



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, January 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

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

5. Approval of the Agenda

6. Approval of the Minutes

A. Minutes from the December 2024 Council Meeting.

Motion and Second to Approve the Minutes for the December 2024 Council Meeting.

7. Special Presentations and Requests

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 2025-01 Authorize executive personnel to be named on City accounts. Elaine Jones, CPA, Director of Finance

Motion and Second to Approve Resolution 2025-01; PUBLIC COMMENT; Vote of the Mayor and City Council.

B. Resolution 2025-02 Approve Mid-Year Budget Amendments. Elaine Jones, CPA, Director of Finance

Motion and Second to Approve Resolution 2025-02; PUBLIC COMMENT; Vote of the Mayor and City Council.

C. Resolution 2025-03 Amend target unrestricted fund balance for the Water Surcharge Fund. Elaine Jones, CPA, Director of Finance

Motion and Second to Approve Resolution 2025-03; PUBLIC COMMENT; Vote of the Mayor and City Council.

- D.** **Resolution 2025-04** Award interior finishes contract to Daystar Builders, Inc. for Bureau of Mines storage garage in the amount \$41,843.00 Hayden Lindsey, Director of Public Works
Motion and Second to Approve Resolution 2025-04; PUBLIC COMMENT; Vote of the Mayor and City Council.

- E.** **Resolution 2025-05** Appoint members to the Recreation Commission. Elizabeth Stahlman, City Administrator
Motion and Second to Approve Resolution 2025-05; PUBLIC COMMENT; Vote of the Mayor and City Council.

- F.** **Resolution 2025-06** Authorize the release of restricted funds for Prichard Farms recreation amenity. Elizabeth Stahlman, City Administrator
Motion and Second to Approve Resolution 2025-06; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. Report of the Frostburg Police Department

Chief Nicholas Costello

A.

13. Open Public Comment

14. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, December 17, 2024 at 5:30 PM

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

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

1. **Mayor Logsdon called meeting to order at 5:30 PM**
2. **Pledge of Allegiance**
3. **Frostburg Blessing**
4. PRESENT

Mayor Todd Logsdon

Commissioner of Public Safety Kevin Grove
Commissioner of Water, Parks and Recreation Nina Forsythe
Commissioner of Public Works Adam Ritchey

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

Motion Carried.

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

Motion carried.

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

Motion carried.

- B. Summary and Minutes from the Closed Session Meeting on December 10, 2024.

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

Motion carried.

7. **Special Presentations and Requests**
8. **Mayor and Commissioners Reports and Announcements**

- A. 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 Public Safety Grove.

Motion carried.

- B. 2025 Garbage and Special Collection Calendar

9. Resignation from Elizabeth Stahlman- January 31, 2025.

- A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

- A. **Resolution 2024-77** Approve Change Orders 1, 2, & 3 for the Salt Storage Building Construction for Lashely Construction. Hayden Lindsey, Director of Public Works

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

- B. **Resolution 2024-78** Approve contract with Brudis & Associates, Inc. to complete the engineering and design for the Gateway Roundabout at Braddock Road, Bowery and Center Streets. Hayden Lindsey, Director of Public Works

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

Motion carried.

- C. **Resolution 2024-79** Approve transition from third party Rental Housing Inspectors to in-house Rental Housing Inspector, to be effective July 1, 2025. Bethany Fife, Director of Community Development

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

Motion carried.

- D. **Resolution 2024-80** Amend Overtime Meal Reimbursement Policy by increasing reimbursement amount from \$8 to \$11 per meal. Elizabeth Stahlman, City Administrator

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

Motion carried.

- E. **Resolution 2024-81** Approve contract with Percy Public Affairs for State lobbying services on behalf of the City of Frostburg. Elizabeth Stahlman, City Administrator

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

F. Resolution 2024-82 Authorize the executing of a legal services agreement related to AFFF/PFAS litigation services with Stag Liuzza, L.L.C. Elizabeth Stahlman, City Administrator
Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

G. Resolution 2024-83 Amend the City of Frostburg Personnel Policy as it pertains to Overtime, Comp Time, and Vacation, effective January 1, 2025. Elizabeth Stahlman, City Administrator

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

Motion carried.

12. Report of the Frostburg Police Department

Chief Nicholas Costello read his report.

13. Kelly Mears-58 Linden Street moved to Frostburg two years ago-queer couple-two dogs and a cat, FSU, protest on campus, misogynist and patriarchy. Safe accessible place for queer or trans community, Feel safe and don't want that to change. don't know what we can do but encourage us to do more Inaction means as much as action. Action items: permits, accountable for hate speech-crimes, responsibility to make it a safe place.

14. Adjournment

Moved to closed session

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

Motion carried.

A. Under the Annotated Code of Maryland General Provisions Article § 3-305(b) (1), a closed session may be held "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; ". A closed session is needed in order for the Mayor and Council to discuss filling a vacant position.

Closed Session at 06:19 PM

Mayor Todd J. Logsdon

Elizabeth Stahlman, City Administrator

City of Frostburg
Monthly Reports



For the month of December 2024
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Street
Water

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: December 2024

Submitted by: Bethany Fife, Director of Community Development; Jamie Klink, Planner; Mary Gracie, Rental Housing Program Coordinator; Jay Hovatter, Code Enforcement Officer

Permits

Please see attached permit report.

Rental Housing

- Inquiry emails sent to A1 Inspections and Megco to see if several inspections from round one is completed before deadline of December 31, 2024 and received confirmation from both.
- RH Coordinator assisted property owners with general zoning inquiries.
- Emailed copies of rental license and receipts for 2024 to property owners.
- 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.
- Owner and Agent information was provided to the Frostburg Police Department when requested. Updated spreadsheet sent to both Police Department and Fire Department
- Mailing address updates were made for property owners who needed them.
- Updating IWORQ and Rental Housing Spreadsheet in reference to tri- yearly inspections.
- Attended Second Coalition Meeting of the semester, information of homecoming, Halloween problem houses(rentals).
- Newly owner-occupied properties have been updated from rental status.
- Attended monthly Landlord Tenant Meeting HRDC
- New rental properties brought into program and property owners were provided RH materials.
- 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.
- Confirmation of outstanding registration issues were given by RH and CE per our Finance Department's request.

- All properties that was to be inspected by October 31st deadline has come into compliance or are scheduled for the next two weeks.

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 did not meet in December due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission did not meet in December due to a lack of applications received.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in December due to a lack of applications received.
- *Green Team* – The Green Team did not meet in December due to scheduling conflicts and lack of agenda items.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- December 3 – Main Street Awards Ceremony planning meeting
- December 3 – Local Advisory Council presentation
- December 4 – FrostburgFirst Executive Committee meeting
- December 4 – Solid Waste Management Board meeting
- December 9 – Allegany County Tourism RFP Review
- December 10 – Work Session
- December 17 – Comp Plan Consultant check in
- December 17 – City Council meeting
- December 18 – FrostburgFirst Board of Directors meeting

Planning, Economic Development, & Current Projects:

We received word that DHCD awarded Strategic Demolition funds to support blight elimination and other necessary sitework on North Water Street. We received an award of \$100,000.

Allegany County Economic Development was awarded \$250,000 to support a structural stabilization grant program exclusively available to Downtown Frostburg commercial building owners. Community Development staff will administer the grant program, and the County's Finance Office will handle distribution of funds.

In November, staff submitted an application for Sustainable Maryland's brand new "Action Grants" program, which, if awarded, would support the third and final phase of planting/development at the Edible Arboretum. A public announcement of awards is expected in January 2025.

Currently Working On & On the Radar:

- Edible Arboretum development
- Text amendments re: common code enforcement issues (solid waste and real property standards)
- Subdivision and Land Use Regulations rewrite/update
- Comprehensive Plan & Housing Element
- Glendening signage project
- Development of an address assignment policy



Case Activity Report

12/1/2024 - 12/31/2024

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

12/4/2024	N/A	322 BARNARD ST	Overgrown Bushes	Inspection	No CE Action Necessary

Group Total: 1

Group: Issue Citation

12/18/2024	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Issue Citation	Citation Issued
12/2/2024	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Issue Citation	Citation Issued
12/2/2024	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Issue Citation	Citation Issued

Group Total: 3

Group: Phone Call/Email

12/2/2024	10/25/2024	124 S WATER ST	High Grass	Phone Call/Email	On Hold

Group Total: 1

Group: Re-Inspection

12/16/2024	11/16/2024	28 W COLLEGE AVE	Unregistered motor vehicle (s)	Re-Inspection	Resolved
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Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
12/2/2024	10/30/2024	6 S GRANT ST	Disabled/unregistered vehicle, refridgerator in driveway	Re-Inspection	Resolved
12/2/2024	11/29/2024	220 CENTER ST	Broken second floor window	Re-Inspection	Resolved

Group Total: 3

Group: Return Mail

12/8/2024	10/25/2024	124 S WATER ST	High Grass	Return Mail	On Hold

Group Total: 1

Group: Verbal Warning

12/16/2024	09/22/2023	162 E COLLEGE AVE	Trash piled on front porch and laying in front yard	Verbal Warning	Monitoring

Group Total: 1

Group: Walk-In

12/2/2024	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Walk-In	Citation Issued

Group Total: 1

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Total Records: 11

1/3/2025



Case Detail Report

12/1/2024 - 12/31/2024

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
12/18/2024	12/28/2024	108 S BROADWAY	Large pile of trash and furniture	First Warning
12/9/2024		33 HILL ST		First Warning
12/9/2024	12/19/2024	146 BOWERY ST	Refrigerator on side porch	First Warning
12/6/2024	12/16/2024	48 MCCULLOH ST	Dismantled in operative vehicles	First Warning
12/6/2024	N/A	322 BARNARD ST	Overgrown Bushes	No CE Action Necessary

Total Records: 5

1/3/2025



Permit Report

12/01/2024 - 12/31/2024

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Use & Occupancy		27 E MAIN ST	Commercial Use & Occupancy	Closed
Building	Solar	10802 Laurel Hill Drive	Installation of (240) 550W roof mounted solar panels, (1) Solar Edge 120kVA inverter and (120) Solar Edge Optimizers.	Pending
Building	Accessory Structure	104 FROST AVE	install a prefab garage/shed and replace some existing fencing.	Pending
Building	Addition	59 CENTENNIAL	Laundry room addition	Pending
Building	Accessory Structure	116 CENTER ST	Construction of a 12' x 16' Wooden Deck	Pending
Building	Renovation/Conversion	57 WASHINGTON	Front Porch Renovation	Pending
Building	Accessory Structure	76 W COLLEGE AVE	24' x 30" Garage Rebuild (Fire Renovation)	Open

Total Records: 7

1/2/2025

**CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING DECEMBER 31, 2024**

Tax Type - Year	Principal Receivable at 11/30/24	Billings	Receipts		Abatements/ Adjustments	Principal Receivable at 12/31/24
			Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	244.30	-	-	-	-	244.30
Real Estate - 22/23	22,635.29	-	1,377.60	619.80	-	21,257.69
Real Estate - 23/24	54,827.49	-	656.67	118.20	-	54,170.82
Real Estate - 24/25	557,874.78	-	262,189.72	799.51	-	295,685.06
Real Estate - overpayments	-	-	-	-	-	-
Real Estate Total	\$ 635,819.18	\$ -	\$ 264,223.99	\$ 1,537.51	\$ -	\$ 371,595.19
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	2,359.95	-	-	-	-	2,359.95
Personal Property	\$ 3,762.23	\$ -	\$ -	\$ -	\$ -	\$ 3,762.23
Public Utility - 23/24	\$ 200,112.30	\$ -	\$ 93,940.50	\$ -	\$ -	\$ 106,171.80
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,523.86	-	-	-	-	3,523.86
Corporation - 23/24	8,097.30	-	-	-	-	8,097.30
Corporation - 24/25	25,494.60	2,795.55	12,693.00	330.24	-	15,597.15
Corporation Total	\$ 37,143.56	\$ 2,795.55	\$ 12,693.00	\$ 330.24	\$ -	\$ 27,246.11
NST - Returned Check Fee	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ 30.00
Total	\$ 876,867.27	\$ 2,795.55	\$ 370,857.49	\$ 1,867.75	\$ -	\$ 508,805.33

CITY OF FROSTBURG
DECEMBER 2024 BUDGET REPORT

Section 8, Item A.

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,908,000	-	2,936,643.98	101.0
01-000-4001	PERSONAL PROPERTY TAXES	7,000	-	7,081.05	101.2
01-000-4002	PUBLIC UTILITY TAXES	190,000	-	221,842.35	116.8
01-000-4003	CORPORATION TAXES	95,000	2,795.55	54,807.75	57.7
01-000-4004	PRIOR YEAR TAXES	1,000	-	-	-
01-000-4005	TRAILER TAX	1,600	280.00	560.00	35.0
01-000-4010	INTEREST ON TAXES	50,000	1,867.75	20,034.83	40.1
01-000-4011	TAX CREDITS	(32,400)	-	(33,684.70)	104.0
01-000-4012	TAX ABATEMENTS	(3,000)	-	(2,801.94)	93.4
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	-	265,104.55	41.4
01-000-4021	ADMISSION TAXES	24,000	-	10,097.46	42.1
01-000-4022	HOTEL MOTEL TAX	155,000	43,642.38	76,231.31	49.2
01-000-4023	HIGHWAY USE TAX	510,000	-	49,888.62	9.8
01-000-4024	COAL TAX	2,600	-	-	-
01-000-4025	HOUSING AUTHORITY	14,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	10,000	9.50	9.50	0.1
01-000-4032	TRADERS LICENSES	10,000	91.06	1,750.87	17.5
01-000-4040	POLICE GRANTS	40,000	420.00	18,134.68	45.3
01-000-4041	PARKING METERS	-	1.52	765.42	-
01-000-4043	POLICE PROTECTION GRANTS	135,000	-	30,635.00	22.7
01-000-4045	FINES & FORFEITURES	15,000	545.00	2,210.00	14.7
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000	-	10,000.00	100.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	7,500.00	15,000.00	50.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	25.00	1,330.00	66.5
01-000-4051	BUILDING PERMITS	1,500	65.00	1,460.00	97.3
01-000-4052	RENTAL REGISTRATION	74,000	-	1,210.00	1.6
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	835.00	15,640.00	88.1
01-000-4055	CODE ENFORCEMENT CITATIONS	750	-	250.00	33.3
01-000-4056	COMM DEV GRANT REVENUE	50,000	-	13,010.82	26.0
01-000-4060	SWIMMING POOL	60,000	-	29,596.50	49.3
01-000-4062	DAY CAMP REGISTRATIONS	18,000	-	15,835.00	88.0
01-000-4063	RECREATION ACTIVITIES	22,000	1,595.00	7,410.00	33.7
01-000-4200	OPERATING TRANSFER - WATER FUND	95,600	7,967.00	47,802.00	50.0
01-000-4201	OPERATING TRANSFER - SEWER FUND	241,750	20,146.00	120,876.00	50.0
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	18,175	1,515.00	9,090.00	50.0
01-000-4250	NSF FEES	-	130.00	600.00	-
01-000-4301	RENTS	111,000	10,374.86	54,854.16	49.4
01-000-4302	HRD APPROPRIATION	10,700	-	10,761.00	100.6
01-000-4303	FRANCHISES - GAS, TV, ETC	72,000	-	18,218.96	25.3
01-000-4304	MISCELLANEOUS REVENUE	1,000	235.00	3,964.02	396.4
01-000-4306	PROJECT REIMBURSEMENT	1,948,000	46,701.58	70,783.18	3.6
01-000-4315	PROCEEDS FROM FUND BALANCE	173,870	-	-	-
01-000-4317	SPECIAL REVENUE	1,707,750	812,069.44	1,776,838.44	104.1
01-000-4600	INTEREST INCOME	400,000	57,564.53	311,921.36	78.0
CORPORATE FUND Revenue Totals		9,858,745	1,016,376.17	6,195,762.17	

CITY OF FROSTBURG
DECEMBER 2024 BUDGET REPORT

Section 8, Item A.

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	EXECUTIVE				
01-100-5000	SALARIES	22,200	1,850.00	11,100.00	50.0
01-100-5010	SOCIAL SECURITY	1,700	141.55	849.30	50.0
01-100-5012	WORKERS COMP	175	13.00	107.00	61.1
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	28.99	1,973.31	32.9
01-100-5104	INSURANCE - PUBLIC OFFICIALS	7,000	-	8,072.00	115.3
01-100-5110	CONTRIBUTIONS	500,000	24,730.00	524,730.00	105.0
01-100-5150	TRAINING	2,800	-	1,600.00	57.1
01-100-5160	TRAVEL	5,700	644.70	1,351.36	23.7
01-100-5185	PROFESSIONAL FEES	20,000	2,258.00	18,608.00	93.0
	100 Executive	565,575	29,666.24	568,390.97	
	ADMINISTRATIVE				
01-110-5000	SALARIES	176,000	12,761.72	81,030.40	46.0
01-110-5001	SALARIES - BONUS	-	15,115.00	15,115.00	-
01-110-5010	SOCIAL SECURITY	13,300	2,072.48	7,004.15	52.7
01-110-5011	PENSION	16,000	17,765.00	17,765.00	111.0
01-110-5012	WORKERS COMP	600	51.00	397.00	66.2
01-110-5013	INSURANCE - HEALTH	46,500	3,226.64	23,498.14	50.5
01-110-5014	INSURANCE - HEALTH RETIREE	43,500	1,728.84	15,799.30	36.3
01-110-5015	CONTRIBUTION - 457	2,000	127.60	840.10	42.0
01-110-5030	EMPLOYEE WELLNESS	7,500	4,690.30	5,122.26	68.3
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	3,137.95	9,555.78	95.6
01-110-5100	INSURANCE - AUTO	700	-	-	-
01-110-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-110-5105	INSURANCE - PROPERTY	7,700	-	11,421.70	148.3
01-110-5106	INSURANCE - AD&D AND LIFE	4,500	305.66	2,133.42	47.4
01-110-5111	CONTRIBUTIONS - TOURISM	130,900	7,500.00	68,299.00	52.2
01-110-5150	TRAINING	450	263.64	1,096.64	243.7
01-110-5160	TRAVEL	1,800	257.26	1,412.14	78.5
01-110-5185	PROFESSIONAL FEES	1,100	-	87.88	8.0
01-110-5191	COMMUNICATIONS	8,000	1,691.51	6,176.41	77.2
01-110-5200	ADVERTISING	6,400	-	1,523.53	23.8
01-110-5205	LEGAL	42,500	3,928.75	14,455.00	34.0
01-110-5207	PENSION ADMINISTRATIVE FEE	7,350	1,831.90	3,663.80	49.9
01-110-5210	OFFICE SUPPLIES	11,000	781.00	7,085.52	64.4
01-110-5220	POSTAGE	23,000	2,422.06	10,933.16	47.5
01-110-5230	COMPUTER EXPENSE	9,000	1,030.00	4,295.00	47.7
01-110-5232	IT LICENSING AND FEES	33,000	-	29,902.07	90.6
01-110-5235	DIGITAL ENGAGEMENT	29,000	-	17,898.76	61.7
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,500	-	24,758.96	16.0
01-110-5500	BUILDING - ARMORY	12,000	428.76	7,887.49	65.7
01-110-5502	BUILDING MAINTENANCE	21,000	747.32	8,874.86	42.3
01-110-5550	UTILITIES - BUILDING	16,260	1,616.73	5,944.98	36.6
01-110-5700	BANK FEES	1,000	-	3.00	0.3
01-110-5807	CAPITAL OUTLAY	2,375,000	-	998,278.19	41.9

**CITY OF FROSTBURG
DECEMBER 2024 BUDGET REPORT**

Section 8, Item A.

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
110 Administrative		3,211,735	83,481.12	1,402,370.64	
	FINANCE				
01-120-5000	SALARIES	88,000	5,228.41	38,567.27	43.8
01-120-5010	SOCIAL SECURITY	6,700	382.54	2,848.27	42.5
01-120-5011	PENSION	8,000	8,883.00	8,883.00	111.0
01-120-5012	WORKERS COMP	250	18.00	149.00	59.6
01-120-5013	INSURANCE - HEALTH	32,500	1,269.01	9,296.17	28.6
01-120-5015	CONTRIBUTION - 457	625	38.36	248.27	39.7
01-120-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-120-5105	INSURANCE - PROPERTY	3,000	-	3,448.39	115.0
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	-	396.00	39.6
01-120-5310	AUDITING	75,000	-	-	-
01-120-5311	ACTUARIAL STUDY	5,000	-	-	-
01-120-5313	TAX COLLECTION	1,300	66.58	250.47	19.3
01-120-5810	RETSA OBLIGATION	9,600	-	-	-
120 Finance		232,150	15,885.90	64,198.84	
	COMMUNITY DEV				
01-130-5000	SALARIES	125,000	9,520.02	57,120.07	45.7
01-130-5010	SOCIAL SECURITY	9,500	696.32	4,177.92	44.0
01-130-5011	PENSION	11,400	12,617.00	12,617.00	110.7
01-130-5012	WORKERS COMP	350	25.00	207.00	59.1
01-130-5013	INSURANCE - HEALTH	23,000	1,799.33	12,936.15	56.2
01-130-5015	CONTRIBUTION - 457	1,500	53.90	349.55	23.3
01-130-5100	INSURANCE - AUTO	700	-	720.00	102.9
01-130-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-130-5105	INSURANCE - PROPERTY	3,800	-	4,597.85	121.0
01-130-5150	TRAINING	500	-	640.00	128.0
01-130-5160	TRAVEL	900	-	257.66	28.6
01-130-5185	PROFESSIONAL FEES	1,000	-	175.00	17.5
01-130-5320	ECONOMIC DEVELOPMENT	3,300	760.00	3,851.45	116.7
01-130-5322	PLANNING	155,000	2,825.00	10,215.00	6.6
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5401	AUTO EXPENSE	500	-	94.00	18.8
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	-	23,507.00	47.0
01-130-5822	SPECIAL PROJECTS	18,800	-	702.24	3.7
130 Community Dev		407,425	28,296.57	132,279.89	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	63,000	3,913.92	24,889.93	39.5
01-140-5010	SOCIAL SECURITY	4,800	278.16	1,765.93	36.8
01-140-5011	PENSION	5,700	6,359.00	6,359.00	111.6
01-140-5012	WORKERS COMP	200	15.00	123.00	61.5
01-140-5013	INSURANCE - HEALTH	22,800	1,891.76	13,358.05	58.6
01-140-5015	CONTRIBUTION - 457	750	38.82	269.01	35.7

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01-140-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-140-5105	INSURANCE - PROPERTY	2,900	-	3,448.39	118.9
01-140-5150	TRAINING	500	144.96	144.96	29.0
01-140-5160	TRAVEL	500	-	36.50	7.3
01-140-5185	PROFESSIONAL FEES	400	20.00	20.00	5.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	11,700	-	11,500.00	98.3
01-140-5330	CODE ENFORCEMENT	5,000	-	-	-
01-140-5331	CONSTRUCTION INSPECT	20,000	1,535.00	12,007.25	60.0
01-140-5332	RENTAL INSPECTION	37,500	2,700.00	10,900.00	29.1
140 Code Enforcement		175,925	16,896.62	84,934.02	

PUBLIC WORKS ADMIN					
Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-150-5000	SALARIES	76,000	5,353.20	32,749.21	43.1
01-150-5010	SOCIAL SECURITY	5,800	413.29	2,424.49	41.8
01-150-5011	PENSION	6,400	7,671.00	7,671.00	119.9
01-150-5012	WORKERS COMP	1,600	116.00	957.00	59.8
01-150-5013	INSURANCE - HEALTH	14,000	1,118.62	8,037.09	57.4
01-150-5015	CONTRIBUTION - 457	700	53.50	344.84	49.3
01-150-5100	INSURANCE - AUTO	700	-	717.00	102.4
01-150-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-150-5105	INSURANCE - PROPERTY	1,900	-	2,298.93	121.0
01-150-5150	TRAINING	1,000	-	1,500.00	150.0
01-150-5160	TRAVEL	1,000	-	-	-
01-150-5185	PROFESSIONAL FEES	2,100	-	400.00	19.1
01-150-5193	ONE CALL CONCEPTS	2,200	92.72	519.72	23.6
01-150-5340	ENGINEERING EQUIPMENT	3,000	-	352.08	11.7
01-150-5341	MAPPING SUPPLIES	8,000	-	5,000.00	62.5
01-150-5342	PUBLIC WORKS	7,400	440.87	755.21	10.2
01-150-5400	GAS, OIL, GREASE	3,000	127.43	968.91	32.3
01-150-5420	FLEET LEASE	11,000	842.93	5,057.58	46.0
150 Public Works Admin		145,975	16,229.56	69,865.06	

PUBLIC SAFETY					
Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-160-5000	SALARIES	1,062,000	80,037.84	463,126.85	43.6
01-160-5002	SALARIES - POLICE GRANTS	40,000	2,120.12	13,091.93	32.7
01-160-5003	COURT TIME	13,000	607.11	6,858.75	52.8
01-160-5010	SOCIAL SECURITY	85,000	6,079.98	35,446.28	41.7
01-160-5011	PENSION	285,000	187,419.00	187,419.00	65.8
01-160-5012	WORKERS COMP	72,000	5,218.00	43,049.00	59.8
01-160-5013	INSURANCE - HEALTH	257,000	17,021.41	122,804.28	47.8
01-160-5015	CONTRIBUTION - 457	7,500	476.84	3,085.86	41.1
01-160-5100	INSURANCE - AUTO	6,200	-	7,304.00	117.8
01-160-5102	INSURANCE - GEN LIAB	1,200	-	1,041.00	86.8
01-160-5103	INSURANCE - POLICE PROFESSIONAL	16,700	-	10,596.00	63.5
01-160-5105	INSURANCE - PROPERTY	6,000	-	5,136.05	85.6
01-160-5150	TRAINING	25,500	1,540.00	12,710.92	49.9
01-160-5170	UNIFORMS	15,000	2,250.00	4,128.98	27.5

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01-160-5180	SAFETY EQUIPMENT	1,200	90.00	450.00	37.5
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	1,893.81	11,027.03	59.6
01-160-5191	COMMUNICATIONS	30,500	3,298.97	17,837.78	58.5
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	270.64	1,844.20	36.9
01-160-5230	COMPUTER EXPENSE	8,500	4,207.10	4,207.10	49.5
01-160-5350	FSU MOU	10,000	-	10,000.00	100.0
01-160-5380	POLICE REFORM	23,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	1,466.50	3,612.98	90.3
01-160-5400	GAS, OIL, GREASE	33,000	1,346.05	8,206.42	24.9
01-160-5401	AUTO EXPENSE	18,000	29.04	7,266.27	40.4
01-160-5420	FLEET LEASE	43,000	4,214.60	25,189.13	58.6
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	1,256.21	2,131.98	53.3
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	1,077.82	3,906.87	39.1
01-160-5851	FIRE DEPT APPROPRIATION	255,670	-	127,835.00	50.0
160 Public Safety		2,362,470	321,921.04	1,139,313.66	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	296,000	24,500.56	135,942.14	45.9
01-170-5010	SOCIAL SECURITY	22,600	1,789.76	9,892.42	43.8
01-170-5011	PENSION	27,500	29,878.00	29,878.00	108.7
01-170-5012	WORKERS COMP	20,000	1,449.00	11,956.00	59.8
01-170-5013	INSURANCE - HEALTH	80,000	5,517.04	39,756.77	49.7
01-170-5015	CONTRIBUTION - 457	1,500	93.44	604.96	40.3
01-170-5018	UNEMPLOYMENT	200	-	-	-
01-170-5100	INSURANCE - AUTO	7,800	-	9,267.00	118.8
01-170-5102	INSURANCE - GEN LIAB	575	-	846.20	147.2
01-170-5105	INSURANCE - PROPERTY	6,000	-	8,093.05	134.9
01-170-5150	TRAINING	5,000	-	100.00	2.0
01-170-5170	UNIFORMS	8,000	458.00	2,231.09	27.9
01-170-5180	SAFETY EQUIPMENT	7,200	90.00	4,289.55	59.6
01-170-5191	COMMUNICATIONS	15,000	197.10	1,202.27	8.0
01-170-5210	OFFICE SUPPLIES	1,500	30.80	509.20	34.0
01-170-5400	GAS, OIL, GREASE	30,000	1,914.42	9,113.32	30.4
01-170-5420	FLEET LEASE	29,000	3,372.51	20,235.06	69.8
01-170-5550	UTILITIES - BUILDING	6,000	831.89	1,871.68	31.2
01-170-5711	SALT & ABRASIVES	150,000	70,025.16	70,025.16	46.7
01-170-5712	SIGN MAINTENANCE	15,000	-	8,419.72	56.1
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	7,898.06	39,196.50	43.6
01-170-5714	STREET LIGHTING	100,000	7,397.63	34,147.46	34.2
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	3,498.41	22,321.87	22.3
01-170-5716	STREET SHOP EQUIPMENT	50,000	17,493.22	42,495.88	85.0
01-170-5717	STREET LIGHTING REPAIRS	20,000	3,620.75	7,221.13	36.1
01-170-5800	CAPITAL OUTLAY	565,750	327,076.51	422,370.05	74.7
01-170-5861	STREET PAVING	200,000	-	223,126.03	111.6
01-170-5865	PARKING LOT MAINTENANCE	13,000	-	3,028.35	23.3
170 Public Works - Street		1,867,625	507,132.26	1,158,140.86	

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	RECREATION				
01-180-5000	SALARIES	284,000	21,508.48	129,155.27	45.5
01-180-5010	SOCIAL SECURITY	21,700	1,580.60	9,491.62	43.7
01-180-5011	PENSION	23,600	28,667.00	28,667.00	121.5
01-180-5012	WORKERS COMP	18,200	1,319.00	10,882.00	59.8
01-180-5013	INSURANCE - HEALTH	65,000	4,657.30	33,400.89	51.4
01-180-5015	CONTRIBUTION - 457	1,750	76.30	494.67	28.3
01-180-5100	INSURANCE - AUTO	2,900	-	2,305.00	79.5
01-180-5102	INSURANCE - GEN LIAB	550	-	449.00	81.6
01-180-5105	INSURANCE - PROPERTY	14,500	-	15,164.13	104.6
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,800	408.84	2,127.23	44.3
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	811.71	3,799.66	42.2
01-180-5420	FLEET LEASE	23,000	1,863.65	11,181.90	48.6
01-180-5503	ARMORY EXPENSE - GYM	16,000	852.40	2,218.21	13.9
01-180-5504	COMMUNITY CENTER	10,000	1,047.44	14,446.96	144.5
01-180-5510	CITY PLACE	29,500	2,591.55	5,599.30	19.0
01-180-5550	UTILITIES	9,000	317.75	1,479.86	16.4
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	2,796.07	3,695.76	73.9
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000	-	-	-
01-180-5723	REC PARK MAINTENANCE EXPENSE	63,000	4,449.34	38,775.30	61.6
01-180-5724	STREET TREE MAINTENANCE	7,500	4,015.00	6,358.00	84.8
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	97.00	97.00	4.9
01-180-5726	RECREATIONAL PROGRAMS	13,000	674.25	8,070.13	62.1
01-180-5800	CAPITAL OUTLAY	100,900	16,100.00	245,803.55	243.6
	180 Recreation	733,450	93,833.68	573,662.44	
	RECREATION-POOL				
01-181-5000	SALARIES	72,000	-	43,737.88	60.8
01-181-5010	SOCIAL SECURITY	5,500	-	3,346.01	60.8
01-181-5012	WORKERS COMP	4,600	334.00	2,754.00	59.9
01-181-5018	UNEMPLOYMENT	200	-	-	-
01-181-5507	POOL OPERATING	35,000	699.40	25,512.51	72.9
	181 Recreation-Pool	117,300	1,033.40	75,350.40	
	RECREATION - DAY CAMP				
01-182-5000	SALARIES	24,000	-	14,723.45	61.4
01-182-5010	SOCIAL SECURITY	1,850	-	1,126.41	60.9
01-182-5012	WORKERS COMP	1,500	109.00	899.00	59.9
01-182-5018	UNEMPLOYMENT	200	-	-	-
01-182-5507	DAY CAMP OPERATIONS	800	-	159.42	19.9
	182 Recreation - Day Camp	28,350	109.00	16,908.28	

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	RECREATION - SEASONAL				
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	725	-	-	-
01-183-5012	WORKERS COMP	600	43.00	356.00	59.3
01-183-5108	UNEMPLOYMENT	200	-	-	-
	183 Recreation - Seasonal	11,025	43.00	356.00	
	CORPORATE FUND Expenditure Totals	9,859,005	1,114,528.39	5,285,771.06	
02-000-4000	WATER SERVICE REVENUE	1,488,000	222,578.45	819,938.97	55.1
02-000-4001	INTEREST EARNED - WATER	1,500	309.98	845.89	56.4
02-000-4317	SPECIAL REVENUE	363,500	4,649.32	79,334.96	21.8
02-000-4401	SALE OF BULK WATER	-	-	458.25	-
02-000-4402	SALE OF METERS	5,000	-	4,150.00	83.0
02-000-4403	TAPPING FEES	4,000	-	5,600.00	140.0
02-000-4404	SUNDRY SALES	10,000	866.00	8,095.76	81.0
02-000-4408	SUNDRY SALES - CASH BASIS	-	-	12.50	-
02-000-4600	INTEREST INCOME	15,000	5.16	9,662.98	64.4
	WATER FUND Revenue Totals	1,887,000	228,408.91	928,099.31	
	WATER - ADMIN				
02-190-5000	SALARIES	72,000	5,497.61	32,985.68	45.8
02-190-5010	SOCIAL SECURITY	5,400	419.19	2,411.73	44.7
02-190-5011	PENSION	6,500	7,268.00	7,268.00	111.8
02-190-5012	WORKERS COMP	225	16.00	133.00	59.1
02-190-5013	INSURANCE - HEALTH	18,000	1,469.66	10,556.79	58.7
02-190-5015	CONTRIBUTION - 457	850	54.94	355.60	41.8
02-190-5313	COLLECTION EXPENSE	1,000	66.58	250.47	25.1
02-190-5370	FMHA BOND	750	-	832.00	110.9
02-190-5600	CORPORATE OVERHEAD	95,600	7,967.00	47,802.00	50.0
	190 Water - Admin	200,325	22,758.98	102,595.27	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-192-5105	INSURANCE - PROPERTY	12,500	-	18,426.56	147.4
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,757.41	96.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000	8,905.33	39,077.50	41.1
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000	-	3,659.97	7.3
02-192-5710	FILTRATION CONTRACT PAYMENT	654,000	143,408.57	299,613.19	45.8
	192 Water - Filtration	818,800	152,313.90	367,655.63	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,000	2,640.00	15,840.00	46.6
02-194-5010	SOCIAL SECURITY	2,500	201.96	1,211.76	48.5
02-194-5011	PENSION	3,000	3,432.00	3,432.00	114.4
02-194-5012	WORKERS COMP	2,300	167.00	1,377.00	59.9
02-194-5015	CONTRIBUTION - 457	100	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-

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02-194-5550	UTILITIES / WATER SUPPLY	5,000	505.20	1,878.94	37.6
02-194-5730	WATER SUPPLY EXPENSE	50,000	113.00	6,764.14	13.5
194 Water - Supply		101,900	7,059.16	30,503.84	
WATER - DISTRIBUTION					
02-196-5000	SALARIES	275,000	18,860.00	117,120.00	42.6
02-196-5010	SOCIAL SECURITY	21,000	1,382.55	8,598.25	40.9
02-196-5011	PENSION	20,500	27,758.00	27,758.00	135.4
02-196-5012	WORKERS COMP	17,600	1,275.00	10,521.00	59.8
02-196-5013	INSURANCE - HEALTH	82,000	4,930.84	35,346.79	43.1
02-196-5015	CONTRIBUTION - 457	1,000	32.40	209.80	21.0
02-196-5100	INSURANCE - AUTO	4,000	-	3,861.00	96.5
02-196-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-196-5105	INSURANCE - PROPERTY	3,200	-	4,606.64	144.0
02-196-5150	TRAINING	3,500	-	2,700.00	77.1
02-196-5170	UNIFORMS	4,000	1,011.70	2,087.39	52.2
02-196-5180	SAFETY EQUIPMENT	6,575	90.00	450.00	6.8
02-196-5191	COMMUNICATIONS	13,000	1,248.14	5,552.24	42.7
02-196-5210	OFFICE SUPPLIES	1,000	257.12	450.25	45.0
02-196-5390	MISCELLANEOUS EXPENSE	1,000	-	-	-
02-196-5400	GAS, OIL, GREASE	17,000	5,278.59	9,189.54	54.1
02-196-5420	FLEET LEASE	33,000	2,606.94	15,641.64	47.4
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	535.95	2,551.56	20.4
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000	577.80	1,401.43	28.0
02-196-5700	DISTRIBUTION EXPENSE	51,000	6,830.21	38,356.65	75.2
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	8,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	8,000	-	-	-
02-196-5704	TRANSMISSION MAINS EXPENSE	95,800	10,758.14	93,832.77	98.0
02-196-5740	METERS EXPENSE	70,000	6,770.00	35,492.68	50.7
196 Water - Distribution		765,975	90,203.38	416,848.63	
WATER FUND Expenditure Totals		1,887,000	272,335.42	917,603.37	
03-000-4000	SEWER CHARGES	1,817,000	291,941.19	812,598.23	44.7
03-000-4001	INTEREST EARNED - SEWER	1,800	577.38	1,520.32	84.5
03-000-4315	PROCEEDS FROM FUND BALANCE	23,925	-	-	-
03-000-4317	SPECIAL REVENUE	3,500	52,340.12	52,340.12	1,495.4
03-000-4404	SUNDRY SALES	1,500	-	624.27	41.6
03-000-4501	BAY RESTORATION FUND REVENUE	-	151.93	76,934.88	-
03-000-4503	SEWER TAP FEES	3,500	-	5,500.00	157.1
03-000-4600	INTEREST INCOME	25,000	-	13,021.54	52.1
Sewer Operations Total		1,876,225	345,010.62	962,539.36	
03-220-4317	SPECIAL REVENUE	800,000	-	-	-
03-220-4520	CSO SURCHARGE REVENUE	401,000	304.83	173,206.61	43.2
03-220-4521	INTEREST EARNED - CSO SURCHARGE	500	245.14	669.56	133.9
03-220-4530	PROJECT REIMBURSEMENTS	3,092,000	195,595.00	362,099.00	11.7

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DECEMBER 2024 BUDGET REPORT**

Section 8, Item A.

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
CSO Total		4,293,500	196,144.97	535,975.17	
SEWER FUND Revenue Totals		6,169,725	541,155.59	1,498,514.53	
SEWER - ADMIN					
03-210-5000	SALARIES	72,000	5,497.61	32,985.68	45.8
03-210-5010	SOCIAL SECURITY	5,400	419.19	2,411.73	44.7
03-210-5011	PENSION	6,500	7,268.00	7,268.00	111.8
03-210-5012	WORKERS COMP	225	16.00	133.00	59.1
03-210-5013	INSURANCE - HEALTH	18,000	1,469.70	10,557.03	58.7
03-210-5015	CONTRIBUTION - 457	850	54.94	355.60	41.8
03-210-5313	COLLECTION EXPENSE	1,000	66.58	250.47	25.1
210 Sewer - Admin		103,975	14,792.02	53,961.51	
SEWER - OPERATING					
03-211-5000	SALARIES	172,000	17,552.08	98,834.28	57.5
03-211-5010	SOCIAL SECURITY	13,000	1,239.95	6,944.11	53.4
03-211-5011	PENSION	19,000	21,456.00	21,456.00	112.9
03-211-5012	WORKERS COMP	11,000	797.00	6,576.00	59.8
03-211-5013	INSURANCE - HEALTH	71,000	6,476.57	45,437.77	64.0
03-211-5015	CONTRIBUTION - 457	1,800	113.64	736.26	40.9
03-211-5100	INSURANCE - AUTO	1,400	-	1,434.00	102.4
03-211-5102	INSURANCE - GEN LIAB	650	-	561.00	86.3
03-211-5105	INSURANCE - PROPERTY	6,800	-	6,900.97	101.5
03-211-5150	TRAINING	1,000	-	-	-
03-211-5170	UNIFORMS	3,000	126.12	877.92	29.3
03-211-5180	SAFETY EQUIPMENT	1,000	-	637.49	63.8
03-211-5191	COMMUNICATIONS	2,400	167.05	1,288.34	53.7
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	35,938.30	-
03-211-5400	GAS, OIL, GREASE	10,000	969.05	3,857.29	38.6
03-211-5420	FLEET LEASE	21,000	1,701.50	10,209.00	48.6
03-211-5520	PUMPING STATION MAINTENANCE	6,000	-	2,817.15	47.0
03-211-5600	CORPORATE OVERHEAD	241,750	20,146.00	120,876.00	50.0
03-211-5761	SANITARY COMMISSION CHARGES	1,100,000	4,810.68	235,708.72	21.4
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	5,858.10	49.6
03-211-5763	SEWER OPERATING EXPENSE	50,000	6,474.67	30,565.28	61.1
03-211-5764	SEWER PUMPING EXPENSE	6,000	1,205.05	7,165.04	119.4
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	30,000	-	-	-
211 Sewer - Operating		1,780,600	83,235.36	644,679.02	
CSO					
03-220-5391	INTEREST EXPENSE	3,200	-	380.94	11.9
03-220-5392	DEBT REDEMPTION	23,600	-	-	-
03-220-5800	CAPITAL OUTLAY	4,258,350	166,830.76	654,999.71	15.4
220 CSO		4,285,150	166,830.76	655,380.65	
SEWER FUND Expenditure Totals		6,169,725	264,858.14	1,354,021.18	
04-000-4000	WATER TAP SURCHARGE	668,000	301.46	353,250.25	51.4

**CITY OF FROSTBURG
DECEMBER 2024 BUDGET REPORT**

Section 8, Item A.

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
04-000-4001	INTEREST EARNED SURCHARGE	1,000	332.60	896.10	89.6
04-000-4317	SPECIAL REVENUE	68,000	-	-	-
04-000-4600	INTEREST INCOME	20,000	-	13,021.54	65.1
PINEY SURCHARGE FUND Revenue Totals		757,000	634.06	367,167.89	
WATER SURCHARGE					
04-200-5313	COLLECTION EXPENSE	1,000	53.26	200.38	20.0
04-200-5390	MISCELLANEOUS EXPENSE	12,000	-	-	-
04-200-5391	INTEREST EXPENSE	56,900	3,556.24	19,388.82	34.1
04-200-5392	DEBT REDEMPTION	415,100	4,838.76	9,614.36	2.3
04-200-5802	CAPITAL REPAIRS	68,000	-	48,841.50	71.8
PINEY SURCHARGE FUND Expenditure Totals		553,000	8,448.26	78,045.06	
05-000-4000	TRASH & GARBAGE CHARGES	473,000	12.39	201,048.89	42.5
05-000-4001	INTEREST EARNED - TRASH	800	452.25	1,120.01	140.0
05-000-4404	SUNDRY SALES	1,000	75.00	1,575.00	157.5
05-000-4600	INTEREST INCOME	3,000	-	1,783.77	59.5
GARBAGE FUND Revenue Totals		477,800	539.64	205,527.67	
GARBAGE ADMIN.					
05-230-5000	SALARIES	72,000	5,497.58	32,985.41	45.8
05-230-5010	SOCIAL SECURITY	5,400	419.20	2,411.70	44.7
05-230-5011	PENSION	6,500	7,268.00	7,268.00	111.8
05-230-5012	WORKERS COMP	225	16.00	133.00	59.1
05-230-5013	INSURANCE - HEALTH	18,000	1,469.70	10,556.69	58.7
05-230-5015	CONTRIBUTION - 457	850	54.94	355.58	41.8
05-230-5313	COLLECTION EXPENSE	500	13.31	50.09	10.0
230 Garbage Admin.		103,475	14,738.73	53,760.47	
GARBAGE OPERATING					
05-232-5000	SALARIES	93,000	7,749.05	37,932.00	40.8
05-232-5010	SOCIAL SECURITY	7,100	563.58	2,740.66	38.6
05-232-5011	PENSION	8,500	9,387.00	9,387.00	110.4
05-232-5012	WORKERS COMP	6,000	435.00	3,589.00	59.8
05-232-5013	INSURANCE - HEALTH	22,500	1,762.19	12,137.17	53.9
05-232-5015	CONTRIBUTION - 457	750	-	-	-
05-232-5100	INSURANCE - AUTO	2,200	-	2,166.00	98.5
05-232-5102	INSURANCE - GEN LIAB	400	-	336.00	84.0
05-232-5105	INSURANCE - PROPERTY	4,500	-	4,476.93	99.5
05-232-5170	UNIFORMS	3,000	144.76	835.51	27.9
05-232-5180	SAFETY EQUIPMENT	1,000	-	381.99	38.2
05-232-5210	OFFICE SUPPLIES	1,000	199.66	392.78	39.3
05-232-5400	GAS, OIL, GREASE	14,000	2,039.83	5,502.15	39.3
05-232-5600	CORPORATE OVERHEAD	18,175	1,515.00	9,090.00	50.0
05-232-5770	ASH DUMPSTER	8,500	85.26	491.76	5.8
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	2,573.92	25.7
05-232-5772	LANDFILL CHARGES	130,000	13,233.33	56,450.62	43.4

**CITY OF FROSTBURG
DECEMBER 2024 BUDGET REPORT**

<i>Section 8, Item A.</i>

Account Id	Account Description	Budget	Dec 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
05-232-5773	SANITATION OPERATING EXPENSE	30,000	4,310.54	26,174.02	87.3
	232 Garbage Operating	360,625	41,425.20	174,657.51	
	GARBAGE FUND Expenditure Totals	464,100	56,163.93	228,417.98	

2025

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1002	CASH SWEEP ACCOUNT	850,977.30
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	8,921,401.28
01-000-1006	RESTRICTED CASH CD - PLAYGROUND FUN	27,428.68
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1100	ACCOUNTS RECEIVABLE	176,365.97
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	11,175.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	371,595.19
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,762.23
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	106,171.80
01-000-1143	TAXES RECEIVABLE - CORPORATION	27,246.11
01-000-1200	PREPAID EXPENSE	17,466.26
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1500	FIXED ASSETS	24,248,474.29
01-000-1504	WIP - CHILDCARE CENTER	1,627,414.25
01-000-1506	WIP - GATEWAY IMPROVEMENT	778,556.90
01-000-1507	WORK IN PROCESS - MISC PROJECTS	853,227.87
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>30,672,904.53</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
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
01-000-2251	UNEARNED REV - PLAYGROUND	27,428.68
01-000-2253	UNEARNED REVENUE - ARPA	1,676,840.83
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	494,225.81
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,344,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	<u>8,366,982.61</u>

01-000-3000	INVESTED IN FIXED ASSETS	14,712,902.00
01-000-3200	FUND BALANCE	5,684,750.62
	Total	<u>20,397,652.62</u>

Revenue	6,195,762.17
Less Expenses	4,287,492.87

2025

Net	<u>1,908,269.30</u>
Total Fund Balance	<u>22,305,921.92</u>
Total Liabilities & Fund Balance	<u>30,672,904.53</u>

2025

Assets		
02-000-1000	CASH	965,939.15
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,355.31
02-000-1100	ACCOUNTS RECEIVABLE	1,519.47
02-000-1102	WATER ACCOUNTS RECEIVABLE	130,677.43
02-000-1140	INTEREST RECEIVABLE - WATER	550.30
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
	Total Assets	<u>2,679,278.46</u>
Liabilities & Fund Balance		
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	129,340.88
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>601,028.28</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	928,099.31
	Less Expenses	<u>917,603.37</u>
	Net	<u>10,495.94</u>
	Total Fund Balance	<u>2,078,250.18</u>
	Total Liabilities & Fund Balance	<u>2,679,278.46</u>

2025

Assets		
03-000-1000	CASH	1,450,297.42
03-000-1040	BAY RESTORATION FUND CASH	32,138.18
03-000-1041	CSO CASH	544,498.54
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	224,270.85
03-000-1120	BAY RESTORATION FUND RECEIVABLE	8,465.62
03-000-1121	CSO SURCHARGE RECEIVABLE	16,407.21
03-000-1141	INTEREST REC - CSO SURCHARGE	2,622.91
03-000-1142	INTEREST RECEIVABLE - SEWER	736.79
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,126,286.05
03-000-1539	WIP - PHASE X-B	126,147.70
03-000-1540	WIP - PHASE X-C	146,606.10
03-000-1541	WIP - PHASE IX-D	27,165.00
03-000-1542	WIP - PHASE VIII-C	21,000.00
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
	Total Assets	<u>21,933,589.68</u>
Liabilities & Fund Balance		
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	124,936.78
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	216,476.23
	Total Liabilities	<u>716,918.63</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	1,498,514.53
	Less Expenses	<u>699,021.47</u>
	Net	<u>799,493.06</u>
	Total Fund Balance	<u>21,216,671.05</u>
	Total Liabilities & Fund Balance	<u>21,933,589.68</u>

2025

Assets		
04-000-1000	CASH	1,227,915.66
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,783.98
04-000-1131	WATER SURCHARGE RECEIVABLE	22,316.11
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	<u>20,222,047.29</u>
	Total Assets	<u><u>9,663,661.11</u></u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	11,667.83
04-000-2900	NOTES PAYABLE	<u>2,448,981.53</u>
	Total Liabilities	2,460,649.36
04-000-3000	INVESTED IN FIXED ASSETS	5,951,050.00
04-000-3250	FUND BALANCE	<u>93,224.56</u>
	Total	6,904,274.56
	Revenue	367,167.89
	Less Expenses	<u>68,430.70</u>
	Net	<u>298,737.19</u>
	Total Fund Balance	<u>7,203,011.75</u>
	Total Liabilities & Fund Balance	<u><u>9,663,661.11</u></u>

2025

Assets		
05-000-1000	CASH	89,736.25
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	27,423.51
05-000-1140	INTEREST RECEIVABLE - TRASH	4,510.73
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>404,705.62</u>
Liabilities & Fund Balance		
05-000-2450	DEFERRED FINANCING INFLOW	5,642.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	32,326.17
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	123,069.00
	Total Liabilities	<u>218,656.17</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	205,527.67
	Less Expenses	<u>228,417.98</u>
	Net	<u>22,890.31-</u>
	Total Fund Balance	<u>186,049.45</u>
	Total Liabilities & Fund Balance	<u>404,705.62</u>

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 12/31/24

2025

Assets		
07-000-1000	CASH	<u>18,251.87</u>
	Total Assets	<u><u>18,251.87</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	<u>31,687.19</u>
	Total	<u>31,687.19</u>
	Revenue	15.18
	Less Expenses	<u>13,450.50</u>
	Net	<u>13,435.32</u>
	Total Fund Balance	<u>18,251.87</u>
	Total Liabilities & Fund Balance	<u><u>18,251.87</u></u>

City of Frostburg
OPIOID SETTLEMENT FUND
BALANCE SHEET
AS OF: 12/31/24

2025

Assets		
08-000-1000	CASH	29,089.05
	Total Assets	<u>29,089.05</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	5,605.97
	Less Expenses	<u>0.00</u>
	Net	<u>5,605.97</u>
	Total Fund Balance	<u>29,089.05</u>
	Total Liabilities & Fund Balance	<u>29,089.05</u>

CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of December 2024

Submitted by: Gene Bittinger maintenance Supervisor

December 2 2024

Checked parks

Put the Elf house up and helped Barb with other projects

Took tents back to Hoffman

Cleaned up trash at City Place

December 3 2024

Went hunting

December 4 2024

Checked parks

Cleaned up leaves behind Community Center

Helped at City Place

December 5 2024

Checked parks

Plowed and salted parking lots and sidewalks

Finished putting up Elf house

December 6 2024

Salted sidewalks

Checked parks

Took santa's house out to Broadway st

Took speakers to the Gunter Hotel

Took bleachers to Tan's parking lot

December 9 2024

Checked parks

Picked up speakers

Put bleachers away

Brought Christmas trees back to City Place

Brought heaters back to the shop

Took Story Book Holiday banners down

Brought Santa's house back to the shop

Started taking down the Elf house at City Place

December 10 2024

Checked parks

Finished putting elf house away

Cleaned up City Place

Picked up new generator

Got new tires on the truck 41 and the Bobcat

Had all cutting torch tanks filled and mig tank

Put generator together

December 11 2024

Checked parks

Picked up bolts for bleachers

Started building bleachers

December 12 2024

Checked parks

Meant with Julie at Bureau of Mines

Built two bleachers and delivered them to Hoffman ball field

December 13 2024

Checked parks

Took bleachers back to field 8

Took picnic table to Hoffman

Built new bleachers for L.L. field

Ate lunch with the Water Dept.

December 16 2024

Checked parks

Plowed and salted lots and sidewalks

December 17 2024

Checked parks

Replaced batteries in all park cameras

Fixed weather stripping on garage door at the Gym

Put new leads on our welders

December 18 2024

Checked parks

Replaced faucet at City Place

Checked on Santa's Sleigh

December 19 2024Checked parks

Took a heater to City Place

Cleaned up after food give away

December 20 2024

Checked Parks

Put salt on city parking lots and side walks

December 23

Salted city lots and the side walks

Checked Parks /Went and picked up heaters for city hall.

December 26

Checked Parks

Blow-ed all city pavilions out

Washed Pickup

December 27

Checked Parks

Fabricated brackets for snow shovels for the toolcat

Checked and replaced dog bags in city and parks

Worked in shop

December 30

Checked Parks

Fixed faucet at the Armory

Measure the floor in the kitchen city place

Checked on blown down tree brushes at the rifle range

December 31

Checked parks

Reset breakers at city hall for the heaters

Cleaned up the card board all over the parks from the card board dumpster

Put the snow plows on the trucks to getting ready for the storm.

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: December 2024

Submitted by: Shane Elliott & Ryan Whitaker

December 1, 2024 – Sunday

December 2, 2024 – Monday

- Checked and emptied all trash cans on Main St.
- Picked up truck from Santa parade float
- Made repairs to 4th bay entry door
- Checked all sewer pumping stations
- Picked up parts from Carquest
- Submitted November monthly report
- Used loader to push up salt deliveries as they came in
- Installed new batteries in Backhoe
- Picked up Thursday garbage route due to holiday
- Salted icy roadway on Depot St.
- Added anti-gel stabilizer to all equipment stored outside
- Picked up cones from Turkey Day marathon after event

December 3, 2024 – Tuesday

- Picked up garbage route on west end of town
- Moved and organized manhole lids and catch basin frames in lot
- Removed dead animal in roadway on Main Street
- Pushed up salt deliveries with wheel loader as they arrived
- Removed litter on Main Street
- Made repairs to hydraulic couplers on Bobcat hammer attachment
- Put away Fastenal delivery
- Checked all sewer pumping stations
- Greased and checked fluids in wheel loader
- Marked miss utility tickets and checked them in on computer
- Added air to garbage truck tires and checked all fluids
- Removed tree debris in roadway on Frost Ave.
- Picked up trash in that had blown around due to windy conditions
- Checked and emptied all city trash cans where needed

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December 4, 2024 – Wednesday

- Picked up garbage route on east end of town
- Cut down dead street tree on Bowery St.
- Used sweeper to suck up leaves and debris behind community center
- Salted a couple roadways that had icy spots
- Marked miss utility tickets and checked them in on computer
- Emptied and cleaned out sweeper at dump site
- Picked up litter on Main Street
- Added degreaser to all pumping stations
- Checked all sewer pumping stations – ran electrical test at Centennial pumping station
- Pushed up more salt deliveries with wheel loader
- Made repairs to stop sign on Blair St.
- Picked up cones from St. Michaels after tree ceremony
- Fixed busted hydraulic line on Truck 14
- Picked up parts from Carquest
- Added hydraulic fluid to Truck 14
- Called in to plow and salt during the evening hours

December 5, 2024 – Thursday

- Picked up garbage route in center section of town
- Called in early to plow and salt streets
- Fueled up backhoe used for loading salt
- Checked all sewer pumping stations
- Picked up parts from Shoes diesel and Carquest
- Cleaned out bed and spreader box on chevy one ton dump truck
- Removed wood and debris in roadway on McCulloh St.
- Marked miss utility tickets and checked them in on computer
- Replaced bolts and reinstalled cutting edge on Truck 01 V plow
- Changed filters on diesel fuel pumps
- Removed litter on Main Street
- Installed new chains on Truck 4
- Plowed and salted streets throughout the day due to winter weather conditions
- Rebuilt spare tire chains for Truck 4
- Measured fuel level in storage tanks
- Washed off wheel loader wheels

P.3

December 6, 2024 – Friday

- Picked up litter on Main Street
- Salted streets in morning for school traffic
- Replaced auger bearing on truck #4
- Checked all sewer pumping stations
- Loaded up detour and cross bars for parade
- Marked emergency miss utility ticket on University Dr.
- Emptied all city trash cans where needed
- Took Truck #14 to Smitty's to have tire replaced
- Assisted Rec. Department with moving bleachers for Storybook Holiday event
- Installed new chains on Truck 14
- Marked miss utility tickets and checked them in on computer
- Swept and mopped lunch room & rest room floors

December 7, 2024 – Saturday

- Had crew work Christmas parade

December 8, 2024 – Sunday

December 9, 2024 – Monday

- Pushed up salt deliveries with wheel loader
- Assisted Rec Department with moving bleachers
- Replaced curb finders on Truck 8
- Had Truck 01 diagnosed at Shoes Diesel for plow problems
- Checked all sewer pumping stations
- Straightened sign post on McCulloh Street
- Removed litter on Main Street
- Washed off wheel loader after use
- Marked miss utility tickets and checked them in on computer
- Picked up new chainsaw parts from Western Md Outdoor Power
- Checked and emptied city trash cans on Main Street where needed
- Removed litter in roadway in center section of town
- Made repairs to road sign on Beall St.
- Cleaned up broken blacktop pieces on Spring St.
- Cleared debris blocking catch basin inlets all over town

P.4

December 10, 2024 – Tuesday

- Picked up garbage route on west end of town
- Washed off all plow trucks and salt spreaders
- Removed dead animal on McCulloh St
- Picked up metal roofing debris on Park St.
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Picked up tree limb on Bowery St.
- Reinstalled broken mirror on wheel loader
- Disassembled fuel tank on steam jenny for repairs
- Patched several holes with cold patch on Mechanic and Broadway
- Washed off wheel loader after use
- Cleaned off work bench and organized tools
- Installed spare tire on garbage truck due to puncture
- Made electrical repairs to seat actuator in Backhoe
- Replaced fuel filter on pressure washer

December 11, 2024 – Wednesday

- Picked up garbage route on east end of town
- Replaced hub cap and gasket on truck #4
- Checked all sewer pumping stations
- Took garbage truck tire to Rice tires to have replaced
- Cleaned up debris in roadway on College Avenue
- Made repairs to shop air line
- Checked status of Truck 6 being repaired at Truck Enterprise
- Marked miss utility tickets and checked them in on computer
- Pushed up salt order with wheel loader
- Removed litter and glass on Main Street
- Greased all plow truck and checked fluids
- Used sewer robot to locate manholes on Victoria Ln.
- Picked up supplies from Carquest
- Cleaned up oil spill in garage area
- Welded crack on truck #14 plow rigging
- Put away Napa delivery

P.5

December 12, 2024 – Thursday

- Picked up garbage route in center section of town
- Turned in invoices to be paid to city hall
- Pushed up salt deliveries as they came in
- Checked all sewer pumping stations
- Washed off wheel loader after use
- Picked up supplies from Lowes in LaVale
- Added diesel winter treatment to backhoe
- Checked all CSO locations after rain event
- Picked up litter on Main Street
- Adjusted brakes on truck #8
- Marked miss utility tickets and checked them in on computer
- Removed dead animal on Oak St.
- Cleaned off catch basin grates where needed
- Installed manhole protector in Alley #1
- Picked up limbs on Frost Ave.
- Removed litter all over town in city streets

December 13, 2024 – Friday

- Added enzymes to Victoria Ln. pumping station for preventative maintenance
- Marked emergency miss utility ticket on West Main St.
- Had walk through with city administrator over fire alarm system
- Checked and emptied all city trash cans on Main Street
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Removed debris from roadway on College Ave.
- Cleaned rest room and lunchroom
- Salted a few icy spots around town
- Washed and disinfected camera after use
- Picked up litter along Main St.
- Use sewer camera to inspect sewer on Redstone Ter.
- Replaced crosswalk sign on Broadway
- Checked on yard damage complaint on Centennial St.
- Removed dead animal on Bowery St.

P.6

December 14, 2024 – Saturday

December 15, 2024 – Sunday – Called out to plow snow

December 16, 2024 – Monday

- Plowed and salted streets into the early morning hours
- Marked miss utility tickets and checked them in on computer
- Used V-plows to plow all alleyways
- Checked all sewer pumping stations and ran weekly tests
- Fabricated new plow lift on Truck 8
- Salted streets where needed after daylight
- Checked on plow damage complaint
- Repaired tire chains where needed on plow trucks
- Filled fuel tanks and other fluids where needed on plowing equipment after use
- Picked up supplies from Surplus City
- Replaced curb finders and bolts on Truck 8
- Called in an order of hydraulic fluid from Petro Choice

December 17, 2024 – Tuesday

- Picked up garbage route on west end of town
- Took truck 14 to Rubys for welding repair on plow rigging
- Removed litter in roadway on Main Street
- Cleaned up glass and debris in roadway on East Street
- Installed new street sign and post on Water Street
- Removed debris in roadway over at dump site
- Marked miss utility tickets and checked them in on computer
- Took all the torching tanks to Airgas to have filled
- Checked all sewer pumping stations
- Greased both of the one-ton dump trucks
- Straightened sign post on Wood Street
- Cleaned off gas tank and installed protective mat on one ton dump truck
- Replaced street sign on Charles Street
- Washed off wheel loader after use and greased fittings
- Called in another order of road salt

P.7

December 18, 2024 – Wednesday

- Picked up garbage route on east end of town
- Checked all CSO's and made a report
- Marked emergency miss utility ticket due to water leak
- Removed litter on Main Street
- Installed new sign post and handicap sign on Hill Street
- Marked miss utility tickets and checked them in on computer
- Took a delivery up to the water department
- Checked all sewer pumping stations
- Worked on issues with the plow rigging on truck #8
- Picked up supplies from Harbor Freight and Tractor Supply
- Unloaded a delivery for MDE with skid steer
- Cleaned up debris in front of salt dome entrance
- Straightened sign post on Center Street
- Installed new side mirror on truck #4
- Greased auger bearings on all salt spreaders
- Painted the weld repair sites on plow riggings
- Checked on a parking complaint on Water Street

December 19, 2024 – Thursday

- Picked up garbage route in center section of town
- Had meeting with Mid-Atlantic Waste System
- Picked up supplies from Carquest and Frostburg Rent All
- Had meeting at City Hall to go over new personnel manual changes
- Put away Napa order
- Picked up new snow plow from Shoes Diesel
- Removed litter on Main Street
- Cleaned and organized tools and beds of work trucks
- Picked up new hot pressure washer from American Rent All in Cumberland
- Went over new CSO location signs that need ordered
- Greased auger bearings on all plow trucks
- Marked miss utility tickets and checked them in on computer
- Adjusted tire chains on Truck 4
- Loaded up plow trucks and checked all fluids
- Washed off wheel loader after use

P.8

December 20, 2024 – Friday

- Salted streets and alleyways where needed
- Greased and checked over both garbage trucks
- Cleaned lunch room & rest room
- Picked up package that was delivered next door
- Emptied out all trash cans in shop area
- Checked on status of Truck 14 and 6 that are being repaired
- Leveled off ash dumpster with backhoe
- Removed litter on Main Street, Bowery, Center, and College Avenue
- Made repairs to seat on Truck 2
- Checked and emptied all city trash cans where needed on Main Street
- Adjusted tire chains on Truck 4
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations

December 21, 2024 – Saturday

December 22, 2024 – Sunday

December 23, 2024 – Monday

- Checked and emptied city trash cans on Main Street
- Picked up Tuesday's garbage route due to Holiday
- Installed new curb finders on Truck 4
- Checked in on salt dome contractor installing new gutters
- Picked up litter on Main Street
- Made repairs to exhaust piping on Truck 4
- Checked all sewer pumping stations - ran weekly electrical tests
- Picked up parts and supplies from Carquest
- Checked on special garbage pickup for City Hall
- Greased both garbage trucks and checked all fluids
- Marked miss utility tickets and checked them in on computer
- Installed snow pusher on Bobcat and adjusted shoes
- Removed fallen debris in roadway on Water St.
- Cleaned out rear slides on both garbage trucks

P.9

December 24, 2024– Tuesday OFF- Christmas Eve

December 25, 2024 – Wednesday OFF- Christmas Day

December 26, 2024 – Thursday

- Dropped off invoices and paperwork to City Hall
- Checked all sewer pumping stations
- Pushed up grit pile with Bobcat
- Marked miss utility tickets and checked them in on computer
- Picked up new plow controller from Shoes Diesel
- Repaired window latches on Bobcat
- Organized spare snow plow cutting edges and cover plates
- Picked up garbage in center section of town
- Pressure washed several work trucks
- Cleaned up salt spill in parking lot
- Picked up trash/ litter complaint on Braddock Road
- Had a tire replaced on the garbage truck at Smitty's
- Checked and filled all fluids in loader
- Replaced hydraulic fitting on John Deere Backhoe

December 27, 2024 – Friday

- Picked up east end garbage route due to holiday
- Straightened manhole riser on Bowery Street
- Checked and emptied city trash cans where needed
- Picked up supplies from Lowes Home Center
- Marked miss utility tickets and checked them in on computer
- Removed litter on Main Street where visible
- Pushed up salt deliveries as they arrived
- Checked all sewer pumping stations
- Emptied out all shop trash cans
- Took all invoices to be paid to city hall
- Picked up plow truck #14 from Ruby's after being repaired
- Cleaned breakroom, office, and bathroom
- Replaced street sign and straightened post on Ormand Street

P.11

December 28, 2024 – Saturday -Checked CSO's due to rain event

December 29, 2024 – Sunday

December 30, 2024 – Monday

- Checked all sewer pumping stations – ran weekly electrical tests
- Straightened sign post in Alley 33
- Emptied all city trash cans where needed
- Used wheel loader to push up salt deliveries as they arrived
- Marked miss utility tickets and checked them in on computer
- Picked up debris blown all over town due to high wind
- Removed litter on Main Street
- Fueled up wheel loader after use
- Picked up supplies from Carquest
- Began organizing manhole lid and riser inventory
- Cleared debris from catch basins in Prichard Farms
- Removed tree limbs from roadway from Armstrong Ave.
- Installed new chain on Chainsaw
- Cleaned inspection manhole at Centennial Hill pumping station

December 31, 2024 – Tuesday

- Picked up garbage route on west end of town
- Checked on sewer complaint on Greenbriar Court – popped manholes in surrounding area
- Removed litter on Main Street
- Marked miss utility tickets and checked them in on computer
- Checked on dumpster complaint on Willow Drive – cleaned up cardboard that had blown around in the surrounding area
- Removed dead animal in roadway on Main Street
- Checked all sewer pumping stations
- Removed debris and glass in roadway on Bowery Street
- Checked and filled fluids where needed in plowing equipment
- Marked emergency miss utility ticket for sewer company
- Checked on sewer complaint on Candlewick Court
- Ran sewer push rod to open sewer line and cleaned out debris
- Organized all manhole risers and covers and stored them along salt dome

Monthly Report: Water Department

For the Month of December, 2024

Submitted by: Jim Williams, Supervisor

December 2, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Attended meeting concerning water shut- off & water turn- on procedures
- Final reading S. Water St.
- Tried to installed new meter Braddock Height's behind finish wall

December 3, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meters
- Cleaned the shop
- Hauled the trash away
- Final reading Grandview Dr.
- Installed new meter Blair St.

December 4, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meters
- Final reading Hill St.

- Reread water meters Broadway & W. Mechanic St. their on the shut-off list

December 5, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Master Meters
- Plowed snow @ shop
- Reread water meter National HWY- High Usage
- Data log Broadway & O'Reilly Auto Parts-High Usage
- Turn water off for homeowner W. Mechanic St. & E. College Ave. Empty

December 6, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new meter Armstrong Ave.

December 9, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meters
- Reread water meter National H.W.Y possible leak

December 10 , 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Met with County and Hayden on Depot Road
- Cleaned the shop
- Hauled trash away

- Monthly readings

December 11, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Turned water off non payment
- Changed meter E. Main St.
- Turned water back on

December 12, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Reread 7 meters on shut off list
- Turned water on from non payment

December 13, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Reread 12 meters

December 16, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Plowed snow
- Three final readings

December 17, 2024

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away

December 18, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired leak Jenkins St.

December 19, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new meter Barnard St.
- Final reading Broadway St.

December 20, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned equipment
- Turned water off Mt. Pleasant St.

December 23, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Responded to a call about no water Prichard Farms residence. Pipes frozen in home while there 2 more homeowners same issue
- 1 Final reading on West College
- Inspected leaking meter East Main St. Replaced meter base

- Responded to a call of no water on Bowery St.
- Inspected leaking meter on Mt. Pleasant St. Changed Meter

December 24, 2024

- City observed Holiday
- Call out for frozen and leaking meter Bowery St.

December 25, 2024

- City Observed Holiday

December 26, 2024

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Greased Backhoes
-

December 27

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets

December 30

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned shop

December 31,

Section 8, Item A.

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turned water on Hill St
- Turned water off Washington St (busted pipes)

RESOLUTION 2025-01

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CERTAIN EXECUTIVE PERSONNEL AS NAMES ON CERTAIN CITY ACCOUNTS.

WHEREAS, The City of Frostburg maintains numerous banking, insurance, and government issued accounts; and,

WHEREAS, The City Charter establishes the positions of City Administrator and Director of Finance as executive positions; and,

WHEREAS, The individuals who serve in the positions of City Administrator and Director of Finance change from time to time.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Frostburg hereby name Todd J. Logsdon, Mayor and Beverly Elaine Jones, CPA, Director of Finance as authorized persons for listing on accounts and having access authority for purposes of conducting routine approved business on behalf of the City of Frostburg.

BE IT FUTHER RESOLVED, Hayden Lindsey, Acting City Administrator, be named on accounts as an alternate authorized person, where permitted by the agency or institution.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

STATE OF MARYLAND
COUNTY OF _____, to wit:

I hereby certify that on the ____ day of _____, 20____, before me, the subscriber, a notary public of the State of Maryland, in and for _____ (here insert name of the county or City of Baltimore for which notary is appointed), personally appeared _____ (name(s) of person(s) swearing) and made affirmation in due form of law that the matters and facts set forth in the Resolution are true.

As witness, my hand and notarial seal.

(Notary Seal)

Signature of Notary Public
Notary Public
My Commission expires: _____

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDED JUNE 30, 2025
BUDGET AMENDMENTS - RESOLUTION 2025-02

Section 11, Item B.

ACCOUNT	DESCRIPTION	Original Budget	Proposed Amendment	Amended Budget
CORPORATE FUND REVENUE				
01-000-4002	Public Utility Taxes	\$ 190,000	\$ 30,000	\$ 220,000
01-000-4041	Parking Meters and Permits	-	1,000	1,000
01-000-4304	Miscellaneous Revenue	1,000	3,000	4,000
01-000-4306	Project Reimbursement	1,948,000	(1,860,000)	88,000
01-000-4317	Special Revenue	1,707,750	395,250	2,103,000
Total Corporate Fund Revenue Totals		3,846,750	(1,430,750)	2,416,000
Executive				
01-100-5104	Insurance - Public Officials	7,000	1,100	8,100
01-100-5110	Contributions	500,000	24,750	524,750
Total Executive		507,000	25,850	532,850
Administrative				
01-110-5001	Salaries - Bonus	-	15,115	15,115
01-110-5011	Pension	16,000	1,800	17,800
01-110-5050	Reserve For Contingencies	10,000	6,000	16,000
01-110-5105	Insurance - Property	7,700	4,000	11,700
01-110-5150	Training	450	750	1,200
01-110-5502	Building Maintenance	21,000	1,800	22,800
01-110-5807	Capital Outlay	2,375,000	(1,719,000)	656,000
Total Administrative		2,430,150	(1,689,535)	740,615
Finance				
01-120-5011	Pension	8,000	900	8,900
01-120-5105	Insurance - Property	3,000	500	3,500
Total Finance		11,000	1,400	12,400
Community Development				
01-130-5011	Pension	11,400	1,250	12,650
01-130-5100	Insurance - Auto	700	100	800
01-130-5105	Insurance - Property	3,800	800	4,600
01-130-5150	Training	500	250	750
01-130-5320	Economic Development	3,300	3,500	6,800
01-130-5822	Special Projects	18,800	(5,500)	13,300
Total Community Development		38,500	400	38,900
Code Enforcement				
01-140-5231	Software and Subscriptions	11,700	2,000	13,700
01-140-5332	Rental Inspection	37,500	(18,000)	19,500
Total Code Enforcement		49,200	(16,000)	33,200

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDED JUNE 30, 2025
BUDGET AMENDMENTS - RESOLUTION 2025-02

Section 11, Item B.

ACCOUNT	DESCRIPTION	Original Budget	Proposed Amendment	Amended Budget
Public Works Administration				
01-150-5011	Pension	6,400	1,300	7,700
01-150-5100	Insurance - Auto	700	100	800
01-150-5105	Insurance - Property	1,900	700	2,600
01-150-5150	Training	1,000	750	1,750
	Total Public Works Administration	10,000	2,850	12,850
Public Safety				
01-160-5011	Pension	285,000	(95,000)	190,000
01-160-5100	Insurance - Auto	6,200	1,600	7,800
01-160-5420	Fleet Lease	43,000	18,000	61,000
	Total Public Safety	334,200	(75,400)	258,800
Public Works - Street				
01-170-5011	Pension	27,500	2,500	30,000
01-170-5100	Insurance - Auto	7,800	2,000	9,800
01-170-5102	Insurance - Gen Liab	575	400	975
01-170-5105	Insurance - Property	6,000	3,000	9,000
01-170-5711	Salt & Abrasives	150,000	100,000	250,000
01-170-5717	Street Lighting Repairs	20,000	28,500	48,500
01-170-5800	Capital Outlay	565,750	(145,600)	420,150
01-170-5861	Street Paving	200,000	23,500	223,500
	Total Public Works - Street	977,625	14,300	991,925
Recreation				
01-180-5011	Pension	23,600	5,200	28,800
01-180-5105	Insurance - Property	14,500	1,385	15,885
01-180-5504	Community Center	10,000	7,500	17,500
01-180-5721	Rec Equipment Maintenance	5,000	7,400	12,400
01-180-5800	Capital Outlay	100,900	283,900	384,800
	Total General Recreation	154,000	305,385	459,385
CORPORATE FUND Expenditure Totals		4,511,675	(1,430,750)	3,080,925
WATER FUND REVENUE				
02-000-4000	Water Service Revenue	1,488,000	228,000	1,716,000
02-000-4317	Special Revenue	363,500	(278,000)	85,500
02-000-4403	Tapping Fees	4,000	1,600	5,600
02-000-4409	Fund Balance	-	75,400	75,400
WATER FUND Revenue Totals		1,855,500	27,000	1,882,500

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDED JUNE 30, 2025
BUDGET AMENDMENTS - RESOLUTION 2025-02

Section 11, Item B.

ACCOUNT	DESCRIPTION	Original Budget	Proposed Amendment	Amended Budget
Water - Administration				
02-190-5011	Pension	6,500	800	7,300
02-190-5370	FMHA Bond	750	100	850
	Total Water Administration	7,250	900	8,150
Water - Filtration				
02-192-5105	Insurance - Property	12,500	6,000	18,500
Water - Supply				
02-194-5011	Pension	3,000	500	3,500
Water - Distribution				
02-196-5011	Pension	20,500	7,300	27,800
02-196-5105	Insurance - Property	3,200	1,500	4,700
02-196-5700	Distribution Expense	51,000	10,800	61,800
	Total Water Distribution	74,700	19,600	94,300
WATER FUND Expenditure Totals		97,450	27,000	124,450
Sewer Fund Operating Revenues				
03-000-4315	Proceeds from Fund Balance	23,925	215,900	239,825
03-000-4317	Special Revenue	3,500	4,500	8,000
SEWER FUND Operating Revenue		27,425	220,400	247,825
Sewer - Administration				
03-210-5011	Pension	6,500	800	7,300
	Total Sewer Administration	6,500	800	7,300
Sewer - Operating				
03-211-5011	Pension	19,000	2,500	21,500
03-211-5100	Insurance - Auto	1,400	100	1,500
03-211-5105	Insurance - Property	6,800	150	6,950
	Total Sewer Operating	27,200	2,750	29,950
SEWER FUND Operating Expenditures		33,700	3,550	37,250
CSO Revenue				
03-220-4317	Special Revenue	800,000	(193,500)	606,500
03-220-4530	Project Reimbursements	3,092,000	(2,519,500)	572,500
SEWER FUND CSO Revenue		3,892,000	(2,713,000)	1,179,000

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDED JUNE 30, 2025
BUDGET AMENDMENTS - RESOLUTION 2025-02

Section 11, Item B.

ACCOUNT	DESCRIPTION	Original Budget	Proposed Amendment	Amended Budget
	CSO Expenses			
03-220-5800	Capital Outlay	4,258,350	(2,496,150)	1,762,200
	SEWER FUND CSO Expense	4,258,350	(2,496,150)	1,762,200
				-
04-000-4317	Special Revenue	68,000	(68,000)	-
	WATER SURCHARGE Fund Revenue	68,000	(68,000)	-
				-
05-000-4404	Sundry Sales	1,000	950	1,950
	GARBAGE FUND Revenue Totals	1,000	950	1,950
	Garbage Fund - Administration			
05-230-5011	Pension	6,500	800	7,300
	Garbage Operating			
05-232-5011	Pension	8,500	900	9,400
				-
	GARBAGE FUND Expenditure Totals	15,000	1,700	16,700

Note: Only accounts impacted by the budget amendments are presented. For the complete operating budget, please refer to Ordinance 2024-01.

RESOLUTION 2025-02

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING AN AMENDMENT TO THE FISCAL YEAR 2024-2025 BUDGET.

WHEREAS, The Mayor and Council approved the Operating Budget for Fiscal Year 2024-2025 in May 2024; and,

WHEREAS, During the course of the first half of Fiscal Year 2024-2025 certain revenues and expenses occurred, are expected to occur, or will not occur as predicted at the time the budget was developed and approved; and,

WHEREAS, The Director of Finance has presented a proposed Budget Amendment that details the changes known as of the mid-point of the budget year to the Council for consideration.

NOW, THEREFORE, BE IT RESOLVED that the Frostburg Mayor & City Council do hereby approve a Budget Amendment to the Fiscal 2024-2025 Operating Budget, which Amendment is attached hereto and made a part hereof this Resolution.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2025-03

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING AN AMENDMENT TO THE FUND BALANCE POLICY.

WHEREAS, the City of Frostburg maintains certain accounting standards for all City funds and transactions as determined by Federal regulations and verified through annual independent audits; and,

WHEREAS, the City of Frostburg adopts an annual budget for all City transactions to ensure financial solvency while meeting the demands of its citizens and the requirements of federal and state regulators; and,

WHEREAS, the Mayor and Council seek to enhance the standards of the City’s accounting processes by amending the existing Fund Balance Policy; and,

WHEREAS, the proposed amendment establishes a target reserve range of \$1 million to \$2 million in the Water Surcharge Fund to support financial stability and operational needs.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of Frostburg, Maryland, hereby approve the amendment to the Fund Balance Policy as outlined.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2025-04

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT FOR INTERIOR FINISHES ASSOCIATED WITH THE CONSTRUCTION OF A STORAGE BUILDING FOR A TENANT OF THE CITY OF FROSTBURG.

WHEREAS, the City of Frostburg leases the office space in the Frostburg Armory to the Maryland Department of the Environment; and,

WHEREAS, the Maryland Department of the Environment has requested additional storage and has requested the City construct the building with funds provided by Maryland Department of the Environment; and,

WHEREAS, the City has constructed a storage building in the “Mud Lot”, on an area in which the City has entered into a lease agreement with Frostburg State University; and,

WHEREAS, the City put the interior finishing work needed for this project out for competitive bid.

NOW, THEREFORE, BE IT RESOLVED that the Frostburg Mayor and Council hereby approve the award of a contract to Daystar Builders, Inc., in the amount of \$41,843.00, the lowest bidder.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2025-05

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPOINTING MEMBERS TO THE RECREATION 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 Recreation 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 Frostburg Mayor & City Council do hereby appoint:

Recreation Commission

- Mark Roque for a 2 year term to expire February 16, 2027.
- Dottie Turner for a 2 year term to expire February 16, 2027.
- Sean White for a 2 year term to expire February 16, 2027.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2025-06

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE RELEASE OF RESTRICTED FUNDS ASSOCIATED WITH A RECREATION AMENITY AT PRICHARDS FARMS SUBDIVISION.

WHEREAS, The City of Frostburg holds restricted funds related to a recreation amenity to be provided at Prichard Farms; and,

WHEREAS, the bank that once owned the subdivision provided the City with the funds to be used toward the construction of a playground at a future date; and,

WHEREAS, the Zoning Ordinance has changed, ownership changed, and nature of subdivision has changed since the playground was originally stipulated, and the reconstituted HOA for Prichard Farms has requested that the funding be used for a different recreation amenity in open space at the subdivision.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Frostburg hereby release the escrowed and restricted funds held for the Prichard Farms playground to the Prichard Farms HOA to be used for the construction of a pavilion and other recreational amenities desired by the HOA.

BE IT FURTHER RESOLVED, these funds will be released on March 29, 2025, the maturity date of the Certificate of Deposit where the funds are currently held.

ADOPTED, this 21st day of January, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Elizabeth Stahlman, City Administrator

CITY OF FROSTBURG

Monthly Report: Police Department

For the Month of: December 2024

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

	2023	2024	
	642		394
ARRESTS		On-View/Citations	3
		Warrants Served/Obtained	5
		Summonses Served	2
		Juvenile Arrests & Citations	0
		TOTAL	10
C3I INVESTIGATIONS		Cases	2
COMMUNITY POLICING		Logged Activities	4
PARKING		Parking Violations	13
PUBLIC SERVICE		Well-Being Checks	13
		Emergency Petitions	3
		Assist Other Agency	6
		Request for Officer	38
		Follow-Ups	19
		Disturbance (Multiple Inc. Types)	21
TRAFFIC		M/V Crashes	10
		Traffic Details	38
		DWI/DUI Arrests	1
TRAFFIC STOPS		Total Number of Stops	25
		Citations	13
		Warnings	27
		SEROs	0
COLLECTIONS		Parking Meter Fines	\$0.00
		Other Parking Fines	\$385.00
		Parking Meter Collections	\$0.00
		Municipal Infractions Paid	\$100.00
		Parking Permits	\$0.00
		Miscellaneous	\$40.00
		Park Mobile	\$1.52
	This month year prior:	\$1,527.19	TOTAL \$526.52

Respectfully Submitted,

Nicholas J. Costello
Chief of Police