

May 13, 2005

Mr. Joseph O'Connor, Director  
Community Planning and Development  
Baltimore Office  
U. S. Department of Housing and Urban Development  
10 South Howard Street  
Baltimore, Maryland 21201-2528

RE: Consolidated Plan 2005-2010 including the 2005 Action Plan

Dear Mr. O'Connor:

I am pleased to submit the Consolidated Plan 2005-2010 for The City of Frederick.

This Plan was prepared using the CPMP tool version 1.3 and consequently the format is quite different than the format of our prior Plan. Unfortunately we had some technical difficulty merging the various Word and Excel files together and so the Plan on the attached CD is in separate files and is not merged. We hope to resolve that problem as soon as possible and provide you with the Plan in a single CPMP file folder.

Attached you will find copies of the Strategic Plan and Action Plan checklist with notations to assist you in your review for completeness. I trust that we have provided all required information and discussed all of the critical points that HUD regulations and guidance require. If we have overlooked anything we will gladly provide it to you.

We have placed the more lengthy background and supporting information, maps, tables and CHAS housing needs tables in appendices to keep the document more concise and therefore more user friendly.

I wish to acknowledge the staff that worked on this project, Jim Schmersahl, Joe Adkins, Peter Schulz from this department and Mike Spurrier and staff members at the Frederick Community Action Agency.

I trust you will find the submission to be satisfactory. Please call me at 301 624 1248 or via email at [cboyd@cityoffrederick.com](mailto:cboyd@cityoffrederick.com) you need any additional information.

Sincerely,

Charles W. Boyd, AICP  
Director of Planning and Community Development

CC: Charles Halm ,Program Manager , HUD Baltimore Office