



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, April 15, 2025 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Frostburg Blessing**
4. **Roll Call**
5. **Approval of the Agenda**
6. **Approval of the Minutes**
 - A. Minutes from the March Council Meeting.
Motion and Second to Approve the Minutes for the March Council Meeting.
 - B. Summary and Minutes from the Closed Session Meeting on April 8, 2025.
Motion and Second to Approve Closed Session Summary and Meeting Minutes.
7. **Special Presentations and Requests**
 - A. Arbor Day Proclamation
8. **Mayor and Commissioners Reports and Announcements**
 - A. Monthly Reports of the City Departments.
Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.
9. **Public Hearings**
 - A. Combined Sewer Overflow Monthly Public Hearing
10. **Old Business**
11. **New Business**
 - A. **Ordinance 2025-01** Fiscal Year 2026 Operating Budget and Schedule of Municipal Fees.
Elaine Jones, CPA, Director of Finance.
Motion and Second to Approve the Ordinance on First Reading, and set the May 20, 2025 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

- B. Ordinance 2025-02** An Ordinance to Repeal and Reenact with Amendment sections of the City Code pertaining to the City's Leak Adjustment Policy, for the purpose of establishing a leak protection program. Elaine Jones, CPA, Director of Finance.

Motion and Second to Approve the Ordinance on First Reading, and set the May 20, 2025 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

- C. Ordinance 2025-03** An Ordinance to Renumber and Enact a new section of City Code for the purpose of establishing a tax credit for members of Frostburg Fire Department, No.1. Elaine Jones, CPA, Director of Finance.

Motion and Second to Approve the Ordinance on First Reading, and set the May 20, 2025 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

- D. Resolution 2025-15** Declare Street Department 2011 Chevy Truck Surplus. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-15; PUBLIC COMMENT; Vote of the Mayor and City Council.

- E. Resolution 2025-16** Temporary Repeal of the Open Container Law for the FrostburgFirst Spring Arts Walk on Saturday, April 26, 2025. Chief Nick Costello.

Motion and Second to Approve Resolution 2025-16; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. Open Public Comment

13. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, March 18, 2025 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. Mayor Logsdon called meeting to order at 5:30 PM
2. **Pledge of Allegiance**
3. **Frostburg Blessing**
4. PRESENT
Mayor Todd Logsdon
Commissioner of Finance Donald Carter
Commissioner of Public Safety Kevin Grove
Commissioner of Water, Parks and Recreation Nina Forsythe
Commissioner of Public Works Adam Ritchey
5. Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Motion carried.

6. **Approval of the Minutes**

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

Motion carried.

A. Minutes from the February Council Meeting.

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

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

Motion carried

B. Summary and Minutes from the Closed Session Meeting on March 11, 2025.

Motion and Second to Approve Closed Session Summary and Meeting Minutes.

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

Motion carried.

7. Mayor and Commissioners Reports and Announcements

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

Motion carried.

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 Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

8. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

9. Old Business

10. New Business

A. Resolution 2025-11 Approve Change Orders 1, 2, & 3 for Storage Building Earthwork Contract with Winner D. Contracting, LLC. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-11; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Motion carried

B. Resolution 2025-12 Approve Change Order NO. 1 for Storage Building Construction Contract with Kauffman Metals. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-12; 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.

Motion carried.

C. Resolution 2025-13 Approve Change Order NO. 1 for Storage Building Interior Finishes Contract with Daystar Builders, Inc. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-13; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Motion carried.

- D. Resolution 2025-14** Award a Contract and Approve Change Order NO. 1 for Storage Building Electrical Work with Stevens Electrical, Inc. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-14; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Motion carried.

11. Open Public Comment

Mayor Logsdon reports come support the Shamrock Shuffle-No open container repeal on record.

Nina Forsythe Commissioner of Water, Parks and Recreation reports on April 3 there will be an energy saving day-open to any Md residence several various agencies with information and applications for free or low cost retro appliance and more for renters and homeowners income requirements.

Mayor Logsdon requested record show we are welcoming Dr. Donna Smith with FSU who has been in new position since last week or last 10 days.

12. Adjournment

Mayor Todd Logsdon adjourned meeting at 5:59 PM.

Mayor Todd J. Logsdon

Lydia Claar, Acting Deputy City Administrator

MINUTES OF CLOSED SESSION HELD ON April 8th, 2025

1. *Statement of the time, place, and purpose of the closed session:*

Time of closed session: 5:03 pm
Place (location) of closed session: 37 Broadway, Frostburg Municipal Center, Meeting Room 100
Purpose of the closed session: To discuss an update on a potential liability concern with counsel.

Record of the vote of each member as to closing the session:

Names of members voting aye: Forsythe, Grove, Ritchey, Logsdon, Carter
Members opposed: None Abstaining: None

2. *Statutory authority to close session:*

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):
➔ *Topic #1:* § 3-305(b) (7) ➔ *Topic #2:* § 3-305(b) () ➔ *Topic #3:* § 3-305(b) ()

3. *Listing of each topic actually discussed, persons present, and each action taken in the session:*

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Staff update on potential liability concern.	Commissioner Forsythe, Commissioner Grove, Commissioner Ritchey, Mayor Logsdon. & Staff: H. Lindsey, L. Claar, E. Jones & M. Cohen	Created action plan to address concern.

Minutes: Commissioner Forsythe moved to enter into closed session. Commissioner Grove seconded.

City of Frostburg
Monthly Reports



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

Community Development
Finance
Parks and Recreation
Street
Water
Police

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: March 2025

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

Permits

Please see attached permit report.

Rental Housing

- Processed Rental Licenses, MDE Lead Certificates, and Owner's Agent Certification Forms. At this time, approximately 95% of rental properties have renewed their Rental License.
- RH Coordinator assisted property owners with general zoning inquiries.
- Working on emailing copies of rental license and receipts for 2025 to property owners.
- Spoke with several tenants due to tenant landlord issues and referred tenants to Tenant/Landlord helpline with successful help for issues for tenants. Also handled issues through emails to tenants and landlords with great success.
- Owner and Agent information was provided to the Frostburg Police Department when requested. Updated spreadsheet sent to both Police Department and Fire Department
- Mailing address and email addresses updates were made for property owners who needed them.
- Updating IWORQ and Rental Housing Spreadsheet in reference to tri- yearly inspections.
- Sent several emails to owners in reference to completing owner's agent form and providing a copy of their driver's license
- Newly owner-occupied properties have been updated from rental status. responsibilities.
- Attended monthly Landlord Tenant Meeting HRDC
- New rental properties brought into program and property owners and working on provided RH welcoming materials.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.

- Confirmation of outstanding registration issues were given by RH and CE per our Finance Department's request.
- All owners were sent emails to request a copy of the most current lead licenses for their rental properties
- I WORQ Training reference to revamp and updating system of rental housing.

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 March due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission met on March 12 to provide feedback on a concept plan for a proposed mixed-use infill development project to be located along Center Street between American Avenue and Oak Street. The proposal called for modular construction of first floor retail units, with approximately 35-40 residential units on the second and third floors. The project is also proposed to provide 67 parking spaces, on-street parking, and shared parking in the Frostburg State University parking lot opposite the site across Center Avenue. Additionally, Staff gave an update on the Comprehensive Plan and the status of the recently launched community survey.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in March due to a lack of applications received.
- *Green Team* – The Green Team met on March 26. Several updates about upcoming projects/events were discussed, including the finalization of the Earth Month Bingo Card. We also discussed potential activities for the Glendening Playground ribbon cutting. The Frostburg Library is hosting “The Great Sunflower Challenge,” beginning May 1. Sunflower seeds will be distributed, and participants are encouraged to grow the biggest sunflower over the summer. There will also be sunflower-themed activities and gardening workshops that correspond with the program.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- March 5 – Solid Waste Management Board meeting
- March 6- Comp Plan Stakeholder Interview – FrostburgFirst
- March 7 – iWorQ Rental Housing module training #3
- March 10 – Comp Plan check in
- March 10 – Edible Arboretum Committee meeting
- March 11 – Work Session
- March 12 – Center Street Site Visit & Proposal Presentation
- March 14 – iWorQ Rental Housing module training #4
- March 14 – Comp Plan Stakeholder Interview – Chamber of Commerce
- March 17 – Comp Plan check in
- March 18 – City Council Meeting
- March 19 – FrostburgFirst Board of Directors meeting
- March 20 – Attainable Housing meeting
- March 21 – Chamber of Commerce “Like A Woman” event
- March 24 – Meeting with Carl Anderton, Director of the MD Office of Rural Economic Strategy
- March 25 – iWorQ Rental Housing module training #5
- March 26 – Green Team meeting
- March 28 – Local Government & Sustainability Interview (with grad students from American University)
- March 29 – Garden Supply Swap

Director's Current Project Updates:

- *Rental Housing Program Revamp* – A survey for rental property owners and owners agents, has been released, and we are already receiving feedback. The Code Enforcement Officer has begun trainings to obtain his rental housing inspector certification. The process of upgrading the CD Department's iWorQ software to include a new rental housing module has begun, and we are attending weekly trainings to develop the new portal.
- *Comprehensive Plan Re-Write* – The Comprehensive Plan community survey was launched on February 28 and remained open throughout the month of March. We have had challenges in distributing the survey among the FSU student population, but have considered reopening the survey for FSU students.

- *Edible Arboretum Enhancements* – A meeting has been scheduled with a local landscaping company to discuss our vision for the Edible Arboretum and to determine the next steps.
- *N. Water Street Townhouse Pre-Development* – Our SDF award agreement is currently in review by DHCD’s legal team. Once we are given the notice to proceed, we will release bid documents for the demolition and sitework.
- *Glendening Signage Project* – Several sign mock-ups have been received from the designer, and we expect to send these to production within the next 2 months. The project will be complete no later than June 30.
- *Stabilization Grant Program* – Allegany County’s SDF award is still being reviewed by DHCD’s legal team. In the meantime, City and County staff have met to finalize the details of the stabilization grant program and have developed a preliminary draft of relevant materials.
- *Green Team Spring Initiatives* – The Green Team has been working to plan several spring initiatives, including:
 - The Garden Supply Swap was held at City Place on Saturday, March 29, in collaboration with our local Master Gardeners, the Frostburg Farmer’s Market, the Frostburg Library, and other community organizations. The event saw approx. 225 attendees, a record turnout for this event!
 - Green Team member Kirsten Getz has developed an Earth Month Bingo Card to encourage sustainable practices throughout the month of April. Participants can submit their completed bingo card for a chance to win \$25 in Burg Bucks.
 - The 3rd annual Buy Nothing, Give Freely event will be held at City Place on May 17 and 18. This event has been wildly popular, and we are expecting an even better turnout this year.



Case Activity Report

03/01/2025 - 03/31/2025

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

3/24/2025	Referred to FPD	80 BOWERY ST	Disabled vehicle	Inspection	Referred to FPD
3/14/2025	03/24/2025	146 SPRING ST	Furniture on front porch	Inspection	Citation Issued

Group Total: 2**Group: Issue Citation**

3/10/2025	03/07/2025	62 SPRING ST	Furniture	Issue Citation	Citation Issued
3/12/2025	03/10/2025	127 CENTER ST	Loose trash/improper storage	Issue Citation	Citation Issued

Group Total: 2**Group: Phone Call/Email**

3/31/2025	4/5/2025	119 BOWERY ST	Trash set out too early	Phone Call/Email	First Warning
3/31/2025	4/5/2025	119 BOWERY ST	Trash set out too early	Phone Call/Email	First Warning
3/31/2025	04/05/2025 (Sofa) 04/14/2025 (Vehicle)	162 E COLLEGE AVE	Sofa on front porch, Unregistered vehicle at rear.	Phone Call/Email	First Warning
3/31/2025	03/31/2025 Extension 04/07/2025	37 WASHINGTON ST	Unregistered/disabled vehicle	Phone Call/Email	First Warning
3/27/2025	04/09/2025	73 BOWERY ST	Unregistered/disabled vehicles at rear of property	Phone Call/Email	First Warning
3/26/2025	03/07/2025	62 SPRING ST	Furniture	Phone Call/Email	Citation Issued

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
3/24/2025	03/14/2025	63 SPRING ST	Unregistered/disabled vehicles	Phone Call/Email	First Warning
3/26/2025	03/24/2025 03/31/2025 Vehicle	62 S BROADWAY	Unregistered/disabled vehicle, hot water heater, improper storage of trash	Phone Call/Email	First Warning
3/26/2025	04/07/2025	33 HILL ST	Unregistered/disabled vehicles at rear of property. Compliance 04/04/2025	Phone Call/Email	First Warning
3/25/2025	03/14/2025	63 SPRING ST	Unregistered/disabled vehicles	Phone Call/Email	First Warning
3/21/2025	03/24/2025	133 CENTER ST	Construction debris and trash around property.	Phone Call/Email	First Warning
3/21/2025	02/14/2025	146 BOWERY ST	Refrigerator on porch mattress in side yard	Phone Call/Email	First Warning
3/19/2025	03/24/2025 03/31/2025 Vehicle	62 S BROADWAY	Unregistered/disabled vehicle, hot water heater, improper storage of trash	Phone Call/Email	First Warning
3/14/2025	03/10/2025	127 CENTER ST	Loose trash/improper storage	Phone Call/Email	Citation Issued
3/17/2025	03/10/2025	127 CENTER ST	Loose trash/improper storage	Phone Call/Email	Citation Issued
3/13/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Phone Call/Email	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
3/12/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Phone Call/Email	Resolved
3/11/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Phone Call/Email	Resolved
3/3/2025	2/28/2025	142 MAPLE ST	Unregistered/Disabled vehicles	Phone Call/Email	First Warning
3/3/2025	2/28/2025	142 MAPLE ST	Unregistered/Disabled vehicles	Phone Call/Email	First Warning
3/4/2025	ASAP	18 N GRANT ST	Debris/junk, porch deteriorating, brush	Phone Call/Email	Final Warning
3/5/2025	ASAP	18 N GRANT ST	Debris/junk, porch deteriorating, brush	Phone Call/Email	Final Warning

Group Total: 22

Group: Re-Inspection

3/31/2025	03/24/2025	212 LOWER CONSOL ROAD NW	Loose trash around dumpster accumulating in brush	Re-Inspection	Resolved
3/28/2025	03/26/2025	150 E MAIN ST	Unregistered/disabled vehicle at rear of property	Re-Inspection	Resolved
3/24/2025	03/24/2025 03/31/2025 Vehicle	62 S BROADWAY	Unregistered/disabled vehicle, hot water heater, improper storage of trash	Re-Inspection	First Warning
3/25/2025	04/04/2025	41 MAPLE ST		Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
3/24/2025	03/07/2025	62 SPRING ST	Furniture	Re-Inspection	Citation Issued
3/26/2025	03/31/2025	10 WASHINGTON ST	Unregistered/disabled vehicle at rear of property	Re-Inspection	Resolved
3/24/2025	03/24/2025	146 SPRING ST	Furniture on front porch	Re-Inspection	Citation Issued
3/24/2025	03/31/2025	13 PARK AVE	Unregistered/disabled vehicle	Re-Inspection	Resolved
3/26/2025	03/31/2025	13 PARK AVE	Unregistered/disabled vehicle	Re-Inspection	Resolved
3/26/2025	03/31/2025	10 WASHINGTON ST	Unregistered/disabled vehicle at rear of property	Re-Inspection	Resolved
3/12/2025	03/10/2025	127 CENTER ST	Loose trash/improper storage	Re-Inspection	Citation Issued
3/11/2025	02/19/2025	44 LINDEN ST	Disabled/Unregistered vehicle	Re-Inspection	Resolved
3/11/2025	03/14/2025	166 BOWERY ST	Unregistered/disabled vehicles	Re-Inspection	Resolved
3/5/2025	3/14/2025	132 MAPLE ST	Unregistered vehicle at rear of property.	Re-Inspection	Resolved
3/10/2025	03/07/2025	62 SPRING ST	Furniture	Re-Inspection	Citation Issued

Group Total: 15

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

3/28/2025	03/24/2025	212 LOWER CONSOL ROAD NW	Loose trash around dumpster accumulating in brush	Return Mail	Resolved

Group Total: 1

Group: Walk-In

3/31/2025	03/24/2025 03/31/2025 Vehicle	62 S BROADWAY	Unregistered/disabled vehicle, hot water heater, improper storage of trash	Walk-In	First Warning

Group Total: 1

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Total Records: 43

4/2/2025



Case Detail Report

03/01/2025 - 03/31/2025

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
3/28/2025	04/11/2025	123 WOOD ST	Unregistered/ disabled vehicle at rear of property	First Warning
3/28/2025	04/04/2025	135 CENTER ST	Loose trash and debris in yard	First Warning
3/28/2025	04/11/2025	134 CENTER ST	Unregistered/ disabled motor vehicle	First Warning
3/28/2025		141 MAPLE ST	Trash storage, loose trash	First Warning
3/26/2025	04/09/2025	41 MILL ST	Vehicles at rear of property	First Warning
3/26/2025	04/09/2025	73 BOWERY ST	Unregistered/ disabled vehicles at rear of property	First Warning
3/26/2025	4/9/2025	101 Charles Street	Disabled vehicle in driveway	First Warning
3/26/2025	Referred to FPD	80 BOWERY ST	Disabled vehicle	Referred to FPD
3/26/2025	Referred to FPD	37 STOYER ST	Disabled/expired Chevy SUV on street across from 39 Stoyer	Referred to FPD
3/24/2025	04/04/2025	27 HILL ST	Furniture, construction debris	First Warning

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
3/24/2025	04/07/2025	33 HILL ST	Unregistered/ disabled vehicles at rear of property. Compliance 04/04/2025	First Warning
3/19/2025	04/04/2025	41 MAPLE ST		Resolved
3/19/2025	Referred to FPD	45 MILL ST	Disabled/expired	Referred to FPD
3/17/2025	03/31/2025 Extension 04/07/2025	37 WASHINGTON ST	Unregistered/ disabled vehicle	First Warning
3/17/2025	03/31/2025	10 WASHINGTON ST	Unregistered/ disabled vehicle at rear of property	Resolved
3/17/2025	03/24/2025 03/31/2025 Vehicle	62 S BROADWAY	Unregistered/ disabled vehicle, hot water heater, improper storage of trash	First Warning
3/17/2025	03/24/2025	212 LOWER CONSOL ROAD NW	Loose trash around dumpster accumulating in brush	Resolved
3/17/2025	03/31/2025	13 PARK AVE	Unregistered/ disabled vehicle	Resolved
3/14/2025	03/24/2025	146 SPRING ST	Furniture on front porch	Citation Issued
3/14/2025	03/24/2025	133 CENTER ST	Construction debris and trash around property.	First Warning
3/12/2025	03/26/2025	150 E MAIN ST	Unregistered/ disabled vehicle at rear of property	Resolved

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
3/3/2025	03/10/2025	127 CENTER ST	Loose trash/improper storage	Citation Issued

Total Records: 22

4/2/2025



Permit Report

03/01/2025 - 03/31/2025

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Burning		16 STANDISH ST	Burning Brush	Closed
Certificate of Appropriateness		33 S BROADWAY	In-kind Roof Replacement	Closed
Burning		321 BARNARD ST	Burning Brush	Closed
Building	Renovation/Conversion	1 E MAIN ST	Commercial Building Interior Renovation	Open
Building	Single Family Dwelling	106 BUTTERMILK CIR	Single Family Dwelling	Pending
Fence		28 E COLLEGE AVE	Installation of a 6' High Wood and Metal Wire Privacy Fence	Closed
Use & Occupancy	Single Family Dwelling	104 BUTTERMILK CIR	Residential Use and Occupancy	Closed
Burning		92 MOUNT PLEASANT ST	Burning Brush	Closed
Building	Accessory Structure	301 ALLEGANY ST	Construction of a 10' x 20' Shed and Grading of a 12' x 22' Area for a Gravel Base	Closed
Burning		131 W COLLEGE AVE	Burning Brush	Closed
Burning		PRICHARD FARMS - CHERRY LANE SW	Burning Brush	Closed

Grading	Major Grading	ROUTE 36 RD	Grading of a 5.52 acre area for site preparation for future development	Closed

Total Records: 12

4/8/2025

CITY OF FROSTBURG
MARCH 2025 BUDGET REPORT

Section 8, Item A.

Account Id	Account Description	Amended Budget	Mar 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,908,000	-	2,929,612.95	100.7
01-000-4001	PERSONAL PROPERTY TAXES	7,000	-	7,081.05	101.2
01-000-4002	PUBLIC UTILITY TAXES	220,000	-	221,842.35	100.8
01-000-4003	CORPORATION TAXES	95,000	1,792.50	85,400.55	89.9
01-000-4004	PRIOR YEAR TAXES	1,000	-	-	-
01-000-4005	TRAILER TAX	1,600	-	560.00	35.0
01-000-4010	INTEREST ON TAXES	50,000	4,331.43	31,346.17	62.7
01-000-4011	TAX CREDITS	(32,400)	(1,647.10)	(35,331.80)	109.0
01-000-4012	TAX ABATEMENTS	(3,000)	-	(2,801.94)	93.4
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	9,086.86	427,612.05	66.8
01-000-4021	ADMISSION TAXES	24,000	-	10,303.14	42.9
01-000-4022	HOTEL MOTEL TAX	155,000	18,222.90	113,364.25	73.1
01-000-4023	HIGHWAY USE TAX	510,000	79,794.01	219,554.42	43.1
01-000-4024	COAL TAX	2,600	-	-	-
01-000-4025	HOUSING AUTHORITY	14,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	10,000	-	9.50	0.1
01-000-4032	TRADERS LICENSES	10,000	21.98	1,909.10	19.1
01-000-4040	POLICE GRANTS	40,000	(8,911.59)	17,982.83	45.0
01-000-4041	PARKING REVENUE	1,000	720.56	1,488.37	148.8
01-000-4043	POLICE PROTECTION GRANTS	135,000	30,635.00	91,905.00	68.1
01-000-4045	FINES & FORFEITURES	15,000	555.00	3,935.00	26.2
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000	-	10,000.00	100.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	-	22,500.00	75.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	450.00	2,055.00	102.8
01-000-4051	BUILDING PERMITS	1,500	80.00	4,560.00	304.0
01-000-4052	RENTAL REGISTRATION	74,000	9,020.00	70,630.00	95.5
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	855.00	18,380.00	103.6
01-000-4055	CODE ENFORCEMENT CITATIONS	750	-	250.00	33.3
01-000-4056	COMM DEV GRANT REVENUE	50,000	20,496.18	62,507.00	125.0
01-000-4060	SWIMMING POOL	60,000	-	29,596.50	49.3
01-000-4062	DAY CAMP REGISTRATIONS	18,000	-	15,835.00	88.0
01-000-4063	RECREATION ACTIVITIES	22,000	3,551.00	15,946.00	72.5
01-000-4200	OPERATING TRANSFER - WATER FUND	95,600	7,967.00	71,703.00	75.0
01-000-4201	OPERATING TRANSFER - SEWER FUND	241,750	20,146.00	181,314.00	75.0
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	18,175	1,515.00	13,635.00	75.0
01-000-4250	NSF FEES	-	450.00	1,520.00	-
01-000-4301	RENTS	111,000	17,374.72	82,603.74	74.4
01-000-4302	HRD APPROPRIATION	10,700	-	10,761.00	100.6
01-000-4303	FRANCHISES - GAS, TV, ETC	72,000	1,500.00	39,125.83	54.3
01-000-4304	MISCELLANEOUS REVENUE	4,000	345.00	4,765.59	119.1
01-000-4306	PROJECT REIMBURSEMENT	88,000	7,393.61	293,175.46	333.2
01-000-4307	INSURANCE REIMBURSEMENTS	-	-	-	-
01-000-4315	PROCEEDS FROM FUND BALANCE	173,870	-	-	-
01-000-4317	SPECIAL REVENUE	2,103,000	174,661.15	1,951,499.59	92.8

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01-000-4600	INTEREST INCOME	400,000	31,308.15	384,179.11	96.0
CORPORATE FUND Revenue Totals		8,427,995	431,714.36	7,412,314.81	
EXECUTIVE					
01-100-5000	SALARIES	22,200	1,850.00	16,650.00	75.0
01-100-5010	SOCIAL SECURITY	1,700	141.55	1,273.95	74.9
01-100-5012	WORKERS COMP	175	13.00	146.00	83.4
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	-	2,790.96	46.5
01-100-5104	INSURANCE - PUBLIC OFFICIALS	8,100	-	8,072.00	99.7
01-100-5110	CONTRIBUTIONS	524,750	-	524,730.00	100.0
01-100-5150	TRAINING	2,800	-	3,145.00	112.3
01-100-5160	TRAVEL	5,700	12.45	3,281.63	57.6
01-100-5185	PROFESSIONAL FEES	20,000	1,750.00	23,988.00	119.9
100 Executive		591,425	3,767.00	584,077.54	
ADMINISTRATIVE					
01-110-5000	SALARIES	176,000	9,978.53	121,247.49	68.9
01-110-5001	SALARIES - BONUS	15,115	-	15,115.00	100.0
01-110-5010	SOCIAL SECURITY	13,300	759.40	9,964.43	74.9
01-110-5011	PENSION	17,800	-	17,765.00	99.8
01-110-5012	WORKERS COMP	600	49.00	548.00	91.3
01-110-5013	INSURANCE - HEALTH	46,500	286.38	22,604.65	48.6
01-110-5014	INSURANCE - HEALTH RETIREE	43,500	1,840.18	21,011.83	48.3
01-110-5015	CONTRIBUTION - 457	2,000	99.76	1,240.14	62.0
01-110-5030	EMPLOYEE WELLNESS	7,500	223.41	5,513.35	73.5
01-110-5050	RESERVE FOR CONTINGENCIES	16,000	-	11,042.09	69.0
01-110-5100	INSURANCE - AUTO	700	-	-	-
01-110-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-110-5105	INSURANCE - PROPERTY	11,700	-	11,421.70	97.6
01-110-5106	INSURANCE - AD&D AND LIFE	4,500	293.26	3,019.40	67.1
01-110-5111	CONTRIBUTIONS - TOURISM	130,900	7,500.00	94,799.00	72.4
01-110-5150	TRAINING	1,200	-	1,096.64	91.4
01-110-5160	TRAVEL	1,800	-	2,405.02	133.6
01-110-5185	PROFESSIONAL FEES	1,100	-	124.88	11.4
01-110-5191	COMMUNICATIONS	8,000	1,212.04	9,693.43	121.2
01-110-5200	ADVERTISING	6,400	-	2,011.03	31.4
01-110-5205	LEGAL	42,500	1,610.00	22,951.25	54.0
01-110-5207	PENSION ADMINISTRATIVE FEE	7,350	1,831.90	7,327.60	99.7
01-110-5210	OFFICE SUPPLIES	11,000	516.73	10,250.02	93.2
01-110-5220	POSTAGE	23,000	5,156.36	19,376.44	84.3
01-110-5230	COMPUTER EXPENSE	9,000	596.98	6,039.98	67.1
01-110-5232	IT LICENSING AND FEES	33,000	165.23	30,067.30	91.1
01-110-5235	DIGITAL ENGAGEMENT	29,000	215.00	18,113.76	62.5
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,500	-	24,758.96	16.0
01-110-5500	BUILDING - ARMORY	12,000	251.47	8,826.31	73.6
01-110-5502	BUILDING MAINTENANCE	22,800	3,533.30	23,012.85	100.9

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01-110-5550	UTILITIES - BUILDING	16,000	2,003.39	12,885.05	80.5
01-110-5700	BANK FEES	1,000	25.00	34.00	3.4
01-110-5807	CAPITAL OUTLAY	656,000	13,405.88	1,040,930.20	158.7
110 Administrative		1,521,940	51,553.20	1,575,308.80	
FINANCE					
01-120-5000	SALARIES	88,000	6,040.40	58,117.44	66.0
01-120-5010	SOCIAL SECURITY	6,700	425.24	4,263.40	63.6
01-120-5011	PENSION	8,900	-	8,883.00	99.8
01-120-5012	WORKERS COMP	250	18.00	203.00	81.2
01-120-5013	INSURANCE - HEALTH	32,500	1,128.78	12,888.92	39.7
01-120-5015	CONTRIBUTION - 457	625	44.52	388.69	62.2
01-120-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-120-5105	INSURANCE - PROPERTY	3,500	-	3,448.39	98.5
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	311.79	877.79	87.8
01-120-5310	AUDITING	75,000	-	73,050.00	97.4
01-120-5311	ACTUARIAL STUDY	5,000	-	-	-
01-120-5313	TAX COLLECTION	1,300	117.32	480.90	37.0
01-120-5810	RETSA OBLIGATION	9,600	-	2,869.80	29.9
120 Finance		233,550	8,086.05	165,583.33	
COMMUNITY DEV					
01-130-5000	SALARIES	125,000	9,520.01	90,440.10	72.4
01-130-5010	SOCIAL SECURITY	9,500	696.32	6,615.04	69.6
01-130-5011	PENSION	12,650	-	12,617.00	99.7
01-130-5012	WORKERS COMP	350	25.00	282.00	80.6
01-130-5013	INSURANCE - HEALTH	23,000	1,910.67	18,178.17	79.0
01-130-5015	CONTRIBUTION - 457	1,500	53.90	538.20	35.9
01-130-5100	INSURANCE - AUTO	800	-	720.00	90.0
01-130-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-130-5105	INSURANCE - PROPERTY	4,600	-	4,597.85	100.0
01-130-5150	TRAINING	750	-	640.00	85.3
01-130-5160	TRAVEL	900	-	257.66	28.6
01-130-5185	PROFESSIONAL FEES	1,000	-	175.00	17.5
01-130-5320	ECONOMIC DEVELOPMENT	6,800	500.00	4,351.45	64.0
01-130-5322	PLANNING	155,000	2,520.00	26,330.00	17.0
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5401	AUTO EXPENSE	500	33.00	201.00	40.2
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	-	23,507.00	47.0
01-130-5822	SPECIAL PROJECTS	13,300	104.39	806.63	6.1
130 Community Dev		407,825	15,363.29	190,369.10	
CODE ENFORCEMENT					
01-140-5000	SALARIES	63,000	3,913.90	38,611.26	61.3
01-140-5010	SOCIAL SECURITY	4,800	278.16	2,741.23	57.1

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01-140-5011	PENSION	5,700	-	6,359.00	111.6
01-140-5012	WORKERS COMP	200	15.00	168.00	84.0
01-140-5013	INSURANCE - HEALTH	22,800	2,003.10	18,920.51	83.0
01-140-5015	CONTRIBUTION - 457	750	38.80	404.84	54.0
01-140-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-140-5105	INSURANCE - PROPERTY	2,900	-	3,448.39	118.9
01-140-5150	TRAINING	500	50.00	263.96	52.8
01-140-5160	TRAVEL	500	-	36.50	7.3
01-140-5185	PROFESSIONAL FEES	400	-	20.00	5.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	13,700	-	13,166.67	96.1
01-140-5330	CODE ENFORCEMENT	5,000	-	9.00	0.2
01-140-5331	CONSTRUCTION INSPECT	20,000	255.00	12,707.25	63.5
01-140-5332	RENTAL INSPECTION	19,500	50.00	15,200.00	78.0
140 Code Enforcement		159,925	6,603.96	112,168.61	
PUBLIC WORKS ADMIN					
01-150-5000	SALARIES	76,000	5,171.38	51,033.37	67.2
01-150-5010	SOCIAL SECURITY	5,800	379.72	3,766.07	64.9
01-150-5011	PENSION	7,700	-	7,671.00	99.6
01-150-5012	WORKERS COMP	1,600	116.00	1,305.00	81.6
01-150-5013	INSURANCE - HEALTH	14,000	1,112.97	11,256.81	80.4
01-150-5015	CONTRIBUTION - 457	700	51.72	527.64	75.4
01-150-5100	INSURANCE - AUTO	800	-	717.00	89.6
01-150-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-150-5105	INSURANCE - PROPERTY	2,600	-	2,298.93	88.4
01-150-5150	TRAINING	1,750	-	1,500.00	85.7
01-150-5160	TRAVEL	1,000	-	-	-
01-150-5185	PROFESSIONAL FEES	2,100	-	1,040.00	49.5
01-150-5193	ONE CALL CONCEPTS	2,200	50.02	683.10	31.1
01-150-5340	ENGINEERING EQUIPMENT	3,000	124.98	713.61	23.8
01-150-5341	MAPPING SUPPLIES	8,000	1,025.00	7,757.20	97.0
01-150-5342	PUBLIC WORKS	7,400	-	991.22	13.4
01-150-5400	GAS, OIL, GREASE	3,000	218.41	1,720.77	57.4
01-150-5420	FLEET LEASE	11,000	842.93	7,586.37	69.0
150 Public Works Admin		148,825	9,093.13	100,680.09	
PUBLIC SAFETY					
01-160-5000	SALARIES	1,062,000	82,078.78	754,781.34	71.1
01-160-5002	SALARIES - POLICE GRANTS	40,000	4,801.40	22,808.65	57.0
01-160-5003	COURT TIME	13,000	950.10	10,266.67	79.0
01-160-5010	SOCIAL SECURITY	85,000	6,440.38	57,820.84	68.0
01-160-5011	PENSION	190,000	-	187,419.00	98.6
01-160-5012	WORKERS COMP	72,000	5,218.00	58,703.00	81.5
01-160-5013	INSURANCE - HEALTH	257,000	22,231.40	179,681.73	69.9
01-160-5015	CONTRIBUTION - 457	7,500	522.88	4,730.53	63.1
01-160-5100	INSURANCE - AUTO	7,800	-	7,304.00	93.6

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01-160-5102	INSURANCE - GEN LIAB	1,200	-	1,041.00	86.8
01-160-5103	INSURANCE - POLICE PROFESSIONAL	16,700	-	10,596.00	63.5
01-160-5105	INSURANCE - PROPERTY	6,000	-	5,136.05	85.6
01-160-5150	TRAINING	25,500	4,858.99	20,684.78	81.1
01-160-5170	UNIFORMS	15,000	2,748.66	9,522.17	63.5
01-160-5180	SAFETY EQUIPMENT	1,200	90.00	720.00	60.0
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	2,266.76	13,458.29	72.8
01-160-5191	COMMUNICATIONS	30,500	1,649.78	23,963.91	78.6
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	1,154.10	4,190.79	83.8
01-160-5230	COMPUTER EXPENSE	8,500	-	5,568.60	65.5
01-160-5350	FSU MOU	10,000	-	10,000.00	100.0
01-160-5380	POLICE REFORM	23,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	272.29	4,534.03	113.4
01-160-5400	GAS, OIL, GREASE	33,000	1,788.30	14,133.72	42.8
01-160-5401	AUTO EXPENSE	18,000	2,446.72	11,629.92	64.6
01-160-5420	FLEET LEASE	61,000	4,214.60	37,482.93	61.5
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	293.24	3,383.44	84.6
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	1,335.59	8,533.57	85.3
01-160-5851	FIRE DEPT APPROPRIATION	255,670	-	191,752.50	75.0
160 Public Safety		2,287,070	145,361.97	1,659,847.46	

	PUBLIC WORKS - STREET				
01-170-5000	SALARIES	296,000	22,292.85	237,006.28	80.1
01-170-5010	SOCIAL SECURITY	22,600	1,620.87	17,327.95	76.7
01-170-5011	PENSION	30,000	-	29,878.00	99.6
01-170-5012	WORKERS COMP	20,000	1,449.00	16,303.00	81.5
01-170-5013	INSURANCE - HEALTH	80,000	5,951.21	56,354.27	70.4
01-170-5015	CONTRIBUTION - 457	1,500	93.44	932.00	62.1
01-170-5018	UNEMPLOYMENT	200	-	-	-
01-170-5100	INSURANCE - AUTO	9,800	-	9,547.00	97.4
01-170-5102	INSURANCE - GEN LIAB	975	-	860.20	88.2
01-170-5105	INSURANCE - PROPERTY	9,000	-	8,093.05	89.9
01-170-5150	TRAINING	5,000	-	100.00	2.0
01-170-5170	UNIFORMS	8,000	265.76	3,094.81	38.7
01-170-5180	SAFETY EQUIPMENT	7,200	940.63	5,522.18	76.7
01-170-5191	COMMUNICATIONS	15,000	242.34	2,488.75	16.6
01-170-5210	OFFICE SUPPLIES	1,500	379.98	1,208.99	80.6
01-170-5400	GAS, OIL, GREASE	30,000	2,294.17	19,637.29	65.5
01-170-5420	FLEET LEASE	29,000	5,185.38	32,165.46	110.9
01-170-5550	UTILITIES - BUILDING	6,000	1,218.61	5,870.18	97.8
01-170-5711	SALT & ABRASIVES	250,000	50,100.45	281,773.54	112.7
01-170-5712	SIGN MAINTENANCE	15,000	431.28	9,026.00	60.2
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	13,612.39	121,718.87	135.2
01-170-5714	STREET LIGHTING	100,000	8,151.84	67,418.97	67.4
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	4,657.12	32,417.99	32.4

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01-170-5716	STREET SHOP EQUIPMENT	50,000	1,323.04	50,505.75	101.0
01-170-5717	STREET LIGHTING REPAIRS	48,500	4,314.49	18,291.77	37.7
01-170-5800	CAPITAL OUTLAY	420,150	-	530,936.73	126.4
01-170-5861	STREET PAVING	223,500	-	223,126.03	99.8
01-170-5865	PARKING LOT MAINTENANCE	13,000	-	8,010.94	61.6
170 Public Works - Street		1,881,925	124,524.85	1,789,616.00	

RECREATION					
01-180-5000	SALARIES	284,000	21,508.48	206,626.74	72.8
01-180-5010	SOCIAL SECURITY	21,700	1,580.60	15,191.35	70.0
01-180-5011	PENSION	28,800	-	28,667.00	99.5
01-180-5012	WORKERS COMP	18,200	1,319.00	14,839.00	81.5
01-180-5013	INSURANCE - HEALTH	65,000	4,935.64	47,361.52	72.9
01-180-5015	CONTRIBUTION - 457	1,750	76.30	761.72	43.5
01-180-5100	INSURANCE - AUTO	2,900	-	2,305.00	79.5
01-180-5102	INSURANCE - GEN LIAB	550	-	449.00	81.6
01-180-5105	INSURANCE - PROPERTY	15,885	-	15,213.13	95.8
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,800	248.84	2,935.96	61.2
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	500.99	5,514.09	61.3
01-180-5420	FLEET LEASE	23,000	1,863.65	16,772.85	72.9
01-180-5503	ARMORY EXPENSE - GYM	16,000	1,269.44	6,267.54	39.2
01-180-5504	COMMUNITY CENTER	17,500	1,011.72	18,419.91	105.3
01-180-5510	CITY PLACE	29,500	2,059.47	17,427.25	59.1
01-180-5550	UTILITIES	9,000	304.17	2,360.15	26.2
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	12,400	811.94	11,806.04	95.2
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000	999.14	5,999.14	120.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	63,000	4,626.18	48,281.57	76.6
01-180-5724	STREET TREE MAINTENANCE	7,500	-	6,358.00	84.8
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	97.00	4.9
01-180-5726	RECREATIONAL PROGRAMS	13,000	72.58	8,769.46	67.5
01-180-5800	CAPITAL OUTLAY	384,800	24,551.58	272,280.13	70.8
180 Recreation		1,038,835	67,739.72	754,703.55	

RECREATION-POOL					
01-181-5000	SALARIES	72,000	-	43,737.88	60.8
01-181-5010	SOCIAL SECURITY	5,500	-	3,346.01	60.8
01-181-5012	WORKERS COMP	4,600	334.00	3,756.00	81.7
01-181-5018	UNEMPLOYMENT	200	-	-	-
01-181-5507	POOL OPERATING	35,000	1,720.52	30,331.30	86.7
181 Recreation-Pool		117,300	2,054.52	81,171.19	

RECREATION - DAY CAMP

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01-182-5000	SALARIES	24,000	-	14,723.45	61.4
01-182-5010	SOCIAL SECURITY	1,850	-	1,126.41	60.9
01-182-5012	WORKERS COMP	1,500	109.00	1,226.00	81.7
01-182-5018	UNEMPLOYMENT	200	-	-	-
01-182-5507	DAY CAMP OPERATIONS	800	-	159.42	19.9
182 Recreation - Day Camp		28,350	109.00	17,235.28	
RECREATION - SEASONAL					
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	725	-	-	-
01-183-5012	WORKERS COMP	600	43.00	485.00	80.8
01-183-5108	UNEMPLOYMENT	200	-	-	-
183 Recreation - Seasonal		11,025	43.00	485.00	
CORPORATE FUND Expenditure Totals		8,427,995	434,299.69	7,031,245.95	
02-000-4000	WATER SERVICE REVENUE	1,716,000	127,727.42	1,233,642.66	71.9
02-000-4001	INTEREST EARNED - WATER	1,500	194.11	1,609.92	107.3
02-000-4317	SPECIAL REVENUE	85,500	3,510.00	82,844.96	96.9
02-000-4401	SALE OF BULK WATER	-	-	458.25	-
02-000-4402	SALE OF METERS	5,000	25.00	4,175.00	83.5
02-000-4403	TAPPING FEES	5,600	-	5,600.00	100.0
02-000-4404	SUNDRY SALES	10,000	2,002.00	10,267.76	102.7
02-000-4408	SUNDRY SALES - CASH BASIS	-	50.00	712.50	-
02-000-4409	FUND BALANCE	75,400	-	-	-
02-000-4600	INTEREST INCOME	15,000	7,514.96	33,019.66	220.1
WATER FUND Revenue Totals		1,914,000	141,023.49	1,372,330.71	
WATER - ADMIN					
02-190-5000	SALARIES	72,000	5,315.78	51,775.26	71.9
02-190-5010	SOCIAL SECURITY	5,400	385.60	3,773.93	69.9
02-190-5011	PENSION	7,300	-	7,268.00	99.6
02-190-5012	WORKERS COMP	225	16.00	181.00	80.4
02-190-5013	INSURANCE - HEALTH	18,000	1,522.30	14,736.60	81.9
02-190-5015	CONTRIBUTION - 457	850	53.12	543.36	63.9
02-190-5313	COLLECTION EXPENSE	1,000	117.32	480.90	48.1
02-190-5370	FMHA BOND	850	-	832.00	97.9
02-190-5600	CORPORATE OVERHEAD	95,600	7,967.00	71,703.00	75.0
190 Water - Admin		201,225	15,377.12	151,294.05	
WATER - FILTRATION					
02-192-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-192-5105	INSURANCE - PROPERTY	18,500	-	18,426.56	99.6
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,757.41	96.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000	10,820.57	79,217.03	83.4
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000	1,493.90	5,153.87	10.3
02-192-5710	FILTRATION CONTRACT PAYMENT	654,000	38,939.71	427,723.97	65.4

CITY OF FROSTBURG
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Account Id	Account Description	Amended Budget	Mar 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
192 Water - Filtration		824,800	51,254.18	537,399.84	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,000	2,640.00	25,080.00	73.8
02-194-5010	SOCIAL SECURITY	2,500	201.96	1,918.62	76.7
02-194-5011	PENSION	3,500	-	3,432.00	98.1
02-194-5012	WORKERS COMP	2,300	167.00	1,878.00	81.7
02-194-5015	CONTRIBUTION - 457	100	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	418.90	3,466.61	69.3
02-194-5730	WATER SUPPLY EXPENSE	50,000	1,011.04	8,579.58	17.2
194 Water - Supply		102,400	4,438.90	44,354.81	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	275,000	19,560.00	187,725.65	68.3
02-196-5010	SOCIAL SECURITY	21,000	1,436.10	13,788.74	65.7
02-196-5011	PENSION	27,800	-	27,758.00	99.9
02-196-5012	WORKERS COMP	17,600	1,275.00	14,346.00	81.5
02-196-5013	INSURANCE - HEALTH	82,000	5,227.45	50,014.85	61.0
02-196-5015	CONTRIBUTION - 457	1,000	32.40	323.20	32.3
02-196-5100	INSURANCE - AUTO	4,000	-	3,861.00	96.5
02-196-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-196-5105	INSURANCE - PROPERTY	4,700	-	4,606.64	98.0
02-196-5150	TRAINING	3,500	-	2,700.00	77.1
02-196-5170	UNIFORMS	4,000	276.76	3,425.06	85.6
02-196-5180	SAFETY EQUIPMENT	6,575	90.00	720.00	11.0
02-196-5191	COMMUNICATIONS	13,000	968.59	8,990.32	69.2
02-196-5210	OFFICE SUPPLIES	1,000	-	819.60	82.0
02-196-5390	MISCELLANEOUS EXPENSE	1,000	-	120.83	12.1
02-196-5400	GAS, OIL, GREASE	17,000	604.61	11,059.51	65.1
02-196-5420	FLEET LEASE	33,000	2,606.94	23,462.46	71.1
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	623.30	4,326.41	34.6
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000	766.16	3,954.19	79.1
02-196-5700	DISTRIBUTION EXPENSE	61,800	4,787.30	52,190.06	84.5
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000	-	1,180.40	10.7
02-196-5702	EQUIPMENT MAINTENANCE	8,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	8,000	-	-	-
02-196-5704	TRANSMISSION MAINS EXPENSE	95,800	5,960.00	105,864.71	110.5
02-196-5740	METERS EXPENSE	70,000	30.00	35,967.68	51.4
196 Water - Distribution		785,575	44,244.61	558,326.31	
WATER FUND Expenditure Totals		1,914,000	115,314.81	1,291,375.01	
03-000-4000	SEWER CHARGES	1,817,000	149,145.62	1,262,907.13	69.5
03-000-4001	INTEREST EARNED - SEWER	1,800	345.56	2,905.68	161.4
03-000-4315	PROCEEDS FROM FUND BALANCE	239,825	-	-	-
03-000-4317	SPECIAL REVENUE	8,000	-	7,950.00	99.4

CITY OF FROSTBURG
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03-000-4404	SUNDRY SALES	1,500	250.00	1,401.96	93.5
03-000-4501	BAY RESTORATION FUND REVENUE	-	14,984.98	121,701.33	-
03-000-4503	SEWER TAP FEES	3,500	-	5,500.00	157.1
03-000-4600	INTEREST INCOME	25,000	10,923.33	44,905.39	179.6
Sewer Operations Total		2,096,625	175,649.49	1,447,271.49	
03-220-4317	SPECIAL REVENUE	606,500	-	44,390.12	7.3
03-220-4520	CSO SURCHARGE REVENUE	401,000	33,851.88	273,985.16	68.3
03-220-4521	INTEREST EARNED - CSO SURCHARGE	500	165.48	1,050.12	210.0
03-220-4530	PROJECT REIMBURSEMENTS	572,500	-	404,264.00	70.6
CSO Total		1,580,500	34,017.36	723,689.40	
SEWER FUND Revenue Totals		3,677,125	209,666.85	2,170,960.89	
SEWER - ADMIN					
03-210-5000	SALARIES	72,000	5,315.78	51,775.26	71.9
03-210-5010	SOCIAL SECURITY	5,400	385.60	3,773.93	69.9
03-210-5011	PENSION	7,300	-	7,268.00	99.6
03-210-5012	WORKERS COMP	225	16.00	181.00	80.4
03-210-5013	INSURANCE - HEALTH	18,000	1,522.11	14,736.72	81.9
03-210-5015	CONTRIBUTION - 457	850	53.12	543.36	63.9
03-210-5313	COLLECTION EXPENSE	1,000	117.32	480.90	48.1
210 Sewer - Admin		104,775	7,409.93	78,759.17	
SEWER - OPERATING					
03-211-5000	SALARIES	172,000	16,185.20	147,827.86	86.0
03-211-5010	SOCIAL SECURITY	13,000	1,135.38	10,332.32	79.5
03-211-5011	PENSION	21,500	-	21,456.00	99.8
03-211-5012	WORKERS COMP	11,000	797.00	8,070.39	73.4
03-211-5013	INSURANCE - HEALTH	71,000	6,666.47	60,218.24	84.8
03-211-5015	CONTRIBUTION - 457	1,800	113.64	1,134.00	63.0
03-211-5100	INSURANCE - AUTO	1,500	-	1,434.00	95.6
03-211-5102	INSURANCE - GEN LIAB	650	-	561.00	86.3
03-211-5105	INSURANCE - PROPERTY	6,950	-	6,900.97	99.3
03-211-5150	TRAINING	1,000	-	-	-
03-211-5170	UNIFORMS	3,000	126.12	1,287.81	42.9
03-211-5180	SAFETY EQUIPMENT	1,000	196.93	834.42	83.4
03-211-5191	COMMUNICATIONS	2,400	167.05	1,789.49	74.6
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	68,076.48	-
03-211-5400	GAS, OIL, GREASE	10,000	1,242.60	7,257.20	72.6
03-211-5420	FLEET LEASE	21,000	1,701.50	15,313.50	72.9
03-211-5520	PUMPING STATION MAINTENANCE	6,000	50.79	2,867.94	47.8
03-211-5600	CORPORATE OVERHEAD	241,750	20,146.00	181,314.00	75.0
03-211-5761	SANITARY COMMISSION CHARGES	1,100,000	79,410.15	552,795.92	50.3
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	8,787.15	74.5
03-211-5763	SEWER OPERATING EXPENSE	50,000	839.45	33,018.43	66.0
03-211-5764	SEWER PUMPING EXPENSE	6,000	411.89	8,438.59	140.6

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03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	30,000	-	-	-
	211 Sewer - Operating	1,783,350	129,190.17	1,139,715.71	
	CSO				
03-220-5391	INTEREST EXPENSE	3,200	-	1,382.11	43.2
03-220-5392	DEBT REDEMPTION	23,600	-	23,565.82	99.9
03-220-5800	CAPITAL OUTLAY	1,762,200	-	692,880.90	39.3
	220 CSO	1,789,000	-	717,828.83	
	SEWER FUND Expenditure Totals	3,677,125	136,600.10	1,936,303.71	
04-000-4000	WATER TAP SURCHARGE	668,000	68,778.79	558,678.22	83.6
04-000-4001	INTEREST EARNED SURCHARGE	1,000	235.25	1,429.75	143.0
04-000-4600	INTEREST INCOME	20,000	925.32	32,677.53	163.4
	PINEY SURCHARGE FUND Revenue Totals	689,000	69,939.36	592,785.50	
	WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	1,000	93.85	384.72	38.5
04-200-5390	MISCELLANEOUS EXPENSE	12,000	-	-	-
04-200-5391	INTEREST EXPENSE	56,900	3,493.30	23,713.62	41.7
04-200-5392	DEBT REDEMPTION	415,100	4,901.70	32,257.85	7.8
04-200-5802	CAPITAL REPAIRS	68,000	-	107,914.49	158.7
	PINEY SURCHARGE FUND Expenditure Totals	553,000	8,488.85	164,270.68	
05-000-4000	TRASH & GARBAGE CHARGES	473,000	39,607.72	319,880.22	67.6
05-000-4001	INTEREST EARNED - TRASH	800	298.47	1,788.64	223.6
05-000-4404	SUNDRY SALES	1,950	-	1,650.00	84.6
05-000-4600	INTEREST INCOME	3,000	487.65	4,278.28	142.6
	GARBAGE FUND Revenue Totals	478,750	40,393.84	327,597.14	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	72,000	5,315.76	51,774.90	71.9
05-230-5010	SOCIAL SECURITY	5,400	385.60	3,773.91	69.9
05-230-5011	PENSION	7,300	-	7,268.00	99.6
05-230-5012	WORKERS COMP	225	16.00	181.00	80.4
05-230-5013	INSURANCE - HEALTH	18,000	1,522.35	14,736.63	81.9
05-230-5015	CONTRIBUTION - 457	850	53.12	543.34	63.9
05-230-5313	COLLECTION EXPENSE	500	23.45	96.15	19.2
	230 Garbage Admin.	104,275	7,316.28	78,373.93	
	GARBAGE OPERATING				
05-232-5000	SALARIES	93,000	6,481.19	68,294.49	73.4
05-232-5010	SOCIAL SECURITY	7,100	466.60	4,961.12	69.9
05-232-5011	PENSION	9,400	-	9,387.00	99.9
05-232-5012	WORKERS COMP	6,000	435.00	4,894.00	81.6
05-232-5013	INSURANCE - HEALTH	22,500	1,911.49	17,476.76	77.7
05-232-5015	CONTRIBUTION - 457	750	-	-	-

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Account Id	Account Description	Amended Budget	Mar 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
05-232-5100	INSURANCE - AUTO	2,200	-	2,166.00	98.5
05-232-5102	INSURANCE - GEN LIAB	400	-	336.00	84.0
05-232-5105	INSURANCE - PROPERTY	4,500	-	4,476.93	99.5
05-232-5170	UNIFORMS	3,000	120.76	1,227.98	40.9
05-232-5180	SAFETY EQUIPMENT	1,000	196.04	578.03	57.8
05-232-5210	OFFICE SUPPLIES	1,000	-	504.43	50.4
05-232-5400	GAS, OIL, GREASE	14,000	881.64	10,882.34	77.7
05-232-5600	CORPORATE OVERHEAD	18,175	1,515.00	13,635.00	75.0
05-232-5770	ASH DUMPSTER	8,500	(92.27)	2,819.87	33.2
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	2,573.92	25.7
05-232-5772	LANDFILL CHARGES	130,000	9,041.22	83,178.36	64.0
05-232-5773	SANITATION OPERATING EXPENSE	30,000	414.35	32,657.79	108.9
	232 Garbage Operating	361,525	21,371.02	260,050.02	
	GARBAGE FUND Expenditure Totals	465,800	28,687.30	338,423.95	

2025

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	9,417,491.35
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1100	ACCOUNTS RECEIVABLE	48,047.65
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	11,175.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	253,665.46
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,636.53
01-000-1143	TAXES RECEIVABLE - CORPORATION	32,568.08
01-000-1200	PREPAID EXPENSE	17,466.26
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1500	FIXED ASSETS	26,512,972.13
01-000-1506	WIP - GATEWAY IMPROVEMENT	797,858.41
01-000-1507	WORK IN PROCESS - MISC PROJECTS	234,512.19
01-000-1570	RIGHT OF USE ASSETS	588,251.69
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,491,147.14-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	263,587.51-
01-000-1650	RESERVE FOR AMORTIZATION	92,845.62-
01-000-1900	DEFERRED FINANCING OUTFLOW	505,273.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	191,069.00
	Total Assets	<u>29,981,034.46</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2220	LEASE LIABILITY	335,097.34
01-000-2225	SUBSCRIPTION LIABILITY - ROU	95,100.57
01-000-2250	UNEARNED REVENUE	156,517.86
01-000-2253	UNEARNED REVENUE - ARPA	1,498,669.68
01-000-2450	DEFERRED FINANCING INFLOW	65,759.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	184,710.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	747,667.95
01-000-2700	COMPENSATED ABSENCES	494,225.81
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,344,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	<u>8,161,382.78</u>

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

Revenue	7,412,314.81
Less Expenses	<u>5,990,315.75</u>
Net	<u>1,421,999.06</u>
Total Fund Balance	<u>21,819,651.68</u>
Total Liabilities & Fund Balance	<u>29,981,034.46</u>

2025

Assets

02-000-1000	CASH	1,087,757.84
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,370.32
02-000-1100	ACCOUNTS RECEIVABLE	1,566.32
02-000-1102	WATER ACCOUNTS RECEIVABLE	79,193.04
02-000-1140	INTEREST RECEIVABLE - WATER	613.90
02-000-1500	FIXED ASSETS	4,095,203.29
02-000-1520	WORK IN PROGRESS	206,286.03
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	2,984,026.14-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	54,602.29-
02-000-1900	DEFERRED FINANCING OUTFLOW	90,253.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	31,845.00
	Total Assets	<u>2,749,738.22</u>

Liabilities & Fund Balance

02-000-2220	LEASE LIABILITY	88,475.40
02-000-2450	DEFERRED FINANCING INFLOW	11,747.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	30,785.00
02-000-2700	COMPENSATED ABSENCES	129,340.88
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>601,028.28</u>

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

Revenue	1,372,330.71
Less Expenses	<u>1,291,375.01</u>
Net	<u>80,955.70</u>
Total Fund Balance	<u>2,148,709.94</u>
Total Liabilities & Fund Balance	<u>2,749,738.22</u>

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Assets

03-000-1000	CASH	1,492,253.29
03-000-1040	BAY RESTORATION FUND CASH	70,102.21
03-000-1041	CSO CASH	629,538.95
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	127,319.76
03-000-1120	BAY RESTORATION FUND RECEIVABLE	14,959.59
03-000-1121	CSO SURCHARGE RECEIVABLE	32,079.66
03-000-1141	INTEREST REC - CSO SURCHARGE	2,599.48
03-000-1142	INTEREST RECEIVABLE - SEWER	748.41
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,154,790.99
03-000-1539	WIP - PHASE X-B	126,147.70
03-000-1540	WIP - PHASE X-C	146,606.10
03-000-1541	WIP - PHASE IX-D	27,165.00
03-000-1542	WIP - PHASE VIII-C	30,376.25
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	10,300,066.20-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	23,182.20-
03-000-1900	DEFERRED FINANCING OUTFLOW	71,776.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	26,537.00
	Total Assets	<u>22,061,634.70</u>

Liabilities & Fund Balance

03-000-2220	LEASE LIABILITY	66,362.62
03-000-2450	DEFERRED FINANCING INFLOW	9,341.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	25,654.00
03-000-2700	COMPENSATED ABSENCES	124,936.78
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	<u>192,910.41</u>
	Total Liabilities	693,352.81

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

Revenue	2,170,960.89
Less Expenses	<u>1,219,856.99</u>
Net	<u>951,103.90</u>
Total Fund Balance	<u>21,368,281.89</u>
Total Liabilities & Fund Balance	<u>22,061,634.70</u>

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Assets		
04-000-1000	CASH	1,348,258.76
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,465.30
04-000-1131	WATER SURCHARGE RECEIVABLE	41,218.85
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	20,222,047.29
	Total Assets	<u>9,802,588.27</u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	11,203.00
04-000-2900	NOTES PAYABLE	2,426,338.04
	Total Liabilities	<u>2,437,541.04</u>
04-000-3000	INVESTED IN FIXED ASSETS	5,951,050.00
04-000-3250	FUND BALANCE	953,224.56
	Total	<u>6,904,274.56</u>
	Revenue	592,785.50
	Less Expenses	<u>132,012.83</u>
	Net	<u>460,772.67</u>
	Total Fund Balance	<u>7,365,047.23</u>
	Total Liabilities & Fund Balance	<u>9,802,588.27</u>

2025

Assets		
05-000-1000	CASH	84,264.66
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	45,334.72
05-000-1140	INTEREST RECEIVABLE - TRASH	4,134.61
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	373,223.90-
05-000-1900	DEFERRED FINANCING OUTFLOW	43,350.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	15,922.00
	Total Assets	<u>416,769.12</u>
Liabilities & Fund Balance		
05-000-2450	DEFERRED FINANCING INFLOW	5,642.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	32,326.17
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	<u>123,069.00</u>
	Total Liabilities	218,656.17
05-000-3000	INVESTED IN FIXED ASSETS	223,712.00
05-000-3200	FUND BALANCE	<u>14,772.24-</u>
	Total	208,939.76
	Revenue	327,597.14
	Less Expenses	<u>338,423.95</u>
	Net	<u>10,826.81-</u>
	Total Fund Balance	<u>198,112.95</u>
	Total Liabilities & Fund Balance	<u>416,769.12</u>

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 03/31/25

2025

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Assets		
07-000-1000	CASH	18,256.83
	Total Assets	<u>18,256.83</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	31,687.19
	Total	<u>31,687.19</u>
	Revenue	20.14
	Less Expenses	<u>13,450.50</u>
	Net	<u>13,430.36-</u>
	Total Fund Balance	<u>18,256.83</u>
	Total Liabilities & Fund Balance	<u>18,256.83</u>

2025

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Assets		
08-000-1000	CASH	29,097.03
	Total Assets	<u>29,097.03</u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	23,483.08
	Total	<u>23,483.08</u>
	Revenue	5,613.95
	Less Expenses	<u>0.00</u>
	Net	<u>5,613.95</u>
	Total Fund Balance	<u>29,097.03</u>
	Total Liabilities & Fund Balance	<u>29,097.03</u>

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

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal
	Receivable at 02/28/25	Billings	Principal	Interest		Receivable at 03/31/25
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	244.30	-	-	-	-	244.30
Real Estate - 22/23	17,230.41	-	3,055.50	1,511.77	-	14,174.91
Real Estate - 23/24	49,694.65	-	3,412.46	871.59	-	46,282.19
Real Estate - 24/25	217,807.15	-	25,080.41	1,779.83	-	192,726.74
Real Estate Total	<u>\$ 285,213.83</u>	<u>\$ -</u>	<u>\$ 31,548.37</u>	<u>\$ 4,163.19</u>	<u>\$ -</u>	<u>\$ 253,665.46</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	2,234.25	-	-	-	-	2,234.25
Personal Property	<u>\$ 3,636.53</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,636.53</u>
Public Utility - 23/24	<u>\$ 106,171.80</u>	<u>\$ -</u>	<u>\$ 106,171.80</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,523.86	-	-	-	-	3,523.86
Corporation - 23/24	8,097.30	-	-	-	-	8,097.30
Corporation - 24/25	38,061.90	1,792.50	18,935.28	168.24	-	20,919.12
Corporation Total	<u>\$ 49,710.86</u>	<u>\$ 1,792.50</u>	<u>\$ 18,935.28</u>	<u>\$ 168.24</u>	<u>\$ -</u>	<u>\$ 32,568.08</u>
NST - Returned Check Fee	<u>\$ 30.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30.00</u>
Total	<u><u>\$ 444,763.02</u></u>	<u><u>\$ 1,792.50</u></u>	<u><u>\$ 156,655.45</u></u>	<u><u>\$ 4,331.43</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 289,900.07</u></u>

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of March 2025

Submitted by: Gene Bittinger maintenance Supervisor

March 3 2025

Checked parks

Burnt weeds on the dog park fences

Filled propane tanks

Started draining the pool

March 4 2025

Checked parks

Hailed dirt from new playground

Built new battery box for water dept's hoe

March 5 2025

Checked parks

Took heaters to field 5 bathrooms

Fixed a bracket for the pool diving board

Started draining the swimming pool

Dropped new grates off at the pool

Brought bobcat back from Glendening

March 6 2025

Checked parks

Took bobcat hydraulic cylinder to Ruby's' for repair

March 7 2025

Checked parks

Turned bills in

Got roller ready to roll fields

Started rolling L.L. field and the Community field

Worked on L.L. warning track

Welded tool box for the Water Dept.

Filled low spots on L.L. field and Community field

March 10 2025

Checked parks

Started dragging and rolling the baseball fields

Took steam jenny to the pool

Turned water on at the pool

March 11 2025

Checked parks

Went to the Staff meeting

Rolled fields at Glendening

Filled holes in the playing fields at Glendening

Worked on baseball infields at Glendening

March 12 2025

Checked parks

Picked up grass seed

Seeded field 2,3,5,

Burnt weeds on field 6 and 5

Rolled field 7 and 8

Went to playground meeting

Got paint ready for Finan center volunteers

March 13 2025

Checked parks

Picked up more grass seed and paint

Started seeding field 7 and 8

Installed outside hose nozzle at field 5 bathrooms

Put second coat of paint on field 5 bathrooms

Took lawn roller to Hoffman

March 14 2025

Checked parks

Worked on Hoffman ball field

Seeded Hoffman ball field

Cleaned leaves up around Amphitheater

Seeded L.L. field and community ball field

Burnt weeds on the community ball field

March 17 2025

Checked parks

Meant with playground people

Fixed flat tire on zero mower

Installed new running boards on truck 40

March 18 2025

Checked parks

Turned water on at field 5

Installed a new feature at the pool

Put new diving board on at the pool

Took salt spreader off truck 41

Picked up paint for the parks

March 19 2025

Checked parks

Meant with playground people

Vacuumed the pool

Put the features up at the pool

Meant with the water dept. at the dog park

March 20 2025

Checked parks

Hung new soap dispensers at the pool

Hauled millings to the new playground

Worked on new urinal at the pool

Cleaned up walking trails and fixed cross county trail bridge entrance

March 21 2025

Checked parks

Fixed a urinal at the pool

Started putting bathrooms together to turn the water on

Meant with floor people at field 5 bathrooms

Turn invoices in at City Hall

Replace a swing at the East End playground

March 24 2025

Checked parks

Dug the infield on Community field

Rolled the outfield on the Community field

March 25 2025

Checked parks

Went to the Staff meeting

Broke up some concrete at the shop

Put new picnic table and benches together at Glendening

Removed old benches from Glendening park

March 26 2025

Checked parks

Picked concrete for new benches

Installed new benches at the Glendening playground

Plumbed new water line in at the Dog Park

March 27 2025

Checked parks

Took Easter candy to the college volunteers

Turned water on at Hoffman

Cleaned up after the food giveaway

March 28 2025

Checked parks

Worked on the electric at Hoffman had to call Wayne Stevens

Turned water on at the Dog Park and fixed a valve

Turned the water on at MT Pleasant and fixed a water line

March 31 2025

Checked parks

Bought new pitch forks for mulch installation

Fixed a toilet and water line at the Dog Park

Fixed a toilet at MT Pleasant playground

Fixed a sink at Hoffman concession stand bathrooms

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: March 2025

Submitted by: (Supervisor) Shane Elliott & Ryan Whitaker

March 1, 2025– Saturday

March 2, 2025 – Sunday

March 3, 2025 – Monday

- Checked and emptied out city trash cans on Main Street
- Reset traffic barrels on Main Street
- Built concrete wall for gravel storage over by the salt dome
- Checked damaged catch basin to see what's needed for repairs
- Removed litter on Main Street and cleaned up broken glass
- Checked on plow damage complaint in Braddock Estates
- Picked up supplies and parts from Carquest
- Checked all sewer pumping stations – Ran weekly tests on systems
- Greased both garbage trucks and replaced fittings where needed
- Marked miss utility tickets and checked them in on computer
- Started going over street sweeper, replaced fittings, fluids and filters where needed
- Replaced hydraulic cylinder on truck #4
- Checked troublesome sewers around town for any issues
- Unloaded delivery from R&L Carriers
- Cut roadway in preparation of sewer line repair
- Removed dead animal in alleyway between Bowery and Center Street
- Hauled a few loads of debris from shop yard
- Changed over monthly report and sent out old one

P.2

March 4, 2025 – Tuesday

- Picked up garbage route on west end of town
- Marked miss utility tickets and checked them in on computer
- Picked up litter on Main Street
- Worked on electrical issues on street sweeper
- Checked sewer complaint on Jenkins Street
- Made sewer line repair on damaged sewer tap on Aspinall Street
- Checked all sewer pumping stations
- Hauled material from water department to job site
- Picked up supplies from Carquest
- Cut trees and brush away from street signs around town
- Used vac truck to excavate a few locations
- Washed out vac truck at dump site
- Filled water tank and other fluids on vac truck after use
- Washed out dump beds on the one-ton dump trucks
- Picked up supplies at Lowes and 84 Lumber
- Began building forms on catch basin wall replacement

March 5, 2025 – Wednesday

- Picked up garbage route on east end of town
- Checked all CSO's and made a report
- Began constructing metal carport structure for overtop Diesel fuel storage tanks
- Checked all sewer pumping stations
- Test ran sweeper and swept garage parking lot
- Continued working on forms of catch basin wall replacement
- Emptied and cleaned out sweeper over at dump site
- Marked miss utility tickets and checked them in on computer
- Picked up package that was delivered to MDE
- Turned in and approved all invoices to be paid to City Hall
- Contacted Maryland Industrial Trucks about sending back incorrect parts for sweeper
- Removed litter and debris on Main Street
- Cleaned out and organized paint and chainsaw storage room
- Put away Carquest order that came in
- Checked on water runoff complaints for future curbing
- Removed dead animal in roadway on Green Street
- Straightened bent stop sign post on Armstrong Avenue

P.3

March 6, 2025 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Ran street sweeper on west end of town
- Picked up package from City Hall
- Investigated water runoff complaint on Bowery St.
- Picked up supplies from PVIS
- Marked miss utility tickets and checked them in on computer
- Finished constructing diesel fuel tank canopy structure
- Dropped off sweeper parts to be returned to Mail Room
- Swept up garage bays after truck repair
- Emptied and cleaned out sweeper at dump site
- Completed forming walls for catch basin wall
- Fueled up and added water to sweeper after use
- Cleaned off catch basin grates around town where needed
- Inspected all CSO locations for over flows after rain event
- Cleaned out and organized beds of work trucks

March 7, 2025 – Friday

- Removed litter on Main Street
- Tightened packing on hydraulic cylinder of Garbage Truck 02
- Picked up parts from Frostburg Carquest
- Checked all sewer pumping stations
- Used power brooms to clean anti skid off of sidewalks for sweeper on Broadway and Water
- Checked addresses for overhanging tree limb complaint
- 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
- Ran street sweeper on State St. and Broadway
- Picked up materials from 84 Lumber
- Emptied and cleaned out street sweeper at dump site
- Installed new safety bollards around salt dome
- Fueled up and added water to sweeper after use

P.4

March 8, 2025 – Saturday

March 9, 2025 – Sunday

March 10, 2025 – Monday

- Greased both garbage trucks and cleaned out hopper bays
- Installed new canopy cover and mounted to base on fuel island
- Checked and emptied city trash cans on Main Street
- Removed litter on Main Street
- Picked up supplies from Tractor Supply
- Checked all sewer pumping stations - Ran weekly tests on systems
- Sealed all gaps in concrete form and inspected before pouring
- Marked miss utility tickets and checked them in on computer
- Picked up dead animal due to complaint
- Attempted repairs on sweeper stack valve
- Replaced pole and sign on Blair St.
- Scheduled concrete delivery for wall replacement
- Organized sewer camera systems and attachments

March 11, 2025 – Tuesday

- Picked up garbage route on west end of town
- Ran street sweeper all day on upper end of town
- Attended staff meeting at city hall
- Ran sewer camera to locate sewer taps and any issues
- Marked miss utility tickets and checked them in on computer
- Picked up supplies from PVIS in Cumberland
- Formed up curbing to be replaced in several locations
- Installed rebar in preparation of rebuilding curb line
- Removed litter on Main Street
- Worked on issues with one ton dump bed release system
- Checked all sewer pumping stations
- Fabricated metal bracket for the fuel awning canopy
- Washed off all sewer camera equipment after use
- Emptied and cleaned out sweeper over at dump site
- Greased rear fittings and adjust broom on street sweeper

P.5

March 12, 2025 – Wednesday

- Picked up garbage route on east end of town
- Checked all sewer pumping stations
- Removed dead animal in roadway on Main Street
- Picked up litter on Main Street
- Installed new concrete cap on gravel storage ben
- Ran street sweeper on west end of town
- Marked miss utility tickets and checked them in on computer
- Picked up supplies at Lowes Home Center
- Checked on sewer complaint on Frost Avenue – Popped manholes in surrounding area, ran sewer camera and found no issue in sewer main
- Fixed hydraulic leak on rear on garbage truck
- Poured new concrete curbing and installed ballards
- Leveled off ash dumpster with backhoe
- Emptied and cleaned out street sweeper over at dump site
- Washed off all concrete tools after use
- Picked up debris left behind after street sweeper

March 13, 2025 – Thursday

- Picked up garbage route in center section of town
- Repaired electrical outlet and switch on salt dome
- Removed litter off Main Street
- Checked on grit complaint on Mt. Pleasant St.
- Marked miss utility tickets and checked them in on computer
- Picked up sweeper parts that were delivered next door to MDE
- Ran street sweeper in center section of town
- Picked up stop signs from Roadsaf
- Checked all sewer pumping stations
- Installed new stop signs on Mechanic St. and Shaw St.
- Ran street sweeper on Water and Broadway
- Made repairs to hydraulic line on Garbage Truck over at landfill
- Had new hydraulic hose made at Carquest
- Removed glass debris in roadway on Bowery St.
- Emptied and cleaned out sweeper over at dump site
- Added hydraulic oil to skid steer and checked filters

P.6

March 14, 2025 – Friday

- Picked litter off Main Street
- Emptied all city trash cans where needed on Main Street
- Ran Jetter truck in sewer line off of Main St.
- Emptied and pressure washed Truck 14
- Checked all sewer pumping stations
- Ran Street Sweeper on Bowery and Center St.
- Emptied out all shop trash cans
- Filled water and fuel tanks on jetter truck
- Cleaned rest room and lunch room
- Ran sewer camera in sewer main to inspect sewer line
- Emptied and cleaned out Sweeper over at dump site
- Checked on sewer complaint on Beall's Lane and Park St.
- Swept sidewalks off on Depot Rd. in preparation for sweeping next week
- Cleaned off all sewer camera equipment after use

March 15, 2025 – Saturday

March 16, 2025 - Sunday

March 17, 2025 – Monday

- Ran street sweeper all day in center section of town
- Checked all CSO locations
- Removed litter in roadway on Main Street
- Checked and emptied all city trash cans on Main Street where needed
- Ran jetter truck in sewer main off of Spring St.
- Serviced a few dump trucks – checked fluids and greased fittings
- Ran push camera in sewer main on west end of town
- Marked miss utility tickets and checked them in on computer
- Replaced a few street signs around town
- Checked all sewer pumping stations – ran weekly tests on electrical system
- Replaced center broom on street sweeper
- Cut roadway for the installation of catch basin grates
- Refilled Vactor trucks water and fuel tanks after use
- Emptied and cleaned out sweeper over at dump site
- Washed off all sewer camera equipment after use

P.7

March 18, 2025 – Tuesday

- Picked up garbage route on west end of town
- Removed litter on Main Street
- Finished forming sidewalk repair site on First St.
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Picked up grass seed and supplies from Lowes
- Ran sewer camera in main line off of Park St.
- Excavated possible manhole location in Alley 58
- Replaced receptacle box for MOSH in garage bay
- Finished concrete curbing and awning project over diesel tanks
- Used Bobcat to haul gravel to manhole dig site
- Washed off all sewer camera equipment after use
- Ran Street Sweeper in center section of town
- Finalized paperwork for one employee to take CDL schooling
- Used dump trucks and picked up two skids of concrete
- Replaced curb box inlet on Frost Avenue at Pine Street
- Emptied and cleaned out street sweeper over at dump site

March 19, 2025 – Wednesday

- Picked up garbage route on east end of town
- Diagnosed and repaired electrical issue at Victoria Lane pump station
- Picked up electrical parts at Lowes
- Removed litter off Main Street
- Used blowers to clean off more sidewalks around town
- Began concrete pour of new sidewalk on First St.
- Checked all sewer pumping stations
- Hydro-Excavated a water leak off of Willow Dr.
- Emptied and cleaned out Catch Vac over at Dump Site
- Marked miss utility tickets and checked them in on computer
- Sent in all necessary paperwork for one employees CDL training to Garrett College
- Washed off and detailed interiors of several work trucks
- Used vactor truck to help Rec. Dept. clean out swimming pool
- Filled up water tanks and concrete mixers
- Set up and took down traffic safety devices around work zone
- Cleaned off mixers and all concrete tools after use

P.8

March 20, 2025 – Thursday

- Picked up garbage route in center section of town
- Pushed up gravel deliveries as they came in
- Washed and disinfected Catch Vac Truck
- Parged concrete bollards around diesel fuel island
- Fueled up mixer with fuel
- Poured concrete sidewalk on Pine St.
- Removed litter on Main Street
- Cleaned off concrete tools after use
- Marked miss utility tickets and checked them in on computer
- Checked on trash complaint on Broadway
- Ran street sweeper on east end of Town
- Checked all sewer pumping stations
- Turned in bills and invoices to City Hall
- Replaced tarper cross arms on Truck 8
- Posted No Parking signs on several streets to be swept
- Greased tarper bearings on Truck 8
- Removed debris in roadway on College Ave.

March 21, 2025 – Friday

- Poured concrete sidewalk on First St.
- Dropped off one employees CDL agreement to City Hall
- Removed litter on Main Street
- Cleaned off concrete tools after use
- Marked miss utility tickets and checked them in on computer
- Ran street sweeper on west end of town
- Added degreaser to sewer pumping stations
- Checked all sewer pumping stations
- Removed dead animal on Victoria Ln.
- Swept out garage bays and emptied shop trash cans
- Cleaned up and disposed of old fence materials
- Emptied all city trash cans on Main Street
- Picked up trimmer parts at Western Md Outdoor Power
- Cleaned lunch room and rest room
- Emptied and cleaned out sweeper over at dump site
- Repaired gate latch at garage

P.9

March 22, 2025 – Saturday – Reset Hoffman pumping station due to alarm system

March 23, 2025 – Sunday

March 24, 2025 – Monday

- Ran street sweeper on west end of town
- Marked miss utility tickets and checked them in on computer
- Picked up material to start wall rebuild project
- Checked all sewer pumping stations – Ran weekly tests on systems
- Made repairs to stop sign on Bealls Lane due to complaint
- Checked on sewer complaint on Broadway
- Removed litter on Main Street, Broadway, Bowery and enter Street
- Started blacktop list of streets to possibly get blacktopped
- Picked up blacktop curbing chunks where sweeper couldn't get
- Checked and emptied all city trash cans where needed
- Removed concrete forms on First Street and on Pine Street
- Set out posted signs on streets to be swept for the week
- Emptied and cleaned out sweeper over at dump site after use
- Worked after hours checking on issues with Centennial pumping station

March 25, 2025 – Tuesday

- Picked up west end of town garbage route
- Attended staff meeting at city hall
- Ran street sweeper on west end of town
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Removed litter on Main Street
- Started building concrete forms for the collapsed wall project
- Removed all street sweeping posted signs
- Used vacor truck to clean up debris in several locations
- Washed out vacor after use and filled fluids
- Ran sewer camera to locate sewer line on Water Street
- Emptied and cleaned out sweeper over at dump site
- Unloaded material, tools and ordered concrete truck for tomorrow
- Diagnosed Centennial pumping station after last night's call out event

P.10

March 26, 2025 – Wednesday

- Picked up east end of town garbage route
- Finished concrete forms on First Street
- Checked on contractor working on sewer service line on Water Street
- Picked up street signs from Police Department
- Removed litter off Main Street
- Checked status of ash dumpster and resituated stair steps
- Poured new concrete wall in city parking lot just off First Street
- Checked all sewer pumping stations
- Ran sewer camera to get depths of sewer and storm lines
- Marked miss utility tickets and checked them in on computer
- Washed off sewer camera equipment after use
- Put Napa delivery away
- Met with contractor over storm water issues on Main Street
- Washed off concrete tools after use
- Finished blacktop list of streets in need of repair

March 27, 2025 – Thursday

- Picked up center section of town garbage route
- Marked miss utility tickets and checked them in on computer
- Removed plow and spreader off truck #14
- Checked all sewer pumping stations
- Installed new air actuator on street sweeper
- Picked up litter on Main Street
- Worked at Hoffman pumping station due to float issues
- Cleaned up around shop yard
- Ran street sweeper on west end of town
- Checked on sewer contractor on Water Street with sewer issue
- Marked emergency miss utility ticket on east end of town
- Installed new street sign on College Avenue
- Met with MDE to discuss site cleanup plans
- Emptied and cleaned out sweeper over at dump site
- Jetter sewer line between Water Street and Broadway
- Refilled jetter truck after use and topped off other fluids

P.11

March 28, 2025 – Friday

- Checked and emptied city trash cans where needed on Main Street
- Added degreaser to Hoffman pumping station
- Removed concrete forms from city parking lot
- Checked all sewer pumping stations for any issues
- Added more mortar to stone joints where concrete didn't get to
- Removed litter off Main Street
- Checked on sink hole complaint on North Grant Street
- Leveled off ash dumpster
- Ran street sweeper most of the day on west end of town
- Straightened street sign entering Rec. Complex
- Marked miss utility tickets and checked them in on computer
- Ran camera in sewer/storm lines on North Grant Street
- Cleaned rest room and lunch room, swept out garage bays
- Emptied and cleaned out sweeper over at dump site

March 29, 2025 – Saturday – Drove city streets with Commissioner to make blacktop list

March 30, 2025 – Sunday

March 31, 2025 – Monday

- Checked all sewer pumping stations- ran weekly tests
- Ran sweeper on west end of town
- Changed out faded street sign on Victoria Lane
- Removed litter off Main Street
- Cleaned up broken glass and debris on Bowery Street
- Removed dead animal in roadway on Grant Street
- Marked miss utility tickets and checked them in on computer
- Ran vac truck to clean out a few clogged catch basins
- Checked all CSO locations
- Picked up concrete supplies from Tractor Supply
- Greased old garbage truck and filled fluids
- Cleaned up truck load of blacktop chunks and debris in Braddock Estates
- Worked on blower issues on vac truck
- Emptied and cleaned out sweeper over at dump site
- Got all blacktop equipment ready and loaded up trailer for the year

Monthly Report: Water Department

For the Month of April, 2025

Submitted by: Jim Williams, Supervisor

April 1, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed 200 foot of water line Sowers Field
- Final reading Victoria Lane
- Cleaned shop Hauled trash away

April 2, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Finished water line Sowers Field
- Changed meter Shaw St
- Read meter and turned water on W. Main St
- Hauled junk away
- Turned water off 210 Lower Consul Rd leaking

April 3, 2025

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

- Drop off truck 20 to Red Ridge for oil change
- Spread mulch Glendening park

March 6,2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Meters
- Read Monthly meters
- Installed new meter W. Mechanic St.
- Repaired water meter & turn water on E. Collage Ave.

March 7, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Hauled top soil to Rec. Dept.
- Installed new meter Catherine St.
- Turn water on Centennial St. requested by homeowner
- Turn water off Tarn's Terrance Empty leaking inside
- Regular reading Tarn's Terrance

March 10, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Braddock Height's
- Regular reading Cemetery Rd

March 11, 2025

- Checked Pumps @ Crestview Pump Station

- Marked Missed Utility Tickets
- Final reading Beall St.
- Turned water off W. Mechanic St non payment
- Changed fuel filters in Backhoe
- Changed meter Hill St.
- Data log Mt. Pleasant St.
- Turned water back on W. Mechanic St

March 12, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Dug up & installed new curb box & rod Cemetery Rd.
- Turn water off for nonpayment Cemetery Rd.
- Cleaned the shop
- Hauled trash away
- Worked on getting supplies needed to installed new water line Loin's Field

March 13, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Installed new meters Cool Spring Lane & Centennial St.

March 14, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Met with Hayden concerning trailer park meter
- Installed 4 new meters

- Data log Meshach Village
- Final readings E. Main St. & Pine St. W. Main St.
- Repaired water meter Spring St.

March 17, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Park St.
- Took dump truck to Andy Ruby's to get estimate to repair hole in bed

March 18, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Repaired water meter Shaw St.
- Checked high water usage Center St. leak inside, commode
- Cleaned gravel off sidewalk E. Main St. from water leak
- Installed new meter Bowery St.

March 19, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading W. Main St.
- Installed new meters Frost Ave. & W. Mechanic St.
- Repaired water line Dog Park
- Checked dirty water compliant S. Broadway

March 20, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Assisted the Rec. Dept. with hauling milling Glendening Park
- Reread meters that is on the shut off list
- Repaired water meter McCulloh St.
- Turn water on Charles St. was off for nonpayment
- Deliver new meter to owner Chestnut St. for plumber to installed

March 21, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Sweep the back parking lot @ shop
- Patch holes @ the shop
- Turn water off W. Main St. “again “
- Installed new meters Armstrong Ave. & Braddock Rd.

March 24, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Emergency locate Broadway
- Installed new meter Tisdale St.
- Final readings E. Main St. & Taylor St.

March 25, 2025

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

- Attended staff meeting
- Cleaned shop
- Hauled trash away
- Cleaned out the ditch in front of shop
- Turn water on Taylor St.

March 26,2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Repaired water meter Charles St.
- Regular Reading W. Main St.
- Hauled millings to Loin's Field for new water line project

March 27, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Emergency locate Grandview Dr.
- Installed new shut off Loin's Field water line project
- Turn water off Linden St. & W. Main St. for insufficient funds
- Took sample of water coming into basement E. Main St. confirmed its city water
- Turn water back on Linden St. & W. Main St. made full payment

March 28, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Checked low water pressure Moon Light Dr. possible bad P. R. V.
- Took sample of water coming into basement E. Main St. confirmed its city water

March 31, 2025

Section 8, Item A.

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Worked with contractor Prichard Farm installing new water line
- Obtain data log Tennant's Lane
- Installed new meter Hill St.
- Final readings Broadway Apt. X & Maple St.
- Delivered new meter to developer to installed Buttermilk Circle

CITY OF FROSTBURG

Section 8, Item A.

Monthly Report: Police Department

For the Month of: March 2025

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

	2024	679	2025	743
ARRESTS				
			On-View/Citations	3
			Warrants Served/Obtained	4
			Summonses Served	4
			Juvenile Arrests & Citations	2
			TOTAL	13
C3I INVESTIGATIONS			Cases	0
COMMUNITY POLICING			Logged Activities	1
PARKING			Parking Violations	9
PUBLIC SERVICE			Well-Being Checks	28
			Emergency Petitions	2
			Assist Other Agency	15
			Request for Officer	46
			Follow-Ups	16
			Disturbance (Multiple Inc. Types)	29
TRAFFIC			M/V Crashes	11
			Traffic Details	36
			DWI/DUI Arrests	1
TRAFFIC STOPS			Total Number of Stops	148
			Citations	29
			Warnings	140
			SEROs	2
COLLECTIONS			Parking Meter Fines	\$0.00
			Other Parking Fines	\$555.00
			Parking Meter Collections	\$0.00
			Municipal Infractions Paid	\$0.00
			Parking Permits	\$0.00
			Miscellaneous	\$30.00
			Park Mobile	\$0.00
			TOTAL	\$585.00

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

ORDINANCE 2025-01

FORMAL ADOPTION OF THE FISCAL 2025/2026 CORPORATE,
WATER, SEWER, GARBAGE AND WATER SURCHARGE FUND
OPERATING BUDGETS FOR THE CITY OF FROSTBURG

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, MARYLAND, ENTITLED “**FORMAL ADOPTION OF THE FISCAL YEAR 2025/2026 CORPORATE, WATER, SEWER, GARBAGE AND WATER SURCHARGE FUND OPERATING BUDGETS FOR THE CITY OF FROSTBURG**”

WHEREAS: Section 702 and 703 amended of the Frostburg City Charter provides for the adoption of a fiscal year budget beginning July 1, 2025 – June 30, 2026; and

WHEREAS: Said Charter mandates that the budget shall be adopted by the governing body in the form of an ordinance;

NOW, THEREFORE, in consideration of the foregoing, the Mayor and City Council of the City of Frostburg ordain and establish this ordinance as follows:

BE IT FURTHER RESOLVED that the following be set forth:

OPERATING BUDGETS:	See Attachment
TAXES:	See Attachment
WATER RATES:	See Attachment
SEWAGE RATES:	See Attachment
GARBAGE RATES:	See Attachment
MISCELLANEOUS FEES:	See Attachment

Introduction:	April 15, 2025
Public Hearing:	May 20, 2025
Adoption:	May 20, 2025
Effective:	June 9, 2025

ATTEST: MAYOR & CITY COUNCIL OF FROSTBURG

Lydia Claar, Interim Deputy City Admin

By:_____
Todd J. Logsdon, Mayor

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
01-000-4000	Taxes - Real Estate	\$ 3,080,000
01-000-4001	Personal Property Taxes	6,000
01-000-4002	Public Utility Taxes	220,000
01-000-4003	Corporation Taxes	85,000
01-000-4004	Prior Year Taxes	1,000
01-000-4005	Trailer Tax	1,600
01-000-4010	Interest on Taxes	35,000
01-000-4011	Tax Credits	(30,000)
01-000-4012	Tax Abatements	(3,000)
01-000-4013	Enterprise Zone Reimbursement	16,000
01-000-4020	Maryland Income Tax	700,000
01-000-4021	Admission Taxes	18,000
01-000-4022	Hotel Motel Tax	150,000
01-000-4023	Highway Use Tax	550,000
01-000-4024	Coal Tax	2,600
01-000-4025	Housing Authority	12,000
01-000-4027	Payment in Lieu of Taxes	3,900
01-000-4031	Liquor Licenses	10,000
01-000-4032	Traders Licenses	10,000
01-000-4040	Police Grants	40,000
01-000-4041	Parking	700
01-000-4043	Police Protection Grant	120,000
01-000-4045	Fines & Forfeitures	4,500
01-000-4047	Frostburg State University MOU	10,000
01-000-4049	School Resource Reimbursement	30,000
01-000-4050	Permits, Planning	2,500
01-000-4051	Building Permits	3,000
01-000-4052	Rental Licensing	75,000
01-000-4054	Construction Inspections	28,000
01-000-4055	Code Enforcement Citations	1,250
01-000-4056	Comm Dev Grant Revenue	110,000
01-000-4060	Swimming Pool	65,000
01-000-4062	Day Camp Registrations	18,000
01-000-4063	Recreation Activities	22,000
01-000-4200	Operating Transfer - Water Fund	126,300
01-000-4201	Operating Transfer - Sewer Fund	242,300
01-000-4202	Operating Transfer - Garbage Fund	24,500
01-000-4301	Rents	111,000
01-000-4302	HRD Appropriation	10,700
01-000-4303	Franchises	68,000
01-000-4304	Miscellaneous Revenue	4,000
01-000-4306	Project Reimbursement	2,169,000
01-000-4315	Proceeds from Fund Balance	268,425
01-000-4317	Special Revenue	666,000

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
01-000-4600	Interest Income	475,000
	Total Corporate Fund Revenue	\$ 9,563,275
	Corporate Fund Expenses	
	Executive	
01-100-5000	Salaries	\$ 22,200
01-100-5010	Social Security	1,700
01-100-5012	Workers Comp	175
01-100-5050	Legislative Contingencies	6,000
01-100-5104	Insurance - Public Officials	9,700
01-100-5150	Training	2,800
01-100-5160	Travel	5,700
01-100-5185	Professional Fees	30,000
	Total Executive	\$ 78,275
	Administrative	
01-110-5000	Salaries	\$ 175,800
01-110-5010	Social Security	13,400
01-110-5011	Pension	21,100
01-110-5012	Workers Comp	600
01-110-5013	Insurance - Health	34,600
01-110-5014	Insurance - Health Retiree	30,600
01-110-5015	Contribution - 457	2,000
01-110-5030	Employee Wellness	7,500
01-110-5050	Reserve For Contingencies	10,000
01-110-5102	Insurance - Gen Liab	150
01-110-5105	Insurance - Property	12,000
01-110-5106	Insurance - AD&D and Life	4,500
01-110-5111	Contributions - Tourism	120,000
01-110-5150	Training	1,200
01-110-5160	Travel	1,800
01-110-5185	Professional Fees	1,100
01-110-5191	Communications	12,000
01-110-5200	Advertising	6,400
01-110-5205	Legal	42,500
01-110-5207	Pension Administrative Fee	7,800
01-110-5210	Office Supplies	11,000
01-110-5220	Postage	28,000
01-110-5230	Computer Exp	14,000
01-110-5232	IT Licensing and Fees	40,500
01-110-5235	Digital Engagement	29,000
01-110-5301	Election	12,000
01-110-5391	Principal and Interest on Debt Service	154,700

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
01-110-5500	Building - Armory	12,000
01-110-5502	Building Maintenance	26,000
01-110-5550	Utilities - Building	16,000
01-110-5700	Bank Fees	300
01-110-5807	Capital Outlay	2,270,000
	Total Administrative	<u>\$ 3,118,550</u>
	Finance	
01-120-5000	Salaries	\$ 82,000
01-120-5010	Social Security	6,200
01-120-5011	Pension	9,700
01-120-5012	Workers Comp	200
01-120-5013	Insurance - Health	13,000
01-120-5015	Contribution - 457	625
01-120-5102	Insurance - Gen Liab	150
01-120-5105	Insurance - Property	4,500
01-120-5150	Training	1,000
01-120-5185	Professional Fees	1,000
01-120-5310	Auditing	85,000
01-120-5311	Actuarial Study	6,500
01-120-5313	Tax Collection	1,300
01-120-5810	RETSA Obligation	16,000
	Total Finance	<u>\$ 227,175</u>
	Community Development	
01-130-5000	Salaries	\$ 128,500
01-130-5010	Social Security	9,800
01-130-5011	Pension	15,400
01-130-5012	Workers Comp	350
01-130-5013	Insurance - Health	26,700
01-130-5015	Contribution - 457	1,500
01-130-5102	Insurance - Gen Liab	150
01-130-5105	Insurance - Property	4,500
01-130-5150	Training	750
01-130-5160	Travel	900
01-130-5185	Professional Fees	750
01-130-5320	Economic Development	8,000
01-130-5322	Planning	15,000
01-130-5323	Public Art	2,000
01-130-5822	Special Projects	20,000
	Total Community Development	<u>\$ 234,300</u>

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
	Code Enforcement	
01-140-5000	Salaries	\$ 81,000
01-140-5010	Social Security	6,200
01-140-5011	Pension	9,800
01-140-5012	Workers Comp	2,400
01-140-5013	Insurance - Health	26,700
01-140-5015	Contribution - 457	750
01-140-5100	Insurance - Auto	850
01-140-5102	Insurance - Gen Liab	150
01-140-5105	Insurance - Property	4,500
01-140-5150	Training	500
01-140-5160	Travel	500
01-140-5185	Professional Fees	400
01-140-5231	Software and Subscriptions	13,700
01-140-5330	Code Enforcement	5,000
01-140-5331	Construction Inspect	20,000
01-140-5332	Rental Inspection	1,000
01-140-5401	Auto Expense	500
	Total Code Enforcement	<u>\$ 173,950</u>
	Public Works Administration	
01-150-5000	Salaries	\$ 82,500
01-150-5010	Social Security	6,600
01-150-5011	Pension	9,800
01-150-5012	Workers Comp	1,800
01-150-5013	Insurance - Health	20,600
01-150-5015	Contribution - 457	800
01-150-5100	Insurance - Auto	850
01-150-5102	Insurance - Gen Liab	150
01-150-5105	Insurance - Property	3,000
01-150-5150	Training	1,750
01-150-5160	Travel	1,000
01-150-5185	Professional Fees	2,100
01-150-5193	One Call Concepts	2,200
01-150-5340	Engineering Equipment	3,000
01-150-5341	Mapping Supplies	8,000
01-150-5342	Public Works	7,400
01-150-5400	Gas, Oil, Grease	3,000
01-150-5420	Fleet lease	11,000
	Total Public Works Administration	<u>\$ 165,550</u>
	Total Admin and Executive Expense	<u>\$ 3,997,800</u>

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
Public Safety		
01-160-5000	Salaries	\$ 1,152,300
01-160-5002	Salaries - Police Grants	40,000
01-160-5003	Court Time	13,000
01-160-5010	Social Security	91,000
01-160-5011	Pension	347,000
01-160-5012	Workers Comp	72,000
01-160-5013	Insurance - Health	259,700
01-160-5015	Contribution - 457	7,500
01-160-5100	Insurance - Auto	9,600
01-160-5102	Insurance - Gen Liab	1,300
01-160-5103	Insurance - Police Professional	12,000
01-160-5105	Insurance - Property	6,900
01-160-5150	Training	35,000
01-160-5170	Uniforms	13,000
01-160-5180	Safety Equipment	1,200
01-160-5181	Law Enforcement Equipment	18,500
01-160-5191	Communications	30,500
01-160-5206	C3I Clerical Support	6,000
01-160-5210	Office Supplies	5,000
01-160-5230	Computers	8,500
01-160-5350	FSU MOU	10,000
01-160-5380	Police Reform	31,000
01-160-5390	Miscellaneous Expense	4,000
01-160-5400	Gas, Oil, Grease	30,000
01-160-5401	Auto Expense	18,000
01-160-5420	Fleet Lease	61,000
01-160-5502	Jail and Office Maintenance	4,000
01-160-5550	Utilities - Public Safety	10,000
01-160-5851	Fire Dept Appropriation	269,525
	Total Public Safety	\$ 2,567,525
Public Works - Street		
01-170-5000	Salaries	\$ 340,000
01-170-5010	Social Security	26,000
01-170-5011	Pension	40,800
01-170-5012	Workers Comp	18,000
01-170-5013	Insurance - Health	99,300
01-170-5015	Contribution - 457	1,500
01-170-5018	Unemployment	200
01-170-5100	Insurance - Auto	11,500
01-170-5102	Insurance - Gen Liab	600
01-170-5105	Insurance - Property	12,900
01-170-5150	Training	5,000

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
01-170-5170	Uniforms	8,000
01-170-5180	Safety Equipment	7,000
01-170-5191	Communications	15,000
01-170-5210	Office Supplies	1,500
01-170-5400	Gas, Oil, Grease	30,000
01-170-5420	Fleet Lease	51,000
01-170-5550	Utilities - Building	7,000
01-170-5711	Salt & Abrasives	150,000
01-170-5712	Sign Maintenance	15,000
01-170-5713	Street Equipment Maintenance	120,000
01-170-5714	Street Lighting	100,000
01-170-5715	Street Maintenance Repairs	136,000
01-170-5716	Street Shop Equipment	70,000
01-170-5717	Street Lighting Repairs	48,500
01-170-5800	Capital Outlay	596,000
01-170-5861	Street Paving	150,000
01-170-5865	Parking Lot Maintenance	42,500
	Total Public Works - Street	<u>\$ 2,103,300</u>
Recreation		
01-180-5000	Salaries	\$ 305,000
01-180-5010	Social Security	23,200
01-180-5011	Pension	33,100
01-180-5012	Workers Comp	16,100
01-180-5013	Insurance - Health	91,700
01-180-5015	Contribution - 457	1,750
01-180-5100	Insurance - Auto	2,900
01-180-5102	Insurance - Gen Liab	600
01-180-5105	Insurance - Property	17,600
01-180-5150	Training	300
01-180-5160	Travel	750
01-180-5170	Uniforms	5,000
01-180-5181	Safety Equipment	500
01-180-5400	Gas, Oil, Grease	10,000
01-180-5420	Fleet Lease	23,000
01-180-5503	Armory Expense - Gym	9,000
01-180-5504	Community Center	18,000
01-180-5510	City Place	13,000
01-180-5550	Utilities	9,000
01-180-5720	Beautify The Burg Expense	1,500
01-180-5721	Rec Equipment Maintenance	13,000
01-180-5722	Rec League Appropriations	5,000
01-180-5723	Rec Park Maintenance Expense	58,000
01-180-5724	Street Trees	7,500

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
01-180-5725	Trailhead Maintenance Expense	2,000
01-180-5726	Recreational Programs	11,500
01-180-5772	Trash Removal	12,000
01-180-5800	Capital Outlay	55,000
	Total General Recreation	<u>\$ 746,000</u>
	Recreation-Pool	
01-181-5000	Salaries	\$ 72,000
01-181-5010	Social Security	5,500
01-181-5012	Workers Comp	3,800
01-181-5108	Unemployment	200
01-181-5507	Pool Operating	39,000
	Total Pool	<u>\$ 120,500</u>
	Recreation - Day Camp	
01-182-5000	Salaries	\$ 24,000
01-182-5010	Social Security	1,850
01-182-5012	Workers Comp	1,300
01-182-5108	Unemployment	200
01-182-5507	Day Camp Operations	800
	Total Day Camp	<u>\$ 28,150</u>
	Total Recreation	<u>\$ 894,650</u>
	Total Corporate Fund Expenses	<u><u>\$ 9,563,275</u></u>
	Corporate Fund Net Income (Loss)	<u><u>\$ -</u></u>

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
Water Fund Revenues		
02-000-4000	Water Service Revenue	\$ 1,623,750
02-000-4001	Interest Earned - Water	3,600
02-000-4315	Proceeds from Fund Balance	180,000
02-000-4402	Sale of Meters	5,000
02-000-4403	Tapping Fees	5,600
02-000-4404	Sundry Sales	2,500
02-000-4600	Interest Income	24,000
	Total Water Revenue	\$ 1,844,450
Water Fund Expenses		
Water - Administration		
02-190-5000	Salaries	\$ 73,000
02-190-5010	Social Security	5,500
02-190-5011	Pension	8,700
02-190-5012	Workers Comp	1,300
02-190-5013	Insurance - Health	15,300
02-190-5015	Contribution - 457	850
02-190-5313	Collection Expense	2,200
02-190-5370	FMHA Bond	900
02-190-5600	Corporate Overhead	126,300
	Total Water Administration	\$ 234,050
Water - Filtration		
02-192-5102	Insurance - Gen Liab	\$ 1,400
02-192-5105	Insurance - Property	25,400
02-192-5106	Insurance - Boiler & Machinery	10,800
02-192-5521	Pumping System Expense	95,000
02-192-5522	Purification Plant Maintenance	50,000
02-192-5710	Filtration Contract Payment	620,000
	Total Water Filtration	\$ 802,600
Water - Supply		
02-194-5000	Salaries	\$ 34,500
02-194-5010	Social Security	2,600
02-194-5011	Pension	4,100
02-194-5012	Workers Comp	1,700
02-194-5015	Contribution - 457	100
02-194-5506	Hydro Facility Expense	5,000
02-194-5550	Utilities - Water Supply	5,000
02-194-5730	Water Supply Expense	50,000
	Total Water Supply	\$ 103,000

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
	Water - Distribution	
02-196-5000	Salaries	\$ 273,000
02-196-5010	Social Security	20,800
02-196-5011	Pension	27,000
02-196-5012	Workers Comp	13,300
02-196-5013	Insurance - Health	76,400
02-196-5015	Contribution - 457	1,000
02-196-5100	Insurance - Auto	4,600
02-196-5102	Insurance - Gen Liab	1,400
02-196-5105	Insurance - Property	6,400
02-196-5150	Training	2,000
02-196-5170	Uniforms	4,000
02-196-5180	Safety Equipment	6,600
02-196-5191	Communications	13,000
02-196-5210	Office Supplies	1,000
02-196-5390	Miscellaneous Expense	1,000
02-196-5400	Gas, Oil, Grease	17,000
02-196-5420	Fleet Lease	33,000
02-196-5505	Crestview Pumping Station Expense	12,500
02-196-5550	Utilities - Water Distribution	5,000
02-196-5700	Distribution Expense	61,800
02-196-5701	Distribution Pipe Expense	11,000
02-196-5702	Equipment Maintenance	8,000
02-196-5703	Fire Hydrants Expense	5,000
02-196-5704	Transmission Mains Expense	80,000
02-196-5740	Meters Expense	20,000
	Total Water Distribution	<u>\$ 704,800</u>
	Total Water Fund Expenses	<u><u>\$ 1,844,450</u></u>
	Total Water Fund Net Income (Loss)	<u><u>\$ -</u></u>

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
<u>Sewer Fund Operating Revenues</u>		
03-000-4000	Sewer Charges	\$ 1,799,000
03-000-4001	Interest Earned - Sewer	4,275
03-000-4404	Sundry Sales	1,500
03-000-4503	Sewer Tap Fees	5,500
03-000-4600	Interest Income	44,000
	Total Sewer Operating Revenue	\$ 1,854,275
<u>Sewer Operating Expenses</u>		
<u>Sewer - Administration</u>		
03-210-5000	Salaries	\$ 73,000
03-210-5010	Social Security	5,500
03-210-5011	Pension	8,700
03-210-5012	Workers Comp	1,300
03-210-5013	Insurance - Health	15,300
03-210-5015	Contribution - 457	850
03-210-5313	Collection Expense	2,700
	Total Sewer Administration	\$ 107,350
<u>Sewer - Operating</u>		
03-211-5000	Salaries	\$ 202,000
03-211-5010	Social Security	15,300
03-211-5011	Pension	28,400
03-211-5012	Workers Comp	11,000
03-211-5013	Insurance - Health	53,500
03-211-5015	Contribution - 457	1,800
03-211-5100	Insurance - Auto	1,700
03-211-5102	Insurance - Gen Liab	750
03-211-5105	Insurance - Property	9,000
03-211-5150	Training	1,000
03-211-5170	Uniforms	3,000
03-211-5180	Safety Equipment	1,000
03-211-5191	Communications	2,400
03-211-5400	Gas, Oil, Grease	10,000
03-211-5420	Fleet Lease	21,000
03-211-5520	Pumping Station Maintenance	6,000
03-211-5600	Corporate Overhead	242,300
03-211-5761	Sanitary Commission Charges	1,216,000
03-211-5762	Sanitary Comm-Transmission Projects	11,800
03-211-5763	Sewer Operating Expense	50,000
03-211-5764	Sewer Pumping Expense	9,000
03-211-5805	Capital Outlay - Sewer Projects	50,000
	Total Sewer Operating	\$ 1,946,950

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
	Total Sewer Operating Expenses	\$ 2,054,300
	Sewer Operating Net Income (Loss)	\$ (200,025)
	CSO Revenue	
03-220-4520	CSO Surcharge Revenue	\$ 401,000
03-220-4521	Interest Earned - CSO Surcharge	1,800
03-220-4317	Special Revenue	150,000
03-220-4530	Project Reimbursements	1,489,000
03-200-4540	Proceeds of Debt	952,000
	Total CSO Revenue	\$ 2,993,800
	CSO Expenses	
03-220-5391	Interest Expense	\$ 3,025
03-220-5392	Debt Redemption	23,750
03-220-5800	Capital Outlay	2,767,000
	Total CSO Expense	\$ 2,793,775
	CSO Net Income (Loss)	\$ 200,025
	Sewer Fund Net Income (Loss)	\$ -
	Water Surcharge Fund Revenue	
04-000-4000	Water Tap Surcharge	\$ 652,000
04-000-4001	Interest Earned - Surcharge	3,000
04-000-4405	Project Reimbursements	120,000
04-000-4600	Interest Income	40,000
	Total Water Surcharge Revenue	\$ 815,000
	Water Surcharge Fund Expenses	
04-200-5313	Collection Expense	\$ 2,200
04-200-5391	Interest Expense	42,425
04-200-5392	Debt Redemption	421,675
04-200-5800	Capital Outlay	172,000
04-200-5802	Capital Repairs	45,000
	Total Water Surcharge Expense	\$ 683,300
	Water Surcharge Net Income (Loss)	\$ 131,700

**CITY OF FROSTBURG
OPERATING BUDGET
FOR THE YEAR ENDED JUNE 30, 2026**

Section 11, Item A.

ACCOUNT	DESCRIPTION	AMOUNT
Garbage Fund Revenues		
05-000-4000	Trash & Garbage Charges	\$ 534,600
05-000-4104	Interest Earned - Garbage	3,000
05-000-4404	Sundry Sales	1,950
05-000-4600	Interest Income	3,500
	Total Garbage Revenue	<u>\$ 543,050</u>
Garbage Fund Expenses		
Garbage Fund - Administration		
05-230-5000	Salaries	\$ 55,000
05-230-5010	Social Security	4,100
05-230-5011	Pension	6,400
05-230-5012	Workers Comp	800
05-230-5013	Insurance - Health	12,200
05-230-5015	Contribution - 457	850
05-230-5313	Collection Expense	750
	Total Garbage Administration	<u>\$ 80,100</u>
Garbage Operating		
05-232-5000	Salaries	\$ 91,000
05-232-5010	Social Security	6,900
05-232-5011	Pension	10,900
05-232-5012	Workers Comp	4,400
05-232-5013	Insurance - Health	34,400
05-232-5015	Contribution - 457	750
05-232-5100	Insurance - Auto	2,600
05-232-5102	Insurance - Gen Liab	400
05-232-5105	Insurance - Property	5,900
05-232-5170	Uniforms	3,000
05-232-5180	Safety Equipment	1,000
05-232-5210	Office Supplies	1,000
05-232-5400	Gas, Oil, Grease	14,000
05-232-5600	Corporate Overhead	24,500
05-232-5770	Ash Dumpster	8,500
05-232-5771	Bulk Cleanup Expense	10,000
05-232-5772	Landfill Charges	130,000
05-232-5773	Sanitation Operating Expense	60,000
05-232-5774	Yard Waste Composting	1,500
	Total Garbage Operating	<u>\$ 410,750</u>
	Total Garbage Expenses	<u>\$ 490,850</u>
	Garbage Net Income (Loss)	<u>\$ 52,200</u>

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

REAL ESTATE TAXES: \$0.70 per \$100 of Assessed Value

The interest rate on real estate taxes is 1.5% per month after the due date.

TRAILER/MOBILE HOME TAXES: \$5.00 per lot per month on each occupied mobile home lot; taxes are payable monthly by the landowner

PERSONAL PROPERTY TAXES: \$1.50 per \$100 of Assessed Value

Personal property taxes are assessed and billed monthly throughout the fiscal year by the City as assessment certifications are received from the State Department of Assessments and Taxation. The due date for personal property taxes is not less than 30 days after the billing date. The interest rate on personal property tax is 1.5% and is added monthly to any delinquent amount due.

WATER SHUT OFF PENALTY:\$48

AFTER HOURS WATER RECONNECTION FEE:\$80

SUPPLEMENTAL WATER METER READINGS.....\$10

REJECTED PAYMENT CHARGES (CHECK, ACH, CREDIT AND DEBIT CARD)

First Offense\$30

Second and Continuing Offense\$50

OTHER FEES

Administrative rebilling fee\$10 per billing

Interest..... 1½ % per month on unpaid balances

ELECTRONIC PAYMENT PROCESSING FEES (For payments processed in person at the Municipal Center at 37 Broadway and online tax payments and utility payments)

Credit Cards.....percentage of the total transaction as required per Vendor (not less than 2.95%)

E-Checks (Remitted via the City's website)..... Transaction fee is paid by the City

ELECTRONIC PAYMENT PROCESSING FEES (Permit and rental licensing online payments only)

Credit or debit card3.25% of the total transaction amount (\$2.00 minimum)

ELECTRONIC PAYMENT PROCESSING FEES (Debit or credit card payments through Square only)

Card presented in person and entered electronically3.75%

Card entered manually.....4.75%

WATER RATES

WATER CONSUMPTION	<u>IN CITY CUSTOMERS</u>
0 – 50,000 gallons per billing.....	\$6.21/1,000 gallons
50,001 gallons per billing and over.....	\$11.88 /1,000 gallons

Based on an evaluation of water consumption on an annual basis in February each year, in-city customers who typically consume an average of 1,000,000 gallons per month over a 12 month period are billed for water consumption as follows:

0 – 500,000 gallons per billing.....	\$6.21/1,000 gallons
500,001 gallons per billing and over.....	\$11.88/1,000 gallons

WATER CONSUMPTION	<u>INDIVIDUAL CUSTOMER ACCOUNTS OUTSIDE CITY</u>
0 – 50,000 gallons per billing.....	\$9.32/1,000 gallons
50,001 gallons per billing and over.....	\$17.82/1,000 gallons

	<u>BULK DELIVERY TO ALLEGANY COUNTY</u>
All water consumption.....	\$3.97/1,000 gallons

SEWER RATES

Billed based on water consumption	<u>ALL CUSTOMERS</u>
0 – 50,000 gallons per billing.....	\$11.80/1,000 gallons
50,001 gallons per billing and over.....	\$15.25/1,000 gallons

WATER SURCHARGE

Surcharge per unit or equivalent	
In-City Frostburg customers	\$8.30/month
Out of City customers	\$8.30/month
County customers except Eckhart.....	\$8.30/month
County customers - Eckhart	\$2.96/month

CSO (Combined Sewer Overflow) SURCHARGE

Surcharge per unit or equivalent	\$7.00/month
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ServLine Residential Leak Insurance	\$1.70/month
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Single family residential units are automatically enrolled in the program coverage unless the customer opts out of this service by contacting ServLine at 1-800-XXXX.

GARBAGE RATES

Residential customers.....	\$18.00/month
In-City residential recycling credit (requires enrollment with Burgmeier's)	\$3.00 per month

Special Garbage Charges

A special garbage collection can be scheduled for a prepaid fee of \$75 per load.

An excess trash charge of \$75 will be assessed to the property owner for each load over the first pick-up truck sized load during bulk pick-up.

SALE OF BULK WATER – \$100 is due with the Application for Bulk Water. Upon approval by the Director of Public Works, water is billed at \$10 per 1,000 gallons and payable within 30 days. Written documentation of water usage must be provided by the approved user.

WATER CONNECTIONS

Fee applicable to in-city and out-of-city connections – credits applicable to in-city connections only

Tap Size	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Water Dept.)	Residential Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. subdivisions))	Commercial Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. new shopping center))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure for sprinkler system)
3/4"	\$1,500		-	\$1,000	\$1,000	\$600
1"	\$1,800		-	\$1,200	\$1,200	\$800
1 1/2"	\$3,000		-	\$2,000	\$2,000	\$1,500
2"	\$4,500		-	\$2,500	\$2,500	\$2,500
4"	\$6,000		-	n/a	\$3,000	\$3,000
6"	\$9,000		-	n/a	\$4,500	\$4,500
8"	\$12,000		-	n/a	\$6,000	\$6,000
Taps 10" and larger will be priced by City Engineer						

SEWER CONNECTIONS

Use Type	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Street Dept.)	Existing Tap Credit (issued if tap is pre-existing (e.g. subdivisions))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure(s))
Single Family Residential (including townhouse & twin family where each unit is on a fee-simple lot)	\$2,000		\$ -	\$1,500	\$500
Two-family & Multi-family *	\$2,500		\$ -	\$2,000	\$500
Commercial *	\$3,000		\$ -	\$2,500	\$500

* Fee may be higher if actual costs incurred are greater

WATER METER FEES complete with 1 check valve and 1 coupling

<i>Meter size</i>	<i>Meter + Registry</i>	<i>Additional Coupling</i>	<i>Additional Check Valve</i>
Water meter bottom	\$25	-	-
≤ 3/4"	\$450	\$25	\$125
1"	\$900	\$30	\$225
1 1/2"	\$1,000	\$85	Supplier cost plus 10%
2"	\$1,200	\$110	Supplier cost plus 10%
<i>Meters larger than 2" shall be priced by City Engineer</i>			
Water meter registry only	\$225		
Water meter excluding registry	"Meter + Registry" fee above less \$225		

EXTENDED SEWER & WATER TAPS: RESIDENTIAL/COMMERCIAL

Note: This extended sewer and water tap charge applies to new building and/or conversion building and shall be assessed at the time the building permit is issued.

Add \$0 for each additional unit over 1 \$0 each (water)

LAND USE AND BUILDING PERMIT FEES

Call City Hall for the number of inspections required as they vary by project. The inspection fee is based on use type.

Residential Permit Fees

Single Family \$75
Twin Dwelling/ Two-Family \$100
Renovation (Structural Changes) \$25

Single and Two-Family Sprinkler Rebate \$500

After the Use & Occupancy Permit has been issued by the City following the construction of a new single or two-family home with a sprinkler system (required by State Law), a rebate will be issued to the property owner.

Residential Inspection Fees

Inspections \$75 per inspection

Electric Service

100-200 amp \$100 per service
400 amp \$150 per service

Plan Review (non-refundable) \$100 per hour

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

Commercial and Multi-Family Permit Fees

Multi-Family Housing.....	\$50 per unit
Commercial.....	\$100 plus \$0.05 per square foot
Renovation (Structural Changes).....	\$25

Commercial and Multi-Family Housing Inspection Fees

Multi-Family	\$75 per inspection plus cost of electric service
Plan Review (non-refundable).....	\$125 per hour
Commercial (retail, assembly, restaurant and similar spaces)	
First 5,000 square feet.....	\$0.95 per square foot
Additional square footage	\$0.25 per square foot
Office Space	\$0.50 per square foot
Hotel	\$300 per room for first 20 rooms
Additional rooms	\$100 per room
Electric Service	
100-200 amp	\$125 per service
400 amp	starting at \$175 per service
600 amp	\$375 per service
800 amp	\$675 per service
1000 amp	\$925 per service
Transfer Switch -	\$50 in addition to service cost

Commercial re-inspections are minimum of \$125 per trip.

Other occupancies, change of occupancy, and remodel prices are determined by the inspector.

Residential and Commercial Accessory Structures and Additions (sq. ft. based on total floor area)

<300 square feet.....	\$10
300-899 square feet.....	\$40
>900 square feet.....	\$75
Fences/Swimming Pools.....	\$25
Retaining walls >30" in height	\$25

Residential and Light Commercial Photovoltaic Inspection

First 5,000 KWA.....	\$175
Price per additional KWA, up to 1 megawatt	\$25
Battery	\$50
Plan Review (residential installations).....	\$80
Plan Review (commercial installations).....	\$125
Car charger.....	\$50

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

Energy/Telecom Structure (per new structure) \$50
Plan review, inspections, and/or grading permit may be required depending on project

Demolition Permit & Inspection Fees

Demolition \$25
 Demolition of Structure damaged by fire or other natural disaster, or listed on the
 Code Enforcement Blighted Property List \$0.00
 Inspections (typically 2) \$75 per inspection

Emergency or re-inspections if work is not ready for inspection \$100

Grading

If an Allegany Soil Conservation District review is required, ASCD will charge fees based on the official ASCD fee schedule, in addition to, or in lieu of, City of Frostburg fees.

Forest Harvest \$25
 Minor/Standard Plan \$25
 Major Plan \$100
 Street Entrance \$25
 Stormwater Facility \$100

Sign Permits (See City Zoning Ordinance § 7 for Signs requiring a Permit)

Sign area is determined per the City Zoning Ordinance § 7

Replacement of lettering or light panel on existing sign structure \$0
 Directional, instructional, or “wayfinding” sign \$0
 Less than 25 square feet \$30
 25 to 60 square feet \$45
 61 to 180 square feet \$75
 Greater than 180 square feet \$150
 Electronic Messaging Centers (EMCs) permit fee based on size + \$100

Other Permit Fees

Open Cut Permit \$25
 Zoning Certification \$0
 Home Occupation Permit \$25
 Residential Occupancy Permit \$0
 Commercial Use and Occupancy Permit \$25

Solicitor Permits

Door to Door (effective for one year from date of issuance) \$25
 Short-Term Mobile/Temporary Business Unit \$50
 Seasonal Mobile/Temporary Business Unit \$75
 Long-Term Mobile/Temporary Business Unit \$150
 One-Time Special Event \$0

Subdivision Review

Consultation Meeting	\$0
Formal Application (water/sewer/public road available at site)	\$200
Formal Application (review of off-site infrastructure extension included).....	\$400

Board of Zoning Appeals

Special Exception	\$250
Variance.....	\$250
Administrative Error	\$150

Re-Zoning Request

Zoning Map Error or Map Change.....	\$100
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MISCELLANEOUS PERMIT FEES

Burning Permit	\$0
Chicken License.....	\$30

POLICE DEPARTMENT

Parking Violations

Handicap Only	\$50
Fire Hydrant Violations	\$50
All Others	\$30
Second offense or continuing violations may be doubled.	

Late Fee: A fee of \$5 is added when parking tickets are delinquent. Thirty days after delinquency, a ticket may be flagged with MVA and the original fine will be doubled.

Vehicles may be towed if they have accumulated three or more unpaid violations thirty (30) days after the issuance of first violation.

Parking Permits (City Place lot)

The permit fee is \$40 per month or \$400 for an annual permit which is purchased in advance.

Parking Permits (all other City parking lots)

The permit fee is \$20 per month or \$200 for an annual permit which is purchased in advance.

Copies	\$10.00
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RENTAL HOUSING LICENSING & INSPECTION

Initial Rental Licensing
License per unit, prior to occupancy.....\$40

Rental License Renewal
Annual License per unit, by February 1.....\$40
Annual License per unit, by March 1.....\$50
Annual License per unit, by April 1.....\$100
Annual License per unit, after April 1.....\$100 + \$250 citation

Rental units will forfeit any “*grandfathering*” if not licensed and fees paid by June 1st.

Rental Housing Annual License Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector, and one reinspection (if required).

Second and Subsequent Re-inspection Fee (if required); to be paid to the City.....\$25

DOCUMENTS

Zoning Ordinance \$8.00
Subdivision Regulations..... \$5.00
Rental Housing Code.....\$5.00
Rental Unit Verification.....\$5.00
Comprehensive Plan..... \$5.00
Personnel Policy \$6.00
Miscellaneous copies.....\$0.10 per page

(Remainder of page is intentionally blank.)

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

RECREATION FEES

	City Resident	Non-City Resident	
Community Center	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$150 Security Deposit)
Preston Amphitheater	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$250 Security Deposit)
City Place			
Hall	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$150 Security Deposit)
Meeting Room	\$150/day \$ 25/hour	\$175/day \$ 35/hour	
Pavilion Rentals	\$ 50/day	\$ 65/day	

Additional charges may apply for damages and police response as set forth in the rental agreement.

Armory Gym Rental	\$ 35/hour/month \$ 15/hour	\$ 50/hour/month \$ 20/hour	
	\$ 55/hour/month \$ 25/hour		
Armory Special Event	\$ 40/hour	\$ 50/hour	(\$150 Security Deposit)
Field Rental	\$ 75/day \$ 25/hour	\$ 90/day \$ 35/hour	
Rec Facility Key Deposit	\$40/key	\$40/key	
Special Event Fee (all buildings; events ending after 11:00pm)	\$50 per hour		
League Participation Fee (non-City residents)	\$5 per person		

RECREATION FEES – DAY CAMP

Daily Rate.....	\$22 per child
Weekly Rate (5 day weeks).....	\$105 per child
Weekly Rate (3 day weeks).....	\$66 per child

RECREATION FEES – SWIMMING POOL**Daily Pool Admissions**

Adults - \$6.00

Children (age 5 – 17) - \$5.00

Children (age 4 and under) – Free with a paying adult

Group Rate (15 or more ages 5 & up) - \$1.00 off each admission

Pool Passes		City Resident	Non-City Resident
Individual Season Pass	1 Pass	\$ 60.00	\$ 70.00
	2 Passes	\$115.00	\$135.00
	3 Passes	\$165.00	\$195.00
	4 Passes	\$210.00	\$250.00
	5 Passes	\$250.00	\$300.00
	6 Passes	\$285.00	\$345.00

Individual Season Passes can only be purchased in increments of 6 or less.

15 Swim Punch Pass:	1 for \$60.00	15 admissions ~	\$4.00/admission
	2 for \$110.00	30 admissions ~	\$3.67/admission
	3 for \$150.00	45 admissions ~	\$3.33/admission
	4 for \$180.00	60 admissions ~	\$3.00/admission

*If purchasing 4 or more punch passes, each additional 15 swim punch pass is \$45.00 if purchased on the same day. **Punch passes are valid for individual or group entry for up to 15 admissions per pass.**

 Todd J. Logsdon, Mayor

ATTEST: _____
Lydia Claar, Acting Deputy City Administrator

CITY OF FROSTBURG
HOTEL/MOTEL TAX ALLOCATIONS - FY26
REFLECTED IN ACCOUNT 01-110-5111 (CONTRIBUTIONS - TOURISM)

ORGANIZATION	AMOUNT
FrostburgFirst Operating	\$ 30,000
Classy Chassis Car Club/Cruisin Main Street	1,500
FSU Cultural Event Series	7,000
Elk's Derby Day	2,500
House and Garden Club	3,000
Children's Lit. Center/Storybook Holiday	3,000
Frostburg Museum	10,000
Allegany Arts Council	2,500
Arion Band (Charter Provision \$500)	1,000
Palace Theater	5,000
FSU Appalachian Festival	2,500
Holiday Lamppost Committee	6,000
Mountain Maryland Trails	5,000
Allegany Museum/Thrasher Carriage Museum	5,000
Savage Mountain Punk Fest	2,000
FSU TV-3	2,499
FSU Center for Literary Arts	1,500
WMSR	20,000
FSU WFWM Radio 91.9 FM	1,500
Camp Hope	2,500
Frostburg Little League	1,960
MCCA - Beyond the State	1,500
FBPA	2,500
Total Allocated to Outside Organizations	<u>\$ 119,959</u>

ORDINANCE NO. 2025-02

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND ENTITLED “AN ORDINANCE TO REPEAL AND RE-ENACT WITH AMENDMENTS SECTION 6-7 OF THE CITY CODE PERTAINING TO THE CITY’S LEAK ADJUSTMENT POLICY FOR WATER LEAKS FOR THE PURPOSE OF ESTABLISHING A LEAK PROTECTION PROGRAM, WHEREBY CUSTOMERS WHO ARE RENDERED INELIGIBLE FOR RELIEF UNDER THE LEAK ADJUSTMENT POLICY CAN OBTAIN RELIEF BEYOND THAT WHICH IS AVAILABLE UNDER THE LEAK ADJUSTMENT POLICY.”

WHEREAS, the City’s Leak Adjustment Policy is set forth in Section 6-7 of the City Code;

WHEREAS, the Mayor and City Council decided to establish a Leak Protection Program whereby responsibility for the adjustment of the water bill portion of utility bills for certain residential customers will be shifted from the City under the Leak Adjustment Policy to a third-party service provider under the Leak Protection Program;

WHEREAS, the benefits afforded by third-party service providers under the Leak Protection Program will exceed those which are provided by the City under the Leak Adjustment Policy;

WHEREAS, customers who are eligible to participate in the Leak Protection Program will be required to pay a small fee to receive Leak Protection Program benefits;

WHEREAS, customers eligible for relief under the Leak Adjustment Policy will be permitted to opt out of the Leak Protection Program, but said customers will remain ineligible for relief under the Leak Adjustment Policy; and

WHEREAS, it is expected that the Leak Protection Program will benefit the City and eligible customers.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND that Section 6-7 of the Frostburg City Code be and are hereby repealed and reenacted with amendments, to read as is set forth in the attached Exhibit A:

SECTION 2: BE IT FURTHER ORDAINED, that this ordinance shall take effect on July 1, 2025.

THE MAYOR AND CITY COUNCIL OF
FROSTBURG

By: _____
Todd J. Logsdon, Mayor

ATTEST:

Lydia Claar, Acting Deputy City Administrator

Introduced: April 15, 2025
Public Hearing: May 20, 2025
Adopted: May 20, 2025
Effective: July 1, 2025

EXHIBIT A

Sec. 6-7. Leak Adjustment Policy; Leak Protection Program.

- (a) *Leak Adjustment Policy.* The city’s Leak Adjustment Policy for adjusting utility bills for water leaks is set forth in this subsection. Customers who are eligible for the Leak Protection Program described in subsection (b) hereafter shall not be eligible for relief under this Leak Adjustment Policy.
- (1) *Application for adjustment.* Water service leak adjustments may be granted once every four (4) years. Applications for leak adjustments shall be submitted to the director of finance utilizing city-approved forms. To be eligible for relief, the customer must submit the application within forty-five (45) days of the billing date for the monthly billing period for which the relief is sought. The application will require that the customer submit documentation showing that: (i) there was a leak, (ii) the leak has been repaired, and (iii) the leak was not caused by the gross negligence of the customer, including, but not limited to, allowing the pipes or water meter to freeze. Examples of evidence that a leak was repaired may include a plumber or handyman invoice, proof of parts purchased, before and after photos, or other written explanations. The director of finance or the city administrator shall decide whether an application may be granted.
- (2) *Calculation of adjustment.* The leak adjustment shall be calculated in the following manner:
- (i) Determine the average water consumption of the most recent twelve (12) months that reflect normal usage. If a customer has owned or leased the property for less than twelve (12) months, annual consumption for this calculation will be the greater of thirty-eight thousand (38,000) gallons or actual metered consumption from the date the customer acquired title or commenced leasing the property.
 - (ii) Determine the estimated leak volume by subtracting the average water consumption from the total water consumption of the current billing period.
 - (iii) Multiply the estimate leak volume by fifty percent (50%).
 - (iv) Add the reduced estimated leak (step iii) to the average consumption (step 1) to determine the leak-adjusted amount of water.
- Standard water rates apply to the leak-adjusted consumption.
- (3) *Additional adjustments.* For multi-tenant commercial properties or multifamily units, the city administrator may grant one (1) additional leak adjustment within a four-year period preceding the date of an application for relief, provided the leak did not occur in a separately metered unit owned or occupied by a person or persons who were given relief during the four-year period preceding the application for a leak adjustment. Additional leak adjustments may be approved by the mayor and city council on a case-by-case basis. A leak adjustment shall only apply to the bill for one (1) billing cycle. The leak adjustment applies to the water and sewer charges for that particular billing cycle.
- (b) *Leak Protection Program.* The city may establish a Leak Protection Program by contracting with companies in the business of providing indemnification to customers who have experienced water leaks. Customers eligible for the Leak Protection Program shall be automatically enrolled in it. All customers will be notified of the leak protection program with their utility bill prior to implementation of the program. The monthly fee for participation in the Leak Protection Program shall be set forth in the City’s Schedule of Municipal fees and the fee will be separately listed on the monthly utility service bill. Customers may opt out of the Leak Protection Program. Such customers shall remain ineligible for relief under the Leak Adjustment Policy.

ORDINANCE NO. 2025-03

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND ENTITLED “AN ORDINANCE TO RENUMBER SECTIONS 3-5 AND 3-6 OF THE CITY CODE AS 3.6 AND 3.7, RESPECTIVELY, AND TO ENACT A NEW SECTION 3-5 OF THE CITY CODE PERTAINING TO THE ESTABLISHMENT OF A TAX CREDIT FOR MEMBERS OF FROSTBURG FIRE DEPARTMENT NO, 1.”

WHEREAS, Frostburg Fire Department No. 1, Inc. is the corporate name of the Frostburg Fire Department (the “FFD”), an entity which is separate, distinct, and is not affiliated with The City of Frostburg (the corporate name of the City);

WHEREAS, in accordance with Section 9-260 of the Tax-Property Article of the Annotated Code of Maryland, the Mayor and City Council are passing this Ordinance to establish real estate tax credit for eligible members of the FFD;

WHEREAS, statewide, there is a decreasing pool of persons who are eligible and willing to serve as fire department volunteers;

WHEREAS, the FFD provides fire protection services for the City, the adequacy of which is dependent upon the number of its firefighter volunteers;

WHEREAS, this Ordinance is designed to incentivize persons to serve as volunteer firefighters with the FFD; and

WHEREAS, the Mayor and City Council believe the passage of this Ordinance is in the City’s best interest.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND that Sections 3-5 and 3-6 of the City Code are renumbered as Sections 3-6 and 3-7, respectively.

SECTION 2: BE IT FURTHER ORDAINED that Section 3-5 of the Frostburg City Code is hereby enacted, to read as is set forth in the attached Exhibit A.

SECTION 3: BE IT FURTHER ORDAINED, that this Ordinance shall take effect as of the date of its passage, but the credit will first be available for the taxes due for FY2026.

THE MAYOR AND CITY COUNCIL OF
FROSTBURG

By: _____
Todd J. Logsdon, Mayor

ATTEST:

Lydia Claar, Acting Deputy City Administrator

Introduced: April 15, 2025
Public Hearing: May 20, 2025
Adopted: May 20, 2025
Effective: May 20, 2025

EXHIBIT A

Sec. 3-5. Tax credits for members of Frostburg Fire Department No. 1, Inc.

- (a) Definitions. For the purposes of this section.

“Dwelling” has the meaning set forth in Section 9-105 of the Tax-Property Article of the Annotated Code of Maryland, as may be amended from time to time.

“FFD” means Frostburg Fire Department No. 1, Inc., the corporate name of the Frostburg Fire Department. The FFD and the City are separate and distinct legal entities which are not affiliated with one another.

“Public Safety Officer” or “Volunteer” means a volunteer firefighter with the FFD. The City’s elected officials are not Volunteers for the purpose of this section of the City Code and are not eligible for the Tax Credit.

“Tax Credit” means the tax credit which is the subject of this Section.
- (b) *Purpose.* This section is passed in accordance with Section 9-260 of the Annotated Code of Maryland, which authorizes the governing authority or a municipal and county government to grant a credit against the county or municipal corporation property tax imposed on a Dwelling located in the county or municipal corporation that is owned by a public safety officer who is eligible for the credit authorized under section 9-105 of the aforesaid Tax-Property Article (i.e., the Homestead Property Tax Credit). The purpose of this section of the City Code is to establish a such credit for eligible Volunteers of the FFD in order to attract new Volunteers and retain current ones.
- (c) *Eligibility criteria.* To be eligible for the Tax Credit for each year it is sought, all of the criteria set forth below must be satisfied:
 - (i) As of the July 1 of the tax year for which the credit is sought, the Volunteer is alive, is an active member of the FFD, and has successfully completed any initial probationary period required by the FFD.
 - (ii) The Tax Credit is exclusively available for Dwellings.
 - (iii) The Volunteer must be an active member of the FFD as of the June 1 preceding the tax year for which the credit is sought, as certified in a writing provided by two officers of the FFD. The certification shall be provided to the City’s Director of Finance no later than the May 1 preceding the tax year for which the Tax Credit is sought. The Tax Credit will not be granted unless and until the Chief produces this certification.
 - (iv) The Volunteer must satisfy the eligibility requirements of the income tax credit provided under the Honorable Louis L. Goldstein Volunteer Police, Fire, Rescue, and Emergency Medical Services Personnel Subtraction Modification Program set forth in Section 10-208(i-1) and (l) of the Tax-General Article of the Annotated Code of Maryland, as amended from time to time.
 - (v) The Volunteer must complete and submit an application for the Tax Credit in accordance with the requirements set forth hereinafter.
 - (vi) The Volunteer must meet all of the other terms and conditions set forth herein.
- (d) *Application process.*
 - (1) The City’s Director of Finance shall create a form application to be provided to all persons seeking to apply for the Tax Credit.

- (2) The applications must be submitted no later than the May 1 preceding the tax year for which the credit is sought. Without exception, late applications shall be rejected.
- (3) If an application is rejected, the applicant may not submit an application for a Tax Credit until the next tax year.
- (4) An application must be submitted for each year the Tax Credit is sought. Applications will not carry over from year to year.

(e) *Credit amount.*

- (1) If a Dwelling is solely owned by one (1) Volunteer or it is owned by multiple persons, only one of whom is a Volunteer, the Tax Credit shall not exceed \$500.00 per year.
- (2) If a Dwelling is owned by two (2) or more Volunteers, the Tax Credit shall not exceed \$1,000.00.
- (3) The Tax Credit may not exceed the amount of the City taxes due for the year the Tax Credit is sought.
- (4) If a Tax Credit has been granted for a Dwelling which is sold during the tax year for which the tax Credit has been granted, a portion of the Tax Credit shall be refunded to the City for the portion of the tax year following the date of the deed transferring the Dwelling from the Volunteer to a third party.
- (5) The Tax Credit is not transferable.
- (6) The Tax Credit may not be combined with any tax credits other than the Homestead Tax Credit.

RESOLUTION 2025-15

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, DECLARING A CHEVY TRUCK IN THE STREET DEPARTMENT SURPLUS.

WHEREAS, The City of Frostburg owns vehicles, equipment, and other miscellaneous items that need to be sold or disposed of when no longer in use; and,

NOW, THEREFORE, BE IT RESOLVED that the Frostburg Mayor and Council do hereby declare as surplus, and authorize the sale on govdeals.com or elsewhere through competitive means, or the recycling, or disposal of a 2011 Chevy Truck VIN: GCNKPEX58Z174126.

ADOPTED this 15th day of April 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Lydia Claar, Acting Deputy City Administrator

RESOLUTION 2025-16

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A TEMPORARY REPEAL OF THE OPEN CONTAINER LAW.

WHEREAS, FrostburgFirst has requested a temporary repeal of the Open Container Law for the Spring Arts Walk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Frostburg hereby approves the possession and consumption of alcoholic beverages on Main Street, Broadway and Water Streets during the 2025 Spring Arts Walk on Saturday, April 26, 2025 from 10:00 am to 6:00 pm, provided that no glass containers be carried on the streets or sidewalks and that all other related alcohol and traffic laws and regulations of the State of Maryland and Allegany County be observed by all participants.

ADOPTED this 15th day of April 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Lydia Claar, Acting Deputy City Administrator