



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, November 18, 2025 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. Call to Order

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

5. Approval of the Agenda

6. Approval of the Minutes

A. Minutes from the October 2025 Council Meeting.

Motion and Second to Approve the Minutes for the October 2025 Council Meeting.

7. Special Presentations and Requests

A. Miss Maryland Volunteer, Rebecca West

B. Miss Maryland Teen Volunteer, Tess Bond

8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

A. **Resolution 2025-53** Appointing Members to the Frostburg Board of Elections. Patrick O'Brien, City Administrator

Motion and Second to Approve Resolution 2025-53; PUBLIC COMMENT; Vote of the Mayor and City Council.

B. **Resolution 2025-54** Approving the Creation of the Frostburg 250 Committee. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-54; PUBLIC COMMENT; Vote of the Mayor and City Council.

- C. Resolution 2025-55** Approving Changes in Rental Facilities Scheduling Blocks and Rates. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-55; PUBLIC COMMENT; Vote of the Mayor and City Council.

- D. Resolution 2025-56** Approving the Renewal of a Contract with Percy Public Affairs, LLC. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-56; PUBLIC COMMENT; Vote of the Mayor and City Council.

- E. Resolution 2025-57** Approving a Change in the Hourly Rate for Services by the Law Office of Michael Scott Cohen, LLC. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-57; PUBLIC COMMENT; Vote of the Mayor and City Council.

- F. Resolution 2025-58** Reappointing a Board Member to the Planning Commission. Jamie Klink, Acting Director for Community Engagement.

Motion and Second to Approve Resolution 2025-58; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. Discussion Items

- A.** Employee Bonuses

13. Open Public Comment

14. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, October 21, 2025 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. Call to Order

Mayor Logsdon called the meeting to order at 5:30 pm.

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

PRESENT

Mayor Todd Logsdon

Commissioner of Finance Donald Carter

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Public Works Adam Ritchey

5. Approval of the Agenda

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

6. Approval of the Minutes

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

A. Minutes from the September Council Meeting.

Motion and Second to Approve the Minutes for the September Council Meeting.

7. Special Presentations and Requests

A. Frostburg Fire Department, No 1. Sesquicentennial Proclamation.

B. Municipal Government Works Month Proclamation.

8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

A. Resolution 2025-46 Appointing Board Members for the Housing Authority of the City of Frostburg. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-46; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

B. Resolution 2025-47 Approving the Renewal of the Lease Agreement with HRDC for the Use of the Community Center. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-47; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

C. Resolution 2025-48 Authorizing the Bond Release for Prichard Farms Subdivision Phase 1-A-3. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-48; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

D. Resolution 2025-49 Awarding the Contract to Upgrade or Replace the Armory Fire Alarm System. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-49; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- E. Resolution 2025-50** Approving of Recommendations for the Frostburg Main Street Structural Stabilization Grant Program. Jamie Klink, Interim Director, Community Development.

Motion and Second to Approve Resolution 2025-50; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- F. Resolution 2025-51** Approving Professional Services for a Supplemental Groundwater Source Assessment. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-51; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

12. Open Public Comment

Mrs. Meres - 58 Linden.

How can we as local residents encourage enhanced or more crosswalks? Can we make them more visually safe?

Coming into winter time, we do a great job with snow removal, but how can we prioritize side walk access especially on corners?

Applaud the quick response to water issues today. Lived in an area that was not originally in the water announcement area but had no water. Suggest a robocall or mass notification system over Facebook.

Allegany County Animal Shelter issues. Curious what citizens can do to help. Is there a vetting issue with where funds go for fundraising activities?

With the government shutdown, do we have a resiliency plan. Some federal employees have protections about evictions, but there are others that rely on federal programs. Are there any impacts on our community that we know of so far, with SNAP, child care, etc.

13. Adjournment

Mayor Logsdon Adjourned the meeting at 6:33 pm.

City of Frostburg
Monthly Reports



For the month of October 2025
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Street
Water
Police

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: October 2025

Submitted by: Jamie Klink, Interim Director of Community Development; Jay Hovatter, Code Enforcement Officer

Permits

Please see attached permit report.

Rental Housing

- Rental Housing Inspector assisted property owners with general zoning inquiries.
- Spoke with several tenants due to tenant/landlord issues and referred tenants to Tenant/Landlord helpline with successful help for issues for tenants. Also handled issues through emails to tenants and landlords with great success.
- Mailing address and email address updates were made for property owners who needed them.
- Updating iWorQ and Rental Housing Spreadsheet to reflect inspections completed and moved to next triennial inspection cycle.
- Newly owner-occupied properties have been updated to remove them from rental status.
- Provided Rental Housing welcoming materials to new property owners and rental properties brought into the program.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.
- Updated emails, property agents, and phone numbers in iWorQ system.
- Updated iWorQ Portal Access for many owners that had been inaccessible.
- Finishing up with third-party inspector for last round of triennial inspections.
- Sent out next round of triennial inspections for properties.
- Updated filing system with new inspections from in-house inspections.

Code Enforcement

- Detailed code enforcement action reports are attached. Please note that the Phone Call/Emails in the Activity Report reflect calls and emails from complainants, property owners, and/or tenants related to code enforcement matters.

Boards and Commissions

- *Historic District Commission* – The Historic District Commission met on October 14 to review the proposal for the demolition of a blighted structure located at 7 Frost Avenue. The proposed project was unanimously approved. Additionally, staff discussed the administrative approval for a roof-replacement project at 7 Ormand Street that was issued since the previous Historic District Commission meeting in September.
- *Planning Commission* – The Frostburg Planning Commission met on October 8 to review the request for a favorable recommendation to the Board of Zoning Appeals for a Special Exception to utilize shipping containers as construction material for a commercial development project at 120 Bowery Street. The Planning Commission determined that due to the shipping containers not being utilized as storage, provided the containers meet all construction code requirements, they would not need to be approved by the Board of Zoning Appeals. Additionally, a proposed text amendment to the Frostburg Zoning Ordinance was considered, which would allow Artisan/Small-Scale Manufacturing land uses as a permitted use in all commercial districts. Due to only a minimum number of Planning Commission members being present for quorum, the Planning Commission voted to table the discussion until the November meeting. Staff also gave a brief update on the status of Comprehensive Plan, stating that the consultant has provided a spreadsheet listing various data needs that City staff will assist in compiling, and also discussed the rescheduling of the Steering Committee meeting to October 17, which will include discussion related to the Vision Statement and the Housing Element sections of the Plan.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in October due to a lack of applications received.
- *Green Team* – The Green Team did not formally meet in October; however, the Edible Arboretum Committee held a work day at the Arboretum on October 1 in preparation for the Arboretum Ribbon Cutting Ceremony, which was held on October 10.

Interim Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- October 1 – Stabilization Grant Transition Meeting w/ Allegany County Economic Development
- October 1 – Edible Arboretum Work Day
- October 6 – Comprehensive Plan Steering Committee – Consultant Check-In
- October 8 – Planning Commission Meeting
- October 9 – Frostburg First Board of Directors Meeting
- October 10 – Edible Arboretum Ribbon Cutting Ceremony
- October 14 – Work Session
- October 14 – Historic District Commission Meeting
- October 17 – Comprehensive Plan Steering Committee Meeting
- October 21 – City Council

Interim Director's Current Project Updates:

- *Comprehensive Plan Re-Write* – The Comp Plan Steering Committee is back to holding regular monthly meetings on the first Friday of each month, after the rescheduled meeting in October. The consultant has provided us with the Housing Element of the Plan, which was distributed to Steering Committee members and Planning Commission members for their review and comment. The next Steering Committee meeting is scheduled for December 5.
- *New Community Development Staff Transition* – Jon Miller has been hired as the City's new Community Development Director, and Erica Beeman has been hired as the new Rental Housing Program Coordinator. City staff has been working with both Jon and Erica to bring them up to speed on City policies, departmental procedures, and current projects and events.
- *Stabilization Grant Program* – Project funding recommendations from Mayor & Council were approved at the October meeting, and these recommendations have been given to Allegany County for their approval and awarding of funding.



Case Activity Report

10/01/2025 - 10/31/2025

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
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Group: Court

10/8/2025	03/14/2025	63 SPRING ST	Unregistered/ disabled vehicles	Court	Resolved

Group Total: 1

Group: Inspection

10/27/2025	N/A	167 CENTER ST	Mold	Inspection	No CE Action Necessary

Group Total: 1

Group: Phone Call/Email

10/7/2025	08/30/2025	30 BEALL ST	High Grass	Phone Call/Email	Citation Issued
10/3/2025	03/14/2025	63 SPRING ST	Unregistered/ disabled vehicles	Phone Call/Email	Resolved
10/2/2025	10/03/2025	141 S WATER ST	High grass	Phone Call/Email	Resolved

Group Total: 3

Group: Re-Inspection

10/20/2025	10/03/2025	141 S WATER ST	High grass	Re-Inspection	Resolved
10/6/2025	9/24/2025	30 BEALL ST	Unregistered/ disabled motor vehicle at rear of property	Re-Inspection	Resolved
10/14/2025	10/01/2025	41 W COLLEGE AVE	Furniture	Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
10/2/2025	03/14/2025	63 SPRING ST	Unregistered/ disabled vehicles	Re-Inspection	Resolved

Group Total: 4

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Total Records: 9

11/4/2025



Case Detail Report

10/01/2025 - 10/31/2025

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
10/29/2025	10/10/2025	102 WOOD ST	Front porch storage	First Warning
10/28/2025	N/A	167 CENTER ST	Mold	No CE Action Necessary
10/20/2025	10/30/2025	133 HILL ST	Furniture	First Warning
10/20/2025	10/30/2025	158 BOWERY ST	Furniture	First Warning
10/15/2025	10/31/2025	20 BOWERY ST	Grass and weeds	First Warning
10/15/2025	10/25/2025	59 HILL ST	Mattress in back of property	First Warning

Total Records: 6

11/4/2025



Permit Report

Section 8, Item A.

10/01/2025 - 10/31/2025

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Building	Accessory Structure	104 BRADDOCK ROAD	Construction of a 20' x 25' Garage	Open
Building	Single Family Dwelling	126 BRADDOCK HEIGHTS	Single Family Dwelling	Open
Use & Occupancy		100 BUTTERMILK CIR	Residential Use & Occupancy	Closed
Certificate of Appropriateness		7 FROST AVE	Demolition of Single Family Structure at 7 Frost Avenue	Closed
Use & Occupancy		205 MOONLIGHT DR	Residential Use and Occupancy	Closed
Fence		170 WASHINGTON ST	Construction of a 4' Chain Link Fence	Closed
Burning		209 ALBERT AVE	Burning Brush	Closed
Building	Single Family Dwelling	282 ARMSTRONG AVE	Single Family Dwelling	Open
Use & Occupancy		232 W MAIN ST, STE 9	Commercial Use and Occupancy	Closed

Total Records: 9

11/13/2025



Location Inspection Detail Report

10/01/2025 - 10/31/2025

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
145 Wood Street	1	10/31/2025	Rental Unit Inspection	Discrepancies repaired	10/30/2025	*Pending
137 Wood Street	1	10/31/2025	Reinspection	Re inspection	10/30/2025	*Pending
137 Wood Street	1	10/31/2025	Rental Unit Inspection	Discrepancies repaired	10/30/2025	*Pending
81 E. Mechanic Street	30	10/30/2025	Rental Unit Inspection	Unit 213	10/29/2025	Fail
81 E. Mechanic Street	30	10/30/2025	Rental Unit Inspection	Building Common areas	10/29/2025	*Pending
123 Easy Street	1	10/30/2025	Rental Unit Inspection		10/30/2025	Fail
81 E. Mechanic Street	30	10/30/2025	Rental Unit Inspection	Unit 210	10/29/2025	Fail
81 E. Mechanic Street	30	10/30/2025	Rental Unit Inspection	Unit 211	10/29/2025	*Pending
81 E. Mechanic Street	30	10/30/2025	Rental Unit Inspection	Unit 212	10/29/2025	Fail
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit B1	10/29/2025	Fail
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit B 5	10/29/2025	Fail
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit B 6	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 103	10/29/2025	*Pending

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 104 No inspection	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 105	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 106 Vacant	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 107	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 108	10/29/2025	Fail
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 109	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 110	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 111	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 112	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 113	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 201	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 202	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 203	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 205	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 206 Vacant	10/29/2025	Fail

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 207	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 208	10/29/2025	*Pending
81 E. Mechanic Street	30	10/29/2025	Rental Unit Inspection	Unit 209	10/29/2025	*Pending
7 Baptist Street	1	10/28/2025	Rental Unit Inspection	#9 Re Inspection	10/29/2025	*Pending
81 W. Main Street	1	10/28/2025	Rental Unit Inspection	Upstairs	10/28/2025	*Pending
137 Wood Street	1	10/27/2025	Rental Unit Inspection		10/27/2025	*Pending
145 Wood Street	1	10/27/2025	Rental Unit Inspection		10/27/2025	Fail
132-134 Wood Street	2	10/27/2025	Rental Unit Inspection	132	10/27/2025	*Pending
68 S. Water Street	1	10/27/2025	Rental Unit Inspection		10/27/2025	Pass
28 E. College Avenue	1	10/24/2025	Rental Unit Inspection		10/24/2025	Fail
100 Bowery Street	1	10/24/2025	Rental Unit Inspection	100	10/24/2025	*Pending
18 Braddock Road	2	10/23/2025	Rental Unit Inspection	Unit 2	10/24/2025	Fail
109 Wood Street	1	10/22/2025	Rental Unit Inspection		10/22/2025	Fail
24 Hill Street	2	10/20/2025	Rental Unit Inspection	Re Inspection 24 A	10/17/2025	Pass
24 Hill Street	2	10/20/2025	Rental Unit Inspection	24 B	10/17/2025	Pass
24 Hill Street	2	10/17/2025	Rental Unit Inspection	24B	10/17/2025	Fail
TEST-CITYHALL-TEST	1	10/17/2025	Rental Unit Inspection		10/17/2025	Fail
78 W. Main Street	3	10/15/2025	Rental Unit Inspection	Long term re-inspection	10/15/2025	*Pending
144 Wood Street	6	10/13/2025	Rental Unit Inspection	2A Re Inspection	10/10/2025	Pass
148 Wood Street	6	10/13/2025	Rental Unit Inspection	1B Re inspection	10/10/2025	Pass

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
148 Wood Street	6	10/13/2025	Rental Unit Inspection	1C Re Inspection	10/10/2025	Pass
144 Wood Street	6	10/13/2025	Rental Unit Inspection	1A Re inspection	10/10/2025	Pass
144 Wood Street	6	10/10/2025	Rental Unit Inspection	3B re inspection	10/10/2025	Pass
34 S. Grant Street	2	10/9/2025	Rental Unit Inspection	Unit B	10/9/2025	Fail
7 Baptist Street	1	10/8/2025	Rental Unit Inspection	#9	10/8/2025	Fail
61 Centennial Street	1	10/8/2025	Rental Unit Inspection		10/16/2025	Pass
138 Spring Street	1	10/7/2025	Rental Unit Inspection	Re - inspection	10/7/2025	*Pending
119 Bowery Street	2	10/7/2025	Rental Unit Inspection	Unit B basement	10/7/2025	Fail
104 Wood Street	3	10/7/2025	Rental Unit Inspection	Unit C	10/7/2025	Fail
104 Wood Street	3	10/7/2025	Rental Unit Inspection	Unit A	10/7/2025	Fail
127 Center Street	1	10/7/2025	Rental Unit Inspection	Unit A	10/7/2025	Fail
145 Frost Avenue	1	10/6/2025	Rental Unit Inspection	Re-Inspection	10/6/2025	Pass
28-30 Broadway	2	10/3/2025	Rental Unit Inspection	28 Broadway	10/3/2025	Fail
49-51 McCulloh	2	10/3/2025	Rental Unit Inspection	51 McCulloh Re-Inspection	10/3/2025	Pass
34 S. Grant Street	2	10/3/2025	Rental Unit Inspection	Unit A	10/9/2025	Fail
32 Mill Street	6	10/3/2025	Rental Unit Inspection	Unit 1 Re Inspection	10/3/2025	Pass
32 Mill Street	6	10/3/2025	Rental Unit Inspection	Unit 2 Re Inspection	10/3/2025	Pass
28-30 Broadway	2	10/3/2025	Rental Unit Inspection	30 Broadway	10/3/2025	Fail
150 E. Main Street	3	10/1/2025	Rental Unit Inspection	Unit B	10/1/2025	Fail
150 E. Main Street	3	10/1/2025	Rental Unit Inspection	Unit C	10/1/2025	Fail
7 Baptist Street	1	9/29/2025	Rental Unit Inspection	#7	10/8/2025	Fail

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
162 E. College Avenue	1	9/28/2025	Rental Unit Inspection	6 Bedroom occupied single family	10/7/2025	Fail
104 Wood Street	3	9/28/2025	Rental Unit Inspection	Unit B	10/7/2025	Fail
119 Bowery Street	2	9/28/2025	Rental Unit Inspection	Unit A	10/7/2025	Fail
127 Center Street	1	9/28/2025	Rental Unit Inspection	Unit B	10/7/2025	Fail
150 E. Main Street	3	9/23/2025	Rental Unit Inspection	Unit A	10/1/2025	Fail

Total Records: 74

11/4/2025

2026

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	10,565,173.58
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1009	RESTRICTED CASH - RMC GRANT-HYDRO STUDY	25.00
01-000-1100	ACCOUNTS RECEIVABLE	25,586.62
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	10,440.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	864,954.36
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	5,483.18
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	54.90
01-000-1143	TAXES RECEIVABLE - CORPORATION	61,253.92
01-000-1200	PREPAID EXPENSE	29,449.72
01-000-1201	PREPAID INSURANCE	122,041.82
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1260	NOTE RECEIVABLE - GUTHRIE	113,666.27
01-000-1301	DUE TO/FROM WATER FUND	131,269.04-
01-000-1303	DUE TO/FROM GARBAGE FUND	84,437.78-
01-000-1305	DUE TO/FROM SEWER FUND	160,417.32-
01-000-1306	DUE TO/FROM WATER SURCHARGE FUND	285,202.76-
01-000-1500	FIXED ASSETS	26,512,972.13
01-000-1504	WIP - CHILDCARE CENTER	1,366.12
01-000-1506	WIP - GATEWAY IMPROVEMENT	834,000.93
01-000-1507	WORK IN PROCESS - MISC PROJECTS	506,736.31
01-000-1508	WORK IN PROCESS - 82-84 E MAIN	3,513.09
01-000-1570	RIGHT OF USE ASSETS	588,251.69
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,491,147.14-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	263,587.51-
01-000-1650	RESERVE FOR AMORTIZATION	92,845.62-
01-000-1900	DEFERRED FINANCING OUTFLOW	505,273.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	191,069.00
	Total Assets	<u>31,647,032.45</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2000	ACCOUNTS PAYABLE	54,304.03
01-000-2005	CUSTOMER REFUND	437.81-
01-000-2207	HEALTH INSURANCE WITHHELD	24,302.50-
01-000-2209	MUTUAL OF OMAHA WITHHOLDING	2,579.60-
01-000-2220	LEASE LIABILITY	335,097.34
01-000-2225	SUBSCRIPTION LIABILITY - ROU	95,100.57
01-000-2250	UNEARNED REVENUE	156,517.86
01-000-2253	UNEARNED REVENUE - ARPA	1,331,036.61
01-000-2450	DEFERRED FINANCING INFLOW	65,759.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	184,710.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	747,667.95
01-000-2700	COMPENSATED ABSENCES	397,717.09
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,288,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	<u>7,868,225.11</u>

Audit Adjustments for the year ending 06/30/25 are incomplete.

2026

01-000-3000	INVESTED IN FIXED ASSETS	14,712,902.00
01-000-3200	FUND BALANCE	<u>5,684,750.62</u>
	Total	20,397,652.62
	Revenue	4,182,815.75
	Less Expenses	<u>1,957,376.06</u>
	Net	<u>2,225,439.69</u>
	Total Fund Balance	<u>22,623,092.31</u>
	Total Liabilities & Fund Balance	<u><u>30,491,317.42</u></u>

2026

Assets

02-000-1000	CASH	1,017,257.79
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,406.05
02-000-1100	ACCOUNTS RECEIVABLE	1,012.97
02-000-1102	WATER ACCOUNTS RECEIVABLE	56,739.02
02-000-1115	SERVLINE FEES RECEIVABLE	2,746.27
02-000-1140	INTEREST RECEIVABLE - WATER	185.97
02-000-1201	PREPAID INSURANCE	44,739.42
02-000-1500	FIXED ASSETS	4,095,203.29
02-000-1520	WORK IN PROGRESS	206,286.03
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	2,984,026.14-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	54,602.29-
02-000-1900	DEFERRED FINANCING OUTFLOW	90,253.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	31,845.00
02-000-2810	DUE TO/FROM CORPORATE FUND	131,269.04
	Total Assets	<u>2,834,593.33</u>

Liabilities & Fund Balance

02-000-2000	ACCOUNTS PAYABLE	14,182.08
02-000-2207	HEALTH INSURANCE WITHHELD	4,590.66-
02-000-2220	LEASE LIABILITY	88,475.40
02-000-2450	DEFERRED FINANCING INFLOW	11,747.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	30,785.00
02-000-2700	COMPENSATED ABSENCES	110,817.38
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>592,096.20</u>

02-000-3000	INVESTED IN FIXED ASSETS	1,314,663.00
02-000-3250	FUND BALANCE	753,091.24
	Total	<u>2,067,754.24</u>

Revenue	535,960.73
Less Expenses	<u>479,701.85</u>
Net	56,258.88
Total Fund Balance	<u>2,124,013.12</u>
Total Liabilities & Fund Balance	<u>2,716,109.32</u>

2026

Assets

03-000-1000	CASH	759,562.41
03-000-1040	BAY RESTORATION FUND CASH	62,463.64
03-000-1041	CSO CASH	869,824.28
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	102,125.99
03-000-1120	BAY RESTORATION FUND RECEIVABLE	13,482.95
03-000-1121	CSO SURCHARGE RECEIVABLE	29,865.40
03-000-1141	INTEREST REC - CSO SURCHARGE	2,551.44
03-000-1142	INTEREST RECEIVABLE - SEWER	371.98
03-000-1201	PREPAID INSURANCE	19,645.89
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,458,892.40
03-000-1539	WIP - PHASE X-B	146,754.99
03-000-1540	WIP - PHASE X-C	159,743.40
03-000-1541	WIP - PHASE IX-D	340,377.25
03-000-1542	WIP - PHASE VIII-C	350,737.68
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	10,300,066.20-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	23,182.20-
03-000-1900	DEFERRED FINANCING OUTFLOW	71,776.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	26,537.00
03-000-2820	DUE TO/FROM CORPORATE FUND	160,417.32
	Total Assets	<u>22,683,764.33</u>

Liabilities & Fund Balance

03-000-2000	ACCOUNTS PAYABLE	12,244.00
03-000-2207	HEALTH INSURANCE WITHHELD	4,425.97-
03-000-2220	LEASE LIABILITY	66,362.62
03-000-2450	DEFERRED FINANCING INFLOW	9,341.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	25,654.00
03-000-2700	COMPENSATED ABSENCES	105,127.59
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	192,910.41
	Total Liabilities	<u>681,361.65</u>

03-000-3000	INVESTED IN FIXED ASSETS	18,618,002.00
03-000-3200	FUND BALANCE	1,799,175.99
	Total	<u>20,417,177.99</u>

Revenue	1,201,303.32
Less Expenses	<u>556,050.53</u>
Net	<u>645,252.79</u>
Total Fund Balance	<u>21,062,430.78</u>
Total Liabilities & Fund Balance	<u>21,743,792.43</u>

2026

Assets		
04-000-1000	CASH	1,119,458.29
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,860.60
04-000-1131	WATER SURCHARGE RECEIVABLE	37,642.70
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	20,222,047.29-
04-000-2831	DUE TO/FROM CORPORATE FUND	285,202.76
	Total Assets	<u>9,855,809.71</u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	8,130.33
04-000-2900	NOTES PAYABLE	<u>2,038,615.59</u>
	Total Liabilities	2,046,745.92
04-000-3000	INVESTED IN FIXED ASSETS	5,951,050.00
04-000-3250	FUND BALANCE	<u>953,224.56</u>
	Total	6,904,274.56
	Revenue	290,256.99
	Less Expenses	<u>25,061.94</u>
	Net	<u>265,195.05</u>
	Total Fund Balance	<u>7,169,469.61</u>
	Total Liabilities & Fund Balance	<u>9,216,215.53</u>

2026

Assets		
05-000-1000	CASH	64,675.88
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	48,708.98
05-000-1140	INTEREST RECEIVABLE - TRASH	4,717.21
05-000-1201	PREPAID INSURANCE	9,451.23
05-000-1320	DUE TO/FROM CORPORATE FUND	84,437.78
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	373,223.90-
05-000-1900	DEFERRED FINANCING OUTFLOW	43,350.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	15,922.00
	Total Assets	<u>495,026.21</u>
Liabilities & Fund Balance		
05-000-2000	ACCOUNTS PAYABLE	2,881.60
05-000-2207	HEALTH INSURANCE WITHHELD	1,175.20-
05-000-2450	DEFERRED FINANCING INFLOW	5,642.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	29,318.47
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	123,069.00
	Total Liabilities	<u>217,354.87</u>
05-000-3000	INVESTED IN FIXED ASSETS	223,712.00
05-000-3200	FUND BALANCE	14,772.24-
	Total	<u>208,939.76</u>
	Revenue	177,776.55
	Less Expenses	<u>107,303.88</u>
	Net	<u>70,472.67</u>
	Total Fund Balance	<u>279,412.43</u>
	Total Liabilities & Fund Balance	<u>496,767.30</u>

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 10/31/25

2026

Assets		
07-000-1000	CASH	31,722.84
	Total Assets	<u>31,722.84</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	31,687.19
	Total	<u>31,687.19</u>
	Revenue	10.50
	Less Expenses	<u>0.00</u>
	Net	<u>10.50</u>
	Total Fund Balance	<u>31,697.69</u>
	Total Liabilities & Fund Balance	<u>31,697.69</u>

2026

Assets		
08-000-1000	CASH	35,715.53
	Total Assets	<u>35,715.53</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	23,483.08
	Total	<u>23,483.08</u>
	Revenue	4,075.99
	Less Expenses	<u>0.00</u>
	Net	<u>4,075.99</u>
	Total Fund Balance	<u>27,559.07</u>
	Total Liabilities & Fund Balance	<u>27,559.07</u>

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
01-000-4000	TAXES-REAL ESTATE	3,080,000.00	0	3,113,668.98	101.1
01-000-4001	PERSONAL PROPERTY TAXES	6,000.00	0	1,878.90	31.3
01-000-4002	PUBLIC UTILITY TAXES	220,000.00	54.90	54.90	0.0
01-000-4003	CORPORATION TAXES	85,000.00	10,609.80	70,929.45	83.5
01-000-4004	PRIOR YEAR TAXES	1,000.00	0	0	0.0
01-000-4005	TRAILER TAX	1,600.00	0	420.00	26.3
01-000-4010	INTEREST ON TAXES	35,000.00	1,627.14	9,555.75	27.3
01-000-4011	TAX CREDITS	-30,000.00	0	0	0.0
01-000-4012	TAX ABATEMENTS	-3,000.00	0	0	0.0
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,000.00	0	0	0.0
01-000-4020	MARYLAND INCOME TAXES	700,000.00	12,371.37	118,796.82	17.0
01-000-4021	ADMISSION TAXES	18,000.00	0	76.21	0.4
01-000-4022	HOTEL MOTEL TAX	150,000.00	35,568.77	75,616.66	50.4
01-000-4023	HIGHWAY USE TAX	550,000.00	0	207,889.23	37.8
01-000-4024	COAL TAX	2,600.00	2,426.59	2,426.59	93.3
01-000-4025	HOUSING AUTHORITY	12,000.00	0	0	0.0
01-000-4027	PAYMENT IN LIEU OF TAXES	390.00	0	0	0.0
01-000-4031	LIQUOR LICENSES	10,000.00	0	1,691.00	16.9
01-000-4032	TRADERS LICENSES	10,000.00	50.25	772.03	7.7
01-000-4040	POLICE GRANTS	40,000.00	0	10,906.34	27.3
01-000-4041	PARKING REVENUE	700.00	0	0	0.0
01-000-4043	POLICE PROTECTION GRANTS	120,000.00	0	26,644.00	22.2
01-000-4045	FINES & FORFEITURES	4,500.00	310.00	1,215.00	27.0
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000.00	0	20,000.00	200.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000.00	0	0	0.0
01-000-4050	PERMITS, PLANNING, ETC	2,500.00	80.00	735.00	29.4
01-000-4051	BUILDING PERMITS	3,000.00	1,625.00	1,900.00	63.3
01-000-4052	RENTAL REGISTRATION	75,000.00	40.00	240.00	0.3
01-000-4054	CONSTRUCTION INSPECTIONS	28,000.00	7,205.00	12,680.00	45.3
01-000-4055	CODE ENFORCEMENT CITATIONS	1,250.00	0	1,805.00	144.4
01-000-4056	COMM DEV GRANT REVENUE	110,000.00	0	36,753.82	33.4
01-000-4060	SWIMMING POOL	65,000.00	0	35,015.45	53.9
01-000-4062	DAY CAMP REGISTRATIONS	18,000.00	0	9,728.50	54.1
01-000-4063	RECREATION ACTIVITIES	22,000.00	1,430.00	8,960.00	40.7
01-000-4200	OPERATING TRANSFER - WATER FUND	126,300.00	10,525.00	42,100.00	33.3
01-000-4201	OPERATING TRANSFER - SEWER FUND	242,300.00	20,192.00	80,768.00	33.3
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	24,500.00	2,042.00	8,168.00	33.3
01-000-4250	NSF FEES	0.00	75.00	665.00	0.0
01-000-4301	RENTS	111,000.00	17,374.72	45,124.30	40.7
01-000-4302	HRD APPROPRIATION	10,700.00	0	0	0.0
01-000-4303	FRANCHISES - GAS, TV, ETC	68,000.00	0	17,708.07	26.0
01-000-4304	MISCELLANEOUS REVENUE	4,000.00	1,533.58	6,351.64	158.8
01-000-4306	PROJECT REIMBURSEMENT	2,169,000.00	0	7,197.26	0.3
01-000-4307	INSURANCE REIMBURSEMENTS	0.00	0	52,506.23	0.0
01-000-4315	PROCEEDS FROM FUND BALANCE	268,425.00	0	0	0.0
01-000-4317	SPECIAL REVENUE	666,000.00	0	0	0.0
01-000-4600	INTEREST INCOME	475,000.00	50,015.97	152,482.62	32.1
CORPORATE FUND Revenue Totals		9,559,765.00	175,157.09	4,183,430.75	
EXECUTIVE					
01-100-5000	SALARIES	22,200.00	1,850.00	7,400.00	33.3
01-100-5010	SOCIAL SECURITY	1,700.00	141.55	566.20	33.3
01-100-5012	WORKERS COMP	175.00	0	3.49	2.0
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000.00	0	447.74	7.5
01-100-5104	INSURANCE - PUBLIC OFFICIALS	9,700.00	816.75	3,267.00	33.7
01-100-5150	TRAINING	2,800.00	0	1,350.00	48.2
01-100-5160	TRAVEL	5,700.00	0	0	0.0
01-100-5185	PROFESSIONAL FEES	30,000.00	1,750.00	14,600.00	48.7
100 Executive		78,275.00	4,558.30	27,634.43	
ADMINISTRATIVE					
01-110-5000	SALARIES	175,800.00	12,022.20	50,721.73	28.9
01-110-5001	SALARIES - BONUS	0.00	0	2,720.25	0.0
01-110-5010	SOCIAL SECURITY	13,400.00	902.30	4,008.78	29.9

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
01-110-5011	PENSION	21,100.00	0	0	0.0
01-110-5012	WORKERS COMP	600.00	0	11.95	2.0
01-110-5013	INSURANCE - HEALTH	34,600.00	435.51	2,005.52	5.8
01-110-5014	INSURANCE - HEALTH RETIREE	30,600.00	245.97	994.56	3.3
01-110-5015	CONTRIBUTION - 457	2,000.00	120.23	576.04	28.8
01-110-5030	EMPLOYEE WELLNESS	7,500.00	107.11	851.54	11.4
01-110-5050	RESERVE FOR CONTINGENCIES	10,000.00	0	4,705.02	47.1
01-110-5102	INSURANCE - GEN LIAB	150.00	14.50	58.00	38.7
01-110-5105	INSURANCE - PROPERTY	12,000.00	779.00	3,116.00	26.0
01-110-5106	INSURANCE - AD&D AND LIFE	4,500.00	0	0	0.0
01-110-5111	CONTRIBUTIONS - TOURISM	120,000.00	7,500.00	37,959.00	31.6
01-110-5150	TRAINING	1,200.00	0	1,780.00	148.3
01-110-5160	TRAVEL	1,800.00	-3.15	3,275.11	182.0
01-110-5185	PROFESSIONAL FEES	1,100.00	0	524.13	47.7
01-110-5191	COMMUNICATIONS	12,000.00	806.81	4,275.26	35.6
01-110-5200	ADVERTISING	6,400.00	0	90.75	1.4
01-110-5205	LEGAL	42,500.00	4,200.00	10,082.00	23.7
01-110-5207	PENSION ADMINISTRATIVE FEE	7,800.00	0	0	0.0
01-110-5210	OFFICE SUPPLIES	11,000.00	934.70	4,231.48	38.5
01-110-5220	POSTAGE	28,000.00	2,500.00	11,011.10	39.3
01-110-5230	COMPUTER EXPENSE	14,000.00	1,436.00	5,055.71	36.1
01-110-5232	IT LICENSING AND FEES	40,500.00	2,188.95	15,377.71	38.0
01-110-5235	DIGITAL ENGAGEMENT	29,000.00	1,083.04	15,625.67	53.9
01-110-5301	ELECTION	12,000.00	0	0	0.0
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,700.00	0	48,086.80	31.1
01-110-5500	BUILDING - ARMORY	12,000.00	4,278.05	6,631.28	55.3
01-110-5502	BUILDING MAINTENANCE	26,000.00	1,315.55	7,483.90	28.8
01-110-5550	UTILITIES - BUILDING	16,000.00	872.45	4,625.39	28.9
01-110-5700	BANK FEES	300.00	0	119.06	39.7
01-110-5807	CAPITAL OUTLAY	2,270,000.00	562.50	5,801.89	0.3
110 Administrative		3,118,550.00	42,301.72	251,805.63	
	FINANCE				
01-120-5000	SALARIES	82,000.00	6,409.06	20,093.19	24.5
01-120-5010	SOCIAL SECURITY	6,200.00	461.57	1,420.82	22.9
01-120-5011	PENSION	9,700.00	0	0	0.0
01-120-5012	WORKERS COMP	200.00	0	4.98	2.5
01-120-5013	INSURANCE - HEALTH	13,000.00	63,950.02	77,131.09	593.3
01-120-5015	CONTRIBUTION - 457	625.00	45.32	240.68	38.5
01-120-5102	INSURANCE - GEN LIAB	150.00	14.50	58.00	38.7
01-120-5105	INSURANCE - PROPERTY	4,500.00	292.10	1,168.40	26.0
01-120-5150	TRAINING	1,000.00	0	0	0.0
01-120-5160	TRAVEL	0.00	625.79	625.79	0.0
01-120-5185	PROFESSIONAL FEES	1,000.00	0	0	0.0
01-120-5310	AUDITING	85,000.00	0	0	0.0
01-120-5311	ACTUARIAL STUDY	6,500.00	0	0	0.0
01-120-5313	TAX COLLECTION	1,300.00	0	385.85	29.7
01-120-5810	RETSA OBLIGATION	16,000.00	0	0	0.0
120 Finance		227,175.00	71,798.36	101,128.80	
	COMMUNITY DEV				
01-130-5000	SALARIES	128,500.00	7,621.41	36,545.59	28.4
01-130-5010	SOCIAL SECURITY	9,800.00	551.46	2,662.00	27.2
01-130-5011	PENSION	15,400.00	0	0	0.0
01-130-5012	WORKERS COMP	350.00	0	6.97	2.0
01-130-5013	INSURANCE - HEALTH	26,700.00	187.54	641.67	2.4
01-130-5015	CONTRIBUTION - 457	1,500.00	27.76	221.27	14.8
01-130-5102	INSURANCE - GEN LIAB	150.00	14.50	58.00	38.7
01-130-5105	INSURANCE - PROPERTY	4,500.00	389.46	1,557.84	34.6
01-130-5150	TRAINING	750.00	0	0	0.0
01-130-5160	TRAVEL	900.00	0	0	0.0
01-130-5185	PROFESSIONAL FEES	750.00	0	0	0.0
01-130-5320	ECONOMIC DEVELOPMENT	8,000.00	0	2,000.00	25.0
01-130-5322	PLANNING	15,000.00	1,125.00	24,915.00	166.1

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
01-130-5323	PUBLIC ART	2,000.00	124.37	124.37	6.2
01-130-5401	AUTO EXPENSE	0.00	0	106.25	0.0
01-130-5822	SPECIAL PROJECTS	20,000.00	3,162.08	12,147.08	60.7
130 Community Dev		234,300.00	13,203.58	80,986.04	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	81,000.00	4,777.00	20,880.18	25.8
01-140-5010	SOCIAL SECURITY	6,200.00	355.03	1,513.81	24.4
01-140-5011	PENSION	9,800.00	0	0	0.0
01-140-5012	WORKERS COMP	2,400.00	0	3.98	0.2
01-140-5013	INSURANCE - HEALTH	26,700.00	398.69	3,403.82	12.8
01-140-5015	CONTRIBUTION - 457	750.00	47.37	250.20	33.4
01-140-5100	INSURANCE - AUTO	850.00	65.24	260.94	30.7
01-140-5102	INSURANCE - GEN LIAB	150.00	14.50	58.00	38.7
01-140-5105	INSURANCE - PROPERTY	4,500.00	292.10	1,168.40	26.0
01-140-5150	TRAINING	500.00	0	379.00	75.8
01-140-5160	TRAVEL	500.00	0	0	0.0
01-140-5185	PROFESSIONAL FEES	400.00	0	0	0.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	13,700.00	0	0	0.0
01-140-5330	CODE ENFORCEMENT	5,000.00	51.96	887.41	17.8
01-140-5331	CONSTRUCTION INSPECT	20,000.00	1,365.00	9,935.00	49.7
01-140-5332	RENTAL INSPECTION	1,000.00	0	5,500.00	550.0
01-140-5401	AUTO EXPENSE	500.00	0	0	0.0
140 Code Enforcement		173,950.00	7,366.89	44,240.74	
	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	82,500.00	7,009.84	25,215.38	30.6
01-150-5010	SOCIAL SECURITY	6,600.00	510.92	1,864.22	28.3
01-150-5011	PENSION	9,800.00	0	0	0.0
01-150-5012	WORKERS COMP	1,800.00	0	31.87	1.8
01-150-5013	INSURANCE - HEALTH	20,600.00	445.57	1,073.52	5.2
01-150-5015	CONTRIBUTION - 457	800.00	70.08	275.04	34.4
01-150-5100	INSURANCE - AUTO	850.00	64.96	259.84	30.6
01-150-5102	INSURANCE - GEN LIAB	150.00	14.50	58.00	38.7
01-150-5105	INSURANCE - PROPERTY	3,000.00	194.73	778.91	26.0
01-150-5150	TRAINING	1,750.00	0	580.00	33.1
01-150-5160	TRAVEL	1,000.00	0	1,957.13	195.7
01-150-5185	PROFESSIONAL FEES	2,100.00	0	0	0.0
01-150-5193	ONE CALL CONCEPTS	2,200.00	71.98	485.56	22.1
01-150-5340	ENGINEERING EQUIPMENT	3,000.00	0	105.99	3.5
01-150-5341	MAPPING SUPPLIES	8,000.00	0	3,721.00	46.5
01-150-5342	PUBLIC WORKS	7,400.00	118.64	2,194.01	29.7
01-150-5400	GAS, OIL, GREASE	3,000.00	191.90	847.76	28.3
01-150-5420	FLEET LEASE	11,000.00	899.88	3,441.42	31.3
150 Public Works Admin		165,550.00	9,593.00	42,889.65	
	PUBLIC SAFETY				
01-160-5000	SALARIES	1,152,300.00	89,227.45	354,813.30	30.8
01-160-5002	SALARIES - POLICE GRANTS	40,000.00	5,116.94	8,833.74	22.1
01-160-5003	COURT TIME	13,000.00	1,386.73	3,828.40	29.5
01-160-5010	SOCIAL SECURITY	91,000.00	7,054.42	26,922.49	29.6
01-160-5011	PENSION	347,000.00	0	0	0.0
01-160-5012	WORKERS COMP	72,000.00	0	1,434.06	2.0
01-160-5013	INSURANCE - HEALTH	259,700.00	24,483.66	45,212.33	17.4
01-160-5015	CONTRIBUTION - 457	7,500.00	570.34	2,553.57	34.1
01-160-5100	INSURANCE - AUTO	9,600.00	603.42	3,079.68	32.1
01-160-5102	INSURANCE - GEN LIAB	1,300.00	130.25	521.00	40.1
01-160-5103	INSURANCE - POLICE PROFESSIONAL	12,000.00	886.50	3,546.00	29.6
01-160-5105	INSURANCE - PROPERTY	6,900.00	445.38	1,677.52	24.3
01-160-5150	TRAINING	35,000.00	6,391.46	11,075.46	31.6
01-160-5170	UNIFORMS	13,000.00	3,234.47	3,903.25	30.0
01-160-5180	SAFETY EQUIPMENT	1,200.00	90.00	270.00	22.5
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500.00	1,027.63	1,027.63	5.6
01-160-5191	COMMUNICATIONS	30,500.00	2,259.67	13,950.31	45.7

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
01-160-5206	C3I CLERICAL SUPPORT	6,000.00	0	0	0.0
01-160-5210	OFFICE SUPPLIES	5,000.00	410.52	1,479.39	29.6
01-160-5230	COMPUTER EXPENSE	8,500.00	0	10,526.99	123.9
01-160-5350	FSU MOU	10,000.00	20,000.00	20,000.00	200.0
01-160-5380	POLICE REFORM	31,000.00	0	0	0.0
01-160-5390	MISCELLANEOUS EXPENSE	4,000.00	212.89	1,684.83	42.1
01-160-5400	GAS, OIL, GREASE	30,000.00	2,147.94	5,518.86	18.4
01-160-5401	AUTO EXPENSE	18,000.00	654.43	7,718.48	42.9
01-160-5420	FLEET LEASE	61,000.00	5,164.20	18,994.89	31.1
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000.00	261.53	1,463.22	36.6
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000.00	662.79	3,040.56	30.4
01-160-5851	FIRE DEPT APPROPRIATION	269,525.00	67,381.25	134,762.50	50.0
160 Public Safety		2,567,525.00	239,803.87	687,838.46	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	340,000.00	24,106.16	94,530.79	27.8
01-170-5010	SOCIAL SECURITY	26,000.00	1,763.73	6,876.84	26.5
01-170-5011	PENSION	40,800.00	0	0	0.0
01-170-5012	WORKERS COMP	18,000.00	0	398.35	2.2
01-170-5013	INSURANCE - HEALTH	99,300.00	367.82	1,109.58	1.1
01-170-5015	CONTRIBUTION - 457	1,500.00	97.44	436.48	29.1
01-170-5018	UNEMPLOYMENT	200.00	0	0	0.0
01-170-5100	INSURANCE - AUTO	11,500.00	839.63	3,358.52	29.2
01-170-5102	INSURANCE - GEN LIAB	600.00	57.84	231.35	38.6
01-170-5105	INSURANCE - PROPERTY	12,900.00	836.25	3,376.97	26.2
01-170-5150	TRAINING	5,000.00	0	0	0.0
01-170-5170	UNIFORMS	8,000.00	852.01	2,061.15	25.8
01-170-5180	SAFETY EQUIPMENT	7,000.00	344.38	2,003.31	28.6
01-170-5191	COMMUNICATIONS	15,000.00	189.15	936.43	6.2
01-170-5210	OFFICE SUPPLIES	1,500.00	0	0	0.0
01-170-5400	GAS, OIL, GREASE	30,000.00	1,449.27	4,948.46	16.5
01-170-5420	FLEET LEASE	51,000.00	4,224.59	16,961.73	33.3
01-170-5550	UTILITIES - BUILDING	7,000.00	207.76	855.90	12.2
01-170-5710	LOADER RENTAL	0.00	0	73.45	0.0
01-170-5711	SALT & ABRASIVES	150,000.00	20,822.51	26,188.85	17.5
01-170-5712	SIGN MAINTENANCE	15,000.00	0	2,501.94	16.7
01-170-5713	STREET EQUIPMENT MAINTENANCE	120,000.00	11,168.73	29,493.86	24.6
01-170-5714	STREET LIGHTING	100,000.00	7,934.59	34,179.85	34.2
01-170-5715	STREET MAINTENANCE REPAIRS	136,000.00	5,515.98	18,571.95	13.7
01-170-5716	STREET SHOP EQUIPMENT	70,000.00	2,193.94	12,842.81	18.4
01-170-5717	STREET LIGHTING REPAIRS	48,500.00	29,375.00	33,396.00	68.9
01-170-5800	CAPITAL OUTLAY	596,000.00	0	0	0.0
01-170-5861	STREET PAVING	150,000.00	0	150,000.00	100.0
01-170-5865	PARKING LOT MAINTENANCE	42,500.00	0	3,000.00	7.1
170 Public Works - Street		2,103,300.00	112,346.78	448,334.57	
RECREATION					
01-180-5000	SALARIES	305,000.00	27,612.92	96,819.50	31.7
01-180-5010	SOCIAL SECURITY	23,200.00	2,029.20	7,066.18	30.5
01-180-5011	PENSION	33,100.00	0	0	0.0
01-180-5012	WORKERS COMP	16,100.00	0	362.50	2.3
01-180-5013	INSURANCE - HEALTH	91,700.00	768.14	2,716.95	3.0
01-180-5015	CONTRIBUTION - 457	1,750.00	89.92	382.83	21.9
01-180-5100	INSURANCE - AUTO	2,900.00	208.84	835.36	28.8
01-180-5102	INSURANCE - GEN LIAB	600.00	57.84	231.35	38.6
01-180-5105	INSURANCE - PROPERTY	17,600.00	1,150.12	4,515.48	25.7
01-180-5150	TRAINING	300.00	0	0	0.0
01-180-5160	TRAVEL	750.00	0	0	0.0
01-180-5170	UNIFORMS	5,000.00	311.40	1,509.78	30.2
01-180-5180	SAFETY EQUIPMENT	500.00	0	0	0.0
01-180-5400	GAS, OIL, GREASE	10,000.00	452.91	1,527.65	15.3
01-180-5420	FLEET LEASE	23,000.00	1,863.65	7,482.55	32.5
01-180-5503	ARMORY EXPENSE - GYM	9,000.00	207.77	855.91	9.5
01-180-5504	COMMUNITY CENTER	18,000.00	2,391.74	5,915.39	32.9

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
01-180-5510	CITY PLACE	13,000.00	696.76	2,396.24	18.4
01-180-5550	UTILITIES	9,000.00	309.20	1,236.82	13.7
01-180-5720	BEAUTIFY THE BURG EXPENSE	1,500.00	0	0	0.0
01-180-5721	REC EQUIPMENT MAINTENANCE	13,000.00	213.03	1,437.86	11.1
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000.00	0	0	0.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	58,000.00	1,542.54	21,282.51	36.7
01-180-5724	STREET TREE MAINTENANCE	7,500.00	0	0	0.0
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000.00	0	0	0.0
01-180-5726	RECREATIONAL PROGRAMS	11,500.00	735.55	2,638.41	22.9
01-180-5772	TRASH REMOVAL	12,000.00	2,236.63	3,071.04	25.6
01-180-5800	CAPITAL OUTLAY	55,000.00	18,608.18	25,520.18	46.4
	180 Recreation	746,000.00	61,486.34	187,804.49	
	RECREATION-POOL				
01-181-5000	SALARIES	72,000.00	0	47,019.46	65.3
01-181-5010	SOCIAL SECURITY	5,500.00	0	3,596.96	65.4
01-181-5012	WORKERS COMP	3,800.00	0	91.62	2.4
01-181-5018	UNEMPLOYMENT	200.00	0	0	0.0
01-181-5507	POOL OPERATING	39,000.00	1,933.47	18,042.17	46.3
	181 Recreation-Pool	120,500.00	1,933.47	68,750.21	
	RECREATION - DAY CAMP				
01-182-5000	SALARIES	24,000.00	0	14,079.95	58.7
01-182-5010	SOCIAL SECURITY	1,850.00	0	1,077.11	58.2
01-182-5012	WORKERS COMP	1,300.00	0	29.88	2.3
01-182-5018	UNEMPLOYMENT	200.00	0	0	0.0
01-182-5507	DAY CAMP OPERATIONS	800.00	0	764.15	95.5
	182 Recreation - Day Camp	28,150.00	0.00	15,951.09	
	RECREATION - SEASONAL				
01-183-5012	WORKERS COMP	0.00	0	11.95	0.0
	183 Recreation - Seasonal	0.00	0.00	11.95	
	CORPORATE FUND Expenditure Totals	9,563,275.00	564,392.31	1,957,376.06	
02-000-4000	WATER SERVICE REVENUE	1,623,750.00	141,889.70	492,914.37	30.4
02-000-4001	INTEREST EARNED - WATER	3,600.00	94.02	507.28	14.1
02-000-4015	SERVLINE FEES BILLED	0.00	3,466.30	13,866.90	0.0
02-000-4315	PROCEEDS FROM FUND BALANCE	180,000.00	0	0	0.0
02-000-4401	SALE OF BULK WATER	0.00	100.00	100.00	0.0
02-000-4402	SALE OF METERS	5,000.00	4,050.00	4,950.00	99.0
02-000-4403	TAPPING FEES	5,600.00	4,900.00	6,300.00	112.5
02-000-4404	SUNDRY SALES	2,500.00	1,540.00	4,566.00	182.6
02-000-4408	SUNDRY SALES - CASH BASIS	0.00	0	0	0.0
02-000-4600	INTEREST INCOME	24,000.00	5.18	12,756.18	53.2
	WATER FUND Revenue Totals	1,844,450.00	156,045.20	535,960.73	
	WATER - ADMIN				
02-190-5000	SALARIES	73,000.00	5,906.16	24,030.75	32.9
02-190-5010	SOCIAL SECURITY	5,500.00	418.25	1,738.79	31.6
02-190-5011	PENSION	8,700.00	0	0	0.0
02-190-5012	WORKERS COMP	1,300.00	0	4.48	0.3
02-190-5013	INSURANCE - HEALTH	15,300.00	-299.66	-1,249.11	-8.2
02-190-5015	CONTRIBUTION - 457	850.00	57.02	233.23	27.4
02-190-5313	COLLECTION EXPENSE	2,200.00	0	385.85	17.5
02-190-5320	SERVLINE FEES REMITTED	0.00	6,937.70	6,937.70	0.0
02-190-5370	FMHA BOND	900.00	0	0	0.0
02-190-5600	CORPORATE OVERHEAD	126,300.00	10,525.00	42,100.00	33.3
	190 Water - Admin	234,050.00	23,544.47	74,181.69	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,400.00	144.67	578.68	41.3
02-192-5105	INSURANCE - PROPERTY	25,400.00	2,740.78	10,304.28	40.6
02-192-5106	INSURANCE - BOILER & MACHINERY	10,800.00	0	658.83	6.1
02-192-5521	PUMPING SYSTEM EXPENSE	95,000.00	6,756.11	24,298.56	25.6

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

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Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000.00	0	664.33	1.3
02-192-5710	FILTRATION CONTRACT PAYMENT	620,000.00	0	189,379.86	30.6
192 Water - Filtration		802,600.00	9,641.56	225,884.54	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,500.00	2,676.80	10,615.36	30.8
02-194-5010	SOCIAL SECURITY	2,600.00	204.78	812.09	31.2
02-194-5011	PENSION	4,100.00	0	0	0.0
02-194-5012	WORKERS COMP	1,700.00	0	45.81	2.7
02-194-5015	CONTRIBUTION - 457	100.00	0	0	0.0
02-194-5506	HYDRO FACILITY EXPENSE	5,000.00	0	0	0.0
02-194-5550	UTILITIES / WATER SUPPLY	5,000.00	130.53	656.14	13.1
02-194-5730	WATER SUPPLY EXPENSE	50,000.00	103.78	2,754.92	5.5
194 Water - Supply		103,000.00	3,115.89	14,884.32	
02-196-0000	WATER - DISTRIBUTION	0	0	0	0.0
02-196-5000	SALARIES	273,000.00	20,229.20	80,756.74	29.6
02-196-5010	SOCIAL SECURITY	20,800.00	1,475.65	5,860.22	28.2
02-196-5011	PENSION	27,000.00	0	0	0.0
02-196-5012	WORKERS COMP	13,300.00	0	350.55	2.6
02-196-5013	INSURANCE - HEALTH	76,400.00	1,704.62	3,952.50	5.2
02-196-5015	CONTRIBUTION - 457	1,000.00	33.38	149.72	15.0
02-196-5100	INSURANCE - AUTO	4,600.00	349.82	1,399.28	30.4
02-196-5102	INSURANCE - GEN LIAB	1,400.00	144.67	578.68	41.3
02-196-5105	INSURANCE - PROPERTY	6,400.00	0	0	0.0
02-196-5150	TRAINING	2,000.00	0	0	0.0
02-196-5170	UNIFORMS	4,000.00	397.65	984.61	24.6
02-196-5180	SAFETY EQUIPMENT	6,600.00	96.00	288.00	4.4
02-196-5191	COMMUNICATIONS	13,000.00	532.19	3,038.07	23.4
02-196-5210	OFFICE SUPPLIES	1,000.00	401.94	647.14	64.7
02-196-5390	MISCELLANEOUS EXPENSE	1,000.00	0	261.22	26.1
02-196-5400	GAS, OIL, GREASE	17,000.00	1,835.44	3,399.47	20.0
02-196-5420	FLEET LEASE	33,000.00	2,606.94	10,466.86	31.7
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500.00	427.11	1,840.22	14.7
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000.00	169.17	788.49	15.8
02-196-5700	DISTRIBUTION EXPENSE	61,800.00	3,844.34	12,260.86	19.8
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000.00	0	0	0.0
02-196-5702	EQUIPMENT MAINTENANCE	8,000.00	0	279.22	3.5
02-196-5703	FIRE HYDRANTS EXPENSE	5,000.00	0	0	0.0
02-196-5704	TRANSMISSION MAINS EXPENSE	80,000.00	2,571.16	20,691.16	25.9
02-196-5740	METERS EXPENSE	20,000.00	12,106.33	16,758.29	83.8
196 Water - Distribution		704,800.00	48,925.61	164,751.30	
WATER FUND Expenditure Totals		1,844,450.00	85,227.53	479,701.85	
03-000-4000	SEWER CHARGES	1,799,000.00	166,273.05	560,558.93	31.2
03-000-4001	INTEREST EARNED - SEWER	4,275.00	193.78	1,076.21	25.2
03-000-4404	SUNDRY SALES	1,500.00	0	877.07	58.5
03-000-4501	BAY RESTORATION FUND REVENUE	0.00	14,977.34	59,964.03	0.0
03-000-4503	SEWER TAP FEES	5,500.00	5,000.00	7,000.00	127.3
03-000-4600	INTEREST INCOME	44,000.00	0	13,025.09	29.6
Sewer Operations Total		1,854,275.00	186,444.17	642,501.33	
03-220-4317	SPECIAL REVENUE	150,000.00	0	0	0.0
03-220-4520	CSO SURCHARGE REVENUE	401,000.00	33,914.78	135,704.13	33.8
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,800.00	150.18	595.80	33.1
03-220-4530	PROJECT REIMBURSEMENTS	1,489,000.00	138,071.28	422,502.06	28.4
03-220-4540	PROCEEDS OF DEBT	952,000.00	0	0	0.0
CSO Total		2,993,800.00	172,136.24	558,801.99	
SEWER FUND Revenue Totals		4,848,075.00	358,580.41	1,201,303.32	
	SEWER - ADMIN				
03-210-5000	SALARIES	73,000.00	5,906.16	24,030.75	32.9
03-210-5010	SOCIAL SECURITY	5,500.00	418.25	1,738.79	31.6
03-210-5011	PENSION	8,700.00	0	0	0.0
03-210-5012	WORKERS COMP	1,300.00	0	4.48	0.3

**CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT**

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Section 8, Item A.

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03-210-5013	INSURANCE - HEALTH	15,300.00	-299.66	-1,249.11	-8.2
03-210-5015	CONTRIBUTION - 457	850.00	57.02	233.23	27.4
03-210-5313	COLLECTION EXPENSE	2,700.00	0	385.85	14.3
210 Sewer - Admin		107,350.00	6,081.77	25,143.99	
	SEWER - OPERATING				
03-211-5000	SALARIES	202,000.00	16,670.00	68,578.65	34.0
03-211-5010	SOCIAL SECURITY	15,300.00	1,191.50	4,869.04	31.8
03-211-5011	PENSION	28,400.00	0	0	0.0
03-211-5012	WORKERS COMP	11,000.00	0	219.09	2.0
03-211-5013	INSURANCE - HEALTH	53,500.00	808.83	3,991.40	7.5
03-211-5015	CONTRIBUTION - 457	1,800.00	117.04	524.98	29.2
03-211-5100	INSURANCE - AUTO	1,700.00	129.93	519.72	30.6
03-211-5102	INSURANCE - GEN LIAB	750.00	72.33	289.33	38.6
03-211-5105	INSURANCE - PROPERTY	9,000.00	580.53	2,322.12	25.8
03-211-5150	TRAINING	1,000.00	0	0	0.0
03-211-5170	UNIFORMS	3,000.00	349.68	779.06	26.0
03-211-5180	SAFETY EQUIPMENT	1,000.00	199.99	579.97	58.0
03-211-5191	COMMUNICATIONS	2,400.00	159.53	637.94	26.6
03-211-5396	BAY RESTORATION FUND EXPENSE	0.00	0	42,432.62	0.0
03-211-5400	GAS, OIL, GREASE	10,000.00	871.57	2,258.85	22.6
03-211-5420	FLEET LEASE	21,000.00	1,701.50	6,831.52	32.5
03-211-5520	PUMPING STATION MAINTENANCE	6,000.00	0	965.00	16.1
03-211-5600	CORPORATE OVERHEAD	242,300.00	20,192.00	80,768.00	33.3
03-211-5761	SANITARY COMMISSION CHARGES	1,216,000.00	0	284,035.44	23.4
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800.00	2,929.05	5,858.10	49.6
03-211-5763	SEWER OPERATING EXPENSE	50,000.00	5,347.18	16,877.47	33.8
03-211-5764	SEWER PUMPING EXPENSE	9,000.00	285.65	5,452.38	60.6
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	50,000.00	0	0	0.0
211 Sewer - Operating		1,946,950.00	51,606.31	528,790.68	
	CSO				
03-220-5391	INTEREST EXPENSE	3,025.00	0	2,115.86	70.0
03-220-5392	DEBT REDEMPTION	23,750.00	0	0	0.0
03-220-5800	CAPITAL OUTLAY	2,767,000.00	0	0	0.0
220 CSO		2,793,775.00	0.00	2,115.86	
SEWER FUND Expenditure Totals		4,848,075.00	57,688.08	556,050.53	
04-000-4000	WATER TAP SURCHARGE	652,000.00	68,853.38	275,444.75	42.3
04-000-4001	INTEREST EARNED SURCHARGE	3,000.00	197.88	774.09	25.8
04-000-4315	PROCEEDS FROM FUND BALANCE	120,000.00	0	0	0.0
04-000-4600	INTEREST INCOME	40,000.00	0	14,038.15	35.1
PINEY SURCHARGE FUND Revenue Totals		815,000.00	69,051.26	290,256.99	
04-200-5313	WATER SURCHARGE COLLECTION EXPENSE	2,200.00	0	308.68	14.0
04-200-5391	INTEREST EXPENSE	42,425.00	13,496.84	18,691.89	44.1
04-200-5392	DEBT REDEMPTION	421,675.00	0	0	0.0
04-200-5800	CAPITAL OUTLAY	172,000.00	0	0	0.0
04-200-5802	CAPITAL REPAIRS	45,000.00	448.51	6,061.37	13.5
PINEY SURCHARGE FUND Expenditure Totals		683,300.00	13,945.35	25,061.94	
05-000-4000	TRASH & GARBAGE CHARGES	534,600.00	44,792.42	174,280.39	32.6
05-000-4001	INTEREST EARNED - TRASH	3,000.00	261.40	1,063.37	35.5
05-000-4404	SUNDRY SALES	1,950.00	225.00	1,275.00	65.4
05-000-4600	INTEREST INCOME	3,500.00	0	1,157.79	33.1
GARBAGE FUND Revenue Totals		543,050.00	45,278.82	177,776.55	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	55,000.00	4,524.34	19,962.41	36.3
05-230-5010	SOCIAL SECURITY	4,100.00	320.10	1,444.81	35.2
05-230-5011	PENSION	6,400.00	0	0	0.0
05-230-5012	WORKERS COMP	800.00	0	4.48	0.6
05-230-5013	INSURANCE - HEALTH	12,200.00	-236.34	-963.81	-7.9

CITY OF FROSTBURG
OCTOBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	October 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
05-230-5015	CONTRIBUTION - 457	850.00	43.18	192.50	22.7
05-230-5313	COLLECTION EXPENSE	750.00	0	77.18	10.3
230 Garbage Admin.		80,100.00	4,651.28	20,717.57	
	GARBAGE OPERATING				
05-232-5000	SALARIES	91,000.00	6,387.84	22,269.11	24.5
05-232-5010	SOCIAL SECURITY	6,900.00	479.64	1,644.33	23.8
05-232-5011	PENSION	10,900.00	0	0	0.0
05-232-5012	WORKERS COMP	4,400.00	0	119.51	2.7
05-232-5013	INSURANCE - HEALTH	34,400.00	234.12	638.05	1.9
05-232-5015	CONTRIBUTION - 457	750.00	0	0	0.0
05-232-5100	INSURANCE - AUTO	2,600.00	196.24	784.96	30.2
05-232-5102	INSURANCE - GEN LIAB	400.00	43.08	172.33	43.1
05-232-5105	INSURANCE - PROPERTY	5,900.00	382.68	1,530.72	25.9
05-232-5170	UNIFORMS	3,000.00	109.95	342.68	11.4
05-232-5180	SAFETY EQUIPMENT	1,000.00	199.99	542.46	54.3
05-232-5210	OFFICE SUPPLIES	1,000.00	0	85.00	8.5
05-232-5400	GAS, OIL, GREASE	14,000.00	533.56	1,989.32	14.2
05-232-5600	CORPORATE OVERHEAD	24,500.00	2,042.00	8,168.00	33.3
05-232-5770	ASH DUMPSTER	8,500.00	0	0	0.0
05-232-5771	BULK CLEANUP EXPENSE	10,000.00	0	0	0.0
05-232-5772	LANDFILL CHARGES	130,000.00	11,369.41	38,674.62	29.8
05-232-5773	SANITATION OPERATING EXPENSE	60,000.00	50.00	9,625.22	16.0
05-232-5774	YARD WASTE COMPOSTING	1,500.00	0	0	0.0
232 Garbage Operating		410,750.00	22,028.51	86,586.31	
GARBAGE FUND Expenditure Totals		490,850.00	26,679.79	107,303.88	
07-000-4600	INTEREST INCOME	0.00	2.96	10.50	0.0
COMM DEVELOPMENT SPECIAL PROJECTS FUND		0.00	2.96	10.50	
08-000-4600	INTEREST INCOME	0.00	3.33	12.75	0.0
08-000-4800	OPIOID SETTLEMENT RECEIPTS	0.00	88.04	4,063.24	0.0
OPIOID SETTLEMENT FUND Revenue Totals		0.00	91.37	4,075.99	

CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING OCTOBER 31, 2025

Tax Type - Year	Principal Receivable at 09/30/25	Billings	Receipts		Abatements/ Adjustments	Principal Receivable at 10/31/25
			Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	244.30	-	-	-	-	244.30
Real Estate - 22/23	244.30	-	-	-	-	244.30
Real Estate - 23/24	31,066.00	-	517.53	186.24	-	30,548.47
Real Estate - 24/25	102,540.74	-	4,122.66	730.16	-	98,418.08
Real Estate - 25/26	874,911.00	-	135,129.91	670.04	-	739,781.09
Real Estate - overpayments	(4,556.64)	-	-	-	-	(4,556.64)
Real Estate Total	<u>\$ 1,004,687.02</u>	<u>\$ -</u>	<u>\$ 139,770.10</u>	<u>\$ 1,586.44</u>	<u>\$ -</u>	<u>\$ 864,916.92</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	2,234.25	-	-	-	-	2,234.25
Personal Prop - 25/26	1,846.65	-	-	-	-	1,846.65
Personal Property	<u>\$ 5,483.18</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,483.18</u>
Public Utility - 25/26	<u>\$ -</u>	<u>\$ 54.90</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 54.90</u>
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,523.86	-	-	-	-	3,523.86
Corporation - 23/24	7,981.80	-	-	-	-	7,981.80
Corporation - 24/25	10,984.80	-	11.55	0.68	-	10,973.25
Corporation - 25/26	39,154.50	10,609.80	11,017.09	40.02	-	38,747.21
Corporation Total	<u>\$ 61,672.76</u>	<u>\$ 10,609.80</u>	<u>\$ 11,028.64</u>	<u>\$ 40.70</u>	<u>\$ -</u>	<u>\$ 61,253.92</u>
NST - Returned Check Fee	<u>\$ 60.00</u>	<u>\$ 30.00</u>	<u>\$ 30.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60.00</u>
Total	<u><u>\$ 1,071,902.96</u></u>	<u><u>\$ 10,694.70</u></u>	<u><u>\$ 150,828.74</u></u>	<u><u>\$ 1,627.14</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 931,768.92</u></u>

CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of October 2025

Submitted by: Gene Bittinger maintenance Supervisor

October 1 2025

Checked parks

Trimmed trees at Glendening park

Unloaded block for new concession stand at Sowers field

October 2 2025

Checked parks

Trimmed trees at Glendening park

Meant with block layer at new Sowers concession stand

Took speakers to the Gunter Hotel for the parade

October 3 2025

Checked parks

Finished trimming trees at Glendening park

Put speakers away

Helped block layer at new Sowers concession stand

October 6 2025

Checked parks

Hung banner

Helped block layer at Sowers Concession stand

Cut grass at Glendening park

October 7 2025

Removed road kill deer from Hoffman

Checked parks

Worked on the light timer at the small pool restroom lights

Checked flag pole light

Worked on zero mower

Put supplies away for the food pantry

October 8 2025

Checked parks

Cut ST Mikes grass

Helped Finian center people cleanup ST Mikes parking lot

Worked on Sowers concession stand

October 9 2025

Checked parks

Fixed an electric box at the Sowers concession stand

Cleaned up around the Sowers Concession stand

Weed eated at Glendening

Brought bobcat back to the shop
Graded the road at Lion's park
Put dumpster back at Lion's park
October 10 2025
Checked parks
Picked up paint for Sowers concession stand
Picked up oil for zero mowers
Cut grass around the pool, Armory and Community field
Cut grass at MT Pleasant, East End, Hoffman and the Dog Park
October 13 2025
Checked parks
Took everything out of East End for the floor guys
Looked for air compressor
Cleaned up around the shop
October 14 2025
Checked parks
Fixed the road at the Rifle Range
Fixed a shooting bench at the Range
Picked up block and new door for Lion's concession stand
Trimmed trees on the Rifle Range road
October 15 2025
Checked parks
Started putting new lights in our shop
Checked the concession stands for inspection
October 16 2025
Checked the parks
Worked on new shop lights
Helped the water dept on a water leak
Worked on a zero mower
October 17 2025
Checked parks
Took fence down to cut trees at Glendening
Unlocked East End for floor guys
Cut dead trees at Glendening
Put fence back up at Glendening
October 20 2025
Checked parks
Cleaned up around the Miners memorial and the Depot
Checked City Place
Took the sails down at the Dog park
Unloaded building materials at Sowers Concession
Fixed the weather stripping on a door at City Hall

October 21 2025

Checked parks

Put rain barrels in at the Tree farm

Picked up supplies

Put carpets down at City Hall

Fixed drains at MT Pleasant

October 22 2025

Checked parks

Helped Darrel at Sowers Concession stand with block

Got painting supplies ready for Finian Center people

Took windows up to the Food Pantry

Replaced filter in heating unit at the Daycare

October 23 2025

Checked parks

Moved scaffold and block at Sowers Concession stand

Winterized the pool

Cleaned up after the food giveaway

Meant with the construction guys at the food pantry

October 24 2025

Checked parks

Meant with Brian

Picked up pumpkins

Serviced three zero mowers

Drained Trial head fountain

Unloaded metal for Sowers concession stand roof

October 27 2025

Checked parks

Set anchor bolts at the Sowers concession stand

Finished winterizing the pool

October 28 2025

Checked parks

Worked on new Sowers Concession stand

Took hay bales and corn stalks to City Place

October 29 2025

Checked parks

Worked on new Sowers Concession

October 30 2025

Checked parks

Winterized small pool pavilion, L,L, concession stand, MT Pleasant, Sowers rest rooms

Winterized East End, Dog Park, Hoffman

Took speakers to Gunter Hotel for the parade

October 31 2025

Checked parks

Cleaned up City Place

Put speakers away

Put hat bales and corn stalks away

Worked on Sowers Concession stand

Sat in on Parks and Rec interviews

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: October 2025

Submitted by: Shane Elliott & Ryan Whitaker

October 1, 2025 – Wednesday

- Picked up garbage route on east end of town
- Cleaned up litter and debris at dump site
- Replaced no parking signs on Washington Street
- Checked all sewer pumping stations
- Ran sewer camera to inspect a few storm pipes
- Marked miss utility tickets and checked them in on computer
- Put away Napa Delivery
- Added cleaning agent to Victoria Lane pumping station
- Trimmed tree on Main Street overhanging sidewalk
- Changed oil and filters in truck #5
- Removed litter off Main Street
- Picked up truck #8 from Cober Cummins
- Changed over monthly repot and sent out old one
- Washed off camera system after use
- Checked flow of troublesome sewer main in several locations

October 2, 2025– Thursday

- Picked up garbage route in center section of town
- Used catch vac to hydro excavate a water hole on First St.
- Loaded up safety cones, cross bars and detour signs needed for tonight's event
- Approved invoices and turned into City Hall
- Marked Miss Utility tickets and checked them in on computer
- Picked up crosswalk material delivery from Roadsafe
- Removed litter on Main Street
- Emptied and cleaned out catch vac over at dump site
- Checked all sewer pumping stations
- Worked with Vac-con troubleshooting issues on Vac truck
- Used bobcat to unload delivery
- Applied more cross walk material and manhole protectors around town where needed
- Worked traffic control during Home Coming Parade – set up and take down

P.2

October 3, 2025 – Friday

- Emptied all city trash cans where needed
- Removed dead animal in roadway
- Checked all sewer pumping stations
- Picked up supplies from Lowes Home Center
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera to inspect line on Barnard Street
- Cleaned rest room and lunch room
- Unloaded tar material in lower storage shed
- Applied more crosswalk flint material where needed around town
- Washed off camera equipment after use
- Removed litter off Main Street
- Made repairs to lower shed door and latch system
- Used tar machine to seal more cracks around town in roadways
- Emptied out all shop trash cans
- Cleaned out tar machine after use and unloaded material

October 4, 2025 – Saturday

October 5, 2025 – Sunday

October 6, 2025 – Monday

- Emptied city trash cans where needed
- Applied cross walk material where needed around town
- Picked up yard waste all over town
- Had propane tanks filled at Southern States in Cumberland
- Removed dead animal and debris in roadway on Depot Street
- Used tar machine to seal cracks in city streets
- Removed litter on Main Street
- Added degreaser to all pumping stations due to excessive build up
- Took invoices to be paid to city hall
- Used bobcat to clean up blacktop debris in Alleyway off Main Street
- Checked sewer pumping stations – ran weekly tests
- Dropped off supplies to contractor that struck sewer line on Wenck's Lane
- Checked water runoff complaint on Mechanic Street
- Marked miss utility tickets and checked them in on computer
- Picked up bags of trash after a special weekend town cleanup

P.3

October 7, 2025 – Tuesday

- Picked up garbage route on west end of town
- Had Stevens Electric diagnose electrical issues at Hoffman Pump Station
- Used street saw to cut drain path in concrete curb due to runoff complaint
- Pulled pump at Hoffman pumping station to inspect for seal leak
- Marked miss utility tickets and checked them in on computer
- Installed new backflow valve and housing in pumping station
- Disinfected and cleaned all sewer tools after use
- Bled pressurized sewer line and checked for and leaks after repairs
- Picked up a special garbage pickup on Linden Street
- Installed new street sign and straightened bent sign post
- Checked all sewer pumping stations for any issues
- Trimmed tree limb away from street sign on Depot Street
- Removed litter off Main Street and College Avenue
- Cleaned leaves and debris away from curb inlets and catch basin grates
- Installed cross walk material where needed on cross walks
- Trimmed weeds along curblines and tree grates

October 8, 2025 – Wednesday

- Picked up garbage route on east end of town
- Inquired about quote for stump grinding attachment
- Greased the mini excavator
- Marked miss utility tickets and checked them in on computer
- Picked up a special garbage pickup
- Checked all CSO locations
- Investigated several complaints on answering machine
- Removed litter off Main Street
- Tested capacitors in control panel of Hoffman Pump Station after repairs
- Checked all sewer pumping stations
- Put in a Uline order for street delineators
- Checked on status of Flail Mower being repaired at American Rent All
- Applied manhole flint material around a few troublesome manholes
- Trimmed weeds and grass along city parking lot behind Armstrong Insurance
- Picked up delivery and mail at city hall
- Greased and replaced fittings on skid steer
- Trimmed brush away from roadsides on Mechanic Street

P.4

October 9, 2025 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Picked up litter off Main Street and Depot Street
- Marked Miss Utility tickets and checked them in on computer
- Replaced dirt deflectors and stabilizer bars on street sweeper
- Installed spreader box and plows on two of the dump trucks
- Ran vactor truck to help Water Dept. on McCulloh Street
- Greased bearings on auger boxes and plow riggings
- Put deliveries away that had arrived
- Emptied and washed out vactor debris tank over at dump site
- Refilled water and fuel tanks on vactor truck after use
- Finished trimming vegetation along roadway on Mechanic Street
- Removed tree limb in roadway on Main Street

October 10, 2025 – Friday

- Picked up litter on Main Street and removed dead animal
- Checked all sewer pumping stations
- Finished setting up plow trucks
- Greased, changed filters and fluids in old garbage truck
- Had meeting/demonstration with Boss sales rep. in garage area
- Cleaned rest room and lunch room
- Marked miss utility tickets and checked them in on computer
- Changed oil and filters on truck #9
- Picked up litter all over town in city streets before weekend
- Checked and emptied city trash cans on Main Street where needed
- Picked up parts from Frostburg Carquest
- Emptied out all shop trash cans and swept out garage bays
- Installed two new street signs and posts
- Patched hole in roadway on Mechanic Street
- Changed filters and fluids in newer garbage truck

October 11, 2025 – Saturday

October 12, 2025 – Sunday

P.5

October 13, 2025 – Monday

- Picked up parts from O'Reilly's
- Removed dead animal in roadway on East Main Street
- Installed new wiper blades on Truck 7
- Checked all sewer pumping stations
- Picked up return labels from City Hall and dropped package off at Mail Room
- Checked all CSO locations and made a report
- Removed debris from catch basins and culvert inlets after storm
- Scheduled new tire instillation on loader
- Began working on budget numbers for next year
- Picked up litter on Main Street
- Checked and emptied city trash cans where needed
- Marked miss utility tickets and checked them in on computer
- Removed broken tree limb over roadway on Depot Street
- Checked on a sewer complaint on wood Street
- Ran sewer camera to locate service line
- Straightened bent meter post on Main Street
- Washed off all sewer camera equipment after use

October 14, 2025 – Tuesday

- Picked up garbage route on west end of town
- Measured water repair sites for blacktop patching
- Moved old loader tire to storage after Rice Tire replaced with new ones
- Stripped concrete forms in newly rebuilt catch basin on Victoria Lane
- Removed dead animal in roadway
- Applied tar seal to cracks in roadway on Charles St.
- Removed litter on Main Street
- Cleaned off tar buggy and all equipment after use
- Greased rear controls on Garbage Truck
- Checked all sewer pumping stations
- Picked up litter on Center, College, and Bowery Streets
- Marked miss utility tickets and checked them in on computer
- Approved and turned in all invoices to be paid at City Hall
- Installed forks on Bobcat and organized materials in yard area
- Picked up delivery from City Hall
- Checked fluids and added where needed on Bobcat

P.6

October 15, 2025 – Wednesday

- Picked up garbage route on east end of town
- Cleaned out beds of all work trucks
- Sprayed bed of blacktop truck with concentrate
- Marked miss utility tickets and checked them in on computer
- Patched 2 water repair sites and several alleyways with asphalt
- Checked all sewer pumping stations
- Inspected manhole on Mechanic St. for flow
- Filled roller with fuel and water and cleaned off all blacktop tools
- Used street saw to cut roadway on High St.
- Removed litter on Main Street
- Installed crosswalk flint material on College Ave.
- Picked up package that was delivered to City Hall
- Used sewer camera to inspect line on Frost Ave.
- Removed dead animal on Washington St.
- Picked up trash and debris on High St.
- Cleaned and disinfected camera after use

October 16, 2025 – Thursday

- Picked up garbage route in center section of town
- Added concentrate to Victoria Ln. pump station
- Picked up another package from City Hall
- Checked all sewer pumping stations
- Adjusted floats at Hoffman pump station
- Marked miss utility tickets and checked them in on computer
- Cleaned and painted plow and rigging on truck #4
- Used tar machine to seal cracks in center section of town
- Located sewer tap in Alley 23 with camera
- Installed new wipers on Truck 9 and added washer fluid
- Took inventory of lamp posts and manhole covers
- Made adjustments to lift chain on Truck 4
- Washed off several work trucks
- Greased attachment coupler latches on Backhoe
- Picked up litter and debris in city streets around town
- Cleaned tar machine and dolly after use

P.7

October 17, 2025 – Friday

- Marked miss utility tickets and checked them in on computer
- Took a load of gravel to dam and unloaded for stairwell project at fishing pier
- Repaired rear access panel latch on wheel loader
- Put away Napa and Fastenal delivery
- Checked all sewer pumping stations
- Applied tar crack sealer in center section of town
- Checked and emptied city trash cans where needed
- Picked up litter on Main Street
- Cleaned off catch basin grates and curb inlets all over town
- Picked up litter along city streets all over town
- Cleaned rest room, lunch room and emptied out shop trash cans
- Investigated road visibility complaint on Grant St.
- Cleaned out tar buggy and tools after use
- Moved Bobcat attachments around yard and organized before winter
- Picked up dead animal in Braddock Estates

October 18, 2025 – Saturday

October 19, 2025 – Sunday

October 20, 2025 – Monday

- Checked and emptied city trash cans on Main Street where needed
- Picked up yard waste all over town
- Moved street sign and post down the street due to a complaint
- Ran sewer camera on Green Street for contractor to locate service lines
- Inspected all CSO locations for any issues
- Marked miss utility tickets and checked them in on computer
- Ran tar machine most of the day sealing cracks in roadways
- Took remaining invoices to city hall to be paid
- Checked all sewer pumping stations and ran weekly tests
- Picked up supplies from Lowes Home Center
- Took possession of new plow truck and adjusted attachments where needed
- Cleaned leaves and debris from culverts and catch basin grates around town
- Started paper work to get new plow truck insured and on the road
- Washed off all sewer camera equipment after use

P.8

October 21, 2025 – Tuesday

- Picked up west end of town garbage route
- Set out traffic control devices due to fire on Main Street
- Checked all sewer pumping stations
- Picked up supplies from Ruby's Welding Shop
- Marked miss utility tickets and checked them in on computer
- Welded a new salt shield on to salt spreader
- Had appointment at MVA to get new plow truck on the road
- Installed truck numbers and city seal on new dump truck
- Took down traffic control devices after fire was under control
- Picked up rebuilt sewer pump from IM Motors in Fort Ashby
- Installed the forks on the bobcat and backhoe
- Tested auger and spreader systems on all plow trucks for any issues
- Hauled loads of stone to new food pantry site
- Ran tar machine around town sealing cracks in roadways
- Picked up office and shop supplies from Staples
- Worked on a coolant leak on truck #8
- Hauled building supplies up to the new food pantry site

October 22, 2025 – Wednesday

- Picked up garbage route on east end of town
- Took truck #8 to have rear tires installed
- Ran sewer camera to check a few service lines for any issues
- Checked all sewer pumping stations
- Set out traffic control devices on Park Street
- Marked miss utility tickets and checked them in on computer
- Put away weed wackers and leaf blowers into winter storage
- Mowed grass at a few City lots around town
- Hauled more building material up to new food pantry site
- Replaced filters on the shop diesel tanks
- Picked up supplies from Lowes Home Improvement
- Cleaned off sewer camera equipment after use
- Hauled the roof trusses up to the food pantry site with backhoe
- Cleaned up leaves and debris around drainage areas
- Picked up truck #8 after tires were installed
- Took down traffic control devices at the end of the day

P.9

October 23, 2025 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Installed new backflow preventer in service line
- Put deliveries away as they arrived
- Set up and took down traffic control devices
- Marked miss utility tickets and checked them in on computer
- Removed dead animal in roadway on Bowery Street
- Took more material up to food pantry site
- Changed all filter and fluids in wheel loader
- Started removing office floor and trim
- Trimmed weeds along some curb lines
- Ran sewer camera to locate sewer tap and marked locations
- Ganged out grease fittings where needed in loader
- Picked up supplies from Lowes Home Improvement
- Washed off all sewer camera equipment after use
- Checked on a signage complaint

October 24, 2025 – Friday

- Picked up litter on Main Street
- Checked all sewer pumping stations
- Pressure washed all garage bay floors
- Cleaned off catch basin grates and inlets where needed
- Marked Miss Utility tickets and checked them in on computer
- Cut grass around town and trimmed weeds where needed
- Ran sewer camera to inspect sewer service line
- Picked up more supplies need from Lowes Home Improvement
- Swept out all garage bays
- Checked and emptied all city trash cans where needed
- Emptied out all shop trash cans
- Removed tree limb form roadway due to complaint
- Cleaned lunch room and rest room
- Finished installing new floor and trim in office area
- Put all storage shelves and log book back into office area
- Washed off all camera equipment after use
- Helped unload more material for food pantry site

P.10

October 25, 2025 – Saturday

October 26, 2025 – Sunday

October 27, 2025 – Monday

- Removed litter and debris off Main Street
- Checked on entrance to Alleyway complaint just off Warns Lane for issues
- Hauled a load of gravel to repair roadway entrance and filled potholes in thus Alleyway
- Checked all sewer pumping stations and ran weekly tests on systems
- Picked up parts from American Rent All in Cumberland
- Finished pressure washing garage bay floors
- Marked miss utility tickets and checked them in on computer
- Installed a few new hydraulic lines and fittings on snow plows where needed
- Picked up parts from Ruby's Welding Shop
- Cleaned debris away from curb inlets and catch basin grates where needed
- Ran sewer camera in several locations to get depths of sewer main
- Installed new fittings and pressure wand on steam jenny
- Washed off all sewer camera equipment after use

October 28, 2025 – Tuesday

- Picked up garbage route on west end of town
- Straightened sign post and replaced street sign
- Installed kick plates on doorways into shop area
- Picked up a delivery over at MDE
- Unloaded a delivery from Chemung Supply
- Installed new side plates on tailgate of truck \$8
- Removed litter off Main Street
- Checked on sewer complaint on college Avenue
- Picked up more material from Ruby's Welding Shop
- Checked all sewer pumping stations
- Unloaded delivery from Uline
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera on College Avenue to look for any issues
- Trimmed a few low hanging tree limbs around town
- Washed off all sewer camera equipment after use

P.11

October 29, 2025 – Wednesday

- Picked up garbage route on east end of town
- Installed tire chains on the rest of the plow truck fleet
- Picked up packages that were delivered to city hall
- Marked miss utility tickets and checked them in on computer
- Removed broken truck bed steps on plow truck
- Checked all sewer pumping stations
- Used push camera to attempt to locate any sewer clean outs
- Finished repairs on tailgate brackets on blacktop dump truck
- Removed litter off Main Street and College Avenue
- Installed cover plate on tarper motor
- Had Pero Choice come fill our fluid tanks in garage storage area
- Removed dead deer off Crestview per police dept. request
- Took invoice to be paid to city hall
- Unloaded flail mower attachment from American Rent All
- Put new manlift platform together
- Washed off sewer camera equipment after use
- Replaced broken riser ring in manhole

October 30, 2025 – Thursday

- Picked up garbage route in center section of town
- Cleaned debris from catch basin grates and culvert inlets
- Removed litter off Main Street
- Loaded up all traffic control devices
- Picked up parts from O'Reilly Auto parts and Carquest
- Checked all CSO locations and made a report
- Installed new windshield wipers on work trucks
- Flushed sewer line on Village Parkway
- Replaced faded out stop sign and straightened post
- Checked all sewer pumping stations
- Set out detour signs and stands for tonight's parade event
- Marked miss utility tickets and checked them in on computer
- Checked on excessive water pooling complaint – advice it was on private property
- Removed tree limb from roadway
- Worked Halloween Parade-set up and take down of traffic control devices

P.12

October 31, 2025 – Friday

- Checked and emptied all city trash cans where needed on Main Street
- Painted plow rigging and frame on truck #8
- Cleaned rest rooms and lunch room
- Straightened bent meter post on Main Street that was damaged
- Removed excessive amounts of litter off Mian Street
- Worked on a fluid leak on truck on truck #14
- Removed dead animal in roadway on Depot Street
- Unloaded all traffic control devices from last night's event
- Ran sewer camera to check for issues on Village Parkway
- Checked on manhole complaint on East Main Street
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Turned in all remaining invoices to be paid to city hall
- Put deliveries away as they arrived
- Helped load up cement mixer and fuel for the Boy Scouts doing work at Piney Dam
- Made adjustments and trimmed the main lift cylinder for a spare
- Replaced a few faded out street signs
- Cleaned and applied solar seal to manhole cover to prevent it from coming loose
- Trimmed tree limbs overhanging roadways where needed
- Washed off all sewer camera equipment after use

Monthly Report: Water Department

For the Month of October, 2025

Submitted by: Jim Williams, Supervisor

October 1, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Meadow Rd.

October 2, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed a new $\frac{3}{4}$ water tap W. Frist St.

October 3, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Winterizes fire hydrants that do not drain back

October 6, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read monthly meters
- Read master meters
- Final reading Teaberry Lane

- Preform routine maintenance on fire hydrants

October 7, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Preform routine maintenance on fire hydrants
- Checked water running Rt. 40- air release valve on transmission line leaking
- Order parts to installed new air release valve

October 8, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Turn water off for nonpayment
- Final reading Meadow Rd.
- Turn water back on Hill St. was off for nonpayment last month
- Met with contractor to see when we can do the repairs

October 9, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Turn water back on for nonpayment
- Installed new curb box & rod McCulloh St. with the assisted by street dept. vac truck
- Turn water off McCulloh St. for nonpayment

October 10, 2025

- Marked Miss Utility Tickets

- Checked Pumps @ Crestview Pump Station
- Took truck 20 to Red Ridge for oil change
- Preform routine maintenance on fire hydrants
- Repaired an 8"-water main High St.
- Turn water back on for nonpayment

October 13, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Data log Bowery St.
- Turn water off E. Main St. for homeowner to do repairs
- Turn water back on E. Main St.

October 14, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Terminated old service line McCulloh St. Leaking
- Dug out holes from water leaks to be black top
- Final reading Frost Ave.
- Reread water meter W. Mechanic St.

October 16, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired leak 10-inch line behind State Road garage

October 17, 2025

- Checked pumps @ Crestview Pumping Station

- Marked Miss Utility Tickets
- Turned water on Broadway
- Assisted Rec. Dept. cutting dead trees Park

October 20,2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Obtained data log Bowery St
- Dug out hole for concrete
- Two meter rereads
- Investigated water coming into house on Bowery St (hose bib on)
- Turned off St. Michael Cemetery

October 21,2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Repaired water leak 16" line

October 22, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Read meters on Mt. Pleasant St. and Armstrong Ave. possible leak
- Data log West Main St
- Installed new Check valve Crestview pump House
- Met with gas Co. on Wenk's Lane for their line repair

October 23, 2025

- Checked pumps @ Crestview Pumping Station

- Marked Miss Utility Tickets
- Saw cut sidewalk Post Office
- Read meter Broadway
- Turn water on Mt. Pleasant St

October 24, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turned water off Trail Head
- Checked valves on 12-inch line and 10-inch line make sure opened

October 27, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Final readings E. Main St. & First St.
- Installed new Mill St.
- Delivered new meter to plumber Red Stone Terr.

October 28, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Hill St.
- Installed new meter McCulloh St.
- Checked dirty water complaint McCulloh St. contractor opened a fire hydrant

October 29, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turn water off for nonpayment
- Checked dirty water complaint Cool Spring Rd. Flushed hydrant
- Turn water back on for nonpayment

October 30, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Installed new mud flap on dump truck
- Turn water back on for nonpayment
- Repaired fire hydrant Broadway

October 31, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Delivered new meter contractor Hill St.
- Turn water back on for nonpayment
- Repaired leak 10-inch line behind State Road garage

CITY OF FROSTBURG

Section 8, Item A.

Monthly Report: Police Department

For the Month of: October 2025

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

2024	567	2025	675
ARRESTS	On-View/Citations	8	
	Warrants Served/Obtained	2	
	Summonses Served	1	
	Juvenile Arrests & Citations	4	
	TOTAL	15	
C3I INVESTIGATIONS	Cases	0	
COMMUNITY POLICING	Logged Activities	4	
PARKING	Parking Violations	3	
PUBLIC SERVICE	Well-Being Checks	19	
	Emergency Petitions	3	
	Assist Other Agency	18	
	Request for Officer	35	
	Follow-Ups	23	
	Disturbance (Multiple Inc. Types)	29	
TRAFFIC	M/V Crashes	13	
	Traffic Details	43	
	DWI/DUI Arrests	2	
TRAFFIC STOPS	Total Number of Stops	97	
	Citations	26	
	Warnings	88	
	SEROs	0	
COLLECTIONS	Parking Meter Fines	\$0.00	
	Other Parking Fines	\$310.00	
	Parking Meter Collections	\$0.00	
	Municipal Infractions Paid	\$0.00	
	Parking Permits	\$0.00	
	Miscellaneous	\$50.00	
	Park Mobile	\$0.00	
	TOTAL	\$360.00	

Respectfully Submitted,

Nicholas J. Costello

Chief of Police

RESOLUTION 2025-53

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPOINTING MEMBERS OF THE FROSTBURG BOARD OF ELECTIONS.

WHEREAS, the City of Frostburg has a number of Boards and Commissions established for specific purposes; and,

WHEREAS, certain vacancies and expired terms have been identified on the Frostburg Board of Elections; and,

WHEREAS, staff have verified the interest of certain residents or, where appropriate, technical specialists, for appointment to these Boards and Commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve the following appointments to the Frostburg Board of Elections:

- Tom Bowling, 3-year term expiring November 18, 2028
- Bradley Brandon, 3-year term expiring November 18, 2028
- John O’Rorke, 3-year term expiring November 18, 2028

ADOPTED, this 18th day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

33 Centennial Street
Frostburg, Maryland

November 14, 2025

Mr. Patrick O'Brien
City Administrator
City of Frostburg
37 S. Broadway
Frostburg, Maryland 21532

Dear Patrick:

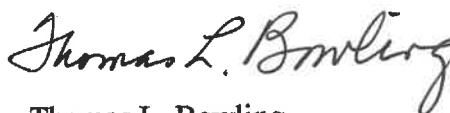
I understand that the Mayor and City Council are currently seeking to fill positions on the Frostburg Board of Elections. Please consider this letter as my application to serve as one of the three members of the Board.

During my 49 years as a resident of Frostburg, I have developed a deep appreciation for the sense of community here, and would welcome this opportunity to serve the City. While I have no direct experience in the management of elections, increasing the civic engagement of our students was a high priority for me while serving as Vice President for Student Affairs. As a member of the Board of Directors of the Beall Institute for Public Affairs, I have continued my involvement in this area during my retirement.

If selected to serve, I also understand the importance of absolute transparency in our work. If conflicts arise during the election, I am confident that I have the skills and experience necessary to respond in a thoughtful manner to any issues by demonstrating respect to all parties involved, listening, and focusing on gathering facts.

I appreciate the City Council's consideration of my application to serve as a member of the Frostburg Board of Elections.

Sincerely,

A handwritten signature in black ink that reads "Thomas L. Bowling". The signature is written in a cursive, flowing style.

Thomas L. Bowling

Patrick O'Brien
City Administrator
37 S. Broadway
Frostburg, MD 21532

November 13, 2025

Dear Mr. O'Brien,

My name is John O'Rorke and I have been a resident of Frostburg and registered voter here for 34 years. After having reviewed the City Charter Article VI, and the City code Article 3, sec 3.3, I would like to put my name forward for a position on the Board of Elections.

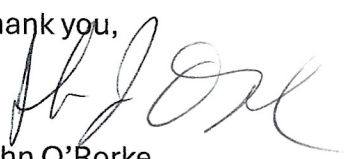
I am a Professor of Political Science at Frostburg State University. Due to my occupation and personal proclivities, I have a great interest in the workings of politics and governments at all levels. While I have been involved in politics at the state and national level, up to now, my involvement at the local level has been limited to supporting various candidates' campaigns over the years.

I have served on numerous non-profit and community-based boards over the years, including the Frostburg Housing Authority Board of Commissioners, on which I served for 19 years (first as a Board member and later as the Chair of the Board). I am comfortable working with others in a committee setting and believe that my experiences might prove useful to the Board of Elections.

Because of my background and interests, I think I might be able to serve the community well as a member of the Board of Elections.

I would be grateful if you would consider this my formal application for, and letter of interest in, membership on the Frostburg City Board of Elections.

Thank you,



John O'Rorke
86 Pine St
Frostburg, MD 21532

Professor of Political Science
Frostburg State University

Dear Patrick O'Brien,

I am writing to express my interest in serving on the Frostburg Board of Elections. I am originally from Baltimore, Maryland, and came to Frostburg as a student in 2007. I immediately fell in love with the community and the beauty of this city. Having now lived in Frostburg longer than I lived in Baltimore, I consider this my true home. Over the years, I have developed meaningful and trustworthy relationships with community partners and local businesses. As a committed resident and qualified voter, I am deeply dedicated to ensuring fair, transparent, and well-organized elections that reflect the integrity of our city government.

I currently serve as the Director of Advancement at Bishop Walsh School, where I lead fundraising, communications, and community engagement initiatives that strengthen institutional trust and transparency. Previously, I held roles at West Virginia University Potomac State College, focusing on student success, outreach, and administrative coordination. These positions have equipped me with extensive experience in compliance, record management, and stakeholder communication—skills that align closely with the Board's responsibilities, including voter registration, ballot preparation, and election oversight.

In addition to my professional experience, I have always had a strong interest in learning more about local government and in finding ways to better serve my community. As the primary fundraiser for a local Catholic school, I have built and am building trusted relationships throughout the area and have earned a reputation for reliability, integrity, and collaboration. I would be honored to apply those same qualities to supporting the City's electoral process and ensuring public confidence in our local elections.

Thank you for considering my application. I would welcome the opportunity to contribute to the continued integrity and success of Frostburg's elections.

With Gratitude,

Bradley Brandon

Daniel Crump
137 Ormand Street
Frostburg, MD 21532
(301) 707-8748
daniel-patrick-1934@hotmail.com

Patrick O'Brien
City Administrator
City of Frostburg
37 S Broadway
Frostburg, MD 21532

Dear Patrick,

I am writing today to express my interest in serving on the Frostburg Board of Elections. As a proud Frostburg local, I have developed strong connections within our community and built a reputation for being approachable, trustworthy, and committed to fairness.

Throughout my professional and personal experiences, I have worked with individuals from all walks of life and across diverse perspectives. This has strengthened my ability to listen, collaborate, and make impartial decisions that reflect the best interests of our residents. I value bipartisanship and believe that maintaining integrity and transparency in the electoral process is essential to preserving public trust.

If given the opportunity, I will dedicate myself to ensuring that the voting process remains accessible, secure, and fair for every member of the Frostburg community. I am confident that my rapport with local residents, combined with my commitment to ethical service, will allow me to contribute meaningfully to the Board's mission.

Thank you for considering my application. I would welcome the chance to discuss how my background and values align with the goals of the Frostburg Board of Elections. Please feel free to contact me at your convenience.

Sincerely,



Daniel Crump

RESOLUTION 2025-54

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE CREATION OF THE FROSTBURG 250 COMMITTEE, AND EMPOWERING THE COMMITTEE TO INITIATE PLANNING AND PREPARATIONS FOR JULY 4, 2026 COMMEMORATIVE ACTIVITIES.

WHEREAS, July 4, 2026 marks the 250th anniversary of the founding of the United States of America, a milestone of profound national historic significance; and,

WHEREAS, the City of Frostburg recognizes the enduring importance of this anniversary and the opportunity it presents to honor our shared heritage, promote civic pride, and reflect upon the principles that shaped our nation and the State of Maryland; and,

WHEREAS, the Mayor and City Council desire to unite the community in acknowledging and celebrating this momentous occasion through inclusive civic, educational, and cultural activities.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby establish the Frostburg 250 Committee; and,

BE IT FURTHER RESOLVE, that the persons listed in the attached roster are hereby appointed to serve on said Committee; and,

BE IT FURTHER RESOLVED, that the Committee is hereby authorized and encouraged to initiate planning and preparations for community-wide commemorative activities in recognition of the 250th anniversary on or around July 4, 2026, and to coordinate with municipal officials, community partners, and other stakeholders as appropriate; and

BE IT FURTHER RESOLVED, that the Committee shall report its plans and recommendations to the Mayor and City Council at such intervals as may be requested.

ADOPTED, this 18th Day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

FROSTBURG 250 COMMITTEE

MEMBERS

Lydia Beeman, Chair

Dana Bridges

Robert Cooper

Elizabeth Eshleman

W. Robert Flanigan

Heather Lancaster

Rob Rephan

Jennifer Walsh

RESOLUTION 2025-55

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGES IN RENTAL FACILITY SCHEDULING BLOCKS AND FEES.

WHEREAS, the City of Frostburg manages multiple indoor and outdoor parks, pavilions, and facilities available for use by the public; and,

WHEREAS, the City will launch a new online Parks and Recreation Management System in the Spring to increase efficiency and ease of the rental process for residents; and,

WHEREAS, the implementation of the new system will allow for online reservations, payments, reservation wait lists, detailed audit trails, reporting, and integration with the City of Frostburg’s current financial system; and,

WHEREAS, the implementation of the new system will allow for increased use of facilities by the community.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve the block scheduling for pavilions and the adjustment in fees for pavilions, athletic fields, and courts as outlined in the attached proposed fee schedule.

ADOPTED, this 18th Day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

Facility	Current Rates	Proposed Resident Rate	Proposed Non-Resident Rate	Security Deposit
City Place	No Change	\$40/hr - \$300/day	\$50/hr/ - \$350/day	\$150
Community Center	No Change	\$40/hr - \$300/day	\$50/hr/ - \$350/day	\$150
Armory	No Change	\$15/hr	\$20/hr	\$75
Armory	No Change	\$35/hr/week/month	\$50/hr/week/month	\$75
Pavilions - 8am - 2pm	N/A	\$40 (6hrs)	\$50 (6hrs)	N/A
Pavilions - 2pm - 8pm	N/A	\$40 (6hrs)	\$50 (6hrs)	N/A
Pavilions - Full Day	\$50 City Res - \$65 Non City Res	\$75 (12hrs)	\$90 (12hrs)	N/A
Athletic Fields	Res \$25/hr - \$75/day Non-Res \$35/hr - \$90/day	\$25/hr - \$100/day	\$35/hr - \$130/day	N/A
Basketball Courts x 2	Same as Athletic Fields	\$25/hr - \$100/day	\$35/hr - \$130/day	N/A
Pickleball Courts x 4	Same as Athletic Fields	\$25/hr - \$100/day	\$35/hr - \$130/day	N/A
Volleyball Courts	Same as Athletic Fields	\$25/hr - \$100/day	\$35/hr - \$130/day	N/A
Hoffman Park Amphitheater	No Change	\$300/day	\$350/day	\$250
Frostburg Pool (Private Parties)	No Change	Variable	Variable	N/A

RESOLUTION 2025-56

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE RENEWAL OF A CONTRACT WITH PERCY PUBLIC AFFAIRS, LLC.

WHEREAS, the City of Frostburg recognizes that relationships are required for certain legislative requests, resolving administrative issues, and obtaining state funding from time to time; and,

WHEREAS, the City has contracted with Percy Public Affairs, LLC to represent the City during the 2025 Legislative Session and now wishes to continue that relationship for the 2026 calendar year.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve a contract with Percy Public Affairs, LLC for the period of December 31, 2025 through December 31, 2026, in the amount of \$24,996.00, or \$2,083.00 per month.

ADOPTED, this 18th Day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator



Via Email – tlogsdon@frostburgcity.org

The Honorable Todd Logsdon
City of Frostburg
37 S. Broadway
Frostburg, Maryland 21532

October 3, 2025

RE: ***Contract Renewal of Government Relations Representation – Contract Year 2026***

Dear Mayor Logsdon:

Once again, Percy Public Affairs, LLC, is honored for the opportunity to continue our representation for the City of Frostburg, in Annapolis. During the 2025 legislative session, we worked closely with you and your staff on several priorities, most notably the water issue between Frostburg and the Town of Lonaconing. During the interim, we've continued our commitment to ongoing discussions with the Governor's Office, MDE, and the Allegany Co. Delegation, to secure financial state support to improve the capital water sustainability projects.

We firmly believe in the long-standing relationships that we have cultivated within the Executive Branch, the members and staff of the Maryland General Assembly, higher- education, and local elected officials and representatives establish an ongoing link between our team and the City of Frostburg.

We humbly submit this proposal for lobbying services to support your priorities during the 2026 calendar year.

Should you or the city council have any questions or concerns, I will be your primary point of contact moving forward. Please don't hesitate to contact me at any time at rich@percypublicaffairs.com or my cell at 410-279-7684.

Thank you for your consideration and PPA is looking forward to continuing our partnership with the City of Frostburg.

Sincerely,

A handwritten signature in blue ink that reads 'Richard'.

Richard J. Reinhardt, II, J.D.
Partner

163 Waterfront Street | Suite 440 | National Harbor, Maryland 20745

Client Engagement

This Client Engagement Agreement (“Agreement”) formalizes the relationship between Percy Public Affairs LLC (PPA), having an address at 163 Waterfront Street, Suite 440, National Harbor, Maryland 20745 and the City of Frostburg, having an address at 37 S. Broadway, Frostburg, MD 21532 (“Client”). PPA and Client may also be referred to herein as a “Party” or collectively as “Parties.”

The Client hereby engages PPA to provide lobbying and government relations services with the State of Maryland.

1. Terms and Definitions

This Agreement is effective as of December 31, 2025 (the “Effective Date”) and continues through December 31, 2026 (the “Term”) or until either party terminates this relationship pursuant to Section 5 herein.

PPA Primary Point of Contact:

Name: Richard Reinhardt

Email: rich@percypublicaffairs.com

Phone: 410-279-7684 (work cell)

Address: 163 Waterfront Street, Suite 440, National Harbor, Maryland 20745

Client Primary Point of Contact:

Name: Elizabeth Stahlman

Position: City Administrator

Email: estahlman@frostburgcity.org

Phone: 301-697-6149

Address: 37 S. Broadway, Frostburg, MD 21532

Client agrees to pay PPA monthly installments of TWO THOUSAND EIGHTY-THREE DOLLARS (\$2,083.00) (the “Fee”) each with no interest, according to the terms set forth in Section 4 herein.

2. Client Goals

Within one (1) week of the Effective Date, PPA and Client shall meet in person or via video or phone conference to discuss Client’s goals and engage in collaborative strategic planning. PPA and Client will discuss at this goal-setting meeting the goals and tactics that will be used to attain those goals together.

PPA understands that some matters discussed during the annual goal-setting meeting or otherwise disclosed by Client may include Client trade secrets and other proprietary information which Client prefers to keep confidential. It is Client’s sole responsibility to inform PPA if specific information discussed is to remain strictly confidential between Client and PPA. That information will be marked “Trade Secret” in PPA internal files to ensure all PPA employees keep these matters strictly confidential.

PPA will create a written annual strategic plan following the goal-setting meeting (the “Strategic Plan”). Client is encouraged to review the Strategic Plan carefully and provide feedback as soon as

163 Waterfront Street | Suite 440 | National Harbor, Maryland 20745

possible and from time to time if Client desires to make any changes therein. PPA will use the Strategic Plan to guide its advocacy on behalf of Client.

3. General Scope of Work

Ethics

Upon Client's signature of this Agreement, PPA will timely enroll its employed lobbyists, as required by law, as registered lobbyists for Client with the Maryland State Ethics Commission and other local governments' ethics registration authorities, as necessary and appropriate. Registration is effective for the lobbying year, which for the State of Maryland, begins on November 1 of each year and terminates on October 31 of the following year (the "State Lobbying Year").

If the Client - PPA relationship begins mid-State Lobbying Year, the registration will be effective for the remainder of the State Lobbying Year. If said relationship begins in the middle of any applicable local government registration term, the registration will remain effective for the remainder of that term. PPA will re-register members of its team for each State Lobbying Year and applicable local government lobbying term during the term of this Agreement on behalf of Client.

If Client or PPA discontinues this relationship, the registration(s) will remain active with the Maryland State Ethics Commission until the end of the State Lobbying Year or other applicable term unless Client expressly requests in writing their active termination.

The Maryland State Ethics Commission charges a fee of \$103 per lobbyist registration per client per year. Client will see this charge reflected on its billing invoice upon execution of this Agreement and in October of each year. Client retains all responsibility and liability for any and all applicable registrations required for all other employees and agents not employed by PPA. PPA prides itself on exceptional ethical standards and strictly complies with state and local regulations.

The Maryland State Ethics Commission requires Activity Reports for each registered lobbyist twice per lobbying year- due May 31 and November 30. PPA will be responsible for timely filing each of these Activity Reports for any and all of its employees registered for Client.

The Maryland State Ethics Commission requires Special Event Reports to be filed following any legislative meal or reception event. PPA will be responsible for timely filing any Special Activity report warranted by PPA's advocacy efforts on behalf of Client.

Communication

Clear, open, frequent and candid communication is the key to any healthy relationship, including the one between Client and PPA. PPA will schedule regular status updates with Client, generally for up to one (1) hour every week by phone or video conference. At a minimum, primary points of contact for PPA shall attend these, with other representatives of PPA participating as necessary.

Email and phone communication are encouraged between Client and PPA between status updates and as often as appropriate. PPA will make every effort to respond to any Client communication within twenty-four (24) hours.

If Client or Client's employees or agents interact with government officials independently of PPA, then PPA respectfully requests that Client communicate with PPA about those interactions, even if they are in a personal capacity outside of their official work or unrelated to the goals Client is working on with PPA, to maximize PPA's ability to represent Client.

Scope of Engagement

The following is a short list of specific legislative and executive branch advocacy that will continue for Client during our next year of representation:

- *Advocating before the Maryland General Assembly concerning the interests of the Client;*
- *Educating the new Administration and his staff, the Executive Branch, and members of the Maryland General Assembly of Client's legislative agenda and priorities and advancing them during 2026 interim session;*
- *Cultivating new relations between the Client and members of the Maryland General Assembly and strengthening existing relations to create long-term and sustainable support and legislative "champions" to advance the Client's priorities and strategic plan for future years; and*
- *Other matters agreed to by the Client and PPA (collectively, the "Scope of Engagement") including other matters that may arise through the course of business in the general assembly.*

Services

During the Term, PPA will provide the following services ("Services") to the Client related to the Scope of Engagement:

- *Meet with key stakeholders, including House and Senate leadership, respective committee members, executive branch officials, and other legislators of importance to advance the Client's legislative agenda, including but not limited to the Client's FY27 Capital Request, known as "Frostburg Water & Sustainability Project";*
- *Attend relevant meetings and/or hearings either with representatives of the Client or on behalf of the Client;*
- *Conduct ongoing review and tracking of all proposed legislation for the 2026 Legislative Session, and provide real-time updates on developments pertinent to the Scope of Engagement as well as conduct regularly scheduled check-ins;*
- *Schedule specific meetings with the Legislative District representatives and the Western Maryland Delegations regarding the Client's priorities and seek their support;*
- *Provide the Client with major updates each quarter of the interim to discuss the work plan, deliverables and accomplished milestones;*
- *Provide strategic and political advice when requested and within the law related to campaign activities, elections, fundraising requests, and related matters; and*

- *Ethics compliance filings as required.*

Political Contributions

Political contributions are a part of lobbying. PPA lobbyists contribute personally to legislators with whom they have personal and professional relationships. Maryland law prohibits lobbyists from soliciting political contributions from clients or advising clients about political contributions unless the client requests such information.

If Client desires advice about whether making political contributions would be beneficial to building relationships with key legislators, it should send that request to rich@percypublicaffairs.com and PPA will advise in writing.

4. Fee and Payment

Client understands that the nature of government affairs work is cyclical, with workload varying from week to week and month to month. PPA's Fee is not based on an hourly rate or tied to any one member of the team or another, as client success is not based on a set number of hours worked. PPA will always employ its best efforts to achieve Client's goals.

PPA shall invoice Client monthly for PPA services. Invoices are sent on the first day of the invoice month. Payment is due upon receipt of invoice. Maryland law forbids contingency fees in lobbying and government affairs work. PPA is unable to contract for or accept any payment based upon any outcome.

5. Termination

Either party may terminate this relationship at any time and for any reason with thirty (30) days' prior written notice to the other party. Notice should be made in writing and sent to rich@percypublicaffairs.com with the subject line: "Termination of Relationship."

PPA internal files will not be transferred to Client. They will be retained for a period of years pursuant to state law and statute of limitations rules and thereafter destroyed by shredding or certified secure document destruction.

6. Law & Venue

Client and PPA agree that any dispute between them shall be resolved according to Maryland law through the Maryland court system.

7. Severability

If any section of this Agreement is found to be void or unenforceable, the remainder of the Agreement shall stand unimpeded.

8. Entirety

This Agreement represents the full agreement between PPA and Client. There are no oral agreements, other writings, or implied understandings between PPA, Client, or employees or agents of either PPA or Client relating to PPA's representation of Client for lobbying or government relations purposes.

9. Counterparts

Client and PPA may execute this Agreement in counterparts, sending the signed copy to the other party by email or U.S. Mail. This Agreement is effective as of the date set forth herein.

####

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the date and year first above written.

PERCY PUBLIC AFFAIRS, LLC

By: Richard J. Reinhardt, II

Date: 10/03/2025

Richard J. Reinhardt, II, Partner

THE CITY OF FROSTBURG

By: _____

Date: _____

Todd Logsdon, Mayor

RESOLUTION 2025-57

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CHANGE IN THE HOURLY RATE FOR SERVICES BY THE LAW OFFICE OF MICHAEL COHEN, LLC.

WHEREAS, the City of Frostburg engages the Law Office of Michael Cohen, LLC to provide legal counsel, representation, and related professional services essential to the operations of the City; and,

WHEREAS, the Law Office of Michael Cohen, LLC has submitted a request to adjust its hourly rate to reflect increased costs of providing legal services and to remain consistent with rates for municipal legal work; and,

WHEREAS, the Mayor and City Council have reviewed the request and determined that the proposed rate adjustment is reasonable, appropriate, and in the best interest of the City to ensure continued access to high-quality legal services; and,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve compensation at a rate of \$185.00 per hour to the Law Office of Michael Cohen, LLC for legal services rendered to the City of Frostburg, effective January 1, 2026.

ADOPTED, this 18th Day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

RESOLUTION 2025-58

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE REAPPOINTMENT OF A MEMBER OF THE FROSTBURG PLANNING COMMISSION.

WHEREAS, the City of Frostburg has a number of Boards and Commissions established for specific purposes; and,

WHEREAS, certain vacancies and expired terms have been identified on the Frostburg Planning Commission; and,

WHEREAS, staff have verified the interest of certain residents or, where appropriate, technical specialists, for appointment to these Boards and Commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve the reappointment of Conrad Best to the Frostburg Planning Commission for a 5-year term beginning November 19, 2025, and expiring November 19, 2030.

ADOPTED, this 18th day of November, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator



City of Frostburg

MEMORANDUM

Todd J. Logsdon
Mayor

To: Mayor, City Council, and Patrick O'Brien, City Administrator
From: Jamie Klink, Interim Director of Community Development JK
Date: October 28, 2025
Subject: Planning Commission Appointment

Commissioners

Donald L. Carter, Jr.
Commissioner of Finance

The five year term of service to the Planning Commission, held by Conrad Best, is expiring on November 18, 2025. Commissioner Best has indicated he would be willing to serve another five year term on the Commission. Commissioner Best has represented the City of Frostburg with distinction and expertise as a planning board member, and his service to our community has been invaluable to the positive growth and development of the City of Frostburg.

Kevin G. Grove
Commissioner of Public Safety

Staff recommends that Mr. Best be reappointed to a new five year term, beginning November 19, 2025 and expiring November 19, 2030.

Please provide Staff with recommendations for the Planning Commission vacancy, request Staff to solicit letters of interest, or reappoint the current member during your November Mayor and Council meeting.

Nina Forsythe
Commissioner of Water, Parks and Recreation

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

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

Adam Ritchey
Commissioner of Public Works

Patrick O'Brien
City Administrator