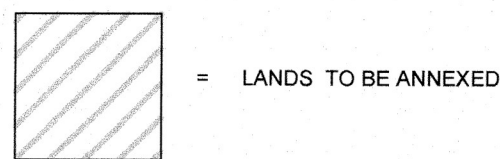
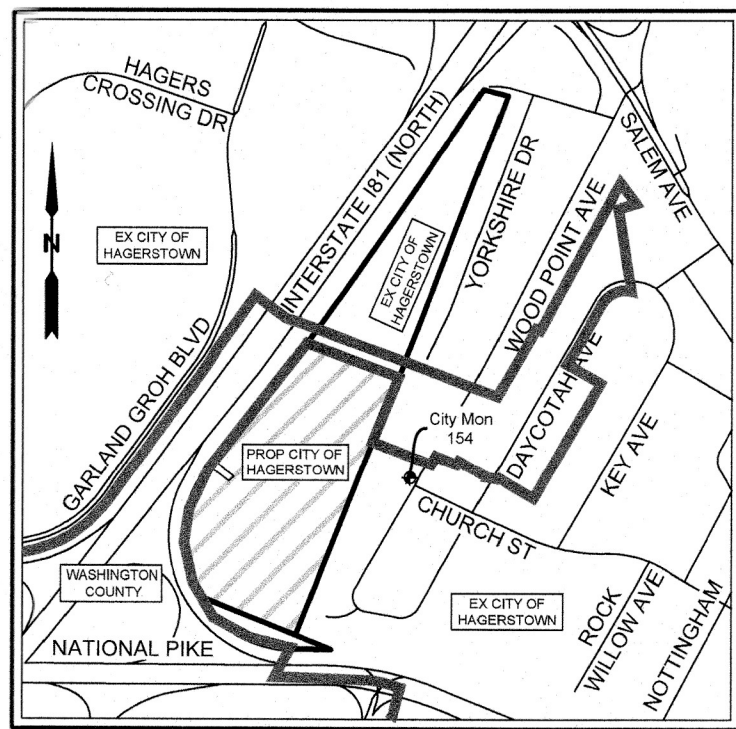
Planning Commission

The Planning Commission reviewed the annexation plan and proposed zoning on August 12th, 2026 and recommend them positively to the Mayor and City Council.

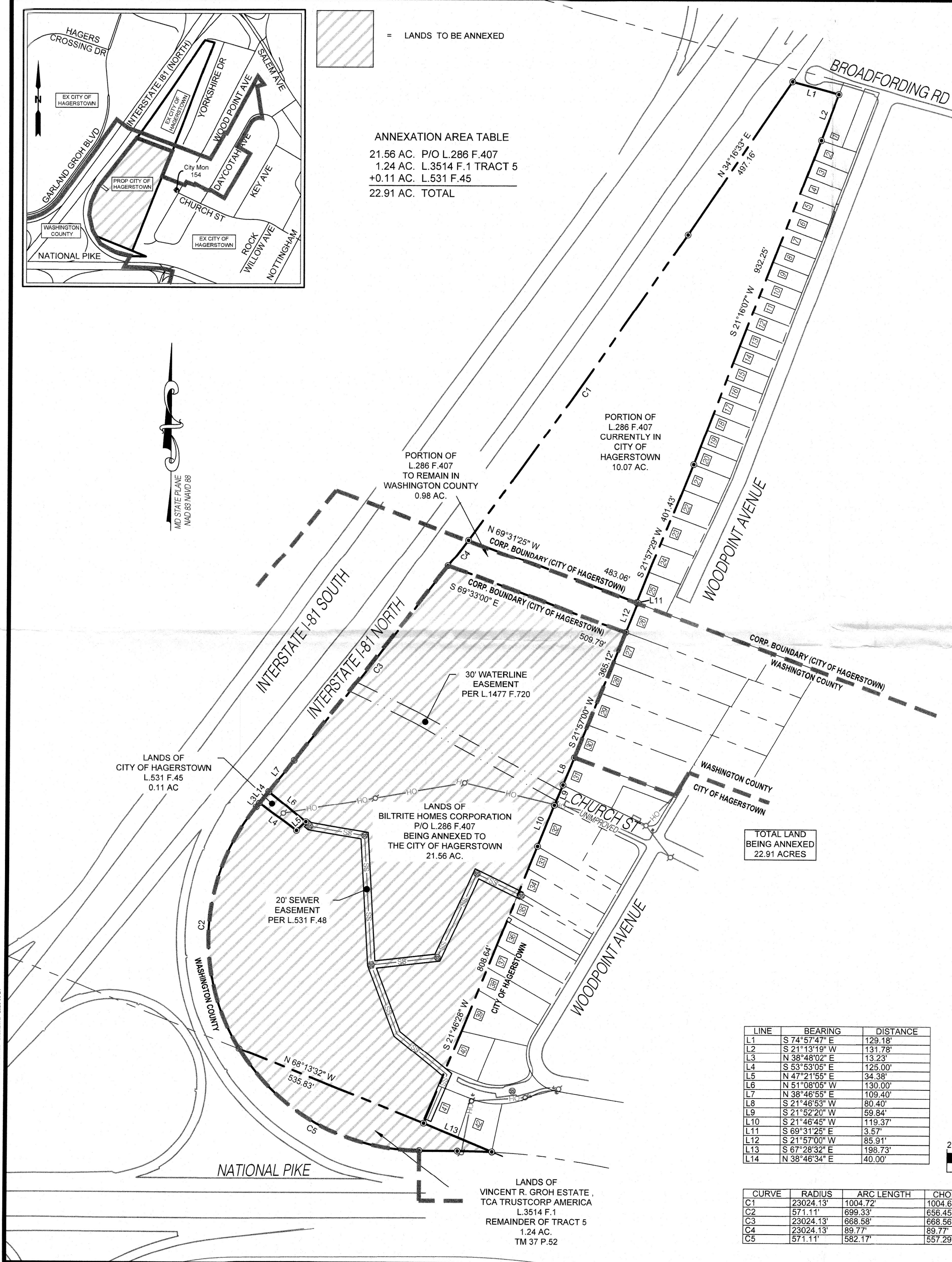
Next Steps

The presentation of the petition, the introduction of the resolution and approval of the annexation plan will be on the agenda for the next regular meeting on October 27th, 2026. The public hearing on this matter will be held on December 15th, 2026 due to requirements to advertise the hearing two times after introduction and notify county and state agencies.

Attachments: Annexation Plat
Annexation Petition
Draft Annexation Plan
Zoning Exhibit
Metes and Bounds Description
Draft Annexation Resolution
Meeting powerpoint

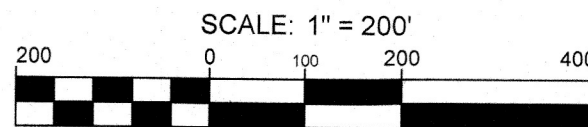


ANNEXATION AREA TABLE	
21.56 AC. P/O L.286 F.407	
1.24 AC. L.3514 F.1 TRACT 5	
+0.11 AC. L.531 F.45	
22.91 AC. TOTAL	



LINE	BEARING	DISTANCE
L1	S 74°57'47" E	129.18'
L2	S 21°13'19" W	131.78'
L3	N 38°48'02" E	13.23'
L4	S 53°53'05" E	125.00'
L5	N 47°21'55" E	34.38'
L6	N 51°08'05" W	130.00'
L7	N 38°46'55" E	109.40'
L8	S 21°46'53" W	80.40'
L9	S 21°52'20" W	59.84'
L10	S 21°46'45" W	119.37'
L11	S 69°31'25" E	3.57'
L12	S 21°57'00" W	85.91'
L13	S 67°28'32" E	198.73'
L14	N 38°46'34" E	40.00'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	23024.13'	1004.72'	1004.64'	N 35°31'34" E	2°30'01"
C2	571.11'	689.33'	656.45'	N 03°34'17" E	70°09'34"
C3	23024.13'	668.58'	668.56'	N 37°49'53" E	1°39'50"
C4	23024.13'	89.77'	89.77'	N 36°53'17" E	0°13'24"
C5	571.11'	582.17'	557.29'	N 60°42'40" W	58°24'20"

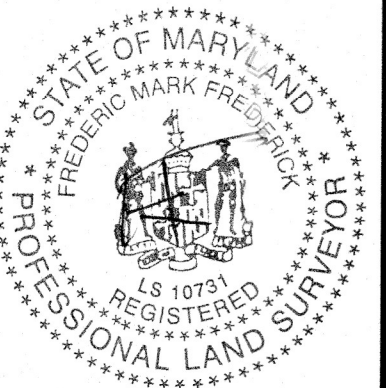


Land Surveyor's Certification
I hereby certify that the plat shown hereon is a true and correct survey to the accuracy required by the Hagerstown Planning Commission and that the monuments have been placed as shown hereon to the specifications of the Hagerstown Subdivision Ordinance. This plat was prepared by and supported by field surveys done by me or by my responsible charge all with requirements set forth by COMAR 09.13.06.12.
Date: JUNE 24, 2026
Professional Land Surveyor

Mayor's Certificate
"I hereby certify that the intent of this annexation plat is to incorporate these parcel into the corporate limits of the City of Hagerstown. The legal owners of record is Vincent R. Groh and TCA Trustcorp America. The undersigned adopted Resolution No. _____ on _____ Vincent R. Groh and TCA Trustcorp America consented to the Annexation of it's parcel, which consent is evidenced in Exhibit ____ attached to the Resolution"
Date: _____
William B McIntire
Mayor, City of Hagerstown

General Notes
1. Coordinates and rotation based on FSA Control Point #8 (An iron pin & cap located at the end of Church Street and on the South Line of the Existing 30' Waterline Easement shown hereon) having horizontal coordinates X:1102974.31, Y:725544.34.
2. The current owners of record are Biltrite Homes Corporation, The Vincent R. Groh Estate and TCA Trustcorp America.
3. The current County Zoning Classification for this parcel is RU - Residential, Urban District.
4. The proposed City Zoning Classification for this parcel is RMOD - Residential, Moderate Density.
5. This plat does not represent any property line subdivision at this time.
6. Annexation Case Number xxxxxx.
7. Annexation Resolution was adopted by the Mayor & Council on xxxxxx, Annexation became effective on xxxxxx Per Resolution Number xxxxxxxx.

- ADJOINERS**
1. N/F Edawrd & Tammi Harne (L.4938 F.451)
 2. N/F Mary J. Harshman (L.3531 F.01)
 3. N/F BJC LLC (L.6721 F.447)
 4. N/F Coastal Properties Renovators LLC (.5911 F.58)
 5. N/F Kristine E. Bell (L.4307 F.480)
 6. N/F Gary M. Lloyd (L.1230 F.1040)
 7. N/F Terry & Karen Stanley (L.1813 F.730)
 8. N/F Carolyn R. Strawsburg (L.1725 F.536)
 9. N/F Holly A. Kaufman (L.1545 F.771)
 10. N/F Rhonda J. Hall (L.1605 F.1023)
 11. N/F Dale & Dolores Carver (L.1166 F.580)
 12. N/F Jeremy & Tara Kessel (L.6400 F.378)
 13. N/F Ronald & Rose Shatzer (L.6037 F.154)
 14. N/F Anne K. Railing (L.5904 F.165)
 15. N/F Joanne Hart (L.3862 F.479)
 16. N/F Katie & Kevin Churchey Jr (L.4639 F.327)
 17. N/F Wei Shao & Kui Gong (L.2043 F.523)
 18. N/F Brandon Kinzer (L.6001 F.243)
 19. N/F John & Mildred Smith (L.6767 F.184)
 20. N/F Stephen M. Radtke (L.2648 F.136)
 21. N/F Tasha Walls (L.6637 F.274)
 22. N/F Scott & Michele Johnston (L.919 F.687)
 23. N/F Cosner Buiness First LLC (L.5622 F.09)
 24. N/F Caleb & Jessica Wilt (L.3709 F.38)
 25. N/F Stephen & Beth Bechtel (L.1267 F.874)
 26. N/F Michael & Kathryn Randall (L.5101 F.152)
 27. N/F The Redeemed Christian Church of God Throne of Grace Parish (L.4488 F.29)
 28. N/F Alison & Scott Hoffman Jr. (L.5619 F.351)
 29. N/F Juan Castellanos & Leticia Cisneros (L.6141 F.320)
 30. N/F Cosner Buiness First LLC (L.6278 F.116)
 31. N/F Howard & Khadija Afam (L.2591 F.417)
 32. N/F Eugene & Lisa Commer (L.2670 F.40)
 33. N/F Terry L. Moss (L.343 F.569)
 34. N/F Kyle S. Collins (L.5004 F.276)
 35. N/F Jo Ann & Daniel Litten Jr. (L.4137 F.191)
 36. N/F Nathanael Barnard (L.5544 F.76)
 37. N/F Caitlin Lambert & Gabriel Reynolds (L.4490 F.189)
 38. N/F Andrew W. Donaldson (L.4536 F.141)
 39. N/F Wayne & Stefan Bockstanz (L.6500 F.458)
 40. N/F Vincent R. Groh (L.404 F.223)
 41. N/F Vincent R. Groh (L.404 F.223)
 42. N/F Vincent R. Groh (L.404 F.223)



FSA
FREDERICK, SEIBERT & ASSOCIATES, INC.
CIVIL ENGINEERS • SURVEYORS • LANDSCAPE ARCHITECTS • LAND PLANNERS
15 EAST MAIN STREET
NEW BLOOMFIELD PA 17068
717.267.5851
505 SOUTH HANOVER STREET
CARLETON, MD 21033
717.761.6111
1112 WILLIAMSBURG STREET
GREENBELT, MD 21740
301.791.3620

Annexation Plat-Lands of Biltrite Homes Corporation Et. al.
Washington County - L.3514, F.01, L.286, F.407 & L.531 F.45
TAX MAP: 37 - PARCELS: 45, 52 & 439
HAGERSTOWN MARYLAND, 21740
WASHINGTON COUNTY

PROJECT NO. 2024-0367	
DWN BY MTJ	DATE 06-16-2026
PROJECT MANAGER: F.Frederick	
EMAIL: FFrederick@fse-inc.com	
PROPERTY INFORMATION	
37-14-52	
SCALE 1" = 200'	
SHEET TITLE	

ANNEXATION PLAT
LANDS OF BILTRITE HOMES CORPORATION ET. AL. TO BE ANNEXED INTO THE CITY OF HAGERSTOWN, MD
SHEET 01 OF 01

MISC PLAT NO _____
DATE _____
WASHINGTON COUNTY

ANNEXATION BY:

**BILTRITE HOMES CORPORATION, VINCENT R. GROH ESTATE AND
TCA TRUST CORP AMERICA**

PROPERTY ADJACENT TO:

HAGERSTOWN, MARYLAND

a Municipal Corporation

existing under and by virtue of the laws of the State of Maryland

SUBJECT PROPERTY:

**21.56 Acres and 1.24 Acres and 0.11 Acres of City Pump Station situate
along the West Side of I-81 and North Side of the National Pike,
Hagerstown, Maryland 21740**

**ADJACENT TO THE WESTERN CORPORATE LIMITS OF THE
CITY OF HAGERSTOWN**

TABLE OF CONTENTS**ANNEXATION BY BILTRITE HOMES CORPORATION, THE VINCENT R.
GROH ESTATE AND TCA TRUST CORP AMERICA**

- Petition for Annexation
 - Attachments to Petition
 - Exhibit #1: Plat showing proposed Annexation
 - Exhibit #2: Metes and Bounds Legal Description of Proposed Annexation.
 - Exhibit #3: State Department of Assessments and Taxation

Assessed Valuation of Property Information Sheet
 - Exhibit #4: City of Hagerstown Zoning Map- Existing
 - Exhibit #5: Text of Current Zoning of Parcel (RS Zoning)
 - Exhibit #6: Copy of Tax Map

**PETITION FOR ANNEXATION OF
21.56 Acres, 1.24 Acres and 0.11 Acres (22.91 Acres total), East Side of I-81
and north of National Pike, Hagerstown, Maryland 21740
INTO THE CITY OF HAGERSTOWN**

PURSUANT to §4-402 and §4-404 of the Local Government Article of the Annotated Code of Maryland as amended, the undersigned, **Biltrite Homes Corporation, The Vincent R. Groh Estate and Trust Corp America** (the "Petitioner") does hereby petition and request, subject to the terms and conditions stated herein, that the City of Hagerstown, Maryland, a Maryland municipal corporation (the "City") through its governing body, the Mayor and City Council, enlarge the corporate boundaries of the City of Hagerstown by annexing and including therein +/- 22.91 acres of real property located on the east side of Interstate 81 and North side of the National Pike and shown as Parcels: 52, 439 and 468 on Tax Map 37 (the "Property"), together with all of the improvements, rights-of-ways, privileges and appurtenances thereunto belonging.

The Property is shown and described as the "Lands of Biltrite Homes Corporation, Et. Al." on the plat entitled "Annexation Plat – Lands of Biltrite Homes Corporation Et. Al." prepared by Frederick, Seibert & Associates, Inc. dated June 16, 2026, which is attached hereto and incorporated herein as **Exhibit #1**, and more particularly described by the metes and bounds legal description attached hereto and incorporated herein as **Exhibit #2**, which shall be appended to the current legal description of the City of Hagerstown.

The Property is contiguous and adjoining to the existing corporate limits of the City of Hagerstown (MD Code, Local Govt. §4-401(b)(1); and this annexation will not create any unincorporated area which is bounded on all sides by (i) real property presently within the corporate limits of the City, (ii) real property proposed to be within the corporate limits of the City as a result of the proposed annexation, or (iii) any combination of such properties. (MD Code, Local Govt. §4-401(b)(2)(i-iii).

There are no residents living in the area to be annexed; and the Petitioner is the owner of at least twenty-five percent (25%) of the assessed valuation of the real property located in the area to be annexed. (MD Code, Local Govt. §4-404(a).

The specific conditions upon which this Petition is submitted are as follows:

1. Petitioner shall pay the costs of all public notices and advertisements, all survey costs, and engineering costs necessary to effectuate the purpose of this Petition.
2. The Property shall be added to the corporate boundaries of the City of Hagerstown and the Property and any persons now or hereafter residing on the Property shall be generally subject to the provisions of the Charter of the City, the Code of the City of Hagerstown, including those related to the installation and connection to existing utilities, facilities and municipal services, except as may be set forth to the contrary in this Petition.
3. Extension of sanitary sewer, water and storm drain lines, streets, curbs, gutters, and all other public improvements, not currently existing, which may be required by the City to be installed, constructed and maintained as part of the development or re-development of the property, shall be at the expense of the then owner(s) or developer(s) of the Property requesting same and shall be at no cost to the City.

4. The Property shall be zoned by the City, as of the effective date of the Annexation Resolution, RMOD-(Residential Moderate-Density).
5. Pursuant to Maryland Code, Local Govt. §4-416, express approval of the zoning Classification by the Washington County Board of County Commissioners shall not be required because RMOD does not permit development of the Property for land-uses substantially different or at a substantially higher density than could be granted in accordance with the current RU (Residential Urban) Washington County zoning classification.
6. Upon verifying that the requirements of Maryland Code, Local Govt. §4-104 have been compiled with, the presiding officer of the City's legislative body shall promptly cause to be introduced a resolution proposing to enlarge the City of Hagerstown's corporate boundaries and to establish the zoning classification of the Property pursuant to the terms and conditions of this Petition.
7. In addition to, but not as part of the resolution proposing to enlarge the City of Hagerstown's corporate boundaries, an annexation plan shall be prepared by City staff and presented to the City and at least thirty (30) days before the public hearing on this annexation, a copy of the annexation plan shall be provided to (i) the Board of County Commissioners for Washington County, Maryland, (ii) the Department of Planning; and (iii) any regional or State planning agency with jurisdiction in Washington County, as Required under Local Govt. §4-415.
8. Petitioners agree that neither the receipt of this Petition nor the presentment of a Resolution to the Mayor and Council by the City is to be considered a waiver of any provisions of the Annotated Code of Maryland, or the common law thereof.
9. Petitioners further agree that the final determination as to whether or not the City shall enlarge its corporate boundaries as requested herein lies exclusively within the discretion of the legislative body.
10. All conditions of annexation shall be either specifically provided for herein or shall be Mutually agreed upon in the Resolution adopting this annexation.
11. The Petitioner reserves the right to withdraw this Petition and to terminate any agreement contained herein, if the conditions of annexation specified herein are materially changed to the Petitioner's detriment, as determined in the sole and absolute discretion of the Petitioner.

The assessed valuation of the property requested to be annexed is as shown on the Maryland Department of Assessments and Taxation information sheet(s) attached hereto as Exhibit #3.

WITNESS

PETITIONER
Bilrite Homes Corp

By:  (SEAL)
Kathryn Groh
President of Bilrite Homes Corp

VERIFICATION

I HEREBY CERTIFY that I have verified the signatures contained on the Petition for Annexation dated the _____ day of _____, 20____, for the property described and shown in said Petition for Annexation which is attached hereto; and I do hereby certify that they are true and correct signatures of said persons and I further certify, pursuant to Maryland Code, Local Government §4-404 that the Petition in fact is signed by the owners of not less than twenty-five percent (25%) of the assessed valuation of the real property located in the area to be annexed and that there are fewer than twenty (20) persons who reside in the area proposed to be annexed and who are registered voters in the Washington County Election District in which the area to be annexed is located.

The assessed valuation of the real property referred to herein, as of this date, is _____ DOLLARS (\$_____).

WITNESS my hand and seal this _____ day of _____, 20____.

_____, City Clerk

_____, Mayor

ARTICLE 9 "RU" RESIDENTIAL, URBAN DISTRICT⁸⁵

Section 9.0 Purpose

The purpose of the Residential, Urban District is to provide appropriate locations in the Urban and Town Growth Areas for residential development at greater densities and limited community service type uses.

All new development in the Residential, Urban District should be served by public water and sewerage facilities approved by the Washington County Health Department.

The following regulations and the applicable regulations contained in other articles shall apply in the "RU" Residential, Urban District.

Section 9.1 Principal Permitted Uses

- (a) Dwellings, single-family, two-family, and semi-detached.
- (b) Agriculture, as defined in Article 28A, including animal husbandry facilities as defined in Article 28A, which shall be subject to the requirements set forth in Article 22, Division IX.
- (c) Places of worship, schools, and colleges. (See Section 23.1(g))
- (d) Buildings and properties of a cultural, civic, educational, social or community service-type, libraries, ponds, playgrounds, and community centers and their associated swimming pools.⁸⁶
- (e) Conversion and alteration of a building existing at the time of the enactment of this Ordinance to accommodate not more than two (2) families; provided that the requirements of Section 23.1 as well as the requirements of the Health Department are complied with.
- (f) Mixed use developments subject to the provisions of Article 16.

Section 9.2 Special Exception Uses (Requiring Board Authorization After Public Hearing)^{87 88}

- (a) Nursing/convalescent homes, assisted living, or comprehensive care facilities.
- (b) Boarding or rooming houses.

⁸⁵ Revision 17, Article 9 deleted and replaced, 4/17/12, eff. 7/1/12 (RZ-10-005) (ORD-2012-07)

⁸⁶ Revision 17, Section 9.1(d) amended and eff. 2/26/13 (RZ-12-004) (ORD)-2013-03)

⁸⁷ Revision 17, Section 9.2 amended and eff. 2/26/13 (RZ-12-004) (ORD-2013-03)

⁸⁸ Revision 18, Section 9.2 amended 1/16/18 (RZ-17-007/ORD-2018-03)

	Lot Area	Lot Width	Lot Area Per Family	Front Yard Depth	Side Yard (Width Each Side Yard)	Rear Yard Depth
Dwelling, Single-Family*	6,500 sq. ft.	60 ft.	6,500 sq. ft.	20 ft.	8 ft.	25 ft.
Dwelling, Two-Family*	10,000 sq. ft.	70 ft.	5,000 sq. ft.	25 ft.	10 ft.	40 ft.
Dwelling, Semi-Detached*	5,000 sq. ft.	35 ft.	5,000 sq. ft.	25 ft.	10 ft.(exterior side only)	40 ft.
Clubs, Fraternities, etc.	1 acre	150 ft.		25 ft.	25 ft.	40 ft.
Nursing/Convalescent Homes	1 acre	150 ft.		25 ft.	25 ft.	40 ft.
Other Permitted or Special Exception Uses	20,000 sq. ft.	100 ft.		25 ft.	20 ft.	40 ft.
Banquet/Reception Facilities	5 acres	300 ft.		50 ft.	100 ft.	50 ft.

*A corner lot shall maintain the specified front yard setback along both street frontages. Setbacks from the remaining property lines shall be measured as if they were side yard setbacks.

(b) The following minimum requirements shall apply where the Planning Commission has determined that the use of a public water and sewer system is not required according to the guidelines contained in Section 9.6.

Use	Lot Area	Lot Width	Lot Area Per Family	Front Yard Depth	Side Yard (Width Each Side Yard)	Rear Yard Depth
Single-family and semi-detached dwellings*	20,000 sq. ft.	100 ft.	20,000 sq. ft.	40 ft.	12 ft.	50 ft.
Two Family*	20,000 sq. ft.	100 ft.	10,000 sq. ft.	40 ft.	12 ft.	50 ft.

*A corner lot shall maintain the specified front yard setback along both street frontages. Setbacks from the remaining property lines shall be measured as if they were side yard setbacks.

Section 9.6 Public Facilities

(a) All new development in the Residential, Urban District shall be served by public water and sewer facilities that have been approved by the Health Department.

1. The Planning Commission may waive this requirement after consultation and advice from the Health Department.
2. Prior to a decision to grant or not grant a waiver of this requirement, the Planning Commission shall consider the following:

Section 9.8 Site Plans

Uses that require site plans according to the requirements of Section 4.11 shall comply with and provide all information necessary to determine compliance with the design guidelines contained in Article 22, Division I (Parking), Division II (Signs), Division X (Lighting) and Division XI (Landscaping, Screening and Buffering).

Search Result for WASHINGTON COUNTY

Search Tax Maps No Ground Rent Redemption on File No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 13 Account Identifier - 026319

Owner Information

Owner Name: HAGERSTOWN CITY OF Use: EXEMPT
 Mailing Address: CITY HALL Principal Residence: NO
 HAGERSTOWN MD 21740 Deed Reference: /00531/ 00045

Location & Structure Information

Premises Address: BROADFORDING RD Legal Description: LOT .11 ACRE
 HAGERSTOWN 0-0000 BROADFORDING ROAD

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:
 0037 0014 0468 13010330.22 0000 2026 Plat Ref:

Town: None

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
 0.1100 AC

StoriesBasementTypeExteriorQualityFull/Half BathGarageLast Notice of Major ImprovementsPending Permit
 / None

Value Information

	Base Value	Value		
		As of 01/01/2026	As of 07/01/2025	As of 07/01/2026
Land:	1,100	1,100		
Improvements	0	0		
Total:	1,100	1,100	1,100	1,100
Preferential Land:	0	0		

Transfer Information

Seller:	Date:	Price:
Type:	Deed1: /00531/ 00045	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	650	1,100.00	1,100.00
State:	650	1,100.00	1,100.00
Municipal:	650	0.00/0.00	0.00/0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Exhibit 3-3

Real Property Data Search ()
Search Result for WASHINGTON COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: AGRICULTURAL TRANSFER TAX

Account Identifier: District - 24 Account Number - 001296

Owner Information

Owner Name: GROH VINCENT R TRUSTEE Use: AGRICULTURAL
Principal Residence: NO
Mailing Address: C/O TCA TRUST CORP AMERICA Deed Reference: /03514/ 00001
18702 CRESTWOOD DR
HAGERSTOWN MD 21742-2832

Location & Structure Information

Premises Address: NATIONAL PIKE Legal Description: 1.18 ACRES REM
HAGERSTOWN 21740-0000 NATIONAL PIKE
E/S I-81

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: 5922
0037 0014 0052 24010450.22 0000 2023 Plat Ref:

Town: None

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
1.1800 AC

Stories Basement Type Exterior Quality Full/Half Bath Garage Last Notice of Major Improvements

Value Information

	Base Value	Value	Phase-in Assessments	
		As of 01/01/2023	As of 07/01/2024	As of 07/01/2025
Land:	500	500		
Improvements	0	0		
Total:	500	500	500	500
Preferential Land:	500	500		

Transfer Information

Seller: GROH CHARLES G ET AL	Date: 06/17/2008	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /03514/ 00001	Deed2:
Seller: GROH GARLAND E	Date: 12/19/1995	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /02615/ 00006	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments: Class	07/01/2024	07/01/2025
County: 000	0.00	
State: 000	0.00	
Municipal: 000	0.00 0.00	0.00 0.00

Special Tax Recapture: AGRICULTURAL TRANSFER TAX

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Actual 1.24

Exhibit 3-2

Real Property Data Search ()
Search Result for WASHINGTON COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 13 Account Number - 001111

Owner Information

Owner Name: BILTRITE HOMES CORP Use: RESIDENTIAL
Principal Residence: NO

Mailing Address: C/O TCA TRUSTCORP AMERICA
18702 CRESTWOOD DR
HAGERSTOWN MD 21742-2832
Deed Reference: /00286/ 00407

Location & Structure Information

Premises Address: 18001 HOLLYHOCK RD Legal Description: 5.948 ACRES
HAGERSTOWN 21740-0000 18001 HOLLYHOCK ROAD
HAGERSTOWN

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: 5922
0037 0014 0439 13010330.22 0000 2023 Plat Ref:

Town: None

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use
5.9400 AC

Stories Basement Type Exterior Quality Full/Half Bath Garage Last Notice of Major Improvements

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2023	07/01/2024	07/01/2025
Land:	94,700	99,700		
Improvements	0	0		
Total:	94,700	99,700	98,033	99,700
Preferential Land:	0	0		

Transfer Information

Seller:	Date:	Price:
Type:	Deed1: /00286/ 00407	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Exhibit 3-1

TAX MAP

INDER Online

Maryland Department of Planning



City of Hagerstown, Maryland

Annexation Case No. A-2026-03

Property Owner: Vincent Groh Estate and TCA Trust Corp. America

And

Biltrite Homes Corporation

Location of Property:

Tax Map: 0037, Grid: 0014, Parcel 0468, 0052 and part of Parcel 0439

Annexation Plan

Pursuant to The Annotated Code of Maryland, Local Government Article, Section 4-415, herewith is a proposed outline for extension of services and public facilities into the areas proposed to be annexed.

It is also noted that any future amendments to the Annexation Plan may not be construed in any way as an amendment to the resolution, nor may they serve in any matter to cause a re-initiation of the annexation procedure then in process.

I. Land Use Patterns of Areas Proposed to be Annexed

- A. The area of annexation is approximately +/- 22.91 acres. The associated parcels are largely unimproved. This property is mostly forested land. Parcel 468 is improved with a city pump station. There is no proposed development at this time. An 85 foot wide area along the north edge of Parcel 439 will not be annexed so that the area along Daycotah Avenue is not enclaved in violation of state law.
- B. The proposed zoning is R-MOD (Residential Moderate Density). The Residential, Moderate Density (R-MOD) district provides for neighborhoods consisting primarily of single-family and two-family homes at moderate densities.

- C. All three parcels are designated Medium Density Residential on the Future Land Use map of the 2018 Comprehensive Plan, which identifies R-MOD, R-MED and RO as compatible zoning with this designation.
- D. The area of annexation is designated Residential Medium Density on the recently approved Washington County Comprehensive Plan.
- E. The annexation area is within the City's Medium Range Growth Area, an area intended for new or expanded water and wastewater service based on development potential, as defined in the City's 2018 Comprehensive Plan, *visionHagerstown 2035*, as well as the County's Urban Growth Boundary and the State's designated Priority Funding Area.

II. Availability of Land Needed for Public Facilities

- A. The uses of the annexation area will be predominantly residential in nature and the tract is within the Washington County Public Schools (WCPS) system's school attendance boundaries for Thomas J. Garner Elementary School (formerly Salem Avenue Elementary School), Western Heights Middle School, and Southern Hagerstown High School. Per the June 2026 enrollment report from WCPS, Thomas J. Garner Elementary and Western Heights Middle are both under capacity by 53 and 186 students respectively, and South Hagerstown High School is over capacity by 178 students. Per the WCPS FY 2025 Facilities Master Plan and the County's FY 2026 Capital Improvement Plan, there are plans for five major capital projects to address facility replacements and student seat capacity needs. These projects are the construction of three elementary schools including Downsview Pike Elementary School, an addition to Jonathan Hager Elementary School as well as funds for capital maintenance. Hagerstown does not have an adequate public facilities ordinance for schools at this time.

Development of the annexation area will generate revenues for the County which could be earmarked for school capacity enhancement using building excise taxes imposed on all building permits from real property development on all new construction. In 2025, the County amended its APFO and Building Excise Tax ordinances in order for building within municipalities to participate more equally in capital development.

- B. The uses of the annexation area will be predominantly residential in nature and residents resulting from development of the land would be served by the Washington County Free Library.

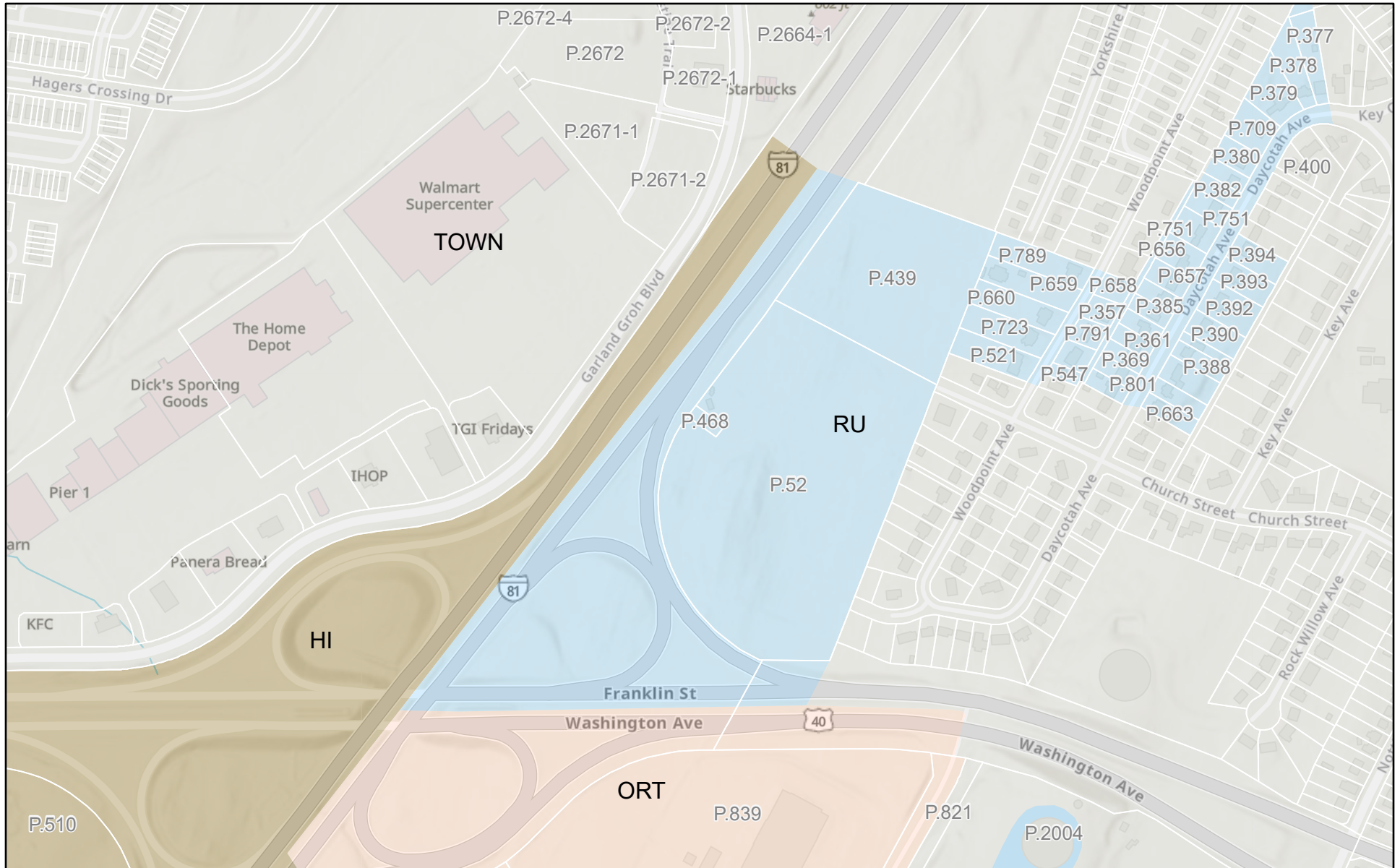
III. Schedule and Method of Financing the Extension of Each Municipal Service Currently Performed Within the City of Hagerstown into the area Proposed to be Annexed

- A. The area of annexation is not currently served by city utilities. The property will be served by extension of City Water and Wastewater lines as part of development following annexation. Existing water and wastewater lines traverse the site. Sufficient capacity exists to serve the property.
- B. Extension of sanitary sewer, water and storm drain lines, streets, curbs, gutters and all other public improvements, not currently existing, which may be required by the City to be installed, constructed and maintained as part of the development or re-development of the area of annexation, shall be at the expense of the then owner(s) or developer(s) of the area of annexation requesting same, and shall be at no cost to the City.
- C. The Electric Distribution System is external to the Hagerstown Light Department electric utility operation territory. Electric utility service is provided by the Potomac Edison Company of First Energy.
- D. The property will be served by existing emergency medical services provided by Meritus Medical Center, Community Rescue Services, Inc., and the City of Hagerstown Fire Department.
- E. The property abuts Church Street, Woodpoint Avenue and Broadfording Road. This annexation does not include annexation of any road right of way.
- F. Parks and Recreation facility expansions are not proposed for this annexation.
- G. Police protection will be provided by the Hagerstown Police Department. Fire protection will be provided by the Hagerstown Fire Department. Station 4, located at 526 Washington Avenue, is the designated first-call station for this

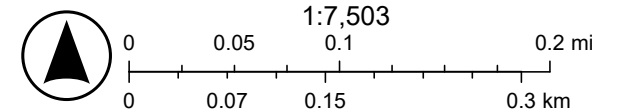
site. Fire protection services will also be provided through mutual aid agreements with neighboring jurisdictions, as applicable.

- H. Maintenance (i.e. snow removal, mowing of right-of-way, litter removal) of Church Street, Woodpoint Avenue and Daycotah Avenue is performed by the City of Hagerstown. Any public roads constructed in the future within the area of annexation will be maintained by the City Public Works Department.
- I. All future residents and property owners within the area proposed to be annexed shall obtain or be entitled to existing benefits of the City of Hagerstown. They shall also be required to pay for all applicable utility services, charges, assessments, taxes, and other costs and expenses which are required of the residents and property owners of the City of Hagerstown, unless alternative arrangements are provided for the Annexation Resolution.

Groh Estate Current Zoning



9/22/2026, 4:54:37 PM



Washington County Planning Department, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User

July 14, 2026

ANNEXATION DESCRIPTION

Proposed Annexation of the lands of the City of Hagerstown (Pumping Station), Vincent R. Groh Trustee c/o TCA Trust Corp America and a portion of the lands of Biltrite Homes Corp

Situate along the east side of Interstate 81 and along the north side of the National Pike (a.k.a. Route 40, West Franklin Street) and along the west side of the Residential Lots fronting on Woodpoint Avenue in Election District No. 13 and 24 and being more particularly described as follows:

Beginning at the most southwestern corner of lands of Kathryn Ketner Costa-Randall (Liber 7680, folio 212), thence running in a clockwise direction and with Maryland State Plane North and running along the western boundary of lots fronting on Woodpoint Avenue, S 21°57'00" W 365.12 feet to a point, thence S 21°46'53" W 80.40 feet to a point on the northern right-of-way line of Church Street, thence running across Church Street, S 21°52'20" W 59.84 feet to a point, thence continuing along the rear of lots fronting on Woodpoint Avenue, S 21°46'45" W 119.37 feet to a point, thence S 21°46'28" W 808.64 feet to a point on the boundary of other lands of Vincent R. Groh Estate c/o TCA Trust Corp America (Liber 3514, folio 1), thence running with the northern boundary thereof, S 67°28'32" E 198.73 feet to a point on the northern right-of-way line of the National Pike at its intersection with the north bound on ramp to Interstate 81, thence running with said on ramp, S 11°31'28" W 0.49 feet to a point, thence with a curve to the left having a radius of 2059.86 feet, an arc length of 92.61 feet and a chord bearing and distance of N 88°36'49" W 92.61 feet to a point, thence N 89°43'13" W 102.44 feet to a point, thence with a curve to the right having a radius of 571.11 feet, an arc length of 582.17 feet and a chord bearing and distance of N 60°42'40" W 557.29 feet to a point, thence continuing with a curve to the right having a radius of 571.11 feet, an arc length of 699.33 feet and a chord bearing and distance of N 3°34'17" E 656.45 feet to a point, thence N 38°48'02" E 13.23 feet to a point on the eastern right-of-way line of Interstate 81 and also being the most southwestern corner of lands now or formerly of the City of Hagerstown (Pump Station) as recorded at Liber 531, folio 45, thence continuing with the western boundary thereof and along the eastern right-of-way line of Interstate 81, N 38°46'34" E 40.00 feet to a point, thence N 38°46'55" E 109.40 feet to a point, thence with a curve to the left having a radius of 23024.13 feet, an arc length of 668.58 feet and a chord bearing and distance of N 37°49'53" E 668.56 feet to a point, thence leaving the eastern right-of-way line of Interstate 81 and running across said property and along the southern boundary as

hereby established for lands remaining in Washington County and being other lands of Biltrite Homes Corporation (Liber 286, 407), S 69°33'00" E 509.79 feet to the place of beginning;

Containing 22.91 acres of land more or less;

Said lands being that portion of lands of Biltrite Homes Corporation as recorded at Liber 286, folio 407 together with that portion of the lands of Vincent R. Groh Estate, c/o TCA Trust Corp America, Liber 3514, folio 1; together with all the lands of the City of Hagerstown per Liber 531, folio 45 all among the land records of Washington County, Maryland.

FMF/vab.2024-0367 annexation desc

RESOLUTION OF THE COUNCIL OF THE CITY OF HAGERSTOWN TO ENLARGE THE CORPORATE BOUNDARIES AND THEREBY AMEND THE CORPORATE BOUNDARIES AS CONTAINED IN SECTION 104 OF ARTICLE 1 OF THE CHARTER OF THE CITY OF HAGERSTOWN, MARYLAND AND AT THE SAME TIME ESTABLISH THE ZONING CLASSIFICATION OF THE AREA TO BE ANNEXED.

RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HAGERSTOWN, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and MD Code, Local Government §4-401, et seq., to enlarge the corporate boundaries of the CITY OF HAGERSTOWN, a municipal corporation existing under and by virtue of the Laws of the State of Maryland, by adding or annexing to said corporate boundaries areas immediately adjacent and adjoining the present corporate boundary thereof, and to be popularly known as the “*Groh Estate Annexation*, Case No. A-2026-03.”

WHEREAS, the City of Hagerstown, pursuant to its rights and authority under the Local Government Article §4-404 of the Annotated Code of Maryland, may annex into the City additional lands in accordance with the requirements set forth therein; and

WHEREAS, the proposal to enlarge the corporate boundaries of the City of Hagerstown by adding or annexing thereto the below described areas which are immediately adjacent to and adjoining the present corporate boundaries thereof, as contained in the Petition for Annexation of +/- 22.91 acres on Church Street into the City of Hagerstown, submitted to this legislative body on October 27th, 2026 by Vincent Groh Estate and TCA Trust Corp, America and signed by the requisite number of persons as prescribed and set forth in MD Code, Local Government §4-404(a), as residents registered voters, and/or owners of the realty contained within the area to be annexed; the Petition being incorporated herein by reference as if set forth herein and made a part hereof; and

WHEREAS, all other necessary documents have been introduced, and will be made available for public viewing, and made available for discussion at the public hearing held on December 15th, 2026; and

WHEREAS, the Mayor, who is the presiding officer of the legislative body, has caused to be made a verification of the signatures on the Petition, and has ascertained that the requirements of MD Code, Local Government §4-404(b) have been met; and

WHEREAS, the Petition for Annexation meets all requirements of the law, and pursuant to MD Code, Local Government §4-406(d), the Annexation shall be referred to the appropriate State, Regional and County planning authorities; and

WHEREAS, in accordance with City practice in processing annexations, the proposed zoning of the area to be annexed to the corporate limits was referred to the Planning Commission for the City of Hagerstown, which said Commission has studied the proposed zoning of the tracts described herein in relation to the Comprehensive Plan, the Zoning Ordinance and all other applicable ordinance, the needs of the City and County, and the needs of the particular

neighborhoods and vicinities of the area, and have approved the same and that the rezoning of said tract of land is proper and desirable under all the circumstances and should be accomplished at this time;

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hagerstown, that the boundaries of the City, pursuant to the provisions of MD Code, Local Government §4-401, et seq., be and the same are hereby amended and enlarged so as to annex and include within said City all that certain area of land contiguous to the corporate limits of the City and being more particularly shown and described as the “Groh Estate” on the survey plat entitled “Annexation Plat- for the lands of Biltrite Homes Corporation et al. to be annexed into the City of Hagerstown, MD” prepared by Frederick, Seibert & Associates dated July 16, 2026, which is attached hereto and incorporated herein as Exhibit 1, and more particularly described by the metes and bounds description attached hereto and incorporated herein as Exhibit 2.

AND BE IT FURTHER RESOLVED, that the subject property to be annexed shall have zoning classification of R-MOD (Residential Moderate Density) upon annexation, as more depicted on the Zoning Exhibit attached hereto and incorporated herein as Exhibit 3.

AND BE IT FURTHER RESOLVED, that the conditions and circumstances applicable to the change in said corporate boundaries and to the residents and property within the are so annexed shall be subject to the provisions of the Charter of the City of Hagerstown, the Code of the City of Hagerstown, and all acts, ordinances, resolutions, and policies.

AND BE IT FURTHER RESOLVED, that this Resolution shall become effective at the end of forty-five (45) days following its final enactment, unless a proper petition for referendum hereon shall be filed.

WITNESS AND ATTEST AS TO CORPORATE SEAL

BY THE MAYOR AND CITY COUNCIL
OF HAGERSTOWN, MARYLAND.

Donna K. Spickler
City Clerk

William McIntire
Mayor

Date Introduced:
Public Hearing Date:
Date of Passage:
Effective Date:

Annexation A-2026-03 Groh Estate

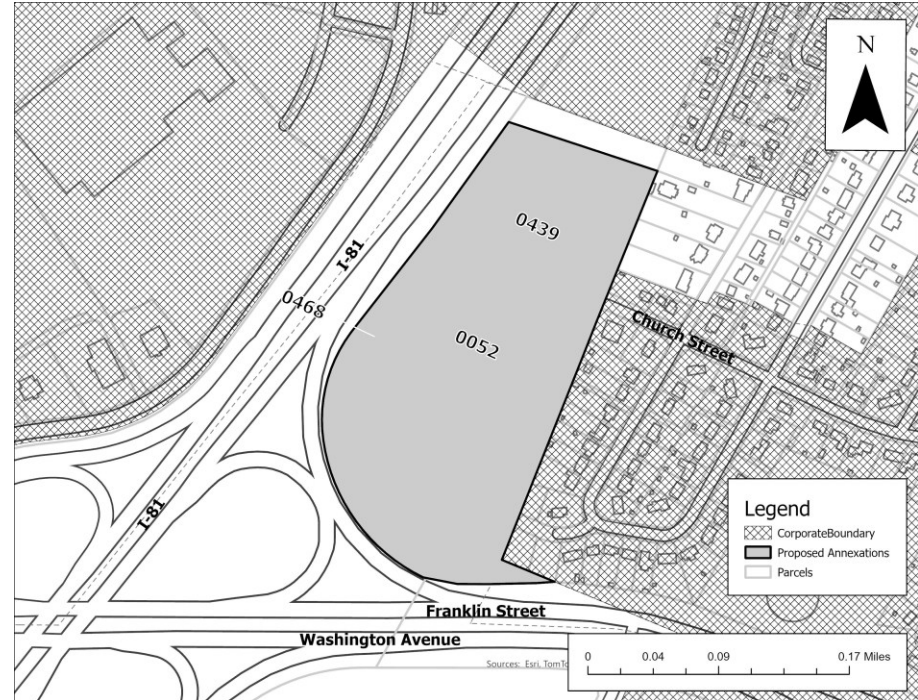
**East side of Interstate 81,
North side of Route 40**

Mayor and City Council Workshop
October 6th, 2026



Property Information

- Annexation of:
Groh Estate
- East side of I-81, North side of Route 40
- Groh Estate (Tax Map 37 Grid 14, Parcel 468, Parcel 52, and part of Parcel 439)
- Total Acreage: ± 22.91 acres



Annexation Schedule

October 27, 2026:

Petition presented by petitioner.
Annexation Resolution introduced.
Annexation Plan approved.

December 15, 2026

Public Hearing

January 5, 2027

Follow-Up Discussion

January 26, 2027

Vote on Resolution

March 12, 2027

Effective Date of Annexation if approved.



Hagerstown

Questions/Comments

Matthew Ross, Planner

mross@hagerstownmd.org

301-739-8577, extension 816



**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Trick-or-Treat – *Scott Nicewarner, City Administrator*

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

T-o-T_2026_MC_Memo.pdf

Description

Memo: Trick or Treat



CITY OF HAGERSTOWN, MARYLAND

Scott Nicewarner
City Administrator

One East Franklin Street • Hagerstown, MD 21740

E-mail: snicewarner@hagerstownmd.org

Telephone: 301.766.4168 • TDD: 301.797.6617 • Website: www.hagerstownmd.org

October 6, 2026

TO: Mayor and Council

FROM: Scott Nicewarner, City Administrator

RE: 2026 Trick-or-Treat

I will be providing the Mayor and City Council with a request to continue the date and responsibilities of Trick-or-Treat in the City of Hagerstown as has been in place for the past five years.

*"It is suggested that families Trick-or-Treat this year on **Friday, October 30 from 6:00 PM to 8:00 PM** to give your friends, motorists and public safety an idea when to expect pedestrians and visitors at their door. Participation and scheduling are entirely up to each family. Since Trick-or-Treat will not be scheduled or managed by the city, the city would not re-schedule or suggest a "rain date" in the event of inclement weather. Moreover, it is perfectly acceptable for folks to opt-out and not participate. We ask that each family determine what is best for them."*

The date is moved to Friday, October 30 to not conflict with the Alsatia Mummers' Parade on Saturday, October 31. This statement places the desire to participate, or not to participate, in Trick-or-Treat activities on October 30th entirely with the family. The understanding is that all City departments will be more aware that the date/time may be used for neighborhood participation in Trick-or-Treat in the City. **However, whether it rains, snows, sleet or hails the city will not be responsible for cancellation or rescheduling of the event.**

