



THE CITY OF FROSTBURG

Mayor and Council Work Session Agenda

Tuesday, April 08, 2025 at 4:00 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. Roll Call

3. Council Meeting Topics

A. Budget for Fiscal Year 2026

- Budget Presentation
- Utility Rates
- Hotel/Motel Tax Requests
- Rental Housing Registration Fee Proposal

B. Water Ordinance Amendment

C. Frostburg Volunteer Fire Department Property Tax Credit

D. Temporary Repeal of Open Container Law Request. FrostburgFirst Spring Arts Walk

E. Declare Street Department 2010 Chevy 1500 Surplus

F. Arbor Day Proclamation - Arbor Day Celebration Glendening Playground

4. Other Discussion Items

A. Family Crisis Resource Center, Inc. Allegany Safe Haven Program

B. Cardboard Recycling

5. Adjourn to Closed Session

- A.** Under the Annotated Code of Maryland General Provisions Article § 3-305(b)(7), which allows a closed session "to consult with counsel to obtain legal advice," a closed session is needed to discuss an update regarding a liability concern.

CITY OF FROSTBURG
BUDGET ORDINANCE FOR THE YEAR ENDING JUNE 30, 2026
CONDENSED SUMMARY BY FUND AND DEPARTMENT

	<u>Revenue</u>	<u>Expense</u>	<u>Net Income (Loss)</u>
Corporate Fund			
Executive		\$ 78,275	
Administration		3,118,550	
Finance		227,175	
Community Development		234,300	
Code Enforcement		173,950	
Public Works Administration		165,550	
Public Safety		2,567,525	
Street		2,103,300	
Recreation		894,650	
Total Corporate Fund	\$ 9,563,275	\$ 9,563,275	\$ -
Water			
Administration		\$ 234,050	
Filtration		802,600	
Supply		103,000	
Distribution		704,800	
Total Water Fund	\$ 1,844,450	\$ 1,844,450	\$ -
Sewer			
Administration		\$ 107,350	
Operating		1,946,950	
Sewer subtotal	1,854,275	2,054,300	(200,025)
CSO subtotal	2,993,800	2,793,775	200,025
Total Sewer Fund	\$ 4,848,075	\$ 4,848,075	\$ -
Total Piney Surcharge	\$ 815,000	\$ 683,300	\$ 131,700
Garbage			
Administration		\$ 80,100	
Operating		410,750	
Total Garbage Fund	\$ 543,050	\$ 490,850	\$ 52,200
City Total	\$ 17,613,850	\$ 17,429,950	\$ 183,900

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-000-4000	Taxes - Real Estate	\$ 2,908,000	\$ 3,080,000
01-000-4001	Personal Property Taxes	7,000	6,000
01-000-4002	Public Utility Taxes	220,000	220,000
01-000-4003	Corporation Taxes	95,000	85,000
01-000-4004	Prior Year Taxes	1,000	1,000
01-000-4005	Trailer Tax	1,600	1,600
01-000-4010	Interest on Taxes	50,000	35,000
01-000-4011	Tax Credits	(32,400)	(30,000)
01-000-4012	Tax Abatements	(3,000)	(3,000)
01-000-4013	Enterprise Zone Reimbursement	16,200	16,000
01-000-4020	Maryland Income Tax	640,000	700,000
01-000-4021	Admission Taxes	24,000	18,000
01-000-4022	Hotel Motel Tax	155,000	150,000
01-000-4023	Highway Use Tax	510,000	550,000
01-000-4024	Coal Tax	2,600	2,600
01-000-4025	Housing Authority	14,000	12,000
01-000-4027	Payment in Lieu of Taxes	3,900	3,900
01-000-4031	Liquor Licenses	10,000	10,000
01-000-4032	Traders Licenses	10,000	10,000
01-000-4040	Police Grants	40,000	40,000
01-000-4041	Parking	1,000	700
01-000-4043	Police Protection Grant	135,000	120,000
01-000-4045	Fines & Forfeitures	15,000	4,500
01-000-4047	Frostburg State University MOU	10,000	10,000
01-000-4049	School Resource Reimbursement	30,000	30,000
01-000-4050	Permits, Planning	2,000	2,500
01-000-4051	Building Permits	1,500	3,000
01-000-4052	Rental Licensing	74,000	75,000
01-000-4054	Construction Inspections	17,750	28,000
01-000-4055	Code Enforcement Citations	750	1,250
01-000-4056	Comm Dev Grant Revenue	50,000	110,000
01-000-4060	Swimming Pool	60,000	65,000
01-000-4062	Day Camp Registrations	18,000	18,000
01-000-4063	Recreation Activities	22,000	22,000
01-000-4200	Operating Transfer - Water Fund	95,600	126,300
01-000-4201	Operating Transfer - Sewer Fund	241,750	242,300
01-000-4202	Operating Transfer - Garbage Fund	18,175	24,500
01-000-4301	Rents	111,000	111,000
01-000-4302	HRD Appropriation	10,700	10,700
01-000-4303	Franchises	72,000	68,000
01-000-4304	Miscellaneous Revenue	4,000	4,000
01-000-4306	Project Reimbursement	88,000	2,169,000
01-000-4315	Proceeds from Fund Balance	173,870	268,425
01-000-4317	Special Revenue	2,103,000	666,000

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

Section 3, Item A.

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-000-4600	Interest Income	400,000	475,000
	Total Corporate Fund Revenue	\$ 8,427,995	\$ 9,563,275
 Corporate Fund Expenses			
Executive			
01-100-5000	Salaries	\$ 22,200	\$ 22,200
01-100-5010	Social Security	1,700	1,700
01-100-5012	Workers Comp	175	175
01-100-5050	Legislative Contingencies	6,000	6,000
01-100-5104	Insurance - Public Officials	8,100	9,700
01-100-5110	Contributions	524,750	-
01-100-5150	Training	2,800	2,800
01-100-5160	Travel	5,700	5,700
01-100-5185	Professional Fees	20,000	30,000
	Total Executive	\$ 591,425	\$ 78,275
 Administrative			
01-110-5000	Salaries	\$ 176,000	\$ 175,800
01-110-5001	Salaries - Bonus	15,115	-
01-110-5010	Social Security	13,300	13,400
01-110-5011	Pension	17,800	21,100
01-110-5012	Workers Comp	600	600
01-110-5013	Insurance - Health	46,500	34,600
01-110-5014	Insurance - Health Retiree	43,500	30,600
01-110-5015	Contribution - 457	2,000	2,000
01-110-5030	Employee Wellness	7,500	7,500
01-110-5050	Reserve For Contingencies	16,000	10,000
01-110-5100	Insurance - Auto	700	-
01-110-5102	Insurance - Gen Liab	175	150
01-110-5105	Insurance - Property	11,700	12,000
01-110-5106	Insurance - AD&D and Life	4,500	4,500
01-110-5111	Contributions - Tourism	130,900	120,000
01-110-5150	Training	1,200	1,200
01-110-5160	Travel	1,800	1,800
01-110-5185	Professional Fees	1,100	1,100
01-110-5191	Communications	8,000	12,000
01-110-5200	Advertising	6,400	6,400
01-110-5205	Legal	42,500	42,500
01-110-5207	Pension Administrative Fee	7,350	7,800
01-110-5210	Office Supplies	11,000	11,000
01-110-5220	Postage	23,000	28,000
01-110-5230	Computer Exp	9,000	14,000
01-110-5232	IT Licensing and Fees	33,000	40,500

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-110-5235	Digital Engagement	29,000	29,000
01-110-5301	Election	-	12,000
01-110-5391	Prinpcal and Interest on Debt Service	154,500	154,700
01-110-5500	Building - Armory	12,000	12,000
01-110-5502	Building Maintenance	22,800	26,000
01-110-5550	Utilities - Building	16,000	16,000
01-110-5700	Bank Fees	1,000	300
01-110-5807	Capital Outlay	656,000	2,270,000
	Total Administrative	<u>\$ 1,521,940</u>	<u>\$ 3,118,550</u>
	Finance		
01-120-5000	Salaries	\$ 88,000	\$ 82,000
01-120-5010	Social Security	6,700	6,200
01-120-5011	Pension	8,900	9,700
01-120-5012	Workers Comp	250	200
01-120-5013	Insurance - Health	32,500	13,000
01-120-5015	Contribution - 457	625	625
01-120-5102	Insurance - Gen Liab	175	150
01-120-5105	Insurance - Property	3,500	4,500
01-120-5150	Training	1,000	1,000
01-120-5185	Professional Fees	1,000	1,000
01-120-5310	Auditing	75,000	85,000
01-120-5311	Actuarial Study	5,000	6,500
01-120-5313	Tax Collection	1,300	1,300
01-120-5810	RETSA Obligation	9,600	16,000
	Total Finance	<u>\$ 233,550</u>	<u>\$ 227,175</u>
	Community Development		
01-130-5000	Salaries	\$ 125,000	\$ 128,500
01-130-5010	Social Security	9,500	9,800
01-130-5011	Pension	12,650	15,400
01-130-5012	Workers Comp	350	350
01-130-5013	Insurance - Health	23,000	26,700
01-130-5015	Contribution - 457	1,500	1,500
01-130-5100	Insurance - Auto	800	-
01-130-5102	Insurance - Gen Liab	175	150
01-130-5105	Insurance - Property	4,600	4,500
01-130-5150	Training	750	750
01-130-5160	Travel	900	900
01-130-5185	Professional Fees	1,000	750
01-130-5320	Economic Development	6,800	8,000
01-130-5322	Planning	155,000	15,000
01-130-5323	Public Art	2,000	2,000
01-130-5401	Auto Expense	500	-

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-130-5820	Community Legacy Projects	50,000	-
01-130-5822	Special Projects	13,300	20,000
	Total Community Development	\$ 407,825	\$ 234,300
	Code Enforcement		
01-140-5000	Salaries	\$ 63,000	\$ 81,000
01-140-5010	Social Security	4,800	6,200
01-140-5011	Pension	5,700	9,800
01-140-5012	Workers Comp	200	2,400
01-140-5013	Insurance - Health	22,800	26,700
01-140-5015	Contribution - 457	750	750
01-140-5100	Insurance - Auto	-	850
01-140-5102	Insurance - Gen Liab	175	150
01-140-5105	Insurance - Property	2,900	4,500
01-140-5150	Training	500	500
01-140-5160	Travel	500	500
01-140-5185	Professional Fees	400	400
01-140-5231	Software and Subscriptions	13,700	13,700
01-140-5330	Code Enforcement	5,000	5,000
01-140-5331	Construction Inspect	20,000	20,000
01-140-5332	Rental Inspection	19,500	1,000
01-140-5401	Auto Expense	-	500
	Total Code Enforcement	\$ 159,925	\$ 173,950
	Public Works Administration		
01-150-5000	Salaries	\$ 76,000	\$ 82,500
01-150-5010	Social Security	5,800	6,600
01-150-5011	Pension	7,700	9,800
01-150-5012	Workers Comp	1,600	1,800
01-150-5013	Insurance - Health	14,000	20,600
01-150-5015	Contribution - 457	700	800
01-150-5100	Insurance - Auto	800	850
01-150-5102	Insurance - Gen Liab	175	150
01-150-5105	Insurance - Property	2,600	3,000
01-150-5150	Training	1,750	1,750
01-150-5160	Travel	1,000	1,000
01-150-5185	Professional Fees	2,100	2,100
01-150-5193	One Call Concepts	2,200	2,200
01-150-5340	Engineering Equipment	3,000	3,000
01-150-5341	Mapping Supplies	8,000	8,000
01-150-5342	Public Works	7,400	7,400
01-150-5400	Gas, Oil, Grease	3,000	3,000
01-150-5420	Fleet lease	11,000	11,000
	Total Public Works Administration	\$ 148,825	\$ 165,550

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

Section 3, Item A.

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
	Total Admin and Executive Expense	\$ 3,063,490	\$ 3,997,800
	Public Safety		
01-160-5000	Salaries	\$ 1,062,000	\$ 1,152,300
01-160-5002	Salaries - Police Grants	40,000	40,000
01-160-5003	Court Time	13,000	13,000
01-160-5010	Social Security	85,000	91,000
01-160-5011	Pension	190,000	347,000
01-160-5012	Workers Comp	72,000	72,000
01-160-5013	Insurance - Health	257,000	259,700
01-160-5015	Contribution - 457	7,500	7,500
01-160-5100	Insurance - Auto	7,800	9,600
01-160-5102	Insurance - Gen Liab	1,200	1,300
01-160-5103	Insurance - Police Professional	16,700	12,000
01-160-5105	Insurance - Property	6,000	6,900
01-160-5150	Training	25,500	35,000
01-160-5170	Uniforms	15,000	13,000
01-160-5180	Safety Equipment	1,200	1,200
01-160-5181	Law Enforcement Equipment	18,500	18,500
01-160-5191	Communications	30,500	30,500
01-160-5206	C3I Clerical Support	6,000	6,000
01-160-5210	Office Supplies	5,000	5,000
01-160-5230	Computers	8,500	8,500
01-160-5350	FSU MOU	10,000	10,000
01-160-5380	Police Reform	23,000	31,000
01-160-5390	Miscellaneous Expense	4,000	4,000
01-160-5400	Gas, Oil, Grease	33,000	30,000
01-160-5401	Auto Expense	18,000	18,000
01-160-5420	Fleet Lease	61,000	61,000
01-160-5502	Jail and Office Maintenance	4,000	4,000
01-160-5550	Utilities - Public Safety	10,000	10,000
01-160-5851	Fire Dept Appropriation	255,670	269,525
	Total Public Safety	\$ 2,287,070	\$ 2,567,525
	Public Works - Street		
01-170-5000	Salaries	\$ 296,000	\$ 340,000
01-170-5010	Social Security	22,600	26,000
01-170-5011	Pension	30,000	40,800
01-170-5012	Workers Comp	20,000	18,000
01-170-5013	Insurance - Health	80,000	99,300
01-170-5015	Contribution - 457	1,500	1,500
01-170-5018	Unemployment	200	200
01-170-5100	Insurance - Auto	9,800	11,500

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-170-5102	Insurance - Gen Liab	975	600
01-170-5105	Insurance - Property	9,000	12,900
01-170-5150	Training	5,000	5,000
01-170-5170	Uniforms	8,000	8,000
01-170-5180	Safety Equipment	7,200	7,000
01-170-5191	Communications	15,000	15,000
01-170-5210	Office Supplies	1,500	1,500
01-170-5400	Gas, Oil, Grease	30,000	30,000
01-170-5420	Fleet Lease	29,000	51,000
01-170-5550	Utilities - Building	6,000	7,000
01-170-5711	Salt & Abrasives	250,000	150,000
01-170-5712	Sign Maintenance	15,000	15,000
01-170-5713	Street Equipment Maintenance	90,000	120,000
01-170-5714	Street Lighting	100,000	100,000
01-170-5715	Street Maintenance Repairs	100,000	136,000
01-170-5716	Street Shop Equipment	50,000	70,000
01-170-5717	Street Lighting Repairs	48,500	48,500
01-170-5800	Capital Outlay	420,150	596,000
01-170-5861	Street Paving	223,500	150,000
01-170-5865	Parking Lot Maintenance	13,000	42,500
	Total Public Works - Street	\$ 1,881,925	\$ 2,103,300
	Recreation		
01-180-5000	Salaries	\$ 284,000	\$ 305,000
01-180-5010	Social Security	21,700	23,200
01-180-5011	Pension	28,800	33,100
01-180-5012	Workers Comp	18,200	16,100
01-180-5013	Insurance - Health	65,000	91,700
01-180-5015	Contribution - 457	1,750	1,750
01-180-5100	Insurance - Auto	2,900	2,900
01-180-5102	Insurance - Gen Liab	550	600
01-180-5105	Insurance - Property	15,885	17,600
01-180-5150	Training	300	300
01-180-5160	Travel	750	750
01-180-5170	Uniforms	4,800	5,000
01-180-5181	Safety Equipment	500	500
01-180-5400	Gas, Oil, Grease	9,000	10,000
01-180-5420	Fleet Lease	23,000	23,000
01-180-5503	Armory Expense - Gym	16,000	9,000
01-180-5504	Community Center	17,500	18,000
01-180-5510	City Place	29,500	13,000
01-180-5550	Utilities	9,000	9,000
01-180-5720	Beautify The Burg Expense	2,000	1,500
01-180-5721	Rec Equipment Maintenance	12,400	13,000

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
01-180-5722	Rec League Appropriations	5,000	5,000
01-180-5723	Rec Park Maintenance Expense	63,000	58,000
01-180-5724	Street Trees	7,500	7,500
NEW	Trash Removal	-	12,000
01-180-5725	Trailhead Maintenance Expense	2,000	2,000
01-180-5726	Recreational Programs	13,000	11,500
01-180-5800	Capital Outlay	384,800	55,000
	Total General Recreation	\$ 1,038,835	\$ 746,000
01-181-5000	Salaries	\$ 72,000	\$ 72,000
01-181-5010	Social Security	5,500	5,500
01-181-5012	Workers Comp	4,600	3,800
01-181-5108	Unemployment	200	200
01-181-5507	Pool Operating	35,000	39,000
	Total Pool	\$ 117,300	\$ 120,500
01-182-5000	Salaries	\$ 24,000	\$ 24,000
01-182-5010	Social Security	1,850	1,850
01-182-5012	Workers Comp	1,500	1,300
01-182-5108	Unemployment	200	200
01-182-5507	Day Camp Operations	800	800
	Total Day Camp	\$ 28,350	\$ 28,150
01-183-5000	Salaries	\$ 9,500	\$ -
01-183-5010	Social Security	725	-
01-183-5012	Workers Comp	600	-
01-183-5108	Unemployment	200	-
	Total Seasonal	\$ 11,025	\$ -
	Total Recreation	\$ 1,195,510	\$ 894,650
	Total Corporate Fund Expenses	\$ 8,427,995	\$ 9,563,275
	Corporate Fund Net Income (Loss)	\$ -	\$ -
	Water Fund Revenues		
02-000-4000	Water Service Revenue	\$ 1,716,000	\$ 1,623,750
02-000-4001	Interest Earned - Water	1,500	3,600
02-000-4315	Proceeds from Fund Balance	-	180,000
02-000-4317	Special Revenue	85,500	-
02-000-4402	Sale of Meters	5,000	5,000
02-000-4403	Tapping Fees	5,600	5,600
02-000-4404	Sundry Sales	10,000	2,500
02-000-4600	Interest Income	15,000	24,000
	Total Water Revenue	\$ 1,914,000	\$ 1,844,450

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
Water Fund Expenses			
Water - Administration			
02-190-5000	Salaries	\$ 72,000	\$ 73,000
02-190-5010	Social Security	5,400	5,500
02-190-5011	Pension	7,300	8,700
02-190-5012	Workers Comp	225	1,300
02-190-5013	Insurance - Health	18,000	15,300
02-190-5015	Contribution - 457	850	850
02-190-5313	Collection Expense	1,000	2,200
02-190-5370	FMHA Bond	850	900
02-190-5600	Corporate Overhead	95,600	126,300
	Total Water Administration	\$ 201,225	\$ 234,050
Water - Filtration			
02-192-5102	Insurance - Gen Liab	\$ 1,300	\$ 1,400
02-192-5105	Insurance - Property	18,500	25,400
02-192-5106	Insurance - Boiler & Machinery	6,000	10,800
02-192-5521	Pumping System Expense	95,000	95,000
02-192-5522	Purification Plant Maintenance	50,000	50,000
02-192-5710	Filtration Contract Payment	654,000	620,000
	Total Water Filtration	\$ 824,800	\$ 802,600
Water - Supply			
02-194-5000	Salaries	\$ 34,000	\$ 34,500
02-194-5010	Social Security	2,500	2,600
02-194-5011	Pension	3,500	4,100
02-194-5012	Workers Comp	2,300	1,700
02-194-5015	Contribution - 457	100	100
02-194-5506	Hydro Facility Expense	5,000	5,000
02-194-5550	Utilities - Water Supply	5,000	5,000
02-194-5730	Water Supply Expense	50,000	50,000
	Total Water Supply	\$ 102,400	\$ 103,000
Water - Distribution			
02-196-5000	Salaries	\$ 275,000	\$ 273,000
02-196-5010	Social Security	21,000	20,800
02-196-5011	Pension	27,800	27,000
02-196-5012	Workers Comp	17,600	13,300
02-196-5013	Insurance - Health	82,000	76,400
02-196-5015	Contribution - 457	1,000	1,000
02-196-5100	Insurance - Auto	4,000	4,600
02-196-5102	Insurance - Gen Liab	1,300	1,400

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
02-196-5105	Insurance - Property	4,700	6,400
02-196-5150	Training	3,500	2,000
02-196-5170	Uniforms	4,000	4,000
02-196-5180	Safety Equipment	6,575	6,600
02-196-5191	Communications	13,000	13,000
02-196-5210	Office Supplies	1,000	1,000
02-196-5390	Miscellaneous Expense	1,000	1,000
02-196-5400	Gas, Oil, Grease	17,000	17,000
02-196-5420	Fleet Lease	33,000	33,000
02-196-5505	Crestview Pumping Station Expense	12,500	12,500
02-196-5550	Utilities - Water Distribution	5,000	5,000
02-196-5700	Distribution Expense	61,800	61,800
02-196-5701	Distribution Pipe Expense	11,000	11,000
02-196-5702	Equipment Maintenance	8,000	8,000
02-196-5703	Fire Hydrants Expense	8,000	5,000
02-196-5704	Transmission Mains Expense	95,800	80,000
02-196-5740	Meters Expense	70,000	20,000
	Total Water Distribution	\$ 785,575	\$ 704,800
	Total Water Fund Expenses	\$ 1,914,000	\$ 1,844,450
	Total Water Fund Net Income (Loss)	\$ -	\$ -
	Sewer Fund Operating Revenues		
03-000-4000	Sewer Charges	\$ 1,817,000	\$ 1,799,000
03-000-4001	Interest Earned - Sewer	1,800	4,275
03-000-4315	Proceeds from Fund Balance	239,825	-
03-000-4317	Special Revenue	8,000	-
03-000-4404	Sundry Sales	1,500	1,500
03-000-4503	Sewer Tap Fees	3,500	5,500
03-000-4600	Interest Income	25,000	44,000
	Total Sewer Operating Revenue	\$ 2,096,625	\$ 1,854,275
	Sewer Operating Expenses		
	Sewer - Administration		
03-210-5000	Salaries	\$ 72,000	\$ 73,000
03-210-5010	Social Security	5,400	5,500
03-210-5011	Pension	7,300	8,700
03-210-5012	Workers Comp	225	1,300
03-210-5013	Insurance - Health	18,000	15,300
03-210-5015	Contribution - 457	850	850

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
03-210-5313	Collection Expense	1,000	2,700
	Total Sewer Administration	\$ 104,775	\$ 107,350
	Sewer - Operating		
03-211-5000	Salaries	\$ 172,000	\$ 202,000
03-211-5010	Social Security	13,000	15,300
03-211-5011	Pension	21,500	28,400
03-211-5012	Workers Comp	11,000	11,000
03-211-5013	Insurance - Health	71,000	53,500
03-211-5015	Contribution - 457	1,800	1,800
03-211-5100	Insurance - Auto	1,500	1,700
03-211-5102	Insurance - Gen Liab	650	750
03-211-5105	Insurance - Property	6,950	9,000
03-211-5150	Training	1,000	1,000
03-211-5170	Uniforms	3,000	3,000
03-211-5180	Safety Equipment	1,000	1,000
03-211-5191	Communications	2,400	2,400
03-211-5400	Gas, Oil, Grease	10,000	10,000
03-211-5420	Fleet Lease	21,000	21,000
03-211-5520	Pumping Station Maintenance	6,000	6,000
03-211-5600	Corporate Overhead	241,750	242,300
03-211-5761	Sanitary Commission Charges	1,100,000	1,216,000
03-211-5762	Sanitary Comm-Transmission Projects	11,800	11,800
03-211-5763	Sewer Operating Expense	50,000	50,000
03-211-5764	Sewer Pumping Expense	6,000	9,000
03-211-5805	Capital Outlay - Sewer Projects	30,000	50,000
	Total Sewer Operating	\$ 1,783,350	\$ 1,946,950
	Total Sewer Operating Expenses	\$ 1,888,125	\$ 2,054,300
	Sewer Operating Net Income (Loss)	\$ 208,500	\$ (200,025)
	CSO Revenue		
03-220-4520	CSO Surcharge Revenue	\$ 401,000	\$ 401,000
03-220-4521	Interest Earned - CSO Surcharge	500	1,800
03-220-4317	Special Revenue	606,500	150,000
03-220-4530	Project Reimbursements	572,500	1,489,000
03-200-4540	Proceeds of Debt	-	952,000
	Total CSO Revenue	\$ 1,580,500	\$ 2,993,800
	CSO Expenses		
03-220-5391	Interest Expense	\$ 3,200	\$ 3,025

**CITY OF FROSTBURG
OPERATING BUDGET**

Section 3, Item A.

FOR THE YEAR ENDING JUNE 30, 2026

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
03-220-5392	Debt Redemption	23,600	23,750
03-220-5800	Capital Outlay	1,762,200	2,767,000
	Total CSO Expense	\$ 1,789,000	\$ 2,793,775
	 CSO Net Income (Loss)	 \$ (208,500)	 \$ 200,025
	 Sewer Fund Net Income (Loss)	 \$ -	 \$ -
	 Water Surcharge Fund Revenue		
04-000-4000	Water Tap Surcharge	\$ 668,000	\$ 652,000
04-000-4001	Interest Earned - Surcharge	1,000	3,000
04-000-4405	Project Reimbursements	-	120,000
04-000-4600	Interest Income	20,000	40,000
	Total Water Surcharge Revenue	\$ 689,000	\$ 815,000
	 Water Surcharge Fund Expenses		
04-200-5313	Collection Expense	\$ 1,000	\$ 2,200
04-200-5390	Miscellaneous Expense	12,000	-
04-200-5391	Interest Expense	56,900	42,425
04-200-5392	Debt Redemption	415,100	421,675
04-200-5800	Capital Outlay	-	172,000
04-200-5802	Capital Repairs	68,000	45,000
	Total Water Surcharge Expense	\$ 553,000	\$ 683,300
	 Water Surcharge Net Income (Loss)	 \$ 136,000	 \$ 131,700
	 Garbage Fund Revenues		
05-000-4000	Trash & Garbage Charges	\$ 473,000	\$ 534,600
05-000-4104	Interest Earned - Garbage	800	3,000
05-000-4404	Sundry Sales	1,950	1,950
05-000-4600	Interest Income	3,000	3,500
	Total Garbage Revenue	\$ 478,750	\$ 543,050
	 Garbage Fund Expenses		
	 Garbage Fund - Administration		
05-230-5000	Salaries	\$ 72,000	\$ 55,000
05-230-5010	Social Security	5,400	4,100
05-230-5011	Pension	7,300	6,400
05-230-5012	Workers Comp	225	800
05-230-5013	Insurance - Health	18,000	12,200
05-230-5015	Contribution - 457	850	850

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

Section 3, Item A.

ACCOUNT	DESCRIPTION	24/25 BUDGET As Amended	25/26 BUDGET
05-230-5313	Collection Expense	500	750
	Total Garbage Administration	\$ 104,275	\$ 80,100
	Garbage Operating		
05-232-5000	Salaries	\$ 93,000	\$ 91,000
05-232-5010	Social Security	7,100	6,900
05-232-5011	Pension	9,400	10,900
05-232-5012	Workers Comp	6,000	4,400
05-232-5013	Insurance - Health	22,500	34,400
05-232-5015	Contribution - 457	750	750
05-232-5100	Insurance - Auto	2,200	2,600
05-232-5102	Insurance - Gen Liab	400	400
05-232-5105	Insurance - Property	4,500	5,900
05-232-5170	Uniforms	3,000	3,000
05-232-5180	Safety Equipment	1,000	1,000
05-232-5210	Office Supplies	1,000	1,000
05-232-5400	Gas, Oil, Grease	14,000	14,000
05-232-5600	Corporate Overhead	18,175	24,500
05-232-5770	Ash Dumpster	8,500	8,500
05-232-5771	Bulk Cleanup Expense	10,000	10,000
05-232-5772	Landfill Charges	130,000	130,000
05-232-5773	Sanitation Operating Expense	30,000	60,000
05-232-5774	Yard Waste Composting	-	1,500
	Total Garbage Operating	\$ 361,525	\$ 410,750
	Total Garbage Expenses	\$ 465,800	\$ 490,850
	Garbage Net Income (Loss)	\$ 12,950	\$ 52,200

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%

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

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

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

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

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

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

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

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 REGISTRATION & INSPECTION (updates pending)

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

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

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

Rental Housing Annual Registration Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector.

Re-inspection Fee (if required); to be paid to the Rental Housing Inspector.....\$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

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

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: _____
Hayden Lindsey, Acting City Administrator

**CITY OF FROSTBURG
HOTEL/MOTEL TAX ALLOCATIONS
FY26**

ORGANIZATION	FY 25 Allocation	FY 26 Request	FY26 Allocation
FrostburgFirst Operating	\$ 30,000.00	\$ 30,000.00	
Classy Chassis Car Club/Cruisin Main Street	\$ 1,500.00	\$ 1,500.00	
FSU Cultural Event Series	\$ 7,000.00	\$ 7,000.00	
Elk's Derby Day	\$ 2,500.00	\$ 2,500.00	
House and Garden Club	\$ 2,800.00	\$ 3,000.00	
Frostburg Dog Park	\$ 3,000.00	\$ -	
Children's Lit. Center/Storybook Holiday	\$ 3,000.00	\$ 3,000.00	
Frostburg Museum	\$ 10,000.00	\$ 10,000.00	
Allegany Arts Council	\$ 2,000.00	\$ 2,500.00	
Arion Band (Charter Provision)	\$ 500.00	\$ 1,000.00	
Palace Theater	\$ 5,000.00	\$ 5,000.00	
FSU Appalachian Festival	\$ 2,500.00	\$ 2,500.00	
Holiday Lamppost Committee	\$ 5,000.00	\$ 6,000.00	
Mountain Maryland Trails	\$ 5,000.00	\$ 5,000.00	
Allegany Museum/Thrasher Carriage Museum	\$ 5,000.00	\$ 5,000.00	
Savage Mountain Punk Fest	\$ 2,000.00	\$ 2,000.00	
FSU TV-3	\$ 1,999.00	\$ 2,499.00	
FSU Center for Literary Arts	\$ 1,500.00	\$ 1,500.00	
WMSR	\$ 20,000.00	\$ 20,000.00	
FSU WFWM Radio 91.9 FM	\$ 1,500.00	\$ 1,500.00	
Camp Hope	\$ 1,500.00	\$ 2,500.00	
Frostburg Little League	\$ 2,000.00	\$ 1,960.00	
MCCA - Beyond the State	\$ 1,001.00	\$ 1,500.00	
FBPA	\$ -	\$ 2,500.00	
Habitat for Humanity Restore	\$ 9,600.00	\$ -	
Palace Theater-Raise the Roof Campaign	\$ 5,000.00	\$ -	
Subtotal from Outside Organizations	\$ 130,900	\$ 119,959	\$ -

Rental Housing Program Fee Increase Scenarios

Scenario 1 - Current Rate	Fee per Unit	Number of Units	Total Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$40/unit)	40	1097	43,880	37,298
Paid by Mar 1 (\$50/unit)	50	548	27,400	23,290
Paid by Apr 1 (\$100/unit)	100	164	16,400	13,940
Paid after Apr 1 (\$40/unit + \$250 citation)	290	5	1,450	1,232.50
			89,130	75,761

Scenario 1.5 - Current Rate but increase \$/unit after 4/1	Fee per Unit	Number of Units	Total Potential Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$40/unit)	40	1097	43,880	37,298
Paid by Mar 1 (\$50/unit)	50	548	27,400	23,290
Paid by Apr 1 (\$100/unit)	100	164	16,400	13,940
Paid after Apr 1 (\$100/unit + \$250 citation)	350	5	1,750	1,487.50
			89,430	76,016

Scenario 2 - Increase Feb & March fees by \$10, April fees remain the same	Fee per Unit	Number of Units	Total Potential Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$50/unit)	50	1097	54,850	46,622.50
Paid by Mar 1 (\$60/unit)	60	548	32,880	27,948
Paid by Apr 1 (\$100/unit)	100	164	16,400	13,940
Paid after Apr 1 (\$100/unit + \$250 citation)	350	5	1,750	1,487.50
			105,880	89,998.00

Scenario 3 - \$50/unit, doubling each month	Fee per Unit	Number of Units	Total Potential Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$50/unit)	50	1097	54,850	46,622.50
Paid by Mar 1 (\$100/unit)	100	548	54,800	46,580
Paid by Apr 1 (\$200/unit)	200	164	32,800	27,880
Paid after Apr 1 (\$200/unit + \$250 citation)	450	5	2,250	1,912.50
			144,700	122,995.00

Scenario 4 - \$75/unit, doubling each month	Fee per Unit	Number of Units	Total Potential Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$75/unit)	75	1097	82,275	69,933.75
Paid by Mar 1 (\$150/unit)	150	548	82,200	69,870
Paid by Apr 1 (\$300/unit)	300	164	49,200	41,820
Paid after Apr 1 (\$300/unit + \$250 citation)	550	5	2,750	2,337.50
			216,425	183,961.25

Scenario 5 - \$100/unit, doubling each month	Fee per Unit	Number of Units	Total Potential Revenue	Assuming 85% Compliance
Paid by Feb 1 (\$100/unit)	100	1097	109,700	93,245
Paid by Mar 1 (\$200/unit)	200	548	109,600	93,160
Paid by Apr 1 (\$400/unit)	400	164	65,600	55,760
Paid after Apr 1 (\$400/unit + \$250 citation)	650	5	3,250	2,762.50
			Total Revenue:	
			288,150	244,928

ORDINANCE NO. _____

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 Logsdon, Mayor

ATTEST:

Lydia Claar,
Acting Deputy City Administrator

Introduced:
Public Hearing:
Adopted:
Effective:

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. _____

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 THE CITY OF FROSTBURG VOLUNTEER FIRE DEPARTMENT.”

WHEREAS, City of Frostburg Department No. 1, Inc. is the corporate name of the City of Frostburg Volunteer Fire Department (the “FVFD”);

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 FVFD;

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

WHEREAS, the FVFD 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 FVFD; 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 Section 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 Logsdon, Mayor

ATTEST:

Lydia Claar,
Acting Deputy City Administrator

Introduced:
Public Hearing:
Adopted:
Effective:

EXHIBIT A

Sec. 3-5. Tax credits for members of Frostburg Volunteer Fire Department.

- (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.

“FVFD” means the City of Frostburg Department No. 1, Inc., the corporate name of the City of Frostburg Volunteer Fire Department.

“Public Safety Officer” or “Volunteer” means a volunteer firefighter with the FVFD. 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 FVFD 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 FVFD, and has successfully completed any initial probationary period required by the FVFD.
 - (ii) The Tax Credit is exclusively available for Dwellings.
 - (iii) The Volunteer must be an active member of the FVFD 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 FVFD. 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.



City of Frostburg
37 Broadway
Frostburg, MD 21532

March 26, 2025

Dear Mayor and City Council,

FrostburgFirst would like to request a temporary repeal of the Open Container Law on Main Street, Broadway, and Water Street during our Annual Spring Arts Walk on April 26, 2025 from 10 am - 6pm, under the conditions that all beverages are kept in plastic ware.

The Spring Arts Walk is an event designed to encourage locals and visitors to explore downtown businesses while celebrating the arts and local makers. Business owners often entice shoppers and diners by offering beverages with alcohol content for adults to sip as they shop. The repeal of the Open Container Law allows guests to move from one space to another without having to rush through their beverage. If granted, we will not publicly advertise the repeal, but will inform our downtown business owners of the temporary repeal to allow a more pleasant experience for their customers and guests.

Thank you for considering this repeal.

With appreciation,

Deirdre Robertson
Executive Director

41 E. Main St.
Frostburg, MD 21532
(301) 689-6900

MEMORANDUM OF UNDERSTANDING

between

FAMILY CRISIS RESOURCE CENTER, INC.

146 Bedford Street
Cumberland, MD 21502

and

FROSTBURG POLICE DEPARTMENT

37 Broadway
Frostburg, MD 21532

Through grant monies made available from Allegany County Circuit Court Family Services and County United Way, the **Family Crisis Resource Center, Inc. (FCRC)** agrees to pay the **Frostburg Police Department** to provide security for supervised visitation and exchange. The grant award period is July 1, 2025 through June 30, 2026. This is a cost-reimbursement contract that provides payment to the vendor of an agreed fixed amount as follows:

1. Overtime hours not to exceed \$24,000.
2. Consultant Rate is limited to \$81.25 per hour or \$650 per day. Rates above this threshold will be considered on a case-by-case basis and require prior approval.

Frostburg Police Department agrees to provide the following law enforcement services:

1. Security during supervised visits and exchanges for FCRC’s Allegany Safe Haven Program.

As a sub-contractor, **Frostburg Police Department** agrees to submit reports and invoices (including overtime vouchers and receipts) for the above stated services on a monthly basis. Deadlines for the monthly reports and invoices are the 5th of the following month. For example, the invoice for law enforcement services for December needs to be submitted to FCRC by January 5th.

FCRC agrees to remit reimbursement on a monthly basis after the above services are rendered and related reports/invoices are submitted, based on actual costs, not to exceed the above budgeted amount of \$24,000.

The activities of this agreement must be completed by June 30, 2026

Chief Nicholas Costello Date
Frostburg Police Department

Rhonda Pick Date
Executive Director
Family Crisis Resource Center, Inc.