



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, September 15, 2026 at 5:30 PM

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

Mayor Todd J. Logsdon

Will Coburn, Commissioner of Public Works

Nina Forsythe, Commissioner of Water, Parks, and Recreation

Kevin G. Grove, Commissioner of Public Safety

Jennifer Smouse, Commissioner of Finance

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 August Council Meeting.
Motion and Second to Approve the Minutes for the August Council Meeting.
7. **Special Presentations and Requests**
8. **Mayor and Commissioners Reports**
 - 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
 - B. **Ordinance 2026-06** An Ordinance to Repeal and Reenact Sections 3.01 of Appendix D of the City Code (The Rental Housing Code) Pertaining to the Registration of Dwelling Units as Rental Housing Units for the Purpose of Clarifying Those Terms. Jon Miller, Director of Community Development.
10. **Old Business**
 - A. **Ordinance 2026-06** An Ordinance to Repeal and Reenact Sections 3.01 of Appendix D of the City Code (The Rental Housing Code) Pertaining to the Registration of Dwelling Units as Rental Housing Units for the Purpose of Clarifying Those Terms. Jon Miller, Director of Community Development.
Motion and Second to Approve Ordinance 2026-06; PUBLIC COMMENT; Vote of the Mayor and City Council.
11. **New Business**

- A. Ordinance 2026-07** An Ordinance to Establish Legislation Pertaining to the Operation of Bicycles, Recreational Conveyances, and Personal Delivery Devices. Patrick O'Brien, City Administrator.

Motion and Second to Approve Ordinance 2026-07 on First Reading and Set the October 20, 2026 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

- B. Resolution 2026-39** Approving the Reappointment of Members to the Ethics Commission. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2026-39; PUBLIC COMMENT; Vote of the Mayor and City Council.

- C. Resolution 2026-40** Approving the Reappointment of a Member to the Board of Commissioners for the Housing Authority. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2026-40; PUBLIC COMMENT; Vote of the Mayor and City Council.

- D. Resolution 2026-41** Awarding a Contract for the Completion of a Maryland Inventory of Historical Properties Project. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2026-41; PUBLIC COMMENT; Vote of the Mayor and City Council.

- E. Resolution 2026-42** Approving a Contract with Quadiant for Mail Fulfillment Services. Amy Phillips, CPA, Director of Finance.

Motion and Second to Approve Resolution 2026-42; PUBLIC COMMENT; Vote of the Mayor and City Council.

- F. Resolution 2026-43** Approving Change Order #1 for the VFD Installation Project. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2026-43; PUBLIC COMMENT; Vote of the Mayor and City Council.

- G. Resolution 2026-44** Approving a Contract with Micro-Tech Solutions for an Upgrade of the Water Treatment Communications System. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2026-44; PUBLIC COMMENT; Vote of the Mayor and City Council.

- H. Resolution 2026-45** Approving a Contract with SolarApp+ for the Automation of Solar Permitting. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2026-45; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. Open Public Comment

13. Announcements

14. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, August 18, 2026 at 5:30 PM

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

Mayor Todd J. Logsdon

Will Coburn, Commissioner of Public Works

Nina Forsythe, Commissioner of Water, Parks, and Recreation

Kevin G. Grove, Commissioner of Public Safety

Jennifer Smouse, Commissioner of Finance

1. Call to Order

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

PRESENT

Mayor Todd Logsdon

Commissioner of Public Works Will Coburn

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Finance Jennifer Smouse

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 Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

6. Approval of the Minutes

A. Minutes from the July Council Meeting.

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

Motion made by Commissioner of Public Works Coburn, Seconded by Commissioner of Finance Smouse.

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

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.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

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

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

No Public Comment.

10. Old Business

11. New Business

A. **Ordinance 2026-06** An Ordinance to Repeal and Reenact Sections 3.01 of Appendix D of the City Code (The Rental Housing Code) Pertaining to the Registration of Dwelling Units as Rental Housing Units for the Purpose of Clarifying Those Terms. Jon Miller, Director of Community Development.

Motion and Second to Approve Ordinance 2026-06 on First Reading and set the September 15, 2026 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

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

B. **Resolution 2026-31** Approving the Reappointment of a Member of the Planning Commission. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2026-31; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Public Safety Grove.

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

C. **Resolution 2026-32** Approving a Contract with GovWell Technologies Inc. to Provide Community Development Focused Software. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2026-32; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

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

D. **Resolution 2026-33** Approving Corrected Permitting Fees in the FY27 Budget Fee Schedule. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2026-33; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Public Works Coburn.

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

- E. Resolution 2026-34** Approving Change Order #1 for CSO Phase X-C. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2026-34; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Coburn, Seconded by Commissioner of Finance Smouse.

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

- F. Resolution 2026-35** Approving the Use of Funds to Commence Work at the Water Treatment Facility. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2026-35; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

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

- G. Resolution 2026-36** Approving FY26 Year End Budget Amendments. Amy Phillips, CPA, Director of Finance.

Motion and Second to Approve Resolution 2026-36; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

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

- H. Resolution 2026-37** Appointing Commissioner Coburn as the Ex-Officio Member of the Frostburg Planning Commission. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2026-37; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Public Safety Grove.

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

- I. Resolution 2026-38** Approving an Electrician for Work to be Completed at the Dam Keepers House. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2026-38; 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 Public Works Coburn, Commissioner of Public

Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

12. Open Public Comment

Becky DeWitt - Lived in Frostburg 20 years. Lived above Dante's and got a 2 week notice that water would be shut off. Would like longer notice next time. Concerned about not having a place to live.

Woody Getz - Former commissioner interested in the sustainability initiatives and wanted to see if it would be open to residents interested in sustainability and helping out.

Carol Smith - Wanted to know what happened to the large flag.

Announcements:

September 3rd - Cruise In Main Street

September 6th - Beverage Festival

September 9th - Block Party

September 12 & 13 - Dog Splash

13. Adjournment

Mayor Logsdon adjourned the meeting at 6:35 pm.

Patrick O'Brien, City Administrator

Todd J. Logsdon, Mayor

City of Frostburg
Monthly Reports



For the month of August 2026
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: August 2026

Submitted by: Jon Miller, Director of Community Development; Jamie Klink, Planner;
Autumn Bevans, Rental Housing Program Coordinator; Jay Hovatter, Code Enforcement
Officer/Rental Housing Inspector

Permits

Please see attached permit report.

Rental Housing

Rental Housing Update for August

All registrations are in, citations issued are paid in full.

- Mailing address and email address updates were made for property owners who needed them.
- Updating iWorQ and Rental Housing Spreadsheet to reflect new and/or updated information for rental owners/agents.
- Provided Rental Housing welcoming materials to new property owners and rental properties brought into the program.
- Owner and Agent list was provided to property owners searching for new management agencies.
- Continued providing inspection notices for B-2 cycle property owners and agents. 41 of 116 inspections have been completed and 40 are currently scheduled to be completed as of 9/11/26.
- Mailed and emailed Signed Smoke Alarm Letter and Updated Sections of Rental Housing Code.
- 7 Citations issued for non-compliance scheduling required triennial inspection (Not Paid), transmitted to court. Court Date July 20th 2026

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 August due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission met on Wednesday, August 12 to discuss the preliminary plan approval for the Sheetz Store Rebuild project at 10601 New Georges Creek Road. The proposal consists of demolition of the existing Sheetz store and gas canopy, to be replaced by a new 4,959 square-foot structure, a new gas canopy with 12 pumping stations, and 44 paved parking spaces. Stormwater management updates and minor site layout changes are also proposed. After lengthy discussion and the Planning Commission unanimously approved the preliminary site plan, provided that all comments and recommendations are included in the final site plan.

Additionally, the Planning Commission discussed a proposed text amendment to the Frostburg Zoning Ordinance pertaining to Accessory Dwelling Units, which have been mandated by MD House Bill 1466. The Planning Commission will review the draft text amendment for approval to be forwarded to the Mayor & Council for approval at the next Planning Commission meeting.

Staff also gave a brief update on the Comprehensive Plan, noting that 8 of 13 draft chapters were finalized and the consultant will be working on the remaining chapters over the next month, with a final draft of the full plan to be completed soon.

- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in August due to a lack of applications received.
- *Green Team* – The Green Team did not hold a regular meeting in August. The next regular monthly Green Team meeting is scheduled for Thursday, September 10.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- August 4th – Senior Staff Meeting
- August 11th – City Staff Meeting
- August 12th – Planning Commission

- August 11th – Work Session
- August 13th – Frostburg First
- August 18th – Senior Staff
- August 18th – Solar App+ Information Session
- August 18th – Mayor and Council Meeting
- August 27th – CLYM Ribbon Cutting

Director's Current Project Updates:

- **Comprehensive Plan Re-Write** – Received EMAIL Draft Complete.
- **Stabilization Grant Program** – Allegany County contacted me about the diamond building portion of the funds. We both agreed that for Green Bench to receive the funds a contract would be drawn up. If they sell the building within 3 years they are to refund the money. County Attorney will be drawing up the paperwork.
- **Town House Project** – RFP for Maryland Historical Trust requirements of recording history of the properties sent out.
- **Record Retention** - Community Development Department record retention documentation for State of Maryland Review
- **Sustainable Maryland Recertification** –Second Revision received, due 9/25.



Permit Report

Section 8, Item A.

08/01/2026 - 08/31/2026

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Building	Renovation/Conversion	28 HILL ST	Reconstruction of an existing 5' x 11' front porch	Open
Dumpster - Temporary Sign			Dumpster for eviction	Open
		1 SCIENCE PARK	Sign Install on Front of building, Allegany Hearing and Balance	Closed
Use & Occupancy		120 S BROADWAY	Assembly	Closed
Building	Accessory Structure	225 W 1ST ST	Construction of a 10' x 12' Shed	Closed
Building	Accessory Structure	118 BOWERY ST	Construction of a 30' x 40' Metal Garage	Open
Building	Accessory Structure	126 W COLLEGE AVE	Construction of a 12' x 16' Wooden Shed	Closed
Fence		151 MAPLE ST	Installation of a 4' chain link fence	Closed
Burning		62 BOWERY ST	Burning Brush	Closed
Building	Renovation/Conversion	155 S WATER ST	Reconstruction of an existing front porch	Open
Building	Accessory Structure	178 W MAIN ST	Construction of a 10' x 16' Storage Shed	Closed
Solicitor - Long-Term Mobile		CITYWIDE	Long Term Mobile Business Unit	Closed
Building	Solar	90 W MAIN ST	Installation of 9 Roof-Mounted Solar Panels at 4.815 kW	Open

Total Records: 13

9/14/2026



Location Inspection Detail Report

08/01/2026 - 08/31/2026

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
68 E College Avenue	2	8/26/2026	Rental Unit Inspection	68 E. College Ave Apt. A	8/20/2026	*Pending (Smoke Alarms)
68 E College Avenue	2	8/26/2026	Rental Unit Inspection	68 E. College Apt. B	8/20/2026	*Pending (Smoke Alarms)
48 - 50 - 52 McCulloh Street	4	8/26/2026	Rental Unit Inspection	Re-Inspection 50 McCulloh Street	8/20/2026	Pass
13 Welsh Street	1	8/25/2026	Rental Unit Inspection	15 Welsh Inspection	8/25/2026	Fail
76 Bowery Street	1	8/25/2026	Rental Unit Inspection	Re inspection 76 Bowery	8/25/2026	*Pending (Smoke Alarms)
13 Welsh Street	1	8/25/2026	Rental Unit Inspection	13 Welsh St Catherine Best 410-596-5883	8/25/2026	Fail
131-133 Bowery Street	4	8/24/2026	Rental Unit Inspection	William Spence 301-788-7471 131 Bowery - Apt. 1	8/7/2026	Fail
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt. 2	8/24/2026	Pass
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt. 3	8/24/2026	Fail
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt.4	8/24/2026	Pass
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt.5	8/24/2026	Pass
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt.7	8/24/2026	Pass
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt. 9	8/24/2026	Pass

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt.10	8/24/2026	Fail
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt. 11	8/24/2026	Fail
20 E. Main Street	12	8/24/2026	Rental Unit Inspection	20 E. Main Apt. 12	8/24/2026	Pass
84 - 86 Park Lane	3	8/21/2026	Rental Unit Inspection	84 Park Lane	8/21/2026	*Pending (Smoke Alarms)
84 - 86 Park Lane	3	8/21/2026	Rental Unit Inspection	86 A Park Lane	8/21/2026	*Pending (Smoke Alarms)
84 - 86 Park Lane	3	8/21/2026	Rental Unit Inspection	86 B Park Lane	8/21/2026	*Pending (Smoke Alarms)
8 Ormand Street	1	8/21/2026	Rental Unit Inspection	8 Ormand Inspection	8/20/2026	Fail
6 Ormand Street	1	8/21/2026	Rental Unit Inspection	6 Ormand Inspection	8/20/2026	*Pending (Smoke Alarms)
10 Ormand Street	1	8/21/2026	Rental Unit Inspection	10 Ormand Inspection	8/20/2026	*Pending (Smoke Alarms)
168 Bowery Street	1	8/21/2026	Rental Unit Inspection	168 Bowery Inspection	8/20/2026	*Pending (Smoke Alarms)
114 Bowery Street	2	8/21/2026	Rental Unit Inspection	114 Bowery Apt. 1	8/20/2026	*Pending (Smoke Alarms)
114 Bowery Street	2	8/21/2026	Rental Unit Inspection	114 Bowery Apt. 2	8/20/2026	*Pending (Smoke Alarms)
101 Wood Street	1	8/20/2026	Rental Unit Inspection	Rental unit inspection 101 Wood Street	8/20/2026	Fail
103 Wood Street	2	8/20/2026	Rental Unit Inspection	Rental unit inspection 103 Wood Apt A	8/20/2026	*Pending (Smoke Alarms)
103 Wood Street	2	8/20/2026	Rental Unit Inspection	103 Apt B rear	8/20/2026	*Pending (Smoke Alarms)
113 Wood Street	3	8/20/2026	Rental Unit Inspection	113 A Wood	8/20/2026	Fail

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
113 Wood Street	3	8/20/2026	Rental Unit Inspection	113 B Wood street Rear bottom	8/20/2026	*Pending (Smoke Alarms) (Sprinkler Certification)
113 Wood Street	3	8/20/2026	Rental Unit Inspection	113 Wood C upstairs rear	8/20/2026	*Pending (Smoke Alarms) (Sprinkler Certification)
116 -116 1/2 Wood Street	2	8/20/2026	Rental Unit Inspection	116 1/2 rental unit inspection	8/20/2026	*Pending (Smoke Alarms)
116 -116 1/2 Wood Street	2	8/20/2026	Rental Unit Inspection	116 Wood street	8/20/2026	*Pending (Smoke Alarms)
120 Wood Street	1	8/20/2026	Rental Unit Inspection	120 Wood Street	8/20/2026	Fail
121 Wood Street	1	8/20/2026	Rental Unit Inspection	121 wood	8/20/2026	*Pending (Smoke Alarms)
121 Center Street	1	8/20/2026	Rental Unit Inspection	121 Center Street	8/20/2026	*Pending (Smoke Alarms)
131-133 Bowery Street	4	8/19/2026	Rental Unit Inspection	131 Bowery Apt 1 Re-Inspection	8/11/2026	*Pending (Smoke Alarms)
131-133 Bowery Street	4	8/19/2026	Rental Unit Inspection	131 Bowery Apt. 3 Re-Inspection	8/11/2026	*Pending (Smoke Alarms)
131-133 Bowery Street	4	8/19/2026	Rental Unit Inspection	131 Bowery Apt. 4 Re-Inspection	8/11/2026	*Pending (Smoke Alarms)
48 - 50 - 52 McCulloh Street	4	8/18/2026	Rental Unit Inspection	52 McCulloh Rental Unit Inspection	8/18/2026	Pass
48 - 50 - 52 McCulloh Street	4	8/18/2026	Rental Unit Inspection	48 A McCulloh	8/18/2026	Pass
26 E. College Avenue	2	8/17/2026	Rental Unit Inspection	26 B	8/17/2026	Fail
187 E. Main Street	4	8/17/2026	Rental Unit Inspection	Re-Inspection 187 E. Main Unit 1	8/17/2026	Pass

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
187 E. Main Street	4	8/17/2026	Rental Unit Inspection	Re-Inspection 187 E. Main Unit 3	8/12/2026	*Pending (Smoke Alarms)
187 E. Main Street	4	8/17/2026	Rental Unit Inspection	Re-Inspection 187 E. Main Apt. 2	8/12/2026	Pass
187 E. Main Street	4	8/17/2026	Rental Unit Inspection	Re-Inspection 187 E. Main Vacant Unit	8/12/2026	*Pending (Smoke Alarms)
84 Bowery Street	2	8/13/2026	Rental Unit Inspection	Rental Unit Inspection 84 Bowery Apt. 2	8/13/2026	Fail
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt 1	8/13/2026	*Pending (Smoke Alarms)
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt 3	8/13/2026	*Pending (Smoke Alarms)
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt 5	8/13/2026	*Pending (Smoke Alarms)
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt 2	8/13/2026	*Pending (Smoke Alarms)
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt 4	8/13/2026	*Pending (Smoke Alarms)
86 Bowery Street	6	8/13/2026	Rental Unit Inspection	86 Bowery Apt. 6	8/13/2026	*Pending (Smoke Alarms)
84 Bowery Street	2	8/12/2026	Rental Unit Inspection	84 Bowery Street Rental Unit Inspection Apt 1	8/13/2026	*Pending (Smoke Alarms)
26 E. College Avenue	2	8/10/2026	Rental Unit Inspection	26 E. College Avenue Rental Unit Inspection 26 A	8/17/2026	Fail
131-133 Bowery Street	4	8/7/2026	Rental Unit Inspection	131 Bowery Apt. 2	8/7/2026	*Pending (Smoke Alarms)

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
131-133 Bowery Street	4	8/7/2026	Rental Unit Inspection	131 Bowery Apt. 3	8/7/2026	Fail
131-133 Bowery Street	4	8/7/2026	Rental Unit Inspection	131 Bowery Apt. 4	8/7/2026	Fail
268 W. Mechanic Street	1	8/6/2026	Rental Unit Inspection	Re-Inspection 268 W. Mechanic	8/17/2026	Pass
187 A-D Glenn Street	4	8/5/2026	Rental Unit Inspection	Requested inspection from tenant Apartment 4	8/5/2026	Fail
187 A-D Glenn Street	4	8/5/2026	Rental Unit Inspection	Re-inspection Apt. 4	8/5/2026	*Pending (Smoke Alarms)
191 E. Main Street	4	8/4/2026	Rental Unit Inspection	191 E. Main Apt. 2 (Vacant)	8/4/2026	*Pending (Smoke Alarms)
191 E. Main Street	4	8/4/2026	Rental Unit Inspection	191 E. Main Apt. 3	8/4/2026	Fail
191 E. Main Street	4	8/4/2026	Rental Unit Inspection	191 E. Main Street Apt. 4 (Vacant)	8/4/2026	Fail
139 E. College Avenue	1	7/28/2026	Rental Unit Inspection	Re Inspection 139 E. College Ave.	8/17/2026	*Pending (Smoke Alarms)
48 - 50 - 52 McCulloh Street	4	7/21/2026	Rental Unit Inspection	48 B McCulloh Rental Unit Inspection	8/18/2026	Pass
48 - 50 - 52 McCulloh Street	4	7/21/2026	Rental Unit Inspection	50 McCulloh Rental Unit inspection	8/18/2026	Fail
28 W. College Ave.	1	7/13/2026	Rental Unit Inspection	28 West College Ave.	8/19/2026	Pass
30 W. College Ave.	1	7/13/2026	Rental Unit Inspection	30 West College Ave	8/19/2026	Pass
26 Beall Street	1	7/6/2026	Rental Unit Inspection	Rental Unit Inspection 26 Beall Street	8/7/2026	Pass

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
191 E. Main Street	4	6/24/2026	Rental Unit Inspection	Rental Unit Inspection 191 East Main Apt. 1 (Vacant)	8/4/2026	*Pending (Smoke Alarms)
109 Wood Street	1	10/30/2025	Rental Unit Inspection	Re Inspection	8/20/2026	*Pending (Smoke Alarms)

Total Records: 72

9/14/2026



Case Activity Report

08/01/2026 - 08/31/2026

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

8/12/2026	01/07/2026	146 BOWERY ST	Large pile of trash on upstairs porch	Citation Paid	Lien
8/10/2026	06/08/2026	204 E MAIN ST	High Grass	Citation Paid	Citation Issued

Group Total: 2

Group: Court

8/28/2026	06/17/2026	14 W MAIN ST	Trash Storage	Court	Citation Issued
8/24/2026	06/17/2026	14 W MAIN ST	Trash Storage	Court	Citation Issued
8/24/2026	06/08/2026	167 S. Water Street	High Grass	Court	Resolved
8/12/2026	05/26/2026	134 BOWERY ST	High grass	Court	Resolved
8/12/2026	01/07/2026	146 BOWERY ST	Large pile of trash on upstairs porch	Court	Lien
8/10/2026	07/13/2026	85 S. Broadway	Illegal Rental	Court	Citation Issued

Group Total: 6

Group: Door Hanger

8/3/2026	06/17/2026	14 W MAIN ST	Trash Storage	Door Hanger	Citation Issued

Group Total: 1

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

8/18/2026		135 MCCULLOH ST	Cats and overgrown yard	Inspection	Investigation

Group Total: 1**Group: Phone Call/Email**

8/28/2026		134 BOWERY ST	Weeds and grass in excess of 12 inches	Phone Call/Email	Resolved

Group Total: 1**Group: Re-Inspection**

8/28/2026	09/01/2026	88 BOWERY ST	Furniture	Re-Inspection	Resolved
8/12/2026	08/06/2026	4 N MOUNT VERNON ST	High grass and weeds	Re-Inspection	Resolved

Group Total: 2**Group: Send Letter**

8/25/2026	09/01/2026	88 BOWERY ST	Furniture	Send Letter	Resolved

Group Total: 1**Group: Verbal Warning**

8/4/2026	06/17/2026	14 W MAIN ST	Trash Storage	Verbal Warning	Citation Issued

Group Total: 1

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Total Records: 15**9/14/2026**



08/01/2026 - 08/31/2026

Case Date	Owner Name	Parcel Address	Payment Date	Payment Amount	Payment Type Description	Payment Type
6/10/2026	JLR MD Rentals LLC	14 W MAIN ST	8/24/2026	1,675.00	#14103 \$1675.00	Check
5/19/2026	LEASURE INVESTMENT S INC	134 BOWERY ST	8/14/2026	500.00	Citation payment	Cash
12/30/2025	Ahmad Ashfaq	146 BOWERY ST	8/12/2026	150.00	Applied from Citation Fee	Check
12/30/2025	Ahmad Ashfaq	146 BOWERY ST	8/11/2026	250.00	250.00	Check
6/1/2026	WILLISON PAULA WILLISON ROBERT	204 E MAIN ST	8/10/2026	100.00	Partial Payment	Card
6/1/2026	VRGAAT FROSTBURG WATER STREET RENTAL LLC	167 S. Water Street	8/10/2026	210.44	#153	Check
				2,885.44		

Total Records: 6

Case Payment Report

Receipt #
32
30
29
28
27
26

9/14/2026



Case Detail Report

08/01/2026 - 08/31/2026

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
8/28/2026		134 BOWERY ST	Weeds and grass in excess of 12 inches	Resolved
8/28/2026	09/05/2026	81 BOWERY ST	Furniture and debris	Resolved
8/25/2026	09/01/2026	88 BOWERY ST	Furniture	Resolved
8/18/2026		135 MCCULLOH ST	Cats and overgrown yard	Investigation
8/7/2026		135 CENTER ST	Unsafe building, potentially condemnable, see attached.	Investigation

Total Records: 5

9/14/2026

08/04/2026

- Voicemails and emails
- Inspection 191 E. Main 4 Units
- Shut off Letters delivered to tenants and posted on doors of 14 W. Main
- Smoke alarm research
- Communication with Sinead Walshe about possible payment of water bill at 14 W. Main

08/05/2026

- Voicemails and emails
- Inspection 187 Glenn Street Apt. 4 (tenant complaint)
- Email to Sterling Settlements in reference to JLR MD Rentals Lien
- Inspection scheduling
- Site visit Little Corner Market property
- Contacted DPW about leaking water meter 187 Glenn Street Apt. 4

08/06/2026

- Voicemails and emails
- Inspection paperwork
- Inspection scheduling

08/07/2026

- Voicemails and emails
- Smoke alarm research
- Inspection 131 Bowery 4 units
- Inspection 26 Beall 1 unit
- Per C/A Bob Flanigan canceled inspections for 08/12

08/10/2026

- Voicemails and emails
- Inspections canceled for M & S properties will reschedule
- Partial payment received from Paula Willison for citation \$50.00

08/11/2026

- Voicemails and emails

- Inspection scheduling
- Smoke alarm research
- Code Enforcement patrol with Director Miller Vacant property inventory

08/12/2026

- Voicemail and emails
- Court prep
- Inspection scheduling
- Court BB&BZ and Leasure investments
- Circuit Court lien recording
- Webinar Heirs and Code Enforcement

08/13/2026

- Voicemails and emails
- Smoke alarm research
- Grant research for housing rehab
- Inspections of 84 -86 Bowery 8 units

**CITY OF FROSTBURG
AUGUST 2026 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Section 8, Item A.

Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
01-000-4000	TAXES-REAL ESTATE	3,240,000.00	-56.39	3,266,621.96	100.8
01-000-4001	PERSONAL PROPERTY TAXES	6,000.00	0.00	0.00	0.0
01-000-4002	PUBLIC UTILITY TAXES	220,000.00	0.00	0.00	0.0
01-000-4003	CORPORATION TAXES	85,000.00	0.00	0.00	0.0
01-000-4004	PRIOR YEAR TAXES	1,000.00	0.00	0.00	0.0
01-000-4005	TRAILER TAX	1,680.00	420.00	420.00	25.0
01-000-4010	INTEREST ON TAXES	35,000.00	1,691.45	8,668.04	24.8
01-000-4012	TAX ABATEMENTS	-3,000.00	0.00	0.00	0.0
01-000-4020	MARYLAND INCOME TAXES	700,000.00	73,257.48	76,261.63	10.9
01-000-4021	ADMISSION TAXES	15,000.00	0.00	742.74	5.0
01-000-4022	HOTEL MOTEL TAX	155,000.00	17,318.94	39,432.60	25.4
01-000-4023	HIGHWAY USE TAX	569,000.00	132,624.29	132,624.29	23.3
01-000-4024	COAL TAX	2,500.00	0.00	0.00	0.0
01-000-4025	HOUSING AUTHORITY	12,000.00	0.00	0.00	0.0
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900.00	0.00	0.00	0.0
01-000-4031	LIQUOR LICENSES	10,000.00	9.50	9,861.00	98.6
01-000-4032	TRADERS LICENSES	10,000.00	133.40	508.48	5.1
01-000-4040	POLICE GRANTS	40,000.00	991.34	6,493.86	16.2
01-000-4041	PARKING REVENUE	500.00	0.00	0.00	0.0
01-000-4043	POLICE PROTECTION GRANTS	100,000.00	0.00	0.00	0.0
01-000-4045	FINES & FORFEITURES	4,500.00	385.00	790.00	17.6
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000.00	0.00	0.00	0.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000.00	3,783.04	3,783.04	12.6
01-000-4050	PERMITS, PLANNING, ETC	2,500.00	365.00	950.00	38.0
01-000-4051	BUILDING PERMITS	3,000.00	-160.00	-50.00	-1.7
01-000-4052	RENTAL REGISTRATION	90,000.00	0.00	560.00	0.6
01-000-4054	CONSTRUCTION INSPECTIONS	30,000.00	2,830.00	3,460.00	11.5
01-000-4055	CODE ENFORCEMENT CITATIONS	3,000.00	2,690.44	2,940.44	98.0
01-000-4056	COMM DEV GRANT REVENUE	65,000.00	0.00	0.00	0.0
01-000-4060	SWIMMING POOL	65,000.00	10,604.23	32,047.42	49.3
01-000-4062	DAY CAMP REGISTRATIONS	18,750.00	1,318.00	9,161.00	48.9
01-000-4063	RECREATION ACTIVITIES	22,000.00	2,810.00	6,290.00	28.6
01-000-4200	OPERATING TRANSFER - WATER FUND	147,200.00	12,266.67	24,533.34	16.7
01-000-4201	OPERATING TRANSFER - SEWER FUND	299,500.00	24,958.33	49,916.66	16.7
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	27,600.00	2,300.00	4,600.00	16.7
01-000-4250	NSF FEES	1,500.00	130.00	280.00	18.7
01-000-4301	RENTS	111,000.00	9,249.86	17,374.72	15.7
01-000-4302	HRD APPROPRIATION	10,800.00	901.00	901.00	8.3
01-000-4303	FRANCHISES - GAS, TV, ETC	68,000.00	16,162.57	16,162.57	23.8
01-000-4304	MISCELLANEOUS REVENUE	4,000.00	131,835.38	152,874.38	3,821.9
01-000-4306	PROJECT REIMBURSEMENT	1,570,803.00	500.00	500.00	0.0
01-000-4315	PROCEEDS FROM FUND BALANCE	102,577.00	0.00	0.00	0.0
01-000-4317	SPECIAL REVENUE	60,000.00	0.00	0.00	0.0
01-000-4600	INTEREST INCOME	495,000.00	37,159.55	74,971.04	15.2
CORPORATE FUND Revenue Totals		8,445,310.00	486,479.08	3,943,680.21	
EXECUTIVE					
01-100-5000	SALARIES	22,200.00	1,850.00	3,700.00	16.7
01-100-5010	SOCIAL SECURITY	1,700.00	141.55	283.10	16.7
01-100-5012	WORKERS COMP	150.00	0.00	0.00	0.0
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000.00	433.14	433.14	7.2
01-100-5104	INSURANCE - PUBLIC OFFICIALS	10,500.00	1,063.75	2,127.50	20.3
01-100-5150	TRAINING	3,500.00	0.00	0.00	0.0
01-100-5160	TRAVEL	5,000.00	402.08	402.08	8.0
01-100-5185	PROFESSIONAL FEES	30,000.00	9,851.00	11,934.00	39.8
100 Executive		79,050.00	13,741.52	18,879.82	
ADMINISTRATIVE					
01-110-5000	SALARIES	174,000.00	12,544.00	31,177.60	17.9
01-110-5010	SOCIAL SECURITY	13,350.00	940.20	2,336.55	17.5
01-110-5011	PENSION	21,750.00	0.00	0.00	0.0
01-110-5012	WORKERS COMP	425.00	0.00	0.00	0.0
01-110-5013	INSURANCE - HEALTH	30,600.00	449.01	976.57	3.2
01-110-5014	INSURANCE - HEALTH RETIREE	17,300.00	7,373.80	51,037.70	295.0
01-110-5015	CONTRIBUTION - 457	2,000.00	125.44	311.78	15.6
01-110-5030	EMPLOYEE WELLNESS	8,500.00	-9.24	156.11	1.8
01-110-5050	RESERVE FOR CONTINGENCIES	10,000.00	1,701.97	1,726.97	17.3
01-110-5102	INSURANCE - GEN LIAB	200.00	14.75	247.50	123.8
01-110-5105	INSURANCE - PROPERTY	10,000.00	848.28	1,696.56	17.0

**CITY OF FROSTBURG
AUGUST 2026 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Section 8, Item A.

Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
01-110-5106	INSURANCE - AD&D AND LIFE	4,500.00	0.00	0.00	0.0
01-110-5111	CONTRIBUTIONS - TOURISM	125,000.00	17,228.76	39,982.22	32.0
01-110-5150	TRAINING	2,500.00	0.00	0.00	0.0
01-110-5160	TRAVEL	3,000.00	0.00	0.00	0.0
01-110-5185	PROFESSIONAL FEES	1,100.00	0.00	0.00	0.0
01-110-5191	COMMUNICATIONS	12,000.00	776.99	1,205.37	10.0
01-110-5200	ADVERTISING	6,400.00	0.00	0.00	0.0
01-110-5205	LEGAL	45,000.00	4,356.75	4,356.75	9.7
01-110-5207	PENSION ADMINISTRATIVE FEE	7,800.00	0.00	0.00	0.0
01-110-5210	OFFICE SUPPLIES	11,000.00	1,795.16	2,872.95	26.1
01-110-5220	POSTAGE	28,000.00	3,260.22	8,260.22	29.5
01-110-5230	COMPUTER EXPENSE	14,000.00	884.50	1,876.25	13.4
01-110-5232	IT LICENSING AND FEES	40,500.00	3,944.20	7,519.52	18.6
01-110-5235	DIGITAL ENGAGEMENT	29,000.00	1,601.39	3,202.78	11.0
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,800.00	0.00	0.00	0.0
01-110-5500	BUILDING - ARMORY	12,000.00	240.32	442.23	3.7
01-110-5502	BUILDING MAINTENANCE	37,000.00	2,757.44	3,408.40	9.2
01-110-5550	UTILITIES - BUILDING	16,000.00	2,471.13	2,522.31	15.8
01-110-5700	BANK FEES	300.00	0.00	0.00	0.0
01-110-5807	CAPITAL OUTLAY	1,500,000.00	0.00	0.00	0.0
110 Administrative		2,338,025.00	63,305.07	165,316.34	
	FINANCE				
01-120-5000	SALARIES	83,000.00	6,224.96	15,981.02	19.3
01-120-5010	SOCIAL SECURITY	6,350.00	441.50	1,135.79	17.9
01-120-5011	PENSION	10,250.00	0.00	0.00	0.0
01-120-5012	WORKERS COMP	205.00	0.00	0.00	0.0
01-120-5013	INSURANCE - HEALTH	9,600.00	23,531.23	65,909.48	686.6
01-120-5015	CONTRIBUTION - 457	650.00	46.08	114.54	17.6
01-120-5102	INSURANCE - GEN LIAB	200.00	24.75	39.50	19.8
01-120-5105	INSURANCE - PROPERTY	4,000.00	318.10	636.20	15.9
01-120-5150	TRAINING	1,000.00	0.00	0.00	0.0
01-120-5160	TRAVEL	1,500.00	0.00	0.00	0.0
01-120-5185	PROFESSIONAL FEES	1,000.00	0.00	0.00	0.0
01-120-5310	AUDITING	95,000.00	0.00	0.00	0.0
01-120-5311	ACTUARIAL STUDY	7,000.00	0.00	0.00	0.0
01-120-5313	TAX COLLECTION	1,300.00	185.44	185.44	14.3
01-120-5810	RETSA OBLIGATION	30,000.00	0.00	0.00	0.0
120 Finance		251,055.00	30,772.06	84,001.97	
	COMMUNITY DEV				
01-130-5000	SALARIES	119,500.00	9,270.41	23,086.62	19.3
01-130-5010	SOCIAL SECURITY	9,250.00	684.58	1,704.61	18.4
01-130-5011	PENSION	15,000.00	0.00	0.00	0.0
01-130-5012	WORKERS COMP	300.00	0.00	0.00	0.0
01-130-5013	INSURANCE - HEALTH	22,500.00	89.68	453.30	2.0
01-130-5015	CONTRIBUTION - 457	1,500.00	40.00	100.00	6.7
01-130-5102	INSURANCE - GEN LIAB	200.00	14.75	29.50	14.8
01-130-5105	INSURANCE - PROPERTY	5,000.00	424.14	848.28	17.0
01-130-5150	TRAINING	750.00	1,093.33	3,436.13	458.2
01-130-5160	TRAVEL	900.00	0.00	0.00	0.0
01-130-5185	PROFESSIONAL FEES	750.00	0.00	150.00	20.0
01-130-5320	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.0
01-130-5322	PLANNING	15,000.00	0.00	0.00	0.0
01-130-5323	PUBLIC ART	750.00	0.00	0.00	0.0
01-130-5401	AUTO EXPENSE	0.00	0.00	0.00	0.0
01-130-5822	SPECIAL PROJECTS	5,000.00	0.00	0.00	0.0
130 Community Dev		196,400.00	11,616.89	29,808.44	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	79,250.00	7,065.60	17,611.20	22.2
01-140-5010	SOCIAL SECURITY	6,250.00	539.58	1,344.91	21.5
01-140-5011	PENSION	10,000.00	0.00	0.00	0.0
01-140-5012	WORKERS COMP	2,600.00	0.00	0.00	0.0
01-140-5013	INSURANCE - HEALTH	19,700.00	-9.24	-190.39	-1.0
01-140-5015	CONTRIBUTION - 457	750.00	69.86	174.12	23.2
01-140-5100	INSURANCE - AUTO	850.00	65.83	131.66	15.5
01-140-5102	INSURANCE - GEN LIAB	200.00	14.75	29.50	14.8
01-140-5105	INSURANCE - PROPERTY	4,000.00	318.10	636.20	15.9

**CITY OF FROSTBURG
AUGUST 2026 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Section 8, Item A.

Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
01-140-5150	TRAINING	500.00	0.00	0.00	0.0
01-140-5160	TRAVEL	500.00	0.00	0.00	0.0
01-140-5185	PROFESSIONAL FEES	400.00	0.00	0.00	0.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	37,700.00	1,125.00	2,250.00	6.0
01-140-5330	CODE ENFORCEMENT	5,000.00	3.10	42.08	0.8
01-140-5331	CONSTRUCTION INSPECT	20,000.00	8,525.00	8,525.00	42.6
01-140-5332	RENTAL INSPECTION	1,000.00	0.00	0.00	0.0
01-140-5401	AUTO EXPENSE	600.00	0.00	0.00	0.0
140 Code Enforcement		189,300.00	17,717.58	30,554.28	
PUBLIC WORKS ADMIN					
01-150-5000	SALARIES	99,000.00	7,435.89	18,268.96	18.5
01-150-5010	SOCIAL SECURITY	7,600.00	544.12	1,335.78	17.6
01-150-5011	PENSION	11,800.00	0.00	0.00	0.0
01-150-5012	WORKERS COMP	1,975.00	0.00	0.00	0.0
01-150-5013	INSURANCE - HEALTH	15,200.00	364.94	640.04	4.2
01-150-5015	CONTRIBUTION - 457	1,010.00	72.20	179.44	17.8
01-150-5100	INSURANCE - AUTO	850.00	65.25	130.50	15.4
01-150-5102	INSURANCE - GEN LIAB	200.00	14.75	29.50	14.8
01-150-5105	INSURANCE - PROPERTY	2,500.00	212.08	424.16	17.0
01-150-5150	TRAINING	2,750.00	0.00	0.00	0.0
01-150-5160	TRAVEL	2,000.00	0.00	0.00	0.0
01-150-5185	PROFESSIONAL FEES	2,100.00	105.99	105.99	5.1
01-150-5193	ONE CALL CONCEPTS	2,200.00	109.80	109.80	5.0
01-150-5340	ENGINEERING EQUIPMENT	3,000.00	1,371.16	1,371.16	45.7
01-150-5341	MAPPING SUPPLIES	8,000.00	879.91	879.91	11.0
01-150-5342	PUBLIC WORKS	7,400.00	105.00	105.00	1.4
01-150-5400	GAS, OIL, GREASE	3,600.00	0.00	345.89	9.6
01-150-5420	FLEET LEASE	10,250.00	849.93	1,699.86	16.6
150 Public Works Admin		181,435.00	12,131.02	25,625.99	
PUBLIC SAFETY					
01-160-5000	SALARIES	1,237,000.00	83,794.42	217,763.31	17.6
01-160-5002	SALARIES - POLICE GRANTS	40,000.00	524.25	1,094.47	2.7
01-160-5003	COURT TIME	13,000.00	815.82	2,367.05	18.2
01-160-5010	SOCIAL SECURITY	98,750.00	6,272.22	16,327.04	16.5
01-160-5011	PENSION	418,500.00	0.00	0.00	0.0
01-160-5012	WORKERS COMP	70,250.00	0.00	0.00	0.0
01-160-5013	INSURANCE - HEALTH	191,500.00	14,706.33	29,207.81	15.3
01-160-5015	CONTRIBUTION - 457	7,500.00	622.72	1,525.70	20.3
01-160-5100	INSURANCE - AUTO	9,600.00	794.83	1,589.66	16.6
01-160-5102	INSURANCE - GEN LIAB	1,600.00	133.08	266.16	16.6
01-160-5103	INSURANCE - POLICE PROFESSIONAL	10,500.00	1,008.17	2,016.34	19.2
01-160-5105	INSURANCE - PROPERTY	5,500.00	481.10	962.20	17.5
01-160-5150	TRAINING	35,000.00	3,007.20	3,940.33	11.3
01-160-5170	UNIFORMS	13,000.00	0.00	0.00	0.0
01-160-5180	SAFETY EQUIPMENT	1,200.00	90.00	90.00	7.5
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500.00	-537.00	-537.00	-2.9
01-160-5191	COMMUNICATIONS	30,500.00	2,782.67	3,652.64	12.0
01-160-5206	C3I CLERICAL SUPPORT	6,000.00	0.00	0.00	0.0
01-160-5210	OFFICE SUPPLIES	5,000.00	477.94	749.26	15.0
01-160-5230	COMPUTER EXPENSE	8,500.00	9.98	82.51	1.0
01-160-5350	FSU MOU	10,000.00	0.00	0.00	0.0
01-160-5380	POLICE REFORM	31,000.00	0.00	0.00	0.0
01-160-5390	MISCELLANEOUS EXPENSE	4,000.00	205.27	334.14	8.4
01-160-5400	GAS, OIL, GREASE	36,000.00	1,784.33	1,784.33	5.0
01-160-5401	AUTO EXPENSE	18,000.00	2,682.75	2,682.75	14.9
01-160-5420	FLEET LEASE	75,000.00	5,034.18	10,068.36	13.4
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000.00	272.11	794.02	19.9
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000.00	767.45	767.45	7.7
01-160-5851	FIRE DEPT APPROPRIATION	287,195.00	0.00	71,798.75	25.0
160 Public Safety		2,696,595.00	125,729.82	369,327.28	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	350,000.00	27,066.74	66,951.26	19.1
01-170-5010	SOCIAL SECURITY	27,000.00	1,962.36	4,880.66	18.1
01-170-5011	PENSION	43,500.00	0.00	0.00	0.0
01-170-5012	WORKERS COMP	18,500.00	0.00	0.00	0.0
01-170-5013	INSURANCE - HEALTH	73,200.00	1,094.61	1,513.68	2.1

**CITY OF FROSTBURG
AUGUST 2026 BUDGET REPORT**

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Section 8, Item A.

Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
01-170-5015	CONTRIBUTION - 457	2,000.00	121.90	302.43	15.1
01-170-5100	INSURANCE - AUTO	11,500.00	1,123.08	2,246.16	19.5
01-170-5102	INSURANCE - GEN LIAB	750.00	59.17	118.34	15.8
01-170-5105	INSURANCE - PROPERTY	10,500.00	914.87	1,829.74	17.4
01-170-5150	TRAINING	5,000.00	475.00	475.00	9.5
01-170-5170	UNIFORMS	8,000.00	0.00	193.68	2.4
01-170-5180	SAFETY EQUIPMENT	7,000.00	1,843.62	1,843.62	26.3
01-170-5191	COMMUNICATIONS	15,000.00	192.42	384.70	2.6
01-170-5210	OFFICE SUPPLIES	2,000.00	0.00	10.00	0.5
01-170-5400	GAS, OIL, GREASE	36,000.00	2,409.13	3,051.66	8.5
01-170-5420	FLEET LEASE	70,000.00	4,049.31	8,098.62	11.6
01-170-5550	UTILITIES - BUILDING	7,000.00	241.24	241.24	3.5
01-170-5710	LOADER RENTAL	0.00	0.00	0.00	0.0
01-170-5711	SALT & ABRASIVES	175,000.00	0.00	0.00	0.0
01-170-5712	SIGN MAINTENANCE	15,000.00	0.00	0.00	0.0
01-170-5713	STREET EQUIPMENT MAINTENANCE	120,000.00	20,702.60	23,581.90	19.7
01-170-5714	STREET LIGHTING	100,000.00	7,691.55	7,691.55	7.7
01-170-5715	STREET MAINTENANCE REPAIRS	100,000.00	2,144.00	3,807.50	3.8
01-170-5716	STREET SHOP EQUIPMENT	70,000.00	8,615.59	9,030.98	12.9
01-170-5717	STREET LIGHTING REPAIRS	50,000.00	0.00	2,890.00	5.8
01-170-5718	TREE REMOVAL	5,500.00	0.00	0.00	0.0
01-170-5800	CAPITAL OUTLAY	20,000.00	0.00	0.00	0.0
01-170-5861	STREET PAVING	200,000.00	0.00	0.00	0.0
01-170-5865	PARKING LOT MAINTENANCE	10,000.00	0.00	2,448.06	24.5
170 Public Works - Street		1,552,450.00	80,707.19	141,590.78	
01-180-5000	RECREATION SALARIES	311,500.00	23,809.85	59,710.45	19.2
01-180-5010	SOCIAL SECURITY	24,000.00	1,740.41	4,365.23	18.2
01-180-5011	PENSION	34,000.00	0.00	0.00	0.0
01-180-5012	WORKERS COMP	16,500.00	0.00	0.00	0.0
01-180-5013	INSURANCE - HEALTH	67,600.00	1,015.40	1,952.61	2.9
01-180-5015	CONTRIBUTION - 457	1,750.00	124.32	308.60	17.6
01-180-5100	INSURANCE - AUTO	2,900.00	211.50	423.00	14.6
01-180-5102	INSURANCE - GEN LIAB	750.00	59.17	118.34	15.8
01-180-5105	INSURANCE - PROPERTY	14,000.00	1,277.44	2,554.88	18.3
01-180-5150	TRAINING	300.00	0.00	0.00	0.0
01-180-5160	TRAVEL	750.00	0.00	0.00	0.0
01-180-5170	UNIFORMS	5,700.00	1,639.00	1,877.50	32.9
01-180-5180	SAFETY EQUIPMENT	500.00	0.00	0.00	0.0
01-180-5321	SOFTWARE AND SUBSCRIPTIONS	5,200.00	0.00	0.00	0.0
01-180-5400	GAS, OIL, GREASE	10,800.00	708.09	2,084.47	19.3
01-180-5420	FLEET LEASE	23,000.00	1,863.65	3,727.30	16.2
01-180-5503	ARMORY EXPENSE - GYM	8,000.00	241.23	241.23	3.0
01-180-5504	COMMUNITY CENTER	18,000.00	1,426.03	1,426.03	7.9
01-180-5510	CITY PLACE	13,000.00	649.05	807.00	6.2
01-180-5515	CITY PLACE FREE PRODUCE	2,500.00	500.00	500.00	20.0
01-180-5520	CHILDCARE CENTER	5,000.00	620.00	845.00	16.9
01-180-5550	UTILITIES	8,000.00	476.16	651.76	8.2
01-180-5720	BEAUTIFY THE BURG EXPENSE	1,500.00	0.00	0.00	0.0
01-180-5721	REC EQUIPMENT MAINTENANCE	13,000.00	0.00	0.00	0.0
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000.00	0.00	0.00	0.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	58,000.00	5,533.12	9,091.74	15.7
01-180-5724	STREET TREE MAINTENANCE	7,500.00	0.00	0.00	0.0
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000.00	0.00	0.00	0.0
01-180-5726	RECREATIONAL PROGRAMS	11,500.00	343.50	519.46	4.5
01-180-5772	TRASH REMOVAL	12,000.00	1,518.94	1,518.94	12.7
01-180-5800	CAPITAL OUTLAY	125,100.00	1,202.25	1,202.25	1.0
180 Recreation		809,350.00	44,959.11	93,925.79	
01-181-5000	RECREATION-POOL SALARIES	72,000.00	21,404.49	56,812.72	78.9
01-181-5010	SOCIAL SECURITY	5,500.00	1,637.49	4,346.25	79.0
01-181-5012	WORKERS COMP	3,800.00	0.00	0.00	0.0
01-181-5018	UNEMPLOYMENT	200.00	0.00	0.00	0.0
01-181-5507	POOL OPERATING	42,000.00	15,835.69	18,430.44	43.9
181 Recreation-Pool		123,500.00	38,877.67	79,589.41	

RECREATION - DAY CAMP

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Note: Audit adjustments for the year ended 06/30/26 are incomplete.

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Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
01-182-5000	SALARIES	24,000.00	5,010.53	20,108.12	83.8
01-182-5010	SOCIAL SECURITY	1,850.00	383.30	1,509.92	81.6
01-182-5012	WORKERS COMP	1,300.00	0.00	0.00	0.0
01-182-5018	UNEMPLOYMENT	200.00	0.00	0.00	0.0
01-182-5507	DAY CAMP OPERATIONS	800.00	649.71	756.96	94.6
	182 Recreation - Day Camp	28,150.00	6,043.54	22,375.00	
	CORPORATE FUND Expenditure Totals	8,445,310.00	445,601.47	1,060,995.10	
02-000-4000	WATER SERVICE REVENUE	1,952,500.00	124,534.46	251,323.55	12.9
02-000-4001	INTEREST EARNED - WATER	3,000.00	126.62	300.83	10.0
02-000-4015	SERVLINE FEES BILLED	0.00	3,462.42	6,932.59	0.0
02-000-4402	SALE OF METERS	5,000.00	0.00	0.00	0.0
02-000-4403	TAPPING FEES	5,600.00	0.00	0.00	0.0
02-000-4404	SUNDRY SALES	2,500.00	1,754.00	1,974.00	79.0
02-000-4600	INTEREST INCOME	24,000.00	5.18	10.36	0.0
	WATER FUND Revenue Totals	1,992,600.00	129,882.68	260,541.33	
02-190-0000	WATER - ADMIN	0.00	0.00	0.00	0.0
02-190-5000	SALARIES	75,500.00	5,788.80	14,395.30	19.1
02-190-5010	SOCIAL SECURITY	5,600.00	406.78	1,011.07	18.1
02-190-5011	PENSION	9,500.00	0.00	0.00	0.0
02-190-5012	WORKERS COMP	1,425.00	0.00	0.00	0.0
02-190-5013	INSURANCE - HEALTH	11,300.00	-316.20	-632.40	-5.6
02-190-5015	CONTRIBUTION - 457	900.00	57.90	143.91	16.0
02-190-5313	COLLECTION EXPENSE	2,200.00	185.44	185.44	8.4
02-190-5320	SERVLINE FEES REMITTED	0.00	0.00	3,466.30	0.0
02-190-5370	FMHA BOND	900.00	0.00	0.00	0.0
02-190-5600	CORPORATE OVERHEAD	147,200.00	12,266.67	24,533.34	16.7
	190 Water - Admin	254,525.00	18,389.39	43,102.96	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,800.00	147.75	295.50	16.4
02-192-5105	INSURANCE - PROPERTY	25,600.00	3,102.48	6,204.96	24.2
02-192-5106	INSURANCE - BOILER & MACHINERY	5,000.00	0.00	0.00	0.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000.00	6,645.26	6,790.94	7.2
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000.00	991.01	5,991.01	12.0
02-192-5710	FILTRATION CONTRACT PAYMENT	680,000.00	31,849.73	31,849.73	4.7
02-192-5800	FILTRATION CAPITAL OUTLAY	6,000.00	0.00	0.00	0.0
	192 Water - Filtration	863,400.00	42,736.23	51,132.14	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,500.00	0.00	19,446.40	56.4
02-194-5010	SOCIAL SECURITY	2,650.00	0.00	1,487.66	56.1
02-194-5011	PENSION	4,275.00	0.00	0.00	0.0
02-194-5012	WORKERS COMP	1,675.00	0.00	0.00	0.0
02-194-5015	CONTRIBUTION - 457	100.00	0.00	0.00	0.0
02-194-5506	HYDRO FACILITY EXPENSE	5,000.00	0.00	0.00	0.0
02-194-5550	UTILITIES / WATER SUPPLY	5,000.00	156.20	118.10	2.4
02-194-5730	WATER SUPPLY EXPENSE	50,000.00	10,115.73	2,147.03	4.3
02-194-5800	WATER SUPPLY CAPITAL OUTLAY	5,000.00	0.00	0.00	0.0
	194 Water - Supply	108,200.00	10,271.93	23,199.19	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	264,500.00	18,473.07	46,218.02	17.5
02-196-5010	SOCIAL SECURITY	20,250.00	1,308.67	3,274.36	16.2
02-196-5011	PENSION	29,000.00	0.00	0.00	0.0
02-196-5012	WORKERS COMP	13,000.00	0.00	0.00	0.0
02-196-5013	INSURANCE - HEALTH	56,300.00	1,996.73	3,933.30	7.0
02-196-5015	CONTRIBUTION - 457	1,000.00	81.36	202.21	20.2
02-196-5100	INSURANCE - AUTO	4,600.00	353.33	706.66	15.4
02-196-5102	INSURANCE - GEN LIAB	1,800.00	147.75	295.50	16.4
02-196-5105	INSURANCE - PROPERTY	6,600.00	0.00	0.00	0.0
02-196-5150	TRAINING	2,000.00	0.00	0.00	0.0
02-196-5170	UNIFORMS	4,000.00	256.48	256.48	6.4
02-196-5180	SAFETY EQUIPMENT	6,600.00	102.00	102.00	1.6
02-196-5191	COMMUNICATIONS	13,000.00	1,467.36	2,621.56	20.2
02-196-5210	OFFICE SUPPLIES	1,000.00	285.29	285.29	28.5
02-196-5390	MISCELLANEOUS EXPENSE	1,000.00	98.08	98.08	9.8
02-196-5400	GAS, OIL, GREASE	20,400.00	842.34	2,417.03	11.9

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Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
02-196-5420	FLEET LEASE	38,000.00	2,560.71	5,121.42	13.5
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	15,000.00	1,227.31	1,227.31	8.2
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000.00	212.92	212.92	4.3
02-196-5700	DISTRIBUTION EXPENSE	70,000.00	5,383.03	8,451.94	12.1
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000.00	0.00	339.82	3.1
02-196-5702	EQUIPMENT MAINTENANCE	12,000.00	23.41	23.41	0.2
02-196-5703	FIRE HYDRANTS EXPENSE	3,500.00	361.45	361.45	10.3
02-196-5704	TRANSMISSION MAINS EXPENSE	95,000.00	0.00	0.00	0.0
02-196-5740	METERS EXPENSE	50,000.00	17,653.68	18,339.36	36.7
02-196-5800	CAPITAL OUTLAY	0.00	111,184.00	111,184.00	0.0
	196 Water - Distribution	744,550.00	164,018.97	205,672.12	
	WATER FUND Expenditure Totals	1,970,675.00	235,416.52	323,106.41	
03-000-4000	SEWER CHARGES	1,805,000.00	119,195.68	259,625.25	14.4
03-000-4001	INTEREST EARNED - SEWER	3,500.00	321.43	686.05	19.6
03-000-4404	SUNDRY SALES	1,500.00	0.00	1,033.61	68.9
03-000-4501	BAY RESTORATION FUND REVENUE	0.00	14,918.52	29,887.40	0.0
03-000-4503	SEWER TAP FEES	5,500.00	0.00	0.00	0.0
03-000-4600	INTEREST INCOME	44,000.00	0.00	0.00	0.0
	Sewer Operations Total	1,859,500.00	134,435.63	291,232.31	
03-220-4520	CSO SURCHARGE REVENUE	408,000.00	33,450.97	67,091.39	16.4
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,800.00	159.07	328.43	18.3
03-220-4530	PROJECT REIMBURSEMENTS	2,266,000.00	0.00	0.00	0.0
03-220-4540	PROCEEDS OF DEBT	1,133,000.00	0.00	0.00	0.0
	CSO Total	3,808,800.00	33,610.04	67,419.82	
	SEWER FUND Revenue Totals	5,668,300.00	168,045.67	358,652.13	
	SEWER - ADMIN				
03-210-5000	SALARIES	75,500.00	5,788.80	14,395.30	19.1
03-210-5010	SOCIAL SECURITY	5,600.00	406.78	1,011.07	18.1
03-210-5011	PENSION	9,500.00	0.00	0.00	0.0
03-210-5012	WORKERS COMP	1,425.00	0.00	0.00	0.0
03-210-5013	INSURANCE - HEALTH	11,300.00	-316.20	-632.40	-5.6
03-210-5015	CONTRIBUTION - 457	900.00	57.90	143.91	16.0
03-210-5313	COLLECTION EXPENSE	2,700.00	185.44	185.44	6.9
	210 Sewer - Admin	106,925.00	6,122.72	15,103.32	
	SEWER - OPERATING				
03-211-5000	SALARIES	192,250.00	14,073.38	35,411.84	18.4
03-211-5010	SOCIAL SECURITY	14,750.00	1,022.14	2,572.81	17.4
03-211-5011	PENSION	29,500.00	0.00	0.00	0.0
03-211-5012	WORKERS COMP	9,500.00	0.00	0.00	0.0
03-211-5013	INSURANCE - HEALTH	39,400.00	773.16	1,232.91	3.1
03-211-5015	CONTRIBUTION - 457	1,800.00	81.32	202.12	11.2
03-211-5100	INSURANCE - AUTO	1,700.00	130.50	261.00	15.4
03-211-5102	INSURANCE - GEN LIAB	900.00	73.92	147.84	16.4
03-211-5105	INSURANCE - PROPERTY	7,000.00	703.72	1,407.44	20.1
03-211-5150	TRAINING	1,000.00	95.00	95.00	9.5
03-211-5170	UNIFORMS	3,000.00	0.00	0.00	0.0
03-211-5180	SAFETY EQUIPMENT	1,500.00	1,004.89	1,004.89	67.0
03-211-5191	COMMUNICATIONS	2,400.00	162.95	239.14	10.0
03-211-5396	BAY RESTORATION FUND EXPENSE	0.00	0.00	44,086.93	0.0
03-211-5400	GAS, OIL, GREASE	12,000.00	1,038.96	1,681.49	14.0
03-211-5420	FLEET LEASE	21,000.00	1,701.50	3,403.00	16.2
03-211-5520	PUMPING STATION MAINTENANCE	6,000.00	0.00	0.00	0.0
03-211-5600	CORPORATE OVERHEAD	299,500.00	24,958.33	49,916.66	16.7
03-211-5761	SANITARY COMMISSION CHARGES	1,160,000.00	59,597.66	59,597.66	5.1
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800.00	0.00	2,929.05	24.8
03-211-5763	SEWER OPERATING EXPENSE	50,000.00	664.91	664.91	1.3
03-211-5764	SEWER PUMPING EXPENSE	10,000.00	309.78	309.78	3.1
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	50,000.00	0.00	0.00	0.0
	211 Sewer - Operating	1,925,000.00	106,392.12	205,164.47	
	CSO				
03-220-5391	INTEREST EXPENSE	2,810.00	0.00	0.00	0.0
03-220-5392	DEBT REDEMPTION	24,000.00	0.00	0.00	0.0
03-220-5800	CAPITAL OUTLAY	3,500,000.00	0.00	0.00	0.0
	220 CSO	3,526,810.00	0.00	0.00	
	SEWER FUND Expenditure Totals	5,558,735.00	112,514.84	220,267.79	

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Account Id	Account Description	FY27 Budget	August 2026 Rev/Expd	YTD Rev/Expd	% Earned/% Incurred
04-000-4000	WATER TAP SURCHARGE	672,000.00	55,745.52	111,707.40	16.6
04-000-4001	INTEREST EARNED SURCHARGE	2,500.00	215.67	441.55	17.7
04-000-4600	INTEREST INCOME	40,000.00	0.00	0.00	0.0
PINEY SURCHARGE FUND Revenue Totals		714,500.00	55,961.19	112,148.95	
04-200-0000	WATER SURCHARGE	0.00	0.00	0.00	0.0
04-200-5313	COLLECTION EXPENSE	2,200.00	148.35	148.35	6.7
04-200-5390	MISCELLANEOUS EXPENSE	0.00	0.00	110.00	0.0
04-200-5391	INTEREST EXPENSE	33,280.00	0.00	0.00	0.0
04-200-5392	DEBT REDEMPTION	432,250.00	0.00	0.00	0.0
04-200-5800	CAPITAL OUTLAY	172,000.00	936.34	936.34	0.5
04-200-5802	CAPITAL REPAIRS	45,000.00	25,912.61	26,668.94	59.3
200 Water Surcharge		684,730.00	26,997.30	27,863.63	
PINEY SURCHARGE FUND Expenditure Totals		684,730.00	26,997.30	27,863.63	
05-000-4000	TRASH & GARBAGE CHARGES	540,000.00	44,778.79	89,756.73	16.6
05-000-4001	INTEREST EARNED - TRASH	3,300.00	276.89	582.01	17.6
05-000-4404	SUNDRY SALES	1,950.00	450.00	525.00	26.9
05-000-4600	INTEREST INCOME	3,500.00	0.00	0.00	0.0
GARBAGE FUND Revenue Totals		548,750.00	45,505.68	90,863.74	
GARBAGE ADMIN.					
05-230-5000	SALARIES	56,500.00	4,341.76	10,798.74	19.1
05-230-5010	SOCIAL SECURITY	4,300.00	305.48	759.43	17.7
05-230-5011	PENSION	7,000.00	0.00	0.00	0.0
05-230-5012	WORKERS COMP	875.00	0.00	0.00	0.0
05-230-5013	INSURANCE - HEALTH	9,000.00	-247.28	-494.56	-5.5
05-230-5015	CONTRIBUTION - 457	900.00	43.42	107.92	12.0
05-230-5313	COLLECTION EXPENSE	750.00	37.08	37.08	4.9
230 Garbage Admin.		79,325.00	4,480.46	11,208.61	
GARBAGE OPERATING					
05-232-5000	SALARIES	93,500.00	6,033.13	16,079.88	17.2
05-232-5010	SOCIAL SECURITY	7,250.00	450.54	1,202.59	16.6
05-232-5011	PENSION	11,750.00	0.00	0.00	0.0
05-232-5012	WORKERS COMP	4,600.00	0.00	0.00	0.0
05-232-5013	INSURANCE - HEALTH	25,400.00	95.98	191.96	0.8
05-232-5015	CONTRIBUTION - 457	750.00	51.84	128.25	17.1
05-232-5100	INSURANCE - AUTO	2,600.00	200.67	139.34	5.4
05-232-5102	INSURANCE - GEN LIAB	550.00	44.33	88.66	16.1
05-232-5105	INSURANCE - PROPERTY	5,000.00	413.87	827.74	16.6
05-232-5170	UNIFORMS	3,000.00	0.00	0.00	0.0
05-232-5180	SAFETY EQUIPMENT	1,500.00	0.00	0.00	0.0
05-232-5210	OFFICE SUPPLIES	1,000.00	59.90	59.90	6.0
05-232-5400	GAS, OIL, GREASE	16,800.00	1,506.13	2,148.75	12.8
05-232-5600	CORPORATE OVERHEAD	27,600.00	2,300.00	4,600.00	16.7
05-232-5771	BULK CLEANUP EXPENSE	10,000.00	0.00	0.00	0.0
05-232-5772	LANDFILL CHARGES	150,000.00	11,737.51	23,418.57	15.6
05-232-5773	SANITATION OPERATING EXPENSE	60,000.00	5,325.79	6,844.59	11.4
05-232-5774	YARD WASTE COMPOSTING	1,500.00	0.00	0.00	0.0
05-232-5775	RECYCLING	0.00	492.26	492.26	0.0
232 Garbage Operating		422,800.00	28,711.95	56,222.49	
GARBAGE FUND Expenditure Totals		502,125.00	33,192.41	67,431.10	
07-000-4600	INTEREST INCOME	0.00	2.97	5.94	0.0
000 Total		0.00	2.97	5.94	
COMM DEVELOPMENT SPECIAL PROJECTS FUND		0.00	2.97	5.94	
08-000-4600	INTEREST INCOME	0.00	3.79	7.32	0.0
08-000-4800	OPIOID SETTLEMENT RECEIPTS	0.00	0.00	3,728.90	0.0
OPIOID SETTLEMENT FUND Revenue Totals		0.00	3.79	3,736.22	

2027

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1002	CASH SWEEP ACCOUNT	641,384.63
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	6,763,926.98
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1009	RESTRICTED CASH - RMC GRANT-HYDRO STUDY	43,025.00
01-000-1100	ACCOUNTS RECEIVABLE	382,620.12
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	10,440.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	3,153,199.06
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,541.71
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	1,707.72
01-000-1143	TAXES RECEIVABLE - CORPORATION	28,580.91
01-000-1200	PREPAID EXPENSE	49,139.25
01-000-1201	PREPAID INSURANCE	201,199.72
01-000-1220	LEASE RECEIVABLE	716,605.93
01-000-1230	ACCRUED INTEREST RECEIVABLE	13,858.33
01-000-1260	NOTE RECEIVABLE - GUTHRIE	107,027.53
01-000-1500	FIXED ASSETS	28,015,752.33
01-000-1506	WIP - GATEWAY IMPROVEMENT	865,163.03
01-000-1507	WORK IN PROCESS - MISC PROJECTS	221,609.32
01-000-1508	WORK IN PROCESS - 82-84 E MAIN	10,783.09
01-000-1570	RIGHT OF USE ASSETS	668,521.84
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	10,341,394.36-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	391,113.52-
01-000-1650	RESERVE FOR AMORTIZATION	103,161.80-
01-000-1900	DEFERRED FINANCING OUTFLOW	536,692.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	140,952.00
	Total Assets	<u>32,163,836.99</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	90,514.80
01-000-2000	ACCOUNTS PAYABLE	37,769.20-
01-000-2005	CUSTOMER REFUND	2,975.66-
01-000-2010	PRICHARD FARMS RETSA PAYABLE	11,121.69
01-000-2080	INTEREST PAYABLE	23,912.02
01-000-2200	FEDERAL INCOME TAX PAYABLE	42.62
01-000-2202	MARYLAND INCOME TAX WITHHELD	23.70
01-000-2207	HEALTH INSURANCE WITHHELD	83,254.07-
01-000-2209	MUTUAL OF OMAHA WITHHOLDING	2,579.60-
01-000-2220	LEASE LIABILITY	292,074.99
01-000-2225	SUBSCRIPTION LIABILITY - ROU	59,160.65
01-000-2250	UNEARNED REVENUE	175,312.06
01-000-2253	UNEARNED REVENUE - ARPA	364,153.85
01-000-2450	DEFERRED FINANCING INFLOW	36,472.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	164,769.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	671,863.84
01-000-2700	COMPENSATED ABSENCES	397,717.09
01-000-2855	OPEB OBLIGATION	513,989.00
01-000-2860	NET PENSION LIABILITY	1,442,806.00
01-000-2901	BONDS PAYABLE	2,229,500.00
01-000-2905	BOND PREMIUM	245,923.49
	Total Liabilities	<u>6,592,778.27</u>

Note: Audit adjustments for the Year Ended 06/30/26 are incomplete.

2027

01-000-3000	INVESTED IN FIXED ASSETS	16,100,333.70
01-000-3200	FUND BALANCE	<u>5,980,452.65</u>
	Total	22,080,786.35
	Revenue	3,457,126.13
	Less Expenses	<u>617,393.63</u>
	Net	<u>2,839,732.50</u>
	Total Fund Balance	<u>24,920,518.85</u>
	Total Liabilities & Fund Balance	<u><u>31,513,297.12</u></u>

Note: Audit adjustments for the Year Ended 06/30/26 are incomplete.

2027

Assets

02-000-1000	CASH	848,365.68
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,446.65
02-000-1100	ACCOUNTS RECEIVABLE	754.08
02-000-1102	WATER ACCOUNTS RECEIVABLE	112,828.73
02-000-1115	SERVLINE FEES RECEIVABLE	3,311.27
02-000-1140	INTEREST RECEIVABLE - WATER	332.33
02-000-1201	PREPAID INSURANCE	103,351.63
02-000-1500	FIXED ASSETS	4,375,989.32
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	3,085,462.06-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	82,657.87-
02-000-1900	DEFERRED FINANCING OUTFLOW	157,746.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	22,859.00
	Total Assets	<u>2,653,142.67</u>

Liabilities & Fund Balance

02-000-2000	ACCOUNTS PAYABLE	95,674.59-
02-000-2207	HEALTH INSURANCE WITHHELD	17,508.84-
02-000-2220	LEASE LIABILITY	61,604.65
02-000-2450	DEFERRED FINANCING INFLOW	10,720.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	26,720.00
02-000-2700	COMPENSATED ABSENCES	110,817.38
02-000-2855	OPEB OBLIGATION	83,352.00
02-000-2860	NET PENSION LIABILITY	425,254.00
	Total Liabilities	<u>605,284.60</u>
02-000-3000	INVESTED IN FIXED ASSETS	1,286,542.25
02-000-3250	FUND BALANCE	<u>673,558.49</u>
	Total	<u>1,960,100.74</u>

Revenue	130,658.65
Less Expenses	<u>87,689.89</u>
Net	<u>42,968.76</u>
Total Fund Balance	<u>2,003,069.50</u>
Total Liabilities & Fund Balance	<u>2,608,354.10</u>

2027

Assets

03-000-1000	CASH	923,720.17
03-000-1040	BAY RESTORATION FUND CASH	8,168.65-
03-000-1041	CSO CASH	1,128,972.34
03-000-1100	ACCOUNTS RECEIVABLE	649,732.50
03-000-1103	SEWER ACCOUNTS RECEIVABLE	135,879.18
03-000-1120	BAY RESTORATION FUND RECEIVABLE	15,314.72
03-000-1121	CSO SURCHARGE RECEIVABLE	36,360.84
03-000-1141	INTEREST REC - CSO SURCHARGE	2,656.86
03-000-1142	INTEREST RECEIVABLE - SEWER	796.17
03-000-1201	PREPAID INSURANCE	59,987.47
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,871,345.46
03-000-1539	WIP - PHASE X-B	254,703.84
03-000-1540	WIP - PHASE X-C	394,849.34
03-000-1541	WIP - PHASE IX-D	448,518.40
03-000-1542	WIP - PHASE VIII-C	439,577.74
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	11,222,519.79-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	40,568.85-
03-000-1900	DEFERRED FINANCING OUTFLOW	118,089.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	19,048.00
	Total Assets	<u>23,609,234.45</u>

Liabilities & Fund Balance

03-000-2000	ACCOUNTS PAYABLE	325,973.27
03-000-2080	INTEREST PAYABLE	1,753.48
03-000-2207	HEALTH INSURANCE WITHHELD	15,134.36-
03-000-2220	LEASE LIABILITY	50,239.98
03-000-2450	DEFERRED FINANCING INFLOW	8,025.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	22,266.00
03-000-2700	COMPENSATED ABSENCES	105,127.59
03-000-2855	OPEB OBLIGATION	69,459.00
03-000-2860	NET PENSION LIABILITY	317,623.00
03-000-2900	NOTES PAYABLE	169,127.81
	Total Liabilities	<u>1,054,460.77</u>

03-000-3000	INVESTED IN FIXED ASSETS	19,081,378.32
03-000-3200	FUND BALANCE	<u>1,688,092.65</u>
	Total	<u>20,769,470.97</u>

Revenue	190,606.46
Less Expenses	<u>107,752.95</u>
Net	<u>82,853.51</u>
Total Fund Balance	<u>20,852,324.48</u>
Total Liabilities & Fund Balance	<u>21,906,785.25</u>

City of Frostburg
PINEY SURCHARGE FUND
BALANCE SHEET
AS OF: 07/31/26

2027

Assets		
04-000-1000	CASH	1,357,195.55
04-000-1130	SURCHARGE INTEREST RECEIVABLE	4,421.70
04-000-1131	WATER SURCHARGE RECEIVABLE	60,443.42
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	21,036,024.41-
	Total Assets	<u>9,017,728.91</u>
Liabilities & Fund Balance		
04-000-2000	ACCOUNTS PAYABLE	4,945.33-
04-000-2080	INTEREST PAYABLE	5,877.57
04-000-2250	UNEARNED REVENUE	8,746.84
04-000-2900	NOTES PAYABLE	1,626,780.17
	Total Liabilities	<u>1,636,459.25</u>
04-000-3000	INVESTED IN FIXED ASSETS	5,552,179.51
04-000-3250	FUND BALANCE	1,157,032.92
	Total	<u>6,709,212.43</u>
	Revenue	56,187.76
	Less Expenses	<u>866.33</u>
	Net	<u>55,321.43</u>
	Total Fund Balance	<u>6,764,533.86</u>
	Total Liabilities & Fund Balance	<u>8,400,993.11</u>

Note: Audit adjustments for the Year Ended 06/30/26 are incomplete.

2027

Assets		
05-000-1000	CASH	231,839.43
05-000-1135	TRASH & GARBAGE RECEIVABLE	54,888.57
05-000-1140	INTEREST RECEIVABLE - TRASH	5,179.68
05-000-1201	PREPAID INSURANCE	18,447.72
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	414,555.70-
05-000-1900	DEFERRED FINANCING OUTFLOW	68,739.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	11,428.00
	Total Assets	<u>572,903.73</u>
Liabilities & Fund Balance		
05-000-2000	ACCOUNTS PAYABLE	1,423.20
05-000-2207	HEALTH INSURANCE WITHHELD	4,125.42-
05-000-2450	DEFERRED FINANCING INFLOW	4,671.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	13,359.00
05-000-2700	COMPENSATED ABSENCES	29,318.47
05-000-2855	OPEB OBLIGATION	41,672.00
05-000-2860	NET PENSION LIABILITY	185,103.00
	Total Liabilities	<u>271,421.25</u>
05-000-3000	INVESTED IN FIXED ASSETS	182,380.20
05-000-3200	FUND BALANCE	67,485.08-
	Total	<u>114,895.12</u>
	Revenue	45,358.06
	Less Expenses	<u>34,238.69</u>
	Net	<u>11,119.37</u>
	Total Fund Balance	<u>126,014.49</u>
	Total Liabilities & Fund Balance	<u>397,435.74</u>

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 07/31/26

2027

Assets		
07-000-1000	CASH	31,746.08
	Total Assets	<u>31,746.08</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	31,712.34
	Total	<u>31,712.34</u>
	Revenue	2.97
	Less Expenses	<u>0.00</u>
	Net	<u>2.97</u>
	Total Fund Balance	<u>31,715.31</u>
	Total Liabilities & Fund Balance	<u>31,715.31</u>

Note: Audit adjustments for the Year Ended 06/30/26 are incomplete.

2027

Assets		
08-000-1000	CASH	40,515.96
	Total Assets	<u>40,515.96</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	31,639.54
	Total	<u>31,639.54</u>
	Revenue	3,732.43
	Less Expenses	<u>0.00</u>
	Net	<u>3,732.43</u>
	Total Fund Balance	<u>35,371.97</u>
	Total Liabilities & Fund Balance	<u>35,371.97</u>

Note: Audit adjustments for the Year Ended 06/30/26 are incomplete.

CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING AUGUST 31, 2026

Tax Type - Year	Principal Receivable at 07/31/26	Billings	Receipts		Abatements/ Adjustments	Principal Receivable at 08/31/26
			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	690.43	-	-	-	-	690.43
Real Estate - 24/25	73,435.93	-	196.86	102.85	-	73,239.07
Real Estate - 25/26	239,600.33	-	10,861.34	1,588.60	(64.74)	228,674.25
Real Estate - 26/27	2,838,709.01	-	443,893.65	-	(323.40)	2,394,491.96
Real Estate - overpayments	-	-	-	-	-	-
Real Estate Total	<u>\$ 3,153,161.62</u>	<u>\$ -</u>	<u>\$ 454,951.85</u>	<u>\$ 1,691.45</u>	<u>\$ (388.14)</u>	<u>\$ 2,697,821.63</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	1,651.05	-	-	-	-	1,651.05
Personal Prop - 25/26	642.30	-	-	-	-	642.30
Personal Property	<u>\$ 3,695.63</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,695.63</u>
Public Utility - 25/26	<u>\$ 1,707.72</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,707.72</u>
Corporation - 21/22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corporation - 22/23	1,795.92	-	-	-	-	1,795.92
Corporation - 23/24	3,877.80	-	-	-	-	3,877.80
Corporation - 24/25	6,747.52	-	-	-	-	6,747.52
Corporation - 25/26	16,162.89	-	-	-	-	16,162.89
Corporation - overpayments	(1.76)	-	-	-	-	(1.76)
Corporation Total	<u>\$ 28,582.37</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 28,582.37</u>
NST - Returned Check Fee	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total	<u><u>\$ 3,187,147.34</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 454,951.85</u></u>	<u><u>\$ 1,691.45</u></u>	<u><u>\$ (388.14)</u></u>	<u><u>\$ 2,731,807.35</u></u>

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of August 2026

Submitted by: Gene Bittinger maintenance Supervisor

August 3 2026

Checked the parks

Fixed a shorted electric line in Hoffman bathrooms

Cleaned up food pantry porch and hung address letters

Took new picnic tables to Hoffman

August 4 2026

Checked the parks

Worked on pool feature pump

Worked on picnic tables at Hoffman

August 5 2026

Checked the parks

Checked the air conditioner in the Bureau of Mines

Cut grass around the pool, Armory, Shop, Dog Park, MT Pleasant, Hoffman, East end.

Worked on Scag mower

Worked on Piney Dam tractor

August 6 2026

Checked the parks

Finished cutting Glendening

Delivered paint to soccer and football sheds

Worked on Piney Dam tractor

August 7 2026

Checked the parks

Cut trees down and cleaned up at the Hoffman parks

Picked up fuel filters for zero mowers

August 10 2026

Checked the parks

Picked up mower parts

Hung a banner at RT 36 intersection

Took tables and chairs back to City Place

Picked boots

August 11 2026

Checked the parks

Seeded around Hoffman amphitheater

Went to the Staff meeting

Worked on pool chairs

August 12 2026

Checked the parks

Cleaned rain spouts at Lyons pavilion and little pool pavilion

Put new garage door opener on upper storage shed

Installed dog bag dispenser at the Food Pantry

Hung banners

August 13 2026

Checked the parks

Meant with boiler inspector

Ground stumps at Hoffman

Cut City Hall, MT Pleasant, City place lot

August 14 2026

Checked the parks

Worked on zero mower

Brought coolers back from Hoffman

August 17 2026

Checked the parks

Ordered zero parts

Fixed a urinal at field 8

Started on little league dugout roof

Worked on a zero mower

August 18 2026

Checked the parks

Worked on a water heater at the Bureau of mines

Cut grass at the pool, Shop, Armory, East End, MT Pleasant, Dog Park

Took cups to Hoffman

August 19 2026

Checked the parks

Cut and weed eated at the trail head and brush hogged

Put a new battery in scag mower

Started cutting glendening

August 20 2026

Checked the parks

Picked up mower blades, water heater parts

Cut grass at Glendening

Replaced fuel filters on zero mowers

Picked up oil for truck 40

Took supplies to field 8 concession

August 21 2026

Checked the parks

Ground stumps and picked up rocks at Hoffman

Put a zero mower gear box together

Changed oil in truck 40

Cut grass at Glendening
Turned invoices in
August 24 2026
Checked the parks
Took paint to field 8
Filled pot holes at Glendening
Cleaned scrap up around the shop
Took bleachers out of the Gym
Took a tables to Lion's concession
August 25 2026
Checked the parks
Dug baseball fields at Glendening
Started fixing mud holes at Hoffman
Picked up a load of 57's for Hoffman
Hauled millings to Hoffman
August 26 2026
Checked the parks
Cut grass at ST. Mike's City Hall, Pool, shop, East End, MT Pleasant, Hoffman, Armory
Weed eated in front of the field 8 concession stand
Started spreading mulch at Hoffman
August 27 2026
Checked the parks
Spread mulch at Hoffman
Cleaned up after the food giveaway
Meant with bug boyz at the food pantry
August 28 2026
Checked the parks
Finished the mulch at Hoffman
Picked up water heater parts
Took tables to Hoffman
August 31 2026
Checked the parks
Fixed a water heater in the bureau of mines
Put bleachers back in gym
Moved furniture at the Community Center
Cleaned up in front of breaker boxes in the Community Center
Took pressure washer to Hoffman
Checked lights at large pool pavilion

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: August 2026

Submitted by: Shane Elliott & Ryan Whitaker

August 1, 2026– Saturday

August 2, 2026 – Sunday

August 3, 2026 – Monday

- Checked and emptied out city trash cans on Main Street
- Swept and mopped breakroom and restroom
- Dye tested several sewer/storm lines around town
- Washed off several work trucks
- Removed litter off Main Street and cleaned up broken glass
- Cleaned and organized shelves in back of garage
- Picked up parts from O'Reilly Auto Parts
- Checked all sewer pumping stations – Ran weekly tests on systems
- Removed debris on Charles Street
- Marked miss utility tickets and checked them in on computer
- Changed filters and fluids on truck #7
- Ran street sweeper on Broadway to clean up gravel in roadway
- Checked troublesome sewers around town for any issues
- Rotated truck tires on truck #01
- Emptied and cleaned out sweeper over at dump site
- Changed over monthly report and sent out old one

P.2

August 4, 2026 – Tuesday

- Picked up garbage route on west end of town
- Marked miss utility tickets and checked them in on computer
- Trimmed brush away from roadsides where needed
- Removed litter off Main Street
- Dye tested all pumping stations to measure outfalls
- Used tar machine to seal more cracks in roadways where needed
- Checked all sewer pumping stations
- Inspected brake system on ford one ton dump truck
- Made repairs to damaged storm line
- Straightened bent meter post on Main Street
- Cut down pine trees inside fence line and hauled away debris
- Removed dead animal in roadway on College Avenue
- Hauled a few loads of dirt to dump site
- Cleaned out truck bed of chevy one ton after use
- Levelled out gravel around parking area with skid steer

August 5, 2026 – Wednesday

- Picked up garbage route on east end of town
- Washed down muddy work area in parking lot with jetter truck
- Repaired jetting head on catch vac
- Checked all sewer pumping stations
- Picked up supplies and materials from Lowes
- Continued tar sealing cracks in Axon and Quantum Ct.
- Turned in and approved all invoices to City Hall
- Marked miss utility tickets and checked them in on computer
- Trimmed limbs in roadway on Park St.
- Picked up jetter parts from Carquest
- Changed oil and checked all fluids and filters on Truck 350
- Removed litter and debris off Main Street
- Took measurements and calculated needed blacktop for work site
- Installed new stair system in pipe fitting shed
- Refilled vac truck water tanks and other fluids after use
- Checked on fallen tree complaint
- Trimmed weeds along fenced areas and sprayed perimeter

P.3

August 6, 2026 – Thursday

- Picked up garbage route in center section of town
- Sprayed bed of blacktop truck with concentrate and filled fuel tank
- Checked all sewer pumping stations
- Filled out tree trimming and removal log
- Used tar box to seal cracks around town
- Removed litter off Main Street
- Cleaned off blacktop tools and filled roller tanks
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera and traced line on Water St.
- Set up traffic control devices around blacktop pad
- Blacktopped new addition to parking area and pothole patched roadways
- Checked all CSO location after last night's rain event
- Removed dead animal from roadway
- Put Napa delivery away
- Cleaned up debris left behind while blacktopping
- Washed and disinfected camera after use

August 7, 2026 – Friday

- Removed litter on Main Street
- Cut and trimmed back overhanging limbs on Graham St.
- Applied tar crack sealant on various streets on West end of Town
- Checked all sewer pumping stations
- Mowed and trimmed grass in all City Lots
- Completed regeneration on Truck 10
- Marked miss utility tickets and checked them in on computer
- Picked up a package from City Hall
- Checked and emptied all city trash cans where needed
- Swept out all garage bays and emptied out shop trash cans
- Cleaned lunch room and rest room
- Filled Truck 10 with fuel and water after use
- Investigated street closure complaint on First St.
- Placed an order for replacement pipe fittings at PVIS
- Had a meeting with salesman at Garage
- Dumped and disposed of all brush trimmings

P.4

August 8, 2026 – Saturday

August 9, 2026 – Sunday

August 10, 2026 – Monday

- Picked up yard waste all over town
- Checked and emptied city trash cans on Main Street
- Trimmed weeds along curb lines around town where needed
- Met with paving crew to discuss streets to be paved
- Removed litter off Main Street
- Checked all sewer pumping stations - Ran weekly tests on systems
- Used tar machine to seal coat around fresh paved areas in parking lot
- Marked miss utility tickets and checked them in on computer
- Removed dead animal due to complaint
- Used tar machine to seal cracks in roadways on west end of town
- Washed off and cleaned out several work trucks
- Installed flint cross walk material where needed around town
- Trimmed entrance to roadway and removed small trees

August 11, 2026 – Tuesday

- Picked up garbage route on west end of town
- Trimmed more limbs on Depot Rd.
- Attended staff meeting at city hall
- Took measurements of road area for possible paving add on
- Marked miss utility tickets and checked them in on computer
- Removed debris in roadway on Village Parkway
- Communicated about details for upcoming Cruise in and Block Party
- Met with blacktop crew to discuss and oversee paving operations
- Removed litter off Main Street
- Picked up mail that was delivered to City Hall
- Checked all sewer pumping stations
- Located an unknown manhole for contractor performing restoration work
- Cleared tree limbs in roadway on Chestnut St.

P.5

August 12, 2026 – Wednesday

- Picked up garbage route on east end of town
- Straightened sign post on Hampton Drive
- Checked all sewer pumping stations
- Tar sealed cracks in roadways where needed
- Removed litter off Main Street
- Patched hole in roadway around catch basin
- Took propane tanks to southern states to get filled
- Marked miss utility tickets and checked them in on computer
- Replaced damaged sign post on Washington Street
- Trimmed bushes and weeds on stone wall on Main Street
- Met with blacktop contractor over concerns with a sink hole
- Ran street sweeper in a few locations for blacktop crew
- Measured off a few spots to be milled out for blacktop
- Trimmed sidewalks around the depot and sprayed weed killer
- Removed dead animal due to complaint

August 13, 2026 – Thursday

- Picked up garbage route in center section of town
- Marked emergency miss utility ticket on Center Street
- Removed litter off Main Street
- Checked on status of repairs on mini excavator
- Marked miss utility tickets and checked them in on computer
- Installed street sign where one was missing
- Ran street sweeper in several locations for blacktop crew
- Took deliveries over to MDE
- Checked all sewer pumping stations
- Pressure washed jetter truck and cleaned out inside of cab
- Trimmed weeds around tree grates and curb lines
- Used tar machine to seal cracks in roadways where needed
- Installed new city seals on cab of jetter truck
- Hauled a load of junk to landfill
- Emptied and cleaned out sweeper over at dump site

P.6

August 14, 2026 – Friday

- Removed litter off Main Street
- Cut up and removed fallen tree limb in roadway on Brady Street
- Put away Napa delivery
- Emptied all city trash cans where needed on Main Street
- Trimmed weeds along Main Street sidewalks and curb lines
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on the computer
- Emptied out all shop trash cans
- Picked up mini excavator from American Rent All
- Cleaned rest room and lunch room
- Removed traffic control devices from freshly blacktopped areas
- Cut grass in city lots around town
- Removed debris off catch basin grates around town

August 15, 2026 – Saturday

August 16, 2026 - Sunday

August 17, 2026 – Monday

- Straightened gate entrance post and concreted into place
- Checked all CSO locations and made a report
- Used tar machine to seal around new blacktopped areas
- Removed litter off Main Street
- Hauled out several loads of dirt and debris from behind storage sheds
- Used vac truck to clean up debris around fence posts
- Checked and emptied all city trash cans on Main Street where needed
- Marked miss utility tickets and checked them in on computer
- Straightened sign post that had been damaged
- Checked all sewer pumping stations – ran weekly tests on electrical system
- Made repairs to old fence line
- Cleaned off all concrete tools and equipment after use
- Looked over equipment for future tire order
- Emptied and cleaned out vac truck over at dump site

P.7

August 18, 2026 – Tuesday

- Picked up garbage route on west end of town
- Set out traffic cones on Main Street for catch basins to be cleaned
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Had a sewer camera demonstration from MRZ Solutions
- Checked all sewer pumping stations
- Installed water shut off risers where needed during blacktop program
- Used tar machine to seal more cracks in roadways where needed
- Painted the entrance gate posts and hinges into parking lot
- Made relief cuts into concrete for water drainage
- Reinstalled parking lot main gates and adjusted hinges accordingly
- Finished cleaning up debris from behind storage sheds
- Picked up supplies from Carquest
- Unbagged all meter posts after work was complete
- Installed two new batteries on Centennial pumping station generator
- Picked up traffic cones off Main Street after work was complete

August 19, 2026 – Wednesday

- Picked up garbage route on east end of town
- Trimmed trees overhanging roadway on Alley 1
- Had a special garbage pick up on Grandview Drive
- Removed litter off Main Street
- Met with paving contractor to discuss traffic control
- Hauled several loads of gravel and tailgate spread them on Alley 1
- Checked all sewer pumping stations
- Tar sealed cracks in roadways and new blacktop patched areas
- Loaded up mini excavator and attachments for water dept.
- Marked miss utility tickets and checked them in on computer
- Sprayed weed control at Centennial Hill pump station
- Used Bobcat and roller to spread and compact gravel at Work Site
- Hauled away all tree trimming debris
- Picked up traffic control devices around town after blacktop crew
- Checked on availability of tires for garbage truck replacements
- Met with MDE to discuss parking arrangements for blacktop crew

P.8

August 20, 2026 – Thursday

- Picked up garbage route in center section of town
- Had a special garbage pick up
- Built storage shelves in upper signage room
- Took invoices to be paid to city hall
- Straightened bent sign post and added fasteners
- Removed litter off Main Street
- Checked all CSO locations after rain event
- Marked miss utility tickets and checked them in on computer
- Unloaded delivery from Kimball Midwest
- Checked all sewer pumping stations
- Put new storage containers together and anchored them to wall
- Removed traffic control devices and opened roadway after paving operations
- Scheduled Garbage Truck tire install at Rice Tire
- Checked paper alleyway due to complaint of potholes
- Worked on plumbing issue with toilet in Restroom
- Cut off and removed limb hanging in roadway on Lemmerts Alley
- Went through hardware inventory and ordered where needed

August 21, 2026 – Friday

- Set up Detour signs for paving operations
- Cleaned and detailed a few work trucks
- Removed litter on Main Street
- Patched fence repair hole in garage parking lot with blacktop
- Marked miss utility tickets and checked them in on computer
- Ran street sweeper on streets to be blacktopped for contractor
- Marked an emergency Miss Utility ticket
- Checked all sewer pumping stations
- Removed trash debris along guardrail on Depot St.
- Swept out garage bays and emptied shop trash cans
- Had new tires installed on Garbage Truck at Rice Tire
- Emptied all city trash cans on Main Street
- Removed vegetation growing up brick wall on MDE building
- Cleaned lunch room and rest room
- Emptied and cleaned out sweeper over at dump site

P.9

August 22, 2026 – Saturday

August 23, 2026 – Sunday – Called out for a sewer repair and miss utility ticket marking

August 24, 2026 – Monday

- Ran sewer camera to inspect sewer main for issues
- Marked miss utility tickets and checked them in on computer
- Took invoices to be paid to city hall
- Checked all sewer pumping stations – Ran weekly tests on systems
- Picked up supplies from PVIS in Cumberland
- Cut grass and trimmed weeds around town where needed
- Removed litter on Main Street, Broadway, Bowery and Center Street
- Used tar machine to seal cracks in roadways around town
- Checked and emptied all city trash cans where needed
- Washed off all sewer camera equipment after use
- Checked on a few possible Christmas tree prospects
- Installed manhole and water shut off risers where needed during blacktopping
- Unloaded and put away delivery from Chemung Supply
- Flushed out sewer main due to heavy debris in sewer system

August 25, 2026 – Tuesday

- Picked up west end of town garbage route
- Attached flail mower attachment to mini excavator and loaded lowboy
- Removed traffic control devices off Water Street
- Checked all sewer pumping stations
- Ran sewer camera to mark out areas to be excavated
- Marked miss utility tickets and checked them in on computer
- Used tar machine to seal around new tie-ins where street was paved
- Removed litter on Main Street
- Used mini excavator to trim weeds and trees along roadways
- Added degreaser to pumping stations due to heavy grease build up
- Ran jetter truck in sewer main to remove root ball
- Changed out a few faded street signs and straightened sign posts
- Washed off sewer camera equipment after use

P.10

August 26, 2026 – Wednesday

- Picked up east end of town garbage route
- Finished tar sealing new blacktop tie-ins where needed
- Collected traffic control devices from yesterdays blacktopping
- Trimmed weeds around Frostburg signage on Main Street
- Removed litter off Main Street
- Cleaned debris off catch basin grates where necessary
- Used tar to seal cracks in roadways around town
- Picked up parts and supplies at Rubys welding shop
- Checked all sewer pumping stations
- Had meeting to discuss sewer line issues and possible repair options
- Marked miss utility tickets and checked them in on computer
- Checked sewer odor complaint around Jenkins Street area – popped manholes and checked flow in several locations and found no issues
- Trimmed a few street trees impeding foot traffic on sidewalks
- Replaced faded out stop sign and straightened sign post
- Straightened a bent Do Not Enter sign on Bowery Street

August 27, 2026 – Thursday

- Picked up center section of town garbage route
- Installed new brakes and rotor on truck #9
- Marked miss utility tickets and checked them in on computer
- Removed old signage and posts to entrance
- Checked all sewer pumping stations
- Picked up supplies from Commercial Graphic & Signage
- Used tar machine to seal cracks around town where needed
- Removed litter off Main Street
- Painted old sign posts around town where needed
- Took bills to be paid to city hall
- Picked up supplies at Lowes Home Center
- Installed new sign post and concreted them in
- Ran sewer camera to locate sewer main and service lines
- Installed a new street dept entrance sign
- Washed off all sewer camera equipment after use
- Replaced a faded out speed limit sign

P.11

August 28, 2026 – Friday

- Checked and emptied city trash cans where needed on Main Street
- Added degreaser to Hoffman pumping station
- Removed concrete forms from new sign pole installation
- Checked all sewer pumping stations for any issues
- Trimmed weeds and sprayed weed killer all over Street Dept. complex
- Removed litter off Main Street
- Took a few scrap tires to Smitty's to have recycled
- Repaired a few broken flag pole holders on Main St.
- Drained all fuel out of tank on Truck 6 for tank replacement
- Sealed cracks with tar in a few spots throughout town
- Marked miss utility tickets and checked them in on computer
- Worked on removing fuel tank and components from Truck 6
- Cleaned rest room and lunch room, swept out garage bays
- Picked up debris on Barnard Street

August 29, 2026 – Saturday

August 30, 2026 – Sunday

August 31, 2026 – Monday

- Checked all sewer pumping stations- ran weekly tests
- Relocated pump floats at Victoria Ln pump station due to issues
- Took Christmas parade float to Center for Career and Technical Education
- Removed debris off Main Street
- Checked and emptied all city trash can
- Took truck #4 to Rice tires
- Marked miss utility tickets and checked them in on computer
- Replaced faded No Parking sign
- Checked complaint on sink hole around catch basin
- Attended hiring meeting at City Hall
- Greased garbage truck hopper skids
- Performed maintenance and tested milling machine
- Checked on a few jobs that need done before fall
- Removed dead animal in roadway on Grant St.
- Installed more needed signage at Hill St. intersection

City of Frostburg

Monthly Report: Water Department

For the Month of August, 2026

Submitted by: Ray Richards Jr., Supervisor

August 3, 2026,

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Vac up 5-curb boxes that needed repaired
- Tried to obtain meter reading W. Main St. would not pick up

August 4, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Ticket
- Cleaned the shop
- Hauled the trash away
- Read monthly master readings
- Read monthly meter readings
- Checked dirty water complain Frost Ave. Everything is fine

August 5, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 26 Shut offs
- Assist Dam keeper @ piney dam setting up by pass pump
- Fix curb box @ 90 Bowery St
- Finish reading water meters

August 6, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Fix curb box @ 109 Bowery St
- Investigate leak @ Depot St.

- Interviews

August 7, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Locate shut off @ 84 Pine St for contractor
- Take backhoe tire to Smitty's tire to be fixed
- Clean up work trucks
- Obtain data log (Frostburg Freeze)
- Check possible leak/high usage @ 81 W Mechanic
- 2 waters turn on (103 W Main/6 S Water St)

August 10, 2026

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Assist installing gate @ piney dam
- Assist contractor on Depot St installing new service line

August 11, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Attend monthly staff meeting
- Vac up shut off on Welsh hill for plumber to make repairs inside (our valve wouldn't shut all the way off)
- Pick up new backhoe tire and put back on
- Cut grass at the shop
- Trim grass around Fire hydrants around town

August 12, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 2- final readings (West main St & Meadow Rd)
- 91 Teaberry for leaking water meter
- Assist contractor on McCulloh St with water shut down

- Fix water leak (Center St- FSU building)

August 13, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new service line (Center St- FSU building)
- Checked & turned on water valve @ the intersection of Green St. @ Washington St. (was off)

August 14 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Bowery St.
- Hauled chemicals to finish water building for water treatment plant
- Put cold patch in hole Green St. for contractor
- Installed new tire on zero turn lawn mower

August 17 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Hang 10 door hangers on houses that meter's need changed
- Work out back of shop cutting trees and brush
- Meeting with Hayden and Emily at city hall
- Check on contractors working on McCulloh St

August 18 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Assisted contractor on Depot St installing new service line
- Assisted contractor with brush hogging city water line right ways

August 19,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Assisted contractor with new water line McCulloh St.

- Installed new meters Bowery St. & W. Main St.
- Work out back of shop cutting trees and brush
- Obtain data log Ormand St.
- Turn water off Victoria Lane (payment fail)

August 20, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final readings Green St. & N. Grant St.
- Assist contractor on Cemetery St
- Continue cleaning up trees and brush out back of shop
- 3-meter installs (could only do 2 of them- W Main St & Tisdale St- Couldn't do Shaw St)

August 21, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turn water on (Bowery St)
- Continue clean up out back of shop
- Emergency locate (Meadow St)
- Final reading (West Main)

August 23, 2026- Water Leak Tarn Terrance 4"-Water Main

August 24, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Broadway
- Clean up trucks and tools from water leak
- Delivered 10-curb boxes & rods contractor Mc Culloh St.
- Assisted contractor Mc Culloh St. with water leak – service line

August 25, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Final reading Welsh Hill Rd.

- Installed new water meters E. Main St. & National Highway
- Delivered 10-curb boxes & rods contractor McCulloh St.
- Turn water back on Victoria Lane- payment received

August 26, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Delivered 1-1/2-curb stop to contractor on McCulloh St
- Checked valve boxes Main St. after being blacktop
- Obtain data log Bowery St.
- Flushed fire hydrants Mt. Pleasant St. – dirty water complains
- Final readings Bowery St. & Broadway
- Turn water back on Braddock Rd - payment received
- Assisted contractor McCulloh St. with water leak – service line
- Continue clean up out back of shop

August 27, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Continue clean up out back of shop
- Assisted contractor with test pitting @ the plant
- Assisted contractor with locating 1"-water line McCulloh St.

August 28, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Bowery St.
- Delivered an 8"x 1" -brass saddle to contractor McCulloh St.

August 31, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Assisted contractor McCulloh St. with tying in new water line

CITY OF FROSTBURG

Section 8, Item A.

Monthly Report: Police Department

For the Month of: August 2026

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

	2025	543	2026	472
ARRESTS				
			On-View/Citations	3
			Warrants Served/Obtained	2
			Summonses Served	1
			Juvenile Arrests & Citations	1
			TOTAL	7
C3I INVESTIGATIONS			Cases	2
COMMUNITY POLICING			Logged Activities	1
PARKING			Parking Violations	10
PUBLIC SERVICE			Well-Being Checks	27
			Emergency Petitions	3
			Assist Other Agency	19
			Request for Officer	42
			Follow-Ups	7
			Disturbance (Multiple Inc. Types)	36
TRAFFIC			M/V Crashes	6
			Traffic Details	4
			DWI/DUI Arrests	1
TRAFFIC STOPS			Total Number of Stops	46
			Citations	14
			Warnings	44
			SEROs	0
COLLECTIONS			Parking Meter Fines	\$0.00
			Other Parking Fines	\$385.00
			Parking Meter Collections	\$0.00
			Municipal Infractions Paid	\$0.00
			Parking Permits	\$0.00
			Miscellaneous	\$30.00
			TOTAL	\$415.00

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG, MARYLAND, ENTITLED “AN ORDINANCE TO REPEAL AND REENACT SECTION 3.01 OF APPENDIX D OF THE CITY CODE (THE RENTAL HOUSING CODE) PERTAINING TO THE REGISTRATION OF DWELLING UNITS AS RENTAL HOUSING UNITS FOR THE PURPOSE OF CLARIFYING THOSE TERMS.”

WHEREAS, the City’s Rental Housing Ordinance is set forth in the City Code as Appendix D.

WHEREAS, Subsection (a) of Section 3.01 of the Rental Housing Ordinance establishes requirements for registering dwelling units as rental units based on the occupancy of those units.

WHEREAS, staff has recommended that this provision be rewritten to clarify its contents.

WHEREAS, the Mayor and City Council are enacting this Ordinance for that purpose.

NOW, THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND that Section 3.01 of Appendix D of the City Code is repealed and reenacted, to read as follows:

- 3.01 Registration; Occupancy
- a. No dwelling unit may be rented or otherwise occupied unless it is registered and has passed inspection in accordance with this ordinance, subject to the following exceptions:
 - (i) A dwelling unit occupied by the owners and members of their immediate family who reside there rent free is not subject to the registration and inspection requirements.
 - (ii) A dwelling unit owned by a trust and occupied by the trust beneficiaries and/or members of their immediate family, all of whom reside there rent-free, is not subject to the registration and inspection requirement.
 - b. Occupancy limits shall be determined by the Zoning Ordinance, subject to reasonable accommodation pursuant to the Fair Housing Amendments Act of 1988.

SECTION 2: BE IT FURTHER ORDAINED that this Ordinance shall become effective on the twenty-first day after its passage.

THE CITY OF FROSTBURG

By: _____
Todd Logsdon, Mayor

ATTEST:

Patrick O’Brien,
City Administrator

Introduced: August 18, 2026
Public Hearing: September 15, 2026
Adopted:
Effective:

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND ENTITLED “AN ORDINANCE TO ESTABLISH LEGISLATION PERTAINING TO THE OPERATION OF BICYCLES, RECREATIONAL CONVEYANCES, AND PERSONAL DELIVERY DEVICES.”

WHEREAS, the City Code does not include provisions regulating the operation of bicycles, recreational conveyances, and personal delivery devices.

WHEREAS, the prevalence of electric bicycles, electric boards, electric skateboards, and electric low-speed scooters has highlighted the need for such regulations.

WHEREAS, the purpose of this Ordinance is to establish regulations governing the safe operation of such vehicles to protect the safety of their operators and the safety of the public at large.

NOW, THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND, that Section 2-12 of the City Code is renumbered as Section 2-13.

SECTION 2: BE IT FURTHER ORDAINED, that Section 2-12 of the City Code is hereby enacted to read as set forth in Exhibit A attached hereto and incorporated by reference herein.

SECTION 3: BE IT FURTHER ORDAINED, that this Ordinance shall take effect twenty (20) days from the date of its passage.

THE MAYOR AND CITY COUNCIL OF
FROSTBURG

By: _____
Todd Logsdon, Mayor

ATTEST:

Patrick O’Brien, City Administrator

Introduced:
Public Hearing:
Adopted:
Effective:

EXHIBIT A

Section 2.12. Bicycles, recreational conveyances, and personal delivery devices.

(a) Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, unless the context clearly indicates a different meaning:

Bicycle has the meaning assigned to it in Md. Transp. Code Ann. § 11-104, as amended from time to time. The definition in effect as of September 1, 2026, is as follows:

“Bicycle” means:

- (1) A vehicle that:
 - (i) Is designed to be operated by human power;
 - (ii) Has two (2) or three (3) wheels, of which one is more than 14 inches in diameter; and
 - (iii) Has a drive mechanism other than by pedals directly attached to a drive wheel;
- (2) An electric or powered bicycle;
- (3) A moped; or
- (4) An electric low speed scooter.

Caster board means a human-powered wheeled device consisting of two narrow platforms connected by a flexible or torsional member and mounted on two independently swiveling wheels, designed to be stood upon and propelled by the operator's side-to-side motion, and not equipped with a motor, pedals, handlebars, or a seat.

Electric bicycle has the meaning assigned to it in Md. Transp. Code Ann. § 11-117.1, as amended from time to time. The definition in effect as of September 1, 2026, is as follows:

- (a) “Electric bicycle” means a vehicle that:
 - (1) Is designed to be operated by human power with the assistance of an electric motor;
 - (2) Is equipped with fully operable pedals;
 - (3) Has two or three wheels;
 - (4) Has a motor with a rating of 750 watts or less; and
 - (5) Meets one of the requirements of subsection (b) of this section.
- (b)
 - (1) A Class 1 electric bicycle is equipped with a motor that provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.

- (2) A Class 2 electric bicycle is equipped with a motor that provides assistance whether or not the rider is pedaling the bicycle and ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.
- (3) A Class 3 electric bicycle is equipped with a motor that provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour.

Electric Board means a personal transportation device designed for use by a single rider, powered by an electric motor, lacking handlebars, pedals, and a seat, and intended to be stood upon during operation, including hoverboards, electric skateboards, and similar devices, regardless of the number of wheels or the method of balance. A device shall be deemed an electric board regardless of whether it is marketed as a toy, recreational device, or personal transportation device. The term electric board does not include any other recreational conveyance.

Electric low speed scooter has the meaning assigned to it in Md. Transp. Code Ann. § 11-117.2, as amended from time to time. The definition in effect as of September 1, 2026, is as follows:

- (a) “Electric low speed scooter” means a vehicle that:
 - (1) Is designed to transport only the operator;
 - (2) Weighs less than 100 pounds;
 - (3) Has single wheels in tandem or a combination of one or two wheels at the front and rear of the vehicle;
 - (4) Is equipped with handlebars and a platform designed to be stood on while riding;
 - (5) Is solely powered by an electric motor and human power; and
 - (6) Is capable of operating at a speed of up to 20 miles per hour.
- (b) “Electric low speed scooter” does not include:
 - (1) An electric personal assistive mobility device; or
 - (2) An electric wheelchair or other mobility aid used by a disabled individual.

Highway means the entire width between the boundary lines of any street, alley, or thoroughfare, any part of which is used by the public for vehicular travel, whether or not the way or thoroughfare has been dedicated to the public and accepted by any proper authority.

Play vehicle means a vehicle that:

- (1) Is typically designed for recreational use, low speed operation and use by children;
- (2) Has two or more wheels;
- (3) Is propelled only by human power;
- (4) Is not a recreational conveyance; and
- (5) Is not designed or intended for highway travel.

Examples of play vehicles include wagons, toy cars, ride-on toys, tricycles, and Big Wheel-style ride-on toys.

Recreational conveyances means bicycles, electric bicycles, unicycles (powered and unpowered), electric boards, scooters, electric low-speed scooters, skateboards, caster boards, roller skates, inline skates, and similar unregistered modes of conveyance used for recreational purposes.

Scooter means a two-wheeled non-motorized vehicle with handles that is designed to be stood upon by the operator.

Skateboard means a device consisting of a flat board mounted on wheels, designed to be stood upon and propelled by human power or by an electric motor, including traditional skateboards, longboards, and electric skateboards.

Personal delivery device has the meaning assigned to it in Md. Transp. Code Ann. § 21-104.3, as amended from time to time. The definition in effect as of September 1, 2026, is as follows:

A powered device that:

- (i) Is operated primarily on shoulders, sidewalks, and crosswalks;
- (ii) Is intended for the transport of property on public rights-of-way;
- (iii) Weighs not more than 550 pounds, excluding cargo; and
- (iv) Is capable of navigating with or without the active control or monitoring of an individual.

(b) State law.

Subtitle 12 of Title 21 of the Transportation Article of the Annotated Code of Maryland includes State laws governing the operation of bicycles, unicycles and play vehicles. This article is intended to establish safety standards that are in addition to and/or more restrictive than State law.

(c) Trick riding.

No person shall, while operating a recreational conveyance, engage in any form of trick riding on any highway sidewalk, or other public property.

(d) Riding on sidewalks and in parking areas – prohibitions and limitations.

- (1) *City-owned garages & parking lots.*
- (2) *Speed limit.* Recreational conveyances may not be operated on sidewalks in excess of 5 miles per hour.
- (2) *Absolute ban.*
 - (i) Recreational conveyances may not be operated in City-owned garages or sidewalks.
 - (ii) Recreational conveyances may not be operated on sidewalks on Main Street from Water Street to Bowery Street or on Water Street and Broadway from Main Street to Ormand Street.
 - (iii) Recreational conveyances that do not have motors may be operated on sidewalks at locations other than those set forth in subsection (ii).

(e) Personal delivery devices.

The operator of a personal delivery device must notify the police department in writing of its intent to operate a personal delivery device in the city. As to each personal delivery device, the notice must include the following information:

- (1) The identification number it is marked with;
- (2) The name, address, telephone number and email address of the operator;
- (3) If the operator is acting on behalf of a corporate entity, the name and address of the entity and the name, address, telephone number and email address of the entity's contact person; and
- (4) The name, address and telephone number of the issuer of the general liability insurance policy or alternative form of security required by section 21-104.3(d)(5) of the Transportation Article of the Annotated Code of Maryland, as amended from time to time, as well as the policy number or the identification number for the alternative form of security.

(f) Seizure of recreational conveyances.

- (1) The seizure of recreational conveyances is intended to prevent the continuation or repetition of violations of this article, to ascertain the ownership of recreational conveyances that have been used in violation of the terms of this article, and to hold owners accountable for such violations.
- (2) A police officer who observes a person operating a recreational conveyance in violation of this article may temporarily seize the recreational conveyance for the purpose of terminating the prohibited operation and preventing its immediate continuation or repetition, provided that the officer contemporaneously prepares a citation charging the operator with the violation. If the operator is a minor, the recreational conveyance may be temporarily seized notwithstanding that service of the citation upon the minor's parent, guardian, or other person having care or custody has not yet been completed.
- (3) A recreational conveyance seized pursuant to this section shall be released to the owner, or in the case of a minor, to the owner's parent or legal guardian, without fee, either at the site of the seizure or at the police department.
- (4) No recreational conveyance shall be permanently forfeited pursuant to this section. However, if the owner fails to reclaim it within ninety (90) days of its seizure, it shall be deemed to be abandoned and may be disposed of accordingly.
- (5) The seizure of a recreational conveyance under this section shall not be construed as a penalty, but as a temporary measure to abate a public safety violation.

(g) Penalties.

Any violation of any provision of this article shall be a municipal infraction, punishable by a fine of one hundred dollars (\$100.00).

RESOLUTION 2026-39

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE REAPPOINTMENT OF MEMBERS TO THE FROSTBURG ETHICS 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 Ethics 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, do hereby approve the reappointment of Dr. Spencer Deakin, Dr. Jesse Ketterman, Dr. James Saku, and Ms. Carol Smith to the Frostburg Ethics Commission for three-year terms beginning September 16, 2026, and expiring September 15, 2029.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator



City of Frostburg

Todd J. Logsdon
Mayor

MEMORANDUM

To: Mayor and City Council
From: Patrick O'Brien, City Administrator 
Date: September 9, 2026
Subject: Ethics Commission Appointments

Commissioners

Jennifer Smouse
*Commissioner of
Finance*

The terms for four members of the Ethics Commission have expired; Dr. Spencer Deakin, Mr. Jesse Kettermann, Dr. James Saku, and Ms. Carol Smith. All four individuals have indicated that they are willing to serve an additional three-year term on the Commission. All four individuals have represented the City of Frostburg with distinction, are knowledgeable of the City of Frostburg's Ethics Code, and have been actively engaged as members of the Ethics Commission.

Kevin G. Grove
*Commissioner of
Public Safety*

I recommend that Dr. Spencer Deakin, Dr. Jesse Kettermann, Dr. James Saku, and Ms. Carol Smith be reappointed to a three-year term, beginning on September 16, 2026 and ending on September 15, 2029.

Will Coburn
*Commissioner of
Public Works*

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

Nina Forsythe
*Commissioner of
Water, Parks and
Recreation*

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

Patrick O'Brien
City Administrator

RESOLUTION 2026-40

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE REAPPOINTMENT OF A MEMBER TO THE BOARD OF COMMISSIONERS FOR THE HOUSING AUTHORITY OF THE CITY OF FROSTBURG.

WHEREAS, the City of Frostburg in compliance with a long-standing Agreement, is the Appointing Authority for the Board of Commissioners and Executive Staff of the Housing Authority of the City of Frostburg; and,

WHEREAS, the Board Chair of the Housing Authority has submitted a written request for the Council to consider a reappointment of a member of their Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland, do hereby approve the reappointment of Ms. Nancy Hughes to the Board of Commissioners of the Housing Authority of the City of Frostburg for a five-year term beginning August 2026 and expiring August 2031.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

Housing Authority of the City of Frostburg

101 Meshach Frost Village | Frostburg, MD 21532 | (P) 301-689-9700 | (F) 301-689-5125
(E) admin@frostburghousing.org | www.frostburghousing.org

August 17, 2026

TO: Mayor & Council of the City of Frostburg
c/o Patrick O'Brien, City Administrator
P.O. Box 440
Frostburg, MD 21532
(e) pobrien@frostburgcity.org

RE: Board of Commissioners Appointment
Nancy Hughes
33 Uhl Street
Frostburg, MD 21532

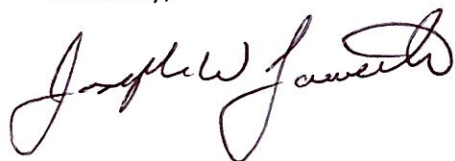
Dear Mayor & Council:

The Housing Authority of the City of Frostburg By-Laws indicate that a Board Commissioner must be a City of Frostburg resident and receive an appointment from the Mayor and City Council.

The August 17, 2026 Board of Commissioners meeting of the Housing Authority of the City of Frostburg recommended the renewal of Ms. Nancy Hughes' appointment to the Board. The term expires in August 2026.

We request a Board of Commissioners appointment for a 5-year term, effective August 2026-August 2031. We would greatly appreciate your reappointing Ms. Nancy Hughes to the Board of Commissioners.

Sincerely,



Joseph Saweikis
Chairman, Board of Commissioners

Board of Commissioners

Joseph Saweikis, Chair | Nancy Hughes, Vice- Chair | Lesley Felton | Krystal Monroe | Daniel Crump
Ashley Lane, LMSW, Executive Director



RESOLUTION 2026-41

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT FOR THE COMPLETION OF A MARYLAND INVENTORY OF HISTORICAL PROPERTIES PROJECT.

WHEREAS, the City of Frostburg has undertaken a Community Development project on North Water Street to demolish blighted properties and expand housing opportunities in the City; and,

WHEREAS, the State of Maryland Historical Trust has reviewed the properties for viability, determined they are not salvageable, and requires an inventory of the properties historical aspects before demolition; and,

WHEREAS, in accordance with the City and State policies, staff recommend the contract be awarded to the low bidder, Mead & Hunt, Inc.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve the award of a contract to Mead & Hunt, Inc. for the completion of a Maryland Inventory of Historical Properties Project in the amount of \$18,376.63.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator



City of Frostburg
Maryland Inventory of Three (3) Historical Properties
Bid TAB
September 14, 2026 @ 10:00am

10-16 Lefe Room 100

COMPANY	BASE BID
Environmental Design + Research JRM JLK	\$ 20,500.00
Mead + Hunt JRM JLK	\$ 18,376.63

10:01

10:07

[illegible]

75

RESOLUTION 2026-42

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT WITH QUADIANT FOR MAIL FULFILLMENT SERVICES.

WHEREAS, the City of Frostburg sends utility bills, tax bills, and other communications via the United States Postal Services resulting in thousands of individual mailings each month; and,

WHEREAS, the Department of Finance has researched options to increase efficiency and reduce the costs of City mailings; and,

WHEREAS, the utilization of Quadiant for mail fulfillment services will reduce staff time needed for mailings, and reduce the cost of postage; and,

WHEREAS, Quadiant will provide the City with the funding to pay out the City’s current contract for mail fulfillment services.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve a contract with Quadiant for mail fulfillment services including equipment rental in the amount of \$702.47 per month; and,

BE IT FURTHER RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve the early termination of the contract with Pitney Bowes, Inc. and authorize the City Administrator to sign and execute the appropriate contracts and agreements on behalf of the City of Frostburg.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

City of Frostburg
Bulk Mailing Comparison
Quadient vs. Pitney Bowes

	<u>Quadient (A)</u>	<u>Pitney Bowes</u>	<u>Difference</u>	<u>Quadient (B)</u>	<u>Pitney Bowes</u>	<u>Difference</u>
<i>Equipment/Subscription Costs:</i>						
Postage Machine		199.74			199.74	
Inserters/Folder		331.50			331.50	
Power Stacker		48.77			48.77	
ix5 Series Mailing System/Impress e-Certify software, etc.	702.47					
ix3 Series Mailing System/Impress e-Certify software, etc.				608.42		
Total Equipment/Subscription Costs	<u>702.47</u>	<u>580.01</u>	<u>122.46</u>	<u>608.42</u>	<u>580.01</u>	<u>28.41</u>
<i>Mailing Costs:</i>						
Postage	1,859.42	2,158.26	(298.84)	1,859.42	2,158.26	(298.84)
Paper		326.51	(326.51)		326.51	(326.51)
Envelopes		309.90	(309.90)		309.90	(309.90)
Labor		267.95	(267.95)		267.95	(267.95)
Total Mailing Costs	<u>1,859.42</u>	<u>3,062.62</u>	<u>(1,203.19)</u>	<u>1,859.42</u>	<u>3,062.62</u>	<u>(1,203.19)</u>
Total Monthly Cost	<u><u>2,561.89</u></u>	<u><u>3,642.63</u></u>	<u><u>(1,080.73)</u></u>	<u><u>2,467.84</u></u>	<u><u>3,642.63</u></u>	<u><u>(1,174.78)</u></u>
Estimated Annual Savings			<u><u>(12,968.79)</u></u>			<u><u>(14,097.39)</u></u>
Estimated Annual Savings excluding Labor			<u><u>(9,753.43)</u></u>			<u><u>(10,882.03)</u></u>

**2026 v7.0 Impress Automate Bundles AppPack***NOTE: Presales engagement is required for each qualified opportunity with sample data*

Sales Representative Information	
*Name:	Kandice Conner
*Title:	Solutions Analyst
*Office/District/Dealer:	West District
*Telephone:	419-204-5339
*Cell Number:	
*Email:	k.conner@quadient.com
*Solution Analyst Name:	
*Solution Analyst Email:	

Account/Customer Information	
*Customer Name:	City of Frostburg
*Address:	37 S. Broadway
Address 2:	
*City, State Zip	Frostburg, MD
*Phone:	(301) 689-6000 x103
*Website:	https://www.frostburgcity.org/
*Contact Name:	Amy Phillips
*Title:	Finance Director
*Contact Email: This is the contact that receives the licensing information	aphillips@frostburgcity.org
IT Contact Email:	<i>NOTE: Required if including IMP-BUND-AGG ADDON and/or IMP-BUND-PR ADDON</i>
*Phone:	(301) 689-6000 x103 Ext
Cell:	
*Average Monthly Page Count:	5200
*Average Monthly Envelope Count:	2600
What's the frequency of mail being sent?	Monthly and Yearly
*Data testing to confirm it is in readable PDF or can be printed to the Distribute virtual printer?	TESTED BY (PreSales Engineers Only): ___Ryan Doyen_____ TESTED DATE: ___9/3/2026_____ FILE NAMES: Cycle 1 RE Tax Bills 07.01.26.pdf, Utility Bills Books 07-10-26.pdf <i>NOTE: Orders where data has not been tested will be rejected. All fields are all required. Must include 100 unique addresses (if DATA QUALITY ADDON is included).</i>
*Configuration completed by Presales? PSO Training Only.	No

Customer Background and Goals (any requirements identified here MUST fit within the scope defined below)	• The City of Frostburg will upload utility bills and tax bills in PDF format directly to the Impress Automate dashboard • Inserts are added on occasion, so a multi upload form template will be configured • An Impress Automate address page will be generated for utility bills and tax bills ◦ The City of Frostburg will be trained on how to manage and maintain address pages so they can add messaging to it when they desire • Output to Distribute for print and mail fulfillment ◦ Everything prints black and white, simplex, with no reply envelope • Distribute settings ◦ Recipient - AddressLine 1 ◦ Subject - DocType - Account Number ◦ Custom1 - Filename ◦ External Customer ID - Filename
---	--

A Base Bundle must be added from the options outlined below. Additional options can be added based on the licenses being ordered.

IMPRESS DISTRIBUTE OUTPUT- add section for Print Output and delete section that is not applicable

Will your customer use Distribute? If yes, complete this section and please reference Address Window Position Specifications below (all fields are required to be completed):	
Are the address block and return address in consistent locations on the first page of a document? If not, is the customer aware that a cover page will be generated if output is to Distribute?	Yes
Are attachments required? (must be PDF; same attachment for all recipients with Evolve Package)	Yes
Will you do a mail merge of mailing addresses?	No
Do you track by cost center for a job?	No
Include BRE?	No
Are there any International mailings? (International handling must include full country name or ISO 2 only on the last line of the address block to be considered in scope)	Yes
Simplex or Duplex Print?	Simplex
What envelope size(s) do you use?	Auto Select
Archive required? Duration?	3 Months
Color or Grayscale? <i>NOTE: Toner Coverage on any one page can be 30% or less (includes attachments)</i>	Grayscale
Postage rate?	Presort

Impress BASE Bundle includes the following base implementation:

Requires Impress Basic Plus or higher

1. Create up to two (2) document configuration workflows
 - a. Required data samples and requirements must be defined by the start of the project in order to be included.
 - b. For example: Statements and Invoices
 - c. PDF ONLY (Pre-composed compatible / readable PDF data)
 - i. Input directly to the Impress platform by dragging and dropping to the Impress Platform dashboard input folder
 - ii. Page 1 identifier must be on page 1 and in a static non shifting/moving location
2. Configure merging and grouping to combine documents going to the same recipient;
 - a. Based on up to two (2) criteria found in the .pdf source data
 - i. Criteria 1 is fixed and based on delivery address block and criteria 2 can be for example Account Number or Invoice Number match
 - ii. Data must be consistently contained on 1st page of document set - i.e. zero dollar, high dollar
3. Configure up to four (4) simple business rules (**NOTE:** Business rules not included with **CSV INPUT ADDON**);
 - a. Each conditional item added to a document or workflow will be treated as one business rule and must be supported by the native tools and functionality inherent in the software.
 - b. To Illustrate:
 - i. Incorporating a conditional enclosure based on a single attribute will constitute 1 business rule.
 - ii. Incorporating a conditional enclosure 1 or conditional enclosure 2 based on a single attribute will be recognized as 2 business rules.
 - iii. Suppressing the printing of documents based on a singular attribute, such as a dollar amount, will be classified as 1 business rule.
 - iv. Suppressing the printing of documents based on three distinct attributes will be identified as 3 business rules.
 - v. Implementing the masking of existing information will be considered 1 business rule.
 - c. **NOTE:** Custom reporting and archiving not included
4. Create one (1) inserter barcode profile
5. Send output to one of the following;
 - a. Distribute App (fill out IMPRESS DISTRIBUTE OUTPUT section on next page)
 - i. If IMPRESS DISTRIBUTE OUTPUT section is not filled out completely the default output will be to .pdf
 - b. Create print PDF batch outputs to be downloaded directly from Impress Platform
 - i. For example: 1-5 pages, 6-10 pages, over 11 pages
 - ii. 1-5 sheets can be tri folded into a #10 envelope (or 6x9 envelope without the performance package)
 - c. Printer (requires **PRINTER OUTPUT ADDON**)
6. One (1) Operator training session (up to one (1) hour included for DISTRIBUTE, two (2) hours included for IMPRESS)
 - a. Does not include programming training
 - b. Training session for User/Operator based on defined requirements to operate configuration

Address / Logo Repositioning

Any logo or address that is being relocated to a new position on the same page is included with this app pack as long as it does not impede or impact any other data or require additional layout or document enhancements. If an address is needed to be moved to a specific location and will impede existing data, a cover page will be generated accordingly.

Customer Requirements:

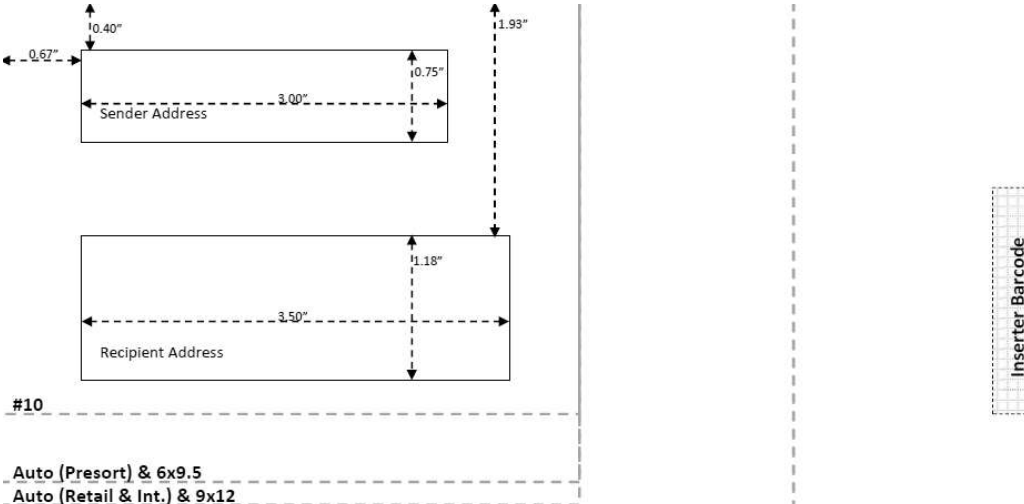
1. Must be able to meet for implementation within 15 days of order submission
2. Activated Cloud Account prior to scheduling
 - a. *You will receive an email from impresscloudservices@quadiant.com make sure this address is whitelisted on your email server. Activate your account prior to implementation.*
3. Have production data readily available during installation
4. Assign a dedicated resource to project
5. Required printer/drivers installed and tested locally prior to installation
6. Have your document business rules ready to go prior to installation
7. Choose which output method prior to implementation

Section 11, Item E.

Distribute Envelope Specifications

Window positions for recipient and sender address, barcode location and reserved/safe areas are defined in image 1.1

Image 1.1



Reserved/Safe Areas
These must not have customer data visible

6x9.5 Certified Mail

Recipient Address Position		Sender Address Position		Inserter Barcode Position	
Horizontal	0.67"	Horizontal	0.67"	Horizontal	8.13"
Vertical	1.93"	Vertical	0.40"	Vertical	1.52"
Height	1.18"	Height	0.75"	Height	1.85"
Width	3.50"	Width	3.00"	Width	0.35"

Reserved/Safe Area Positions			
#10	Height	3.41"	Width 4.75"
6x9.5	Height	3.97"	Width 4.75"
9x12	Height	4.12"	Width 4.75"
Auto (Presort)	Height	0.75"	Width 4.75"
Auto (Retail & Int.)	Height	4.12"	Width 4.75"
6x9.5 Certified Mail	Height	5.32"	Width 6.50"

Margin Clear Space = 0.5" around all edges of page

If addresses do not fall within these areas; or cannot be shifted without compromising document appearance or content, a banner page may be added.

Reserved/Safe areas should not have any customer data visible. Any data that falls into that location may show through the window during mail processing and handling.

For customers include a BRE for documents sent out via Distribute: Number 9 Envelopes are used for a BRE.

Image 1.2

Measurement	3 7/8 x 8 7/8
Window	1 1/8" x 3 5/8" 5/8"L 1/2"B

If your processing requirements go beyond the configuration parameters outlined in this application, you will need to initiate a Work Order Request (WOR) to determine the scope and quantify the effort required.

ADDITIONAL AVAILABLE CONFIGURATION OPTIONS

Check the boxes that apply

AGGREGATOR INPUT ADDON (add IDA-PS Qty 7)

Don't Add ▾

NOTE: Network sharing of Hot Folder or Virtual Printer not supported

1. Add Aggregator management including one (1) of the following (single installation on a single machine):
 - a. Hot Folder Input (includes one (1) remote location and up to two (2) hot folders)
 - b. Virtual Printer Input (includes one (1) virtual printer configuration)

PRINTER OUTPUT ADDON (add IDA-PS Qty 11)

Don't Add ▾

NOTE: Requires IMP-BUND-AGG ADD

1. Add direct output to one (1) printer using default printer settings (does not include dynamic printer controls)

DATA QUALITY ADDON (add IDA-PS Qty 6)

Don't Add ▾

1. Add appropriate BCC Plugin for WEB/CLOUD CASS & NCOA
 - a. 100 unique addresses per input file required for NCOA
 - b. WCASS-NCOA-XX
2. Configure BCC Plugin
3. Add up to two (2) Address Correction business rules
 - a. CASS Failures
 - b. Address Update Changes

ECERTIFY AUTOMATE ADDON (add IDA-PS Qty 8)

Don't Add ▾

1. Configure eCert Plugin
2. Configure up to three (3) Address Carrier pages based on envelope
3. Configure up to five (5) custom fields to be passed to ConnectSuite eCertify
4. Configure an exclusion workflow for documents with 'bad' addresses that cannot be sent via Certified Mail
5. Configure ConnectSuite Automate Downloader if existing or purchased

DISPATCH ADDON (add IDA-PS Qty 8)

Don't Add ▾

NOTE: if CASS is required please speak to PreSales for an SOW

1. Create up to three (3) templatesSupport up to 3 mailing types
 - a. Output to .pdf or Distribute
 - b. Manual Banner Page or Address on Page 1 availability
2. Setup up to five (5) users
3. Up to two (2) hours training session

CSV INPUT ADDON (add IDA-PS Qty 9)

Don't Add ▾

NOTE: CSV to populate cover page only with a static document to follow

1. This ADDON will allow for one (1) of the two (2) available document configurations provided with the BASE PACKAGE BUNDLE (if both documents require CSV, use a quantity of two (2) of this ADDON) to utilize a standardized CSV input as is described below:
 - a. CSV will contain the following headers and data: Address Line 1, Address Line 2, Address Line 3, Address Line 4, Address Line 5, Address Line 6
 - i. Each field not to exceed 50 characters
 - ii. One record per line
2. A cover page will be utilized to display Recipient Address in a single location (required), a static Return Address in a single location (optional) and a single static logo (optional and to be provided by Customer)
3. One (1) static PDF/MS WORD enclosure will be appended to each cover page
 - a. PDF/MS WORD enclosure will contain appropriate white space/clear area for barcode (if applicable)
4. Workflow will utilize the Multi-Upload input function to manually process files through Impress Automate interface
5. No additional business rules are supported

Option can be selected if customer wants BASIC DISTRIBUTE TRAINING in addition to their AUTOMATE configuration

BASIC DISTRIBUTE SET UP AND TRAINING (add qty 5 of IDA-PS to be sold with contract)

Don't Add ▾

1. Maximum of 5 users in training session
2. If required, installing the Quadient Virtual Printer on one workstation
3. Print/upload a document to the Quadient platform
4. Training on splitting a document for batch processing and defining attributes. (**Data must be in a static location for data capture.**)
5. Training on adding logo and hiding content supporting up to two (2) changes
6. Training on the document address selection and mail settings
7. Training on batch processing. **Data must be in a static location for data capture.**
8. Save a job based on the printed document.
9. Creating a Client or importing a client list (USING CLIENT MANAGEMENT DATABASE)
10. View jobs
11. Creating a new user
12. Creating presets
13. Overview of the Homepage (modifying homepage view)

Additional training outside of what has been listed above will require the purchase of additional professional services.

Customer Approval			
Customer Name:		Date of Approval:	
Signature:			

ECERTIFY OVERAGE AGREEMENT

This eCertify Overage Agreements dated September 04, 2026, is by and between Quadient Leasing USA, Inc. ("Quadient Leasing"), Quadient, Inc. ("Quadient") and City of Frostburg ("Customer") with reference to the following:

- A. Quadient Leasing and Customer are entering into a Product Lease Agreement (the “Lease”), pursuant to which Quadient Leasing will lease products to Customer.
- B. Concurrently, Quadient and Customer are entering into an Online Services and Software Agreement (the “OSS Agreement”) pursuant to which Quadient will make certain other services available to Customer.
- C. Any defined term used herein shall have the same meaning as in the Lease, or the OSS Agreement.

In consideration of the mutual covenants contained herein, and in the Lease, and the OSS Agreement, the parties agree to amend the OSS Agreement as follows:

1. The following is hereby added to the end of Section 2, titled “License Grant and Additional Terms”:

“Your use of the Services is limited to the number of Electronic Certified Mail pieces (each an “eCert”) indicated on the Order Form (“Annual Volume Limit”). In the event You exceed the Annual Volume in any year, You agree to pay an overage charge for each eCert used over the Annual Volume Limit as outlined below (the “Overage Charge”). The Overage Charge will be determined as a product of the number of eCerts You process in excess of the Annual Volume Limit multiplied by the Overage Charge associated with tier for the excess as set forth below:”

Annual Volume Band (# of eCerts) *	eCertify Overage Charge	eCertify Plus Overage Charge
1 - 500	\$0.56	\$0.68
501 - 1,000	\$0.50	\$0.66
1,001 - 2,000	\$0.48	\$0.59
2,001 - 4,000	\$0.35	\$0.54
4,001 - 8,000	\$0.33	\$0.49
8,001 - 12,000	\$0.31	\$0.46
12,001 - 16,000	\$0.28	\$0.45
16,001 - 32,000	\$0.25	\$0.42
32,001 - 64,000	\$0.24	\$0.41
64,001 - 96,000	\$0.23	\$0.37
96,001 - 128,000	\$0.22	\$0.36
128,001 - 200,000	\$0.20	\$0.34
200,001 - 256,000	\$0.19	\$0.32
256,001 - 384,000	\$0.19	\$0.31
384,001 - 512,000	\$0.16	\$0.30
512,001 - 1,200,000	\$0.14	\$0.29
1,200,001 and above	\$0.13	\$0.28

* Volume bands renew annually

The Lease, OSS Agreement, and this eCertify Overage Agreement contain the complete understanding and agreement between the parties regarding the subject matter herein, and supersede all representations, understandings or agreements prior to the execution thereof. Any changes to the foregoing agreements will be valid only if they are in writing and signed by the appropriate parties. In the event of any conflict between the terms of the Lease, OSS Agreement, and this eCertify Overage Agreement, the terms of this eCertify Overage Agreement shall control.

The parties have caused this eCertify Overage Agreement to be executed by their duly authorized representatives on the date set forth below.

Customer: City of Frostburg

By: _____
Name: _____
Title: _____
Date: _____

Quadient Leasing USA, Inc.

By: _____
Name: _____
Title: _____
Date: _____

Quadient, Inc.

By: _____
Name: _____
Title: _____
Date: _____



Quadient Postage Funding Enrollment with Agreement

Receive a monthly Quadient Postage Funding invoice and pay on your regular accounting schedule.

- Refill your postage meter as often as you need
- Postage available immediately
- Never run short of postage
- One monthly statement, one monthly payment
- 24/7 online account management tools

Customer Information

Company Name City of Frostburg
Contact Name Patrick O'Brien
Mailing Address 37 S Broadway
City, St., Zip Frostburg, MD., 21532

Account Information

POC Account #
Quadient Postage Funding Plan Advantage PLUS
Quadient Postage Funding Account Limit \$4,000
Quadient Postage Funding Total Limit \$8,500

☒ Yes, please enroll me in Quadient Postage Funding. I acknowledge that I have received, read and agree to all applicable terms and conditions of the Quadient Postage Funding Account Agreement on the following pages, and that I am authorized to sign the agreements on behalf of the customer identified above.

Signature	Date
Name (Please Print)	Title City Administrator
Email Address pobrien@frostburgcity.org	

☒ Notify me by email when my account is set up.

*Set up of your account may take up to three business days. To ensure continued access to postage, please make sure that sufficient funds are in your POC Account until your enrollment into Quadient Postage Funding takes effect. Please keep a copy of this Agreement for your records.

It's easy to enroll and get started.

Please submit this form via fax to 800.237.0692 or via email to us.pocadmin@quadient.com.

Quadient, Inc. | 478 Wheelers Farms Road | Milford, CT 06461

Terms and Conditions

Quadient Postage Funding Account Agreement

- 1. Incorporation of Certain Terms.** This Agreement is by and between Quadient Finance USA, Inc. ("Quadient Finance") and the Customer identified on the Enrollment Form for this Quadient Postage Funding Account Agreement, and sets forth the terms and conditions that apply to a postage funding account as described herein ("Agreement").
- 2. Establishment and Activation of Account.** You hereby authorize Quadient Finance, to establish an account in Your name ("Account") for funding the purchase of postage from the United State Postal Service ("USPS") for use in the Postage Meter. Your Account may also be used to purchase supplies, pay for the Postage Meter rental, and obtain certain other products and services from Quadient, Inc. The establishment of Your Account shall be subject to Our approval of Your creditworthiness. Any use of the Account shall constitute Your acceptance of all the terms and conditions of this Account Agreement and all other documents executed or provided in connection with the Account. The Account may not be used for personal, family, or household purposes.
- 3. Operation of Account.** Each time an employee or agent of Yours with the express, implied, or apparent authority to do so (each an "Authorized User") uses the Account to receive a postage meter reset or obtain other products or services that Quadient, Inc. Inc. is authorized to provide, Quadient, Inc. Inc. will notify Us of the amount to be applied to Your Account balance. If the Account is used to obtain postage, then We will transfer the requested amount of postage to the USPS on Your behalf and Your Account will be charged for the amount of postage requested and any related fees, if applicable. You can continue to pre-pay the USPS for postage and understand that pre-paid postage funds will be used first to pay for my postage meter resets. You further understand that the Account will provide additional available postage funds when Your pre-paid account balance is zero (\$0). When You request a Postage Meter reset, if You have the funds on account with the USPS, those funds automatically will be withdrawn first to pay for postage, and any additional amounts due for postage and related fees will be billed through the Account under the terms and conditions of this Account Agreement. If the Account is used to acquire products or services that Quadient, Inc. is authorized to provide, then We shall pay the applicable amount to Quadient, Inc. Inc. and add such amount to Your Account balance.
- 4. Payment Terms.** You will receive a billing statement for each billing cycle in which You have any activity on Your Account. Payments are due on the due date shown on Your billing statement. You may pay the entire balance due or a portion of the balance, provided that You pay at least the minimum payment amount shown on Your statement. However, if You have exceeded the Account Limit, then You must pay the entire amount of any overage, as well as the minimum payment amount shown on Your statement. Whenever there is an unpaid balance outstanding on Your Account which is not paid in full by the due date shown on Your billing statement, We will charge You, and You agree to pay, interest on the unpaid balance of the Account for each day from the date the transaction is posted to Your Account until the date the unpaid balance is paid in full, at the Annual Percentage Rate (as defined below). The Account balance that is subject to a finance charge each day will include outstanding balances, minus any payments and credits received by Quadient Finance on Your Account that day. The Annual Percentage Rate applicable to Your Account will be equal to the lesser of eighteen percent (18.00%) per annum or the maximum permitted by law. Each payment will be applied to reduce the outstanding balance of Your Account and replenish the amount available to You. We may refuse to extend further credit if the amount of a requested charge plus Your existing balance exceeds Your Account Limit.
- 5. Account Limit and Account Fees.** You agree that We will establish a credit limit on Your Account (the "Account Limit"). The exact amount of the Account Limit will be indicated on Your invoice. We may, in Our sole discretion, allow Your balance to exceed the Account Limit. In the event We do so, You agree to pay Quadient Finance an additional fee equal to one percent (1%) of the amount by which the Account Limit is exceeded for each transaction that You initiate after Your Account has reached the Account Limit. Such amount will be charged to Your Account on the date that the relevant transaction(s) occurs. Unless prohibited by applicable law, You agree to pay the amounts set forth in this Account Agreement, which may include, without limitation, the amounts specified above, a fee for a late payment, a fee for any checks that are returned as a result of insufficient funds, a fee for any ACH direct debit transactions which are rejected, and an annual account fee. All such fees shall be added to Your Account balance.
- 6. Cancellation and Suspension.** We may at any time close or suspend Your Account or temporarily refuse to allow further charges to Your Account. You can cancel Your Account at any time by notifying Quadient Finance in writing at the address provided on Your Account statement of Your desire to do so. No cancellation or suspension will affect Your obligation to pay any amounts You then owe under this Account Agreement. We will notify You of the Account balance in the event of any termination and all outstanding obligations will survive the termination of this Account Agreement by either party.



- 7. Default.** We may declare You in default if You: (i) have made any misrepresentations to Quadient Finance; (ii) at any time, have done or allowed anything that indicates to Quadient Finance that You may be unable or unwilling to repay the balance of Your Account as required under this Account Agreement; or (iii) are in default under this Account Agreement or any lease, rental, or other agreement with Quadient Finance, Quadient, Inc., or their affiliates. If You are in default, or upon any cancellation of Your Account, We shall not be obligated to continue to provide the Account service or extend further credit under this Account Agreement. If We are required to take collection action or any other legal action under this Account Agreement, You shall pay upon demand by Quadient Finance all court and collection costs, along with reasonable attorney's fees. These remedies shall be cumulative and not exclusive, and shall be in addition to any and all other remedies available to Quadient Finance.
- 8. Remedies.** If We have declared that You are in default under this Account Agreement, then We may: (i) declare all agreements You have with Quadient Finance in default and due and payable at once without notice or demand; (ii) refuse to make further advances on Your behalf to reset Your Postage Meter; and (iii) exercise any other rights that We may have. In addition, You agree that any default under this Account Agreement shall constitute a default under any agreement You may have with any of Our affiliates, including, but not limited to, Quadient, Inc., Quadient Leasing USA, Inc..
- 9. Amendments.** We may amend this Account Agreement, or any of its provisions, including without limitation any fees and charges and/or the Annual Percentage Rate, at any time by at least thirty (30) days written notice to You, and such written notice may be included in Your billing statement. Any such amendment will become effective on the date stated in the notice and will apply to any transactions after such date, as well as to any outstanding balance on Your Account.
- 10. Notice:** Any notice required to be given under this Account Agreement by either party hereto shall be given if to You, at the address shown on Your Order Form, and if to Quadient Finance at 478 Wheelers Farms Road, Milford, CT 06461.
- 11. Miscellaneous.** You understand that We may obtain credit reports in connection with Your Account now and in the future. This Account Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without reference to its conflict-of-laws rules, and any applicable federal laws. The sole jurisdiction and venue for actions related to the subject matter hereof shall be in a State or Federal Court within the State of Texas.

Customer

Organization	City of Frostburg		
DBA			
Address	37 S Broadway		
City State Zip	Frostburg	MD	21532
Phone	(301) 689-6000	Fax	

Purchase Order - Lease

NASPO/ValuePoint Contract #: CTR058809

and / or

State Participating Addendum (PA) #:

001B5600349 (MD)

Vendor

Company Name	Quadient Leasing USA Inc. FEDERAL ID# 94-2984524		
Attention	Government Sales	DUNS# 150836872	
Address	478 Wheelers Farms Rd		
City State Zip	Milford	CT	06461
Phone	(866) 448-0045	Fax	(203) 301-2600

Ship To

Organization	City of Frostburg		
Attention	Patrick O'Brien		
Address	37 S Broadway		
City State Zip	Frostburg	MD	21532
Phone	(301) 689-6000	Email	pobrien@frostburgcity.org

P.O. Number	P.O. Date	Requisitioner	Shipped Via	F.O.B. Point	Terms
			Ground	Destination	Quarterly Invoicing

QTY	Unit	Description	Unit Price	Total
60	Months	Lease Payment	\$702.47	\$42,148.20

Lease payment specified above for products listed below includes, as applicable, meter rental, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, operator training, and lease document fees.

Equipment maintenance: included in payment

Products

QTY	Product ID	Description
1	IMPSUBBUS-P4	Impress Business T1 Subscription (100,000 clicks/pages per year) Includes Access to Automate, Dispat
1	IX5AF	iX-5 Series Base w/ Autofeeder, Sealer, Catch Tray & Ink Cartridge
1	IXWP5	IX Series 5 lb Weighing Platform
1	IDA-PS	NORAM IDA Professional Services
1	CS-25ECERT	e-Certify Configuration Fee
1	CS-25ECERT500	e-Certify Subscription - Level 1 (up to 500 e-Certs per year).

1) Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number CTR058809. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.

2) Payments will be sent to:
 Quadient Leasing USA, Inc.
 Dept 3682
 PO Box 123682
 Dallas TX 75312-3682

3) Send all correspondence to;
 Quadient Leasing USA, Inc.
 478 Wheelers Farms Rd
 Milford CT 06461
 Phone: 203-301-3400
 Fax: 203-301-2600

 Authorized by

 Date

 Print Name

 Title

Lease will begin on the date the products are installed. Billing will begin on December 1, 2026 and will continue for the number of months shown on this Purchase Order.

Because connections matter.

Usage Schedule for Quadient Impress Cloud Services (with Product Lease)

This Usage Schedule for Quadient Impress Cloud Services (the “**Schedule**”) is by and between Quadient, Inc. (“**Quadient**”) and City of Frostburg (“**Customer**”) and identifies the Quadient Impress Cloud Services (the “**Services**”) subscribed by Customer subject to the Quadient Impress Cloud Services Specific Terms and Conditions (“**STCs**”) available at <https://quadientterms.com/impress> and the Ordering Document, indicating the Customer’s Subscription Services and associated Subscription Plan (the “**Ordering Document**”). This Schedule, the STCs and Ordering Document shall be referred to collectively as the “**Impress Agreement**” and all terms of the STCs and Ordering Document are incorporated herein by reference. In the event of a conflict between the terms of the STCs, Ordering Document and this Schedule, the terms of this Schedule control. Customer acknowledges that Customer has entered into a Product Lease Agreement with Quadient Leasing USA, Inc. (the “**Lease**”). Any defined terms in the Lease shall have the same meanings in this Impress Agreement except that “We”, “Us”, and “Our,” refers to Quadient, Inc., and any reference to “Products” shall refer to the Quadient Impress Cloud Services. Sections 16 through 25 of the Lease are hereby incorporated into this Impress Agreement, except that any reference in those sections to the “Lease” refers to this Impress Agreement.

I. Definitions

Terms defined in the STCs or Ordering Document shall have the same meaning when used in this Schedule.

II. Purpose

This Schedule sets forth the commercial terms and pricing governing Customer’s usage in conjunction with Customer’s Subscription Services as further detailed in the Ordering Document and STCs.

III. Invoicing and Payment

Customer agrees to an **Annual Committed Usage** amount of \$12,000 (the “Annual Commitment”). At the end of each contract year, Quadient will reconcile total usage against the Annual Committed Usage. If actual usage is **less than the committed amount**, Quadient will invoice Customer for the difference. If actual usage **exceeds the committed amount**, Customer will pay for the excess at the applicable rates. The Annual Commitment is **non-cancellable and non-refundable**.

Usage Fees and any postage costs shall be invoiced monthly in arrears and shall be based upon **actual usage** at the rates set forth below.

Notwithstanding the foregoing, Customer acknowledges and agrees that the Usage Fees set forth herein are dependent on the cost of PSP material costs and/or USPS rates and that such Usage Fees may be adjusted by Quadient at any time during the term to reflect the same. Current Usage Fees are available at: <https://www.quadient.com/impressusages>

IV. Usage Fees/Overages

If the volume committed to the subscription plan referenced in the Ordering Document changes by more than plus or minus 20%, Customer has the option to renegotiate their subscription on an annual basis during the contract period by signing a new Ordering Document.

Usage Type			Invoice Unit*	Pricing
Distribute Usage	IMPFIRSTP1	First Page (US Letter, 10)	Per Envelope	\$0.22
	IMPADDP1	Additional Page (US Letter)	Per Page	\$0.10
	IMPCOL1	Color print (upcharge) **	Per Page	\$0.10
	IMP6X91	6X9 (upcharge)**	Per Envelope	\$0.05
	IMPC41	Flat (9X12) **	Per Envelope	\$0.45
	IMPBOX1	Box SM (upcharge)**	Per Box	\$12.00
	IMPLBOX1	Box LG (upcharge)**	Per Box	\$15.00
	IMPBRE1	Business Return Envelope	Per Envelope	\$0.09
	IMPUSRET1	Retail Rate Handling Fee	Per Envelope	\$0.15

	IMPFLPR1	Presort for Flat (9x12)	Per Communication Piece	\$0.75
	IMPECERT1	e-Certified w/Return Receipt (upcharge)**	Per Envelope	\$1.40
	IMPARCH1	Archive	Per Communication Piece/Year	\$0.06
	IMPSMS1	SMS/Text	Per SMS/Text	\$0.05
	IMPFAX1	Fax Zone 1- USA, UK & Ireland	per page (<60 sec of transmission)	\$0.13
	IMPFAX2	Fax Zone 2 - BENELUX, France & Germany	per page (<60 sec of transmission)	\$0.17
	IMPFAX3	Fax Zone 3 - Other Destinations	per page (<60 sec of transmission)	\$1.10
	IMPEM1	eMail Transactional	Per eMail	\$0.05
	IMPEMN1	eMail Notification	Per eMail	\$0.02
Automate Usage	IMPAUT1	Overage Usage Fee for Basic / Basic Plus / Prepaid 1, 2, 10 & Custom Entry	Per Page	\$0.05
	IMPAUT2	Overage Usage Fee for Office / Prepaid 3 & 4	Per Page	\$0.04
	IMPAUT3	Overage Usage Fee for Business / Prepaid 5 & Custom Medium	Per Page	\$0.03
	IMPAUT4	Overage Usage Fee for Professional & Plus / Prepaid 6	Per Page	\$0.02
	IMPAUT5	Overage Usage Fee for Enterprise / Prepaid 7, 8, 16 & Custom Large	Per Page	\$0.01
	IMPAUT6	Overage Usage Fee for Enterprise Plus & Ultimate / Prepaid 9, 12, 13, 15 & Custom Ultimate	Per Page	\$0.01
Portal Usage	IMPPORT1	Portal	Per Communication Piece	\$0.15

*The Invoice Unit does not include the cost of postage which shall be in addition to base fee (First Page) noted in the table above.

**Charges are in addition to the base fee (First Page) set forth in the table above.

*** All envelope sizes carry an additional upcharge (Retail Rate Handling Fee) if retail is selected.

As set forth herein, the Invoicing Units set forth in the table shall be defined as follows:

- "Page" shall mean a single side 8.5X11 piece of paper
- "Communication Piece" shall mean an envelope

Quadient may introduce access to new technologies, functionality, or services (collectively, "Features") that Customer may use for an additional Fee. Customer is responsible for paying any associated Fees for any Features used by Customer during the Term.

Customer may monitor its usage on the Quadient Impress Platform. Customer shall use the Services (including Features) at Customer's sole risk, and Customer shall bear any and all responsibilities for its actions and use, including payment of any applicable Fees, carried out under and that results from the Customer's use of the Services. Customer shall be responsible for payment of: (i) Customer's actual Usage, measured and calculated basis the table available on the Quadient website, and (ii) actual postage costs.

The Parties agree that any dispute between the Parties as to the Usage shall be finally determined utilizing the information provided by the Quadient Impress Platform.

V. License Grant and Restrictions

- Additional volume or other restrictions as set forth in Section IV Usage Fees, above. This Usage Schedule is restricted to the United States of America ("Territory").
- In exchange for the timely payment of applicable fees, Quadient hereby grants to Customer a nonexclusive, nontransferable right to access and use the Services, including related documentation, described on the Ordering Document solely for Customer's own use via the Services. Customer warrants and represents that Customer will not sell, transfer, disclose or otherwise make available the Services or access credentials to third parties; provided, however, that the Services may be accessed and used by Customer's authorized employees or independent contractors using the Services ("Users"). No title or ownership of the Services or any portion thereof is transferred to Customer.



Customer shall ensure that the Users use the Services in accordance with the Impress Agreement and be responsible for all User acts and breaches. The Customer must maintain suitable internet access, secure its accounts and systems, and promptly terminate access and notify Quadient of any violations. The Customer shall provide necessary information and access for Quadient to deliver the Services, comply with all applicable laws, and ensure its use is legally permitted. The Customer must regularly back up its data. The Customer and Users must not use the Service for unlawful, harmful, or offensive purposes, nor attempt to copy (except for permitted back-ups), modify, create derivative works from, reverse engineer, compete with, commercially exploit, or provide third-party access to the Services, or related documentation, or introduce viruses. Quadient may suspend or disable access if these obligations are breached.

The Parties have executed this Usage Schedule to be effective as per the Schedule Effective Date.

Customer: _____

Name: _____

Title: _____

Signature: _____

Date: _____

QUADIENT: Quadient, Inc.

Name: _____

Title: _____

Signature: _____

Date: _____

RESOLUTION 2026-43

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH PA POWER SOLUTIONS, LLC FOR THE INSTALLATION OF VARIABLE FREQUENCY DRIVES AT PINEY RESEVOIR.

WHEREAS, the City of Frostburg has undertaken a water resilience project that includes the installation of variable frequency drives on the water pumps located at Piney Reservoir; and,

WHEREAS, the City has requested additional work from PA Power Solutions, LLC outside of the original scope of the contract including the installation of an upgraded 250hp power cable and communication wiring to the VFDs.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve Change Order No. 1 to the contract with PA Power Solutions, LLC in the amount of \$20,086.50 that results in a new total project cost of \$89,986.50.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator



PA POWER ELECTRICAL PROPOSAL

Frostburg Mayor and Council

September 11, 2026

37 S. Broadway
P.O. Box 440
Frostburg MD 21532

Attention: Frostburg Mayor and Council

Subject: Piney Dam VFD replacement.

Reference: Site Visit.

We are forwarding this letter in response to your request for quote on the subject project. Pricing is in accordance with the above referenced documents and scope of work listed hereafter. The following scope of work is based upon providing all labor, material, equipment, and supervision to successfully complete the required installation.

Scope of Work :

- 1. 150 HP VFD.**
 - a. Remove the existing pump soft starter located in the existing motor control center.
 - b. Provide and install new 150 HP rated VFD in the location of the removed soft starter.
 - c. Provide and install miscellaneous materials to retrofit the new VFD into the existing MCC.

- 2. 225 HP VFD.**
 - a. Remove the existing pump soft starter located in the existing motor control center.
 - b. Provide and install new 225 HP rated VFD in the location of the removed soft starter.
 - c. Provide and install miscellaneous materials to retrofit the new VFD into the existing MCC.
 - d. Provide new VFD rated cable between VFD and pump motor.



Exclusions:

1. All work not specifically stated in the above Scope of Work.
2. Temporary power.
3. Generator or fuel cost for temporary power.
4. Fire Alarm System, installation, or wiring.
5. Security System.
6. Patching / repair of holes in walls, floors and ceilings.
7. Excavation, backfill.
8. Furnishing & installation of equipment housekeeping pads.
9. Power company fees.
10. MBE / WBE participation.
11. Identification, abatement or removal of any asbestos products, lead-based paint, or other hazardous substances.
12. Arc flash analysis.
13. Engineered drawings.
14. Alterations of conduit and cable to pump motors.

General Clarifications:

1. Bid assumes available power source, water, employee parking facilities and sanitary facilities are provided at no cost to PA-Power.
2. Bid includes normal electrical clean-up of our own debris to a central dumpster for loading and hauling by others.
3. This proposal and price are contingent on successful negotiation of mutually agreeable contract terms and conditions and an acceptable all trades precedent project schedule.
4. Alterations of the existing MCC currently serving the pump motors may be needed to accommodate the new VFD's, new brackets may need to be installed on the interior and openings may need to be made in the door pending fitment of the new equipment.
5. A cost adder of **2.5%** should be applied to the below pricing breakdown where a P&P Bond is required.
6. This scope is valid for **30 days** after which time it is subject to re-evaluation due to market conditions and possible vendor price increases.



Pricing Breakdown:

150 HP VFD PER UNIT :	\$17,684.00
X2	
250 HP VFD PER UNIT :	\$23,600.00
VFD Rated CABLE FOR 250 hp PUMP.....	\$12,500.00
Microtech Installation.....	\$7,500.00
Labor.....	\$11,018.50
LUMP SUM Install/Equipment :	\$89,986.50

Thank you for the opportunity to be of service to your organization. Please contact the undersigned for any questions or concerns.

Submitted by,

Dustin J. Clayton

Dustin J. Clayton | Managing Partner
PA-Power Solutions LLC.
Electrical Construction Company
dclayton@papowersolutions.net | (814)-585-1265
P.O Box 296 | Bedford, PA 15522
www.papowersolutions.net

☐ ☐ Please consider the environment before printing this email

RESOLUTION 2026-44

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT WITH MICRO-TECH DESIGNS TO UPGRADE THEIR COMMUNICATIONS TECHNOLOGY FOR THE CITY WATER SYSTEM.

WHEREAS, the City of Frostburg has undertaken a water resilience project that includes the installation of variable frequency drives on the water pumps located at Piney Reservoir; and,

WHEREAS, the technology at Piney Reservoir is in need of an updated to achieve long term operating stability while also maintaining the highest standards to prevent cyber threats; and

WHEREAS, Micro-Tech Designs, Inc., have managed the control and communication hardware and software at the Frostburg Water Treatment Plant for many years and possess a high level of familiarity with the plant.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland do hereby approve a contract with Micro-Tech Designs in the amount of \$29,989.00 for the upgrade of the City of Frostburg water treatment communication system.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

**Micro-Tech Designs**

4312 Black Rock Rd., Suite 1
Hampstead, MD 21074-2641
Phone (410) 239-2885
Fax (410) 239-3736

Section 11, Item G.

We're In Control

July 31, 2026

Mr. Joe Lantz
PA Power Solutions, LLC.
831 Pine Ridge Road
Bedford, PA 15522
(814) 310-1873
fax:

Re.: Frostburg Piney Reservoir VFD Replacement

Dear Mr. Lantz,

We are pleased to quote on the following scope of work for the above project:

See Attached "Scope of Work"

Lot Price \$29,898.00

Applicable tariffs and taxes are not included

The above quotation is valid for 30 days

Micro-Tech Designs, Inc. (MTD) shall not be responsible for any failure to perform, or delay in performance of our obligations resulting from the Covid-19 pandemic or any future epidemic, or any resulting supply chain issues, and the customer/end user shall not be entitled to any damages resulting thereof.

Quotation assumes NET 30 payment terms with payment by check. EFT, ACH and Credit Card payments are subject to approval prior to order acceptance. Credit Card payments will be subject to a surcharge of up to 7%. If there are any questions concerning the above, please contact me. I look forward to working with you and your staff on this and future projects.

Sincerely,
Micro-Tech Designs

Josh A. Whitney



Micro-Tech Designs, Inc.

4312 Black Rock Road, Suite 1

Hampstead, MD 21074-1696

Phone (410) 239-2885

Fax (410) 239-3736

Section 11, Item G.

We're In Control

Frostburg Piney Reservoir VFD Replacement

SCOPE OF WORK

- 1 - Lot PLC Panel modifications to include the following:
 - New Analog Output Module for VFD Speed Control
 - Field Installation
 - As-built Documentation
- 1 - Lot PLC and HMI Programming for VFD Integration
- 1 - Lot Shop Drawings for Approval
- 1 - Delivery to Site
- 1 - Lot Operations and Maintenance Manuals
- 1 - Lot On-site Startup & Training

Notes:

- 1. *Unless specifically mentioned above, quotation does not include field installation or wiring of any kind.*
- 2. *Standard 1-Year warranty applies.*
- 3. *Offloading of equipment will be the responsibility of the receiving party.*
- 4. *On-site services are to take place during normal business hours (7am-4pm, Mon-Fri) unless noted otherwise.*
- 5. *Video recording of training sessions is not included and is subject to approval by the instructor/manufacturer.*
- 6. *Micro-Tech Designs, Inc. (MTD) shall not be responsible for any failure to perform, or delay in performance of our obligations resulting from the Covid-19 pandemic or any future epidemic, or any resulting supply chain issues, and the customer/end user shall not be entitled to any damages resulting thereof.*
- 7. *No spare parts provided.*
- 8. *Items or services specifically excluded to be provided by others includes but is not limited to:*
 - a. *Conduit/Wire*
 - b. *Valves/Piping*
 - c. *Plumbing*
 - d. *Demolition*
 - e. *Electrical Studies and Analysis*
 - f. *Variable Frequency Drives*

Cancellation Schedule:

In the event of cancellation, either in part or total, the following percentages in reference to the entire purchase order price, or application portions thereof, will apply:

After receipt of order but prior to completed approval drawings/submittals 15%
After approval drawing/submittal completion but prior to release 40%
Prior to fabrication commencement but after major components purchase 60%
After commencement of fabrication but prior to assembly 80%
After commencement of assembly 100%

RESOLUTION 2026-45

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE USE OF SOLARAPP+ FOR THE AUTOMATED REVIEW AND APPROVAL OF RESIDENTIAL ROOFTOP SOLAR PERMITS.

WHEREAS, the City of Frostburg requires certain permits, including for the installation of solar panels on residential dwellings; and,

WHEREAS, Governor Moore signed into law House Bill 1532, also known as the Utility RELIEF Act, on May 12, 2026; and,

WHEREAS, House Bill 1532 requires all Maryland counties and municipalities to implement an automated process to review and issue residential rooftop solar permits; and,

WHEREAS, the use of SolarApp+ would fulfill the state requirement and their automated solar permitting approval software is offered free of charge to municipalities.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland, do hereby approve the use of SolarApp+ for residential rooftop solar permitting utilizing the requirements and regulations set forth in the City Zoning Ordinance.

ADOPTED this 15th day of September, 2026.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Patrick O’Brien, City Administrator

SOLARAPP+ TERMS OF SERVICE

Section 11, Item H.

Last Updated: April 22nd, 2025

1. Introduction

These Terms of Service ("**Terms**") are between you and SolarAPP Foundation, Inc. and apply to your access to and use of our permitting review tool located at gosolarapp.org (or any successor links thereto) or as we otherwise may make available to you and all associated web pages, websites, and social media pages (the "**Tool**") provided by SolarAPP Foundation, Inc. ("**Foundation**", "**we**", "**our**" or "**us**"). By accessing or using the Tool, you agree to be bound by these Terms.

If you use the Tool on behalf of another legal entity, including your employer, another business, a government, or any other entity, (a) you represent that you are authorized to accept these Terms on that legal entity's behalf; and (b) in the event you or that legal entity violates these Terms, that legal entity also agrees to be responsible to us. The Tool is intended for use by (i) authorities having jurisdiction ("**AHJs**") which are authorized permitting agencies, and (ii) applicants ("**Applicants**") for permits. By submitting any information to Foundation via or in association with the Tool, you are representing and warranting to Foundation that you have the authority to disclose that information.

If you do not agree to these Terms, do not use the Tool.

2. Notice

Foundation is not a permitting agency or jurisdiction and does not have independent authority to issue permits of any kind. Foundation provides the Tool to assist with permit applications and issuance, but is not liable for permit applications or the issuance of permits. Applicants are ultimately responsible for their permit applications and AHJs are ultimately responsible for the approval and rejection of permit applications.

Foundation, its officers, employees, agents, or representatives disclaim any damages of any kind arising from your use of the linked online payment service. Nothing contained in the Tool constitutes, is intended to constitute, or may not be interpreted to constitute legal advice from Foundation or any of its agencies, officers, employees, agents, or representatives.

3. Updates to these Terms

We may make changes to these Terms from time to time. The "*Last Updated*" date above indicates when these Terms were last changed. If we make future changes, we will provide you with reasonable notice of such changes through any reasonable means. You are responsible for checking the Terms for changes. Unless we say otherwise, the amended Terms will be effective immediately, and your continued use of the Tool after we provide such notice will confirm your acceptance of the changes. If you do not agree to the amended Terms, you must immediately stop using the Tool.

4. Your Information

The Tool may collect personal information from users, including AHJs and Applicants in connection with your access or use of Tool, or we may otherwise collect certain information about you when you access or use our Tool. For information about how we collect, use, share and otherwise process information about you, please see our Privacy Policy (available at gosolarapp.org/privacy or any successor links thereto). By using the Tool, you expressly consent to these processing activities.

The Tool may be monitored by the Foundation, or by others on their behalf, for the purposes of providing and maintaining the tool. By using the Tool, you expressly consent to these monitoring activities.

5. Accounts

You may be required to create an account and provide Foundation with a username, password, and certain other information as set forth in the Privacy Policy in order to use the Tool. You agree to provide current, complete, and accurate information and promptly update this information if it changes. We may suspend or terminate your account or refuse any use of the Tool, for any reason, including if we suspect your account information is inaccurate, not current, or incomplete. You will maintain the security of any accounts created by you and are solely responsible for all activities that occur under your account. If you discover or suspect that someone has accessed your account without permission, you will promptly notify Foundation. We reserve the right to reclaim usernames, including on behalf of businesses or individuals that hold legal title, including trademark rights, in those usernames.

6. Prohibited Conduct

- a. You may only use the Tool if you are eligible to use it under these Terms. You may only use the Tool for its intended purpose.
- b. Further, you will not, in connection with the Tool:
 - Violate any applicable law, contract, intellectual property right, or other third-party right or commit a tort;
 - Engage in any harassing, threatening, intimidating, predatory, or stalking conduct;
 - Use or attempt to use another user's account or information without authorization from that user and Foundation;
 - Impersonate or post on behalf of any person or entity or otherwise misrepresent your affiliation with a person or entity;
 - Sell, license, or resell the Tool;
 - License, sell, or transfer your account without prior written permission from Foundation.
 - Copy, reproduce, distribute, publicly perform, or publicly display all or portions of the Tool, except as expressly permitted by us or our licensors;
 - Modify the Tool, remove any proprietary rights notices or markings, or otherwise make any derivative works based upon our Services;
 - Use the Tool in any manner that could interfere with, disrupt, negatively affect, or inhibit other users from fully enjoying the Tool or that could damage, disable, overburden, or impair the functioning of the Tool in any manner;
 - Reverse engineer any aspect of the Tool or do anything that might discover or reveal source code, or bypass or circumvent measures employed to prevent or limit access to any part of the Tool;
 - Develop or use any applications or software that interact with the Tool without our prior written consent;
 - Send, distribute, or post spam, unsolicited or bulk commercial electronic communications;
 - Use the names or marks of the Foundation to endorse or promote any product, service, or entity without specific prior written authorization from Foundation. Any commercial use of the materials stored on the Tool is strictly prohibited without prior written approval of Foundation;
 - Use the Tool for any illegal or unauthorized purpose, or engage in, encourage, or promote any activity that violates these Terms; or
 - Attempt to obtain, alter, damage, or destroy account information.
- c. Enforcement of this Section 6 is solely at Foundation's discretion, and failure to enforce this section in some instances does not constitute a waiver of our right to enforce it in other instances.

7. Ownership; Limited License

- a. The Tool, including the text, graphics, images, photographs, videos, illustrations, and other content contained therein, and all intellectual property rights therein and thereto, are owned by Foundation or its licensors and are protected under both United States and foreign laws. Except as explicitly stated in these Terms, all rights in and to the Tool, including all intellectual property rights therein and thereto, are reserved by Foundation or its licensors.
- b. Subject to your compliance with these Terms, Foundation hereby grants to you a limited, nonexclusive, nontransferable, non-sublicensable, revocable license to access and use the Tool. No ownership right is conveyed to you. Any use of the Tool other than as specifically authorized herein, without our prior written permission, is strictly prohibited and will terminate the license granted herein and violate our intellectual property rights.

8. Trademarks

Foundation's logos, product or service names, slogans, marks, and the look and feel of the Tool are trademarks of Foundation or its licensors and you may not copy, imitate or use them, in whole or in part, without Foundation's prior written permission. All other trademarks, registered trademarks, product names, and company names or logos mentioned on or in connection with the Tool are the property of their respective owners. Reference to any products, services, processes, or other information by trade name, trademark, manufacturer, supplier, or otherwise does not constitute or imply endorsement, sponsorship, or recommendation by us.

9. Feedback

You may voluntarily submit, or otherwise communicate to us any questions, comments, suggestions, ideas, original or creative materials, or other information about Foundation or the Tool (collectively, "**Feedback**"). You understand that we may use such Feedback for any purpose, commercial or otherwise, without acknowledgment or compensation to you, including to develop, copy, publish, or improve the Feedback, Tool, or to improve or develop new products, services, or the Tool in Foundation's sole discretion. Foundation will exclusively own all improvements to, or new, Foundation products, or Tool, or Services based on any Feedback. You understand that Foundation may treat Feedback as nonconfidential. To the extent you acquire or retain any intellectual property rights in or to the Feedback, you hereby grant to Foundation a worldwide, royalty-free, perpetual, irrevocable, non-exclusive, transferable, and sublicensable license to reproduce, modify, adapt, publish, translate, create derivative works from, distribute, publicly perform, and display, and otherwise use that Feedback for any purpose.

10. Third-Party Content

- a. The Tool may rely on or interoperate with third-party products and services, including, without limitation, data storage services, communications technologies, IoT platforms, and internet and mobile operators (collectively, "**Third-Party Materials**"). These Third-Party Materials are beyond our control, but their operation may impact, or be impacted by, the use and reliability of the Tool. You acknowledge that, (a) the use and availability of the Tool may be dependent on third-party product vendors and service providers; and (b) these Third-Party Materials may not operate reliably 100% of the time, which may impact the way that the Tool operates.
- b. We may further provide information about or links to third-party products, services, activities, or events, or we may allow third parties to make their content and information available on or through the Services (collectively, "**Third-Party Content**"). We provide Third-Party Content as a service to those interested in such content. Your dealings or

correspondence with third parties and your use of or interaction with any Third-Party Content are solely between you and the third party.

Section 11, Item H.

- c. We have no obligation to monitor Third-Party Materials or Third-Party Content, and we may block or disable access to any Third-Party Materials or Third-Party Content (in whole or part) through the Tool at any time. Your access to and use of such Third-Party Content or Third-Party Materials may be subject to additional terms, conditions, and policies applicable to such Third-Party Content (including terms of service or privacy policies of the providers of such Third-Party Materials). You are responsible for obtaining and maintaining any computer hardware, equipment, software, network services and connectivity, telecommunications services, and other applicable products and services necessary to access and use the Tool. Foundation will have no obligations or responsibility under these Terms for issues caused by your use of any third-party hardware or software not provided by Foundation.

11. Indemnification

To the fullest extent permitted by applicable law, you will indemnify, defend, and hold harmless Foundation and its subsidiaries and affiliates, officers, directors, agents, partners, and employees (individually and collectively, the “**Foundation Parties**”) from and against any losses, liabilities, claims, demands, damages, expenses or costs including reasonable attorney’s fees (“**Claims**”) arising out of or related to, (a) your access to or use of the Tool; (b) your Feedback; (c) your violation of these Terms; (d) your violation, misappropriation, or infringement of any rights of another (including intellectual property rights or privacy rights); or (e) your violation of applicable laws or regulations. You will promptly notify Foundation Parties of any third-party Claims, cooperate with Foundation Parties in defending such Claims, and pay all fees, costs, and expenses associated with defending such Claims (including attorneys’ fees). This indemnity is in addition to, and not in lieu of, any other indemnities set forth in a written agreement between you and Foundation or the other Foundation Parties.

12. Disclaimers

Your use of the Tool and any content or materials provided therein or therewith (including any Third-Party Content and Third-Party Materials) is at your sole risk. Except as otherwise provided in a writing by us and to the fullest extent permitted under applicable law the Tool and any content or materials provided therein or therewith (including any Third-Party Content and Third-Party Materials) are provided “as is” and “as available” without warranties of any kind, either express or implied. Foundation disclaims all warranties with respect to the foregoing, including implied warranties of merchantability, fitness for a particular purpose, title, and non-infringement. In addition, Foundation does not represent or warrant that the Tool or any content provided therein or therewith (including any Third-Party Content and Third-Party Materials) are accurate, complete, reliable, current, or error-free or that access to the Tool or any content provided therein or therewith (including any Third-Party Content and Third-Party Materials) will be uninterrupted. Foundation has no obligation to provide updates, support, consulting, training, or assistance of any kind related to the Tool. You assume the entire risk as to the quality and performance of the Tool and any content provided therein or therewith (including any Third-Party Content and Third-Party Materials). All disclaimers of any kind (including in this section and elsewhere in these Terms) are made for the benefit of Foundation, Foundation Parties, and Foundation’s respective shareholders, agents, representatives, licensors, suppliers, and service providers, as well as their respective successors and assigns.

13. Limitation of Liability

- a. To the fullest extent permitted by applicable law, Foundation and the other Foundation Parties will not be liable to you under any theory of liability, whether based in contract, tort, statute, negligence, warranty, or otherwise, for any indirect, consequential, exemplary, incidental, punitive, or special damages, or lost profits, (including procurement of substitute goods or services; loss of use, data, or profits; or business interruption) arising from or relating to these

Terms, the Tool, or any data available via the Tool even if Foundation or the other Foundation Parties have advised of the possibility of such damages, and even if any remedy set forth herein is found to have failed its essential purpose.

- b. The total aggregate liability of Foundation and the other Foundation Parties for any claim arising out of or relating to these Terms or our Services, regardless of the form of the action, may not exceed \$100.
- c. The limitations set forth in this Section 13 will not limit or exclude liability for the gross negligence, fraud, or intentional misconduct of Foundation or the other Foundation Parties or for any other matters in which liability cannot be excluded or limited under applicable law. Additionally, some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

14. Governing Law

These Terms are governed by and construed and enforced in accordance with the laws of Washington D.C., without regard to conflict of law rules or that would cause the application of the laws of any other jurisdiction. The state and federal courts located in Washington D.C., will have exclusive jurisdiction in any actions, disputes, or controversies relating to these Terms or the Tool. You and Foundation waive any objection to venue in any such courts.

15. Termination

We reserve the right to suspend or terminate providing all or part of the Tool at any time. We may suspend or terminate your account for any reason upon reasonable notice to you. You also have the right to stop using the Tool at any time and you may terminate your account at any time, for any reason. We are not responsible for any loss or harm related to your inability to access or use our Services. The following sections survive termination of these Terms: Section 1 (Introduction), Section 2 (Notice), Section 4 (Your Information), Section 7(a) (Ownership), Section 8 (Trademarks), Section 9 (Feedback), Section 11 (Indemnification), Section 12 (Disclaimers), Section 13 (Limitation of Liability), Section 14 (Governing Law), Section 15 (Termination), and Section 16 (Miscellaneous) will remain in effect.

16. Miscellaneous

- a. Unless otherwise specified, the Tool and any information or data available via the Tool are presented solely for use and access from the United States, its territories, possessions, and protectorates. Foundation makes no representation or warranty of any kind that the Tool or any data available via the Tool is appropriate or available for use in other locations. You alone are responsible for compliance with applicable laws.
- b. The section titles in these Terms are for convenience only and have no legal or contractual effect. Lists of examples following “including” or “e.g.” or similar words are not exhaustive (that is, they are interpreted to include “without limitation”). All monetary amounts are expressed in U.S. dollars. URLs are understood to also refer to successor URLs, URLs for localized content, and information or resources linked from within the websites at the specified URLs. The word “or” will be deemed an inclusive “or”.
- c. If any portion of these Terms is found to be unenforceable or unlawful for any reason, including but not limited to because it is found to be unconscionable, (a) the unenforceable or unlawful provision will be severed from these Terms; (b) severance of the unenforceable or unlawful provision will have no impact whatsoever on the remainder of these Terms; and (c) the unenforceable or unlawful provision may be revised to the extent required to render the Terms enforceable or valid, and the rights and responsibilities of the parties will be interpreted and enforced accordingly, so as to preserve the Terms and the intent of the Terms to the fullest possible extent.

d. Foundation's failure to exercise or enforce any right or provision of these Terms will not operate as a waiver of any right or provision. These Terms reflect the entire agreement between the parties relating to the subject matter hereof. The section titles in these Terms are for convenience only and have no legal or contractual effect. Use of the word "including" will be interpreted to mean "including without limitation." Except as otherwise provided herein, these Terms are intended solely for the benefit of the parties and are not intended to confer third-party beneficiary rights upon any other person or entity. Foundation may assign these Terms, rights, or obligations to Foundation Parties, successors, trustees, and permitted assignees with or without notice to you. Communications and transactions between us may be conducted electronically.