



# MAYOR AND CITY COUNCIL OF FROSTBURG

Mayor W. Robert Flanigan

Donald L. Carter, Jr., Commissioner of Finance

Kevin G. Grove, Commissioner of Public Safety

Nina Forsythe, Commissioner of Water, Parks and Recreation

Adam Ritchey, Commissioner of Public Works

## AGENDA

### MAYOR AND COUNCIL MEETING

Thursday, May 18, 2023 at 7:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

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|--|-----------|
| 1. CALL TO ORDER   |           |
| 2. PLEDGE OF ALLEGIANCE  |           |
| 3. FROSTBURG BLESSING  |           |
| 4. ROLL CALL   |           |
| 5. APPROVAL OF THE AGENDA  |           |
| 6. APPROVAL OF THE MINUTES   |           |
| 6.1. Minutes from the April Council Meeting.   | 3 - 25    |
| Motion and Second to Approve the Minutes for the April Council Meeting.  |           |
| <a href="#">Mayor and Council Meeting - 20 Apr 2023 - Minutes - Pdf</a>  |           |
| <a href="#">Mayor and Council Meeting - 20 Apr 2023 - Minutes - Html</a>   |           |
| 7. SPECIAL PRESENTATIONS AND REQUESTS  |           |
| 8. MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS   |           |
| 8.1. Monthly Reports of the City Departments   | 26 - 75   |
| Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.                                |           |
| <a href="#">April 2023 Monthly Reports</a>   |           |
| 8.2. FY23 Resilient Maryland Award Notification, Commissioner Nina Forsythe  |           |
| 9. PUBLIC HEARINGS   |           |
| 9.1. <b>ORDINANCE 2023-03</b> Fiscal Year 2024 Operating Budget and Schedule of Rates and Fees   | 76 - 107  |
| • Final Budget Presentation & Public Hearing   |           |
| <a href="#">Budget Ordinance 2023-03</a>   |           |
| <a href="#">Budget Presentation April</a>  |           |
| <a href="#">Budget ordinance FY24</a>  |           |
| <a href="#">Schedule of Municipal Fees FY24</a>  |           |
| <a href="#">Hotel Motel Allocation FY24</a>  |           |
| 9.2. Combined Sewer Overflow Monthly Public Hearing  |           |
| 10. OLD BUSINESS   |           |
| 10.1. <b>ORDINANCE 2023-03</b> Fiscal Year 2024 Operating Budget and Schedule of Rates and Fees - Elaine Jones, CPA, Director of Finance | 108 - 131 |

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

[Budget Ordinance 2023-03](#)

[Budget ordinance FY24](#)

[Schedule of Municipal Fees FY24](#)

[Hotel Motel Allocation FY24](#)

11. NEW BUSINESS

- 11.1. **RESOLUTION 2023-20** Authorize submission of Annual Report to the Maryland Department of Planning. 132 - 134

Motion and Second to Approve Resolution 2023-20; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2023-20 MDP Annual Report](#)

[Frostburg - CY22 MDP Annual Report](#)

12. REPORT OF THE FROSTBURG POLICE DEPARTMENT  
Chief Nicholas Costello

13. OPEN PUBLIC COMMENT

14. CLOSING STATEMENT

Under the Annotated Code of Maryland Article § 3-305(b)(1) , a closed session may be held "to discuss the appointment, employment, assignment, promotion, discipline, demotion, removal, resignation, or performance evaluation of appointees, employees, or officials over who this public body has jurisdiction". A closed session is needed to discuss filling the Director of Community Development position.

MOTION TO ADJOURN AND ENTER INTO CLOSED SESSION.



# MINUTES

## Mayor and Council Meeting

Thursday, April 20, 2023 - 7:00 PM  
Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, April 20, 2023, at 7:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

**PRESENT:** Adam Ritchey, Commissioner of Public Works  
Donny Carter, Commissioner of Finance  
Kevin Grove, Commissioner of Public Safety  
Nina Forsythe, Commissioner of Water, Parks, and Recreation  
W. Robert Flanigan, Mayor

**EXCUSED:**

Page

**1 CALL TO ORDER**

**2 PLEDGE OF ALLEGIANCE**

**3 FROSTBURG BLESSING**

**4 ROLL CALL**

Absent Nina Forsythe, Commissioner of of Water, Parks, and Recreation

**5 APPROVAL OF THE AGENDA**

Moved by Commissioner of Finance Donny Carter, seconded by Commissioner of Public Works Adam Ritchey.

**6 APPROVAL OF THE MINUTES**

a) Minutes from the March Council Meeting.

6 - 9

Moved by Commissioner of Public Safety Kevin Grove, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve the Minutes for the March Council Meeting.*

Carried

[Mayor and Council Meeting Minutes 3-16-23](#)

- b) Sealed Minutes and Summary of Closed Meeting on April 13, 2023

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Finance Donny Carter

*Motion and Second to Approve Sealed Minutes and Summary of Closed  
Meeting on April 13, 2023*

Carried

**7 SPECIAL PRESENTATIONS AND REQUESTS**

- a) Police Department Recognition

**8 MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS**

- a) Monthly Reports of the City Departments

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

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

Carried

**9 PUBLIC HEARINGS**

- a) Constant Yield Tax Rate Hearing:

*The Mayor and City Council of the City of Frostburg proposes to increase real  
property taxes.*

- 1. For the tax year beginning July 1, 2023, the estimated real property  
assessable base will increase by 5.1%, from \$371,743,156 to  
\$390,946,427.*
- 2. If the City of Frostburg maintains the current tax rate of \$0.70 per \$100  
of assessment, real property tax revenues will increase by 5.1%  
resulting in \$134,423 of new real property tax revenues.*
- 3. In order to fully offset the effect of increasing assessments, the real  
property tax rate should be reduced to \$0.6656, the constant yield tax  
rate.*
- 4. The City is considering not reducing its real property tax rate enough to  
fully offset increasing assessments. The City proposes to adopt a real  
property tax rate of \$0.70 per \$100 of assessment. This tax rate is 5.1%  
higher than the constant yield tax rate and will generate \$134,423 in  
additional property tax revenues.*

Public Comment: Rick Lemmert, 513 Grandview Dr. - tax cut instead of raises,  
fewer employees in each department. He also mentioned about the garbage  
on Main Street.

- b) **ORDINANCE 2023-01** Amending the City's Zoning Ordinance to Add Restaurants as Special Exception Uses in the T-LI (Technology/Light Industrial) Zoning District, subject to specified conditions.
- c) **ORDINANCE 2023-02** Amending the City Code regarding Tax Payments.
- d) Combined Sewer Overflow Monthly Public Hearing  
Director of Public Works Hayden Lindsey gave the monthly CSO Report as required by law.

**10 OLD BUSINESS**

- a) **ORDINANCE 2023-02** Amending the City Code regarding Tax Payments. 10 - 11

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve the Ordinance on Second Reading; Vote of the  
Mayor and City Council.*

Carried

[Ord. 2023-02 Sec. 3-4 Interest on Taxes](#)

**11 NEW BUSINESS**

- a) **ORDINANCE 2023-03** Fiscal Year 2024 Operating Budget and Schedule of Rates and Fees - Elaine Jones, CPA, Director of Finance

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve the Ordinance on First Reading, and set the  
May 18, 2023 Council Meeting as an advertised Public Hearing; PUBLIC  
COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

- b) **RESOLUTION 2023-16** Authorize a transfer to the Law Enforcement Officers' Pension System. Elizabeth Stahlman, City Administrator 12 - 13

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve Resolution 2023-16; PUBLIC COMMENT; No  
Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-16 Transfer LEOPS](#)

- c) **RESOLUTION 2023-17** Approve program for employer pick-up all of the mandatory employee contributions for its employees participating in the Maryland State Retirement and Pension System. Elizabeth Stahlman, City Administrator 14 - 16

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Public Safety Kevin Grove

*Motion and Second to Approve Resolution 2023-17; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-17 Pick up Res. State Retirement](#)

- d) **RESOLUTION 2023-18** Agree to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance the Frostburg Childcare Center Project. Elizabeth Stahlman, City Administrator 17

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve Resolution 2023-18; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-18 Appl Childcare Center](#)

- e) **RESOLUTION 2023-19** Approve a change order for the Frostburg Childcare Center design contract with Bennett, Brewer, and Associates in order for bid documents to be compliant with USDA standards. Elizabeth Stahlman, City Administrator 18

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve Resolution 2023-19; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-19 BB&A Change Order-Childcare](#)

- 12 **REPORT OF THE FROSTBURG POLICE DEPARTMENT**  
Chief Nicholas Costello gave the March 2023 Police Report.

- 13 **OPEN PUBLIC COMMENT**  
There were none.

- 14 **ADJOURNMENT**  
There being no further business the meeting was adjourned at 8:00 p.m.

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Mayor

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City Administrator



## MINUTES

### Mayor and Council Meeting

Thursday, March 16, 2023 - 7:00 PM  
Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, March 16, 2023, at 7:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

**PRESENT:** Adam Ritchey, Commissioner of Public Works  
Kevin Grove, Commissioner of Public Safety  
Nina Forsythe, Commissioner of Water, Parks, and Recreation  
W. Robert Flanigan, Mayor

**EXCUSED:** Donny Carter, Commissioner of Finance

Page

**1 CALL TO ORDER**

**2 PLEDGE OF ALLEGIANCE**

**3 FROSTBURG BLESSING**

**4 ROLL CALL**

**5 APPROVAL OF THE AGENDA**

Moved by Commissioner of Water, Parks and Recreation Nina Forsythe, seconded by Commissioner of Public Safety Kevin Grove.

**6 APPROVAL OF THE MINUTES**

a) Minutes from the February Council Meeting.

5 - 10

Moved by Commissioner of Public Safety Kevin Grove, seconded by Commissioner of Water, Parks, and Recreation Nina Forsythe

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

Carried

Mayor and Council Meeting Minutes 2-16-23

**7 SPECIAL PRESENTATIONS AND REQUESTS**

a) Proclamation: Americorps Week

**8 MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS**

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Page 6 of 18

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- a) Monthly Reports of the City Departments

Moved by Commissioner of Public Works Adam Ritchey, seconded by  
Commissioner of Public Safety Kevin Grove

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

Carried

**9 PUBLIC HEARINGS**

- a) Combined Sewer Overflow Monthly Public Hearing  
Director of Public Works Hayden Lindsey gave the monthly CSO Report as  
required by law.

**10 OLD BUSINESS**

- a) **ORDINANCE 2023-01** Amending the City's Zoning Ordinance to Add  
Restaurants as Special Exception Uses in the T-LI (Technology/Light  
Industrial) Zoning District, subject to specified conditions.

Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe,  
seconded by Commissioner of Public Works Adam Ritchey

*Motion and Second to Postpone Hearing for Ordinance 2023-01 to April 20,  
2023; PUBLIC COMMENT; Vote of the Mayor and City Council.*

Carried

**11 NEW BUSINESS**

- a) Presentation of the Draft FY 23/24 Budget. Elaine Jones, CPA, Director of  
Finance
- b) **ORDINANCE 2023-02** Amending the City Code regarding Tax Payments.  
Elaine Jones, CPA, Director of Finance.

Moved by Commissioner of Public Works Adam Ritchey, seconded by  
Commissioner of Water, Parks, and Recreation Nina Forsythe

*Motion and Second to Approve the Ordinance on First Reading, and set the  
April 20, 2023 Council Meeting as an advertised Public Hearing; PUBLIC  
COMMENT; Vote of the Mayor and City Council.*

Carried

- c) **RESOLUTION 2023-12** Accept a proposal for Auditing services for a 3-year period. Elaine Jones, CPA, Director of Finance 11 - 16

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve Resolution 2023-12; PUBLIC COMMENT; Vote  
of the Mayor and City Council.*

Carried

Res. 2023-12 Auditing Services Proposal

- d) **RESOLUTION 2023-13** Reappoint a member to the Board of Zoning Appeals. Elizabeth Stahlman, City Administrator 17

Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe,  
seconded by Commissioner of Public Safety Kevin Grove

*Motion and Second to Approve Resolution 2023-13; PUBLIC COMMENT; Vote  
of the Mayor and City Council.*

Carried

Res. 2023-13 Member BOZA

- e) **RESOLUTION 2023-14** Approve American Rescue Plan Act Projects/Programs. Elizabeth Stahlman, City Administrator. 18

Moved by Commissioner of Public Works Adam Ritchey, seconded by  
Commissioner of Water, Parks, and Recreation Nina Forsythe

*Motion and Second to Approve Resolution 2023-14; PUBLIC COMMENT; Vote  
of the Mayor and City Council.*

Carried

Res. 2023-14 ARPA Programs

- f) **RESOLUTION 2023-15** Authorize increased cost for the purchase of the Police Department for in-car ruggedized laptops and mounts, due to the cost of the touchscreen option. Nicholas Costello, Chief of Police 19

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve Resolution 2023-15; PUBLIC COMMENT; Vote  
of the Mayor and City Council.*

Carried

Res. 2023-15 Amend Police Purchase-Laptops

**12 REPORT OF THE FROSTBURG POLICE DEPARTMENT**  
Chief Nicholas Costello

**13 OPEN PUBLIC COMMENT**

**14 ADJOURNMENT**  
There being no further business the meeting was adjourned at 7:22 pm

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
City Administrator

**ORDINANCE 2023-02**

**AN ORDINANCE TO AMEND THE CITY CODE OF FROSTBURG TO PROVIDE FOR THE ADOPTION OF REGULATIONS PERTAINING TO THE COLLECTION OF TAXES.**

**WHEREAS:** The City of Frostburg is a municipal corporation of the State of Maryland, organized and operating under a charter ("Charter") adopted in accordance with Article XI-E of the Constitution of Maryland and Article 23-A of the Annotated Code of Maryland, as amended; and,

**WHEREAS:** Article III, Section IV of the City Code contains antiquated regulations regarding the calculation of interest on real property and personal property taxes; and,

**WHEREAS:** The Mayor and City Council have indicated their desire to change they manner in which interest is calculated to be consistent with the Annotated Code of Maryland Tax-Property Article, Section 10-102.

**NOW THEREFORE:**

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND, that Article 3, Section 4 is repealed and re-enacted with amendments and shall read as follows:

**Sec. 3-4. Taxes.**

(a) *Real property taxes.*

- (1) *Annual payments.* Except as provided for in subsections (a)(2) and (3) of this section, bills for real property taxes shall be considered delinquent if not paid prior to October 1 of each year. Beginning on October 1 of each year, interest in the amount of one and one-half percent (1.5%) of the unpaid taxes for each month, shall be added to the amount due.
- (2) *Semi-annual payments.* For residential owner-occupied properties for which semi-annual payments are authorized under State law (presently, Md. Real Prop. Code Ann. § 10-204.3(b)), the installments shall be considered delinquent if not paid prior to September 30 and December 31, and interest at the aforesaid rate shall be added to the amount due.
- (3) *Half-year payments.* The bills for real property taxes on properties that are completed or otherwise initially added to the tax roll during the period from July 1 to December 31, both inclusive, shall be considered delinquent if not paid on or before thirty (30) days after the date the tax bill is mailed or made available. Interest at the aforesaid rate shall be applied retroactively to the billing date and shall be added to the amount due for any such delinquent tax bills.

(b) *Personal property taxes.*

- (1) Personal property tax may be paid without interest or penalty:

- (a) On or before September 30, if the bill is submitted on or before August 31 of a tax year; or
- (b) On or before the last day of the month following the month the tax bill is issued if the tax bill is submitted after September 1 of the tax year.
- (2) Interest on delinquent personal property taxes shall accrue at the rate of one and one-half percent (1.5%) per month.

[NOTE: A document showing the text changes to the City of Frostburg Ethics Code effected by this Ordinance is attached hereto for reference purposes]

SECTION 2: AND BE IT FURTHER ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND, that this Ordinance shall take effect from the date of its passage.

Introduced: March 16, 2023  
Public Hearing: April 20, 2023  
Adopted: April 20, 2023  
Effective: April 20, 2023

MAYOR AND CITY COUNCIL OF FROSTBURG

by   
W. Robert Flanigan, Mayor

ATTEST

  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2023-16**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG, MARYLAND AUTHORIZING A TRANSFER TO THE LAW ENFORCEMENT OFFICERS' PENSION SYSTEM**

**WHEREAS**, the Mayor and City Council of the City of Frostburg, Maryland, on behalf of the City of Frostburg, Maryland (collectively "Frostburg"), has determined it would be in the best interests of the City of Frostburg and its citizens, and the law enforcement officers employed by the Frostburg City Police Department ("Officers"), to withdraw eligible Officers from the Employees' Pension System ("EPS") and transfer them to the Law Enforcement Officers' Pension System ("LEOPS") operated and maintained by the Board of Trustees for the Maryland State Retirement and Pension System ("System") for eligible law enforcement personnel throughout the State of Maryland; and

**WHEREAS**, in accordance with the Annotated Code of Maryland, State Personnel and Pensions Article ("SPP"), § 31-2A-03(a), at least sixty percent (60%) of the eligible Officers have petitioned to become members of LEOPS, and have elected to withdraw and make a transfer from the EPS to the LEOPS under the terms and conditions appertaining thereto; and

**WHEREAS**, in accordance with SPP § 31-2A-03(a)(1), a Resolution of the Mayor and City Council is required by the System to approve and effectuate participation of eligible Officers in the LEOPS.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and City Council, hereby authorize, approve, and agree to implement the LEOPS for eligible Officers in the Frostburg City Police Department, and further agree to the withdrawal of such Officers from the EPS and the transfer of such Officers to the LEOPS; and

**BE IT FURTHER RESOLVED**, that the Mayor and City Council, approve the withdrawal of Officers from the EPS effective on June 30, 2023 at 11:59 p.m., and participation in the LEOPS effective on July 1, 2023 at 12:00 a.m., pursuant to Maryland Annotated Code, State Personnel and Pension Article, § 31-2A-03(a) and § 31-302; and

**BE IT FURTHER RESOLVED**, by the Mayor and City Council, that in accordance with SPP § 26-202(b)(1)(vi)2 and (2), eligible Officers shall join and participate in the LEOPS effective July 1, 2023, by submitting a written application to the State Retirement Agency before July 1, 2023; and

**BE IT FURTHER RESOLVED**, by the Mayor and City Council, that in accordance with SPP §§ 26-201(a)(6), 26-202(a), and 31-2A-03(a)(2)(iii), all eligible Officers hired on or after July 1, 2023 shall not be entitled to join the EPS, but shall be in and part of the LEOPS; and

The above Resolution was introduced and passed at the regularly scheduled meeting of the Mayor and City Council, on April 20, 2023, and shall become effective on July 1, 2023.

INTRODUCED by the Mayor and City Council, at a Regular Meeting on April 20, 2023, at which meeting copies were available to the public for inspection.

ADOPTED by the Mayor and City Council, at a Regular Meeting on April 20, 2023, at which meeting copies were available to the public for inspection.

Adopted: 4/20/23

Attest: 4/20/23



W. Robert Flanigan, Mayor

  
Elizabeth Stahlman, City Administrator



Donny Carter, Commissioner



Adam Ritchey, Commissioner

Nina Forsythe, Commissioner



Kevin Grove, Commissioner

**RESOLUTION 2023-17**

**PICK-UP RESOLUTION FOR THE MARYLAND STATE RETIREMENT  
AND PENSION SYSTEM OF THE CITY OF FROSTBURG, MARYLAND  
(EPS AND LEOPS)**

The Mayor and City Council of the City of Frostburg, Maryland ("Frostburg") met at a duly called and authorized meeting on the date set forth below, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Council Members, and the following resolutions were made, seconded, and adopted by those present at the meeting.

**WHEREAS**, Frostburg is currently a participating governmental unit in the Employees' Pension System ("EPS"), and has elected to become a participating governmental unit in the Maryland Law Enforcement Officers' Pension System ("LEOPS") effective on July 1, 2023;

**WHEREAS**, all eligible law enforcement officers currently employed by Frostburg ("officers") will be enrolled in the LEOPS effective July 1, 2023, and all eligible new officers hired on or after July 1, 2023 will be enrolled in the LEOPS;

**WHEREAS**, the Mayor and City Council of the City of Frostburg, Maryland has the authority to adopt this resolution on behalf of the City of Frostburg, Maryland;

**WHEREAS**, the State Retirement Agency has adopted procedures for reporting picked-up contributions in order to provide consistency in the administration of State law;

**WHEREAS**, in accordance with Annotated Code of Maryland, State Personnel and Pensions Article ("SPP"), § 21-313, an approved employer may pick-up all of the mandatory employee contributions for its employees participating in the Maryland State Retirement and Pension System; and

**WHEREAS**, the City of Frostburg, Maryland desires to become an approved employer in accordance with SPP § 21-313 with respect to the EPS and LEOPS, and to pick up all of the mandatory employee contributions for Frostburg employees participating in the EPS and Frostburg officers participating in the LEOPS;

**NOW, THEREFORE, BE IT RESOLVED**, that beginning on and after July 1, 2023, which is the effective date of Frostburg's participation in the LEOPS, Frostburg has determined to pick up all of the mandatory contributions by the employees who are members of the EPS and LEOPS through a payroll reduction;



**BE IT FURTHER RESOLVED**, that said picked-up contributions paid by payroll reduction, even though designated as employee contributions for state law purposes, are being paid by Frostburg in lieu of said contributions by the employee;

**BE IT FURTHER RESOLVED**, that the pick-up treatment shall apply to employees of Frostburg who participate in the EPS as well as officers of Frostburg who participate in the LEOPS; and

**BE IT FURTHER RESOLVED**, that said members of the EPS and LEOPS shall not be entitled to any option of choosing to receive the contributed amounts directly instead of having them paid by Frostburg to the EPS and LEOPS. This pick-up applies to mandatory contributions that the employee is required to make to the EPS and LEOPS.

Dated this 20<sup>th</sup> day of April, 2023, and effective July 1, 2023.

Adopted: 4/20/23

Attest: 4/20/23



W. Robert Flanigan, Mayor

  
Elizabeth Stahlman, City Administrator

Donny Carter, Commissioner



Adam Ritchey, Commissioner

Nina Forsythe, Commissioner



Kevin Grove, Commissioner

(Document continues on next page)

Notes:

1. Picked-up contributions will not be included in the gross income of the employees for tax reporting purposes, that is, for federal income tax withholding taxes, until distributed from the EPS and LEOPS.
2. Picked-up contributions will be included in the gross income of the employees, for employment tax purposes, if required, as the contributions are made to the EPS and LEOPS.
3. This resolution is designed to comply with the formal action requirement set forth in Revenue Ruling 2006-43, issued by the Internal Revenue Service. The resolution should only be used where the contributions to be picked up are mandatory employee contributions. This resolution does not apply if a participating employee from and after the date of the “pick-up” has a cash or deferred election right (within the meaning of Section 1.401(k)-1(a)(3)) with respect to designated employee contributions. Thus, for example, participating employees must not be permitted to opt out of the “pick-up”, or to receive the contributed amounts directly instead of having them paid by the employing unit to the System.

**RESOLUTION 2023-18**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AGREEING TO APPLY FOR FINANCIAL ASSISTANCE WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT TO FINANCE THE FROSTBURG CHILDCARE CENTER PROJECT**

**WHEREAS**, the Mayor and City Council requested Community Project Funding through the offices of Senator Cardin, Senator VanHollen, and Congressman Trone for the Frostburg Childcare Center and the project was selected for federal funding; and,

**WHEREAS**, USDA-RD will administer the federal grant award and as such the City must comply with USDA rules and procedures, including submitting a application for financial assistance.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of Frostburg, Maryland, hereby agrees to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance the Frostburg Childcare Center Project.

**BE IT FURTHER RESOLVED** that the Mayor and Council of the City of Frostburg authorizes the Mayor and/or the City Administrator to sign all documents relating to the USDA Rural Development loan and/or grant. The applicant point of contact shall be Lydia Claar, Project Manager.

**PASSED and APPROVED** this 20<sup>th</sup> day of April, 2023.

Frostburg Mayor and Council

BY \_\_\_\_\_  
W. Robert Flanigan, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2023-19**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPROVE A CHANGE ORDER FOR THE FROSTBURG CHILDCARE CENTER DESIGN CONTRACT WITH BENNETT, BREWER, AND ASSOCIATES IN ORDER FOR BID DOCUMENTS TO BE COMPLIANT WITH USDA STANDARDS.**

**WHEREAS**, the Mayor and City Council requested Community Project Funding through the offices of Senator Cardin, Senator VanHollen, and Congressman Trone for the Frostburg Childcare Center and the project was selected for federal funding; and,

**WHEREAS**, USDA-RD will administer the federal grant award and as such the City must comply with USDA rules and procedures affecting the preparation of the bid package.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of Frostburg, Maryland, approves Change Order No. 2 with Bennett, Brewer & Associates, LLC., in the amount \$6,400.00, increasing the total contract to \$74,435.00 to make required changes to the Bid Package for the Frostburg Childcare Center.

**ADOPTED** this 20<sup>th</sup> day of April, 2023.

Frostburg Mayor and Council

BY   
W. Robert Flanigan, Mayor

Attest:

  
Elizabeth Stahlman, City Administrator



## MINUTES

### Mayor and Council Meeting

Thursday, April 20, 2023 - 7:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, April 20, 2023, at 7:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

**PRESENT:** Adam Ritchey, Commissioner of Public Works  
Donny Carter, Commissioner of Finance  
Kevin Grove, Commissioner of Public Safety  
Nina Forsythe, Commissioner of Water, Parks, and Recreation  
W. Robert Flanigan, Mayor

**EXCUSED:**

**1 CALL TO ORDER**

**2 PLEDGE OF ALLEGIANCE**

**3 FROSTBURG BLESSING**

**4 ROLL CALL**

Absent Nina Forsythe, Commissioner of Water, Parks, and Recreation

**5 APPROVAL OF THE AGENDA**

Moved by Commissioner of Finance Donny Carter, seconded by Commissioner of Public Works Adam Ritchey.

**6 APPROVAL OF THE MINUTES**

a) Minutes from the March Council Meeting.

Moved by Commissioner of Public Safety Kevin Grove, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve the Minutes for the March Council Meeting.*

Carried

[Mayor and Council Meeting Minutes 3-16-23](#)

- b) Sealed Minutes and Summary of Closed Meeting on April 13, 2023

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Finance Donny Carter

*Motion and Second to Approve Sealed Minutes and Summary of Closed  
Meeting on April 13, 2023*

Carried

**7 SPECIAL PRESENTATIONS AND REQUESTS**

- a) Police Department Recognition

**8 MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS**

- a) Monthly Reports of the City Departments

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

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

Carried

**9 PUBLIC HEARINGS**

- a) Constant Yield Tax Rate Hearing:

*The Mayor and City Council of the City of Frostburg proposes to increase real  
property taxes.*

- 1. For the tax year beginning July 1, 2023, the estimated real property  
assessable base will increase by 5.1%, from \$371,743,156 to  
\$390,946,427.*
- 2. If the City of Frostburg maintains the current tax rate of \$0.70 per \$100  
of assessment, real property tax revenues will increase by 5.1%  
resulting in \$134,423 of new real property tax revenues.*
- 3. In order to fully offset the effect of increasing assessments, the real  
property tax rate should be reduced to \$0.6656, the constant yield tax  
rate.*
- 4. The City is considering not reducing its real property tax rate enough to  
fully offset increasing assessments. The City proposes to adopt a real  
property tax rate of \$0.70 per \$100 of assessment. This tax rate is 5.1%  
higher than the constant yield tax rate and will generate \$134,423 in  
additional property tax revenues.*

Public Comment: Rick Lemmert, 513 Grandview Dr. - tax cut instead of raises,  
fewer employees in each department. He also mentioned about the garbage  
on Main Street.

- b) **ORDINANCE 2023-01** Amending the City's Zoning Ordinance to Add Restaurants as Special Exception Uses in the T-LI (Technology/Light Industrial) Zoning District, subject to specified conditions.
- c) **ORDINANCE 2023-02** Amending the City Code regarding Tax Payments.
- d) Combined Sewer Overflow Monthly Public Hearing  
Director of Public Works Hayden Lindsey gave the monthly CSO Report as required by law.

**10 OLD BUSINESS**

- a) **ORDINANCE 2023-02** Amending the City Code regarding Tax Payments.

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve the Ordinance on Second Reading; Vote of the  
Mayor and City Council.*

Carried

[Ord. 2023-02 Sec. 3-4 Interest on Taxes](#)

**11 NEW BUSINESS**

- a) **ORDINANCE 2023-03** Fiscal Year 2024 Operating Budget and Schedule of Rates and Fees - Elaine Jones, CPA, Director of Finance

Moved by Commissioner of Finance Donny Carter, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve the Ordinance on First Reading, and set the  
May 18, 2023 Council Meeting as an advertised Public Hearing; PUBLIC  
COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

- b) **RESOLUTION 2023-16** Authorize a transfer to the Law Enforcement Officers' Pension System. Elizabeth Stahlman, City Administrator

Moved by Commissioner of Public Safety Kevin Grove, seconded by  
Commissioner of Public Works Adam Ritchey

*Motion and Second to Approve Resolution 2023-16; PUBLIC COMMENT; No  
Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-16 Transfer LEOPS](#)

- c) **RESOLUTION 2023-17** Approve program for employer pick-up all of the mandatory employee contributions for its employees participating in the Maryland State Retirement and Pension System. Elizabeth Stahlman, City Administrator

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Public Safety Kevin Grove

*Motion and Second to Approve Resolution 2023-17; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-17 Pick up Res. State Retirement](#)

- d) **RESOLUTION 2023-18** Agree to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance the Frostburg Childcare Center Project. Elizabeth Stahlman, City Administrator

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve Resolution 2023-18; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-18 Appl Childcare Center](#)

- e) **RESOLUTION 2023-19** Approve a change order for the Frostburg Childcare Center design contract with Bennett, Brewer, and Associates in order for bid documents to be compliant with USDA standards. Elizabeth Stahlman, City Administrator

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Finance Donny Carter

*Motion and Second to Approve Resolution 2023-19; PUBLIC COMMENT; No Comment. Vote of the Mayor and City Council.*

Carried

[Res. 2023-19 BB&A Change Order-Childcare](#)

- 12 **REPORT OF THE FROSTBURG POLICE DEPARTMENT**  
Chief Nicholas Costello gave the March 2023 Police Report.

- 13 **OPEN PUBLIC COMMENT**  
There were none.

- 14 **ADJOURNMENT**  
There being no further business the meeting was adjourned at 8:00 p.m.



Mayor and Council Meeting  
April 20, 2023

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Mayor

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City Administrator

City of Frostburg  
Monthly Reports



*For the month of April 2023*  
**Reports from the Departments of:**

Community Development  
Finance  
Parks and Recreation  
Police  
Street  
Water

**CITY OF FROSTBURG**

Monthly Report: Community Development Department

For the Month of: April 2023

Submitted by: Bethany Fife, Planner / Interim Community Development Director; Taylor Richards, Rental Housing Program Coordinator; Jay Hovatter, Permits Clerk/Code Enforcement Officer

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**Permits**

Please see attached permit report.

**Rental Housing**

- Rental Housing Coordinator attended Rental Housing Forum presented by Maryland Commission on Civil Rights
- RH Coordinator participated in the Frostburg Community Coalition webpage review that is currently underway
- All minor complaints received were resolved in a timely manner
- Newly owner-occupied properties have been updated from rental status
- Welcome packets were sent out to new and potential rental property owners
- New rental property owners were provided RH materials
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.
- Confirmation of zero outstanding issues was given by RH and CE for per our Finance Department's request for property transfers.
- Updates have been made to systems to reflect property transfers and changes. Pending changes will be updated upon confirmation from Finance.

**Code Enforcement**

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

**Boards and Commissions**

- *Historic District Commission* – The Historic District Commission met on Monday, April 10, to review several proposals for alterations in the Historic District, including an addition at 67 Frost Avenue. The HDC also completed a second review of a façade improvement project at 147 E. Main Street. Both projects were approved unanimously.
- *Planning Commission* – The Frostburg Planning Commission did not meet in April due to no applications received.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in April due to no applications received.

### **Director's Report:**

#### **Meetings, Webinars, Conferences, and Trainings Attended:**

- March 30: Submitted quarterly report to DHCD for all active DHCD Community Legacy projects
- April 3: Sustainable Maryland Recertification Training (Frostburg-specific - virtual)
- April 5: Promotions Committee meeting (FrostburgFirst)
- April 5: Sustainable Maryland webinar (how-to for using the recertification portal)
- April 10: Historic District Commission meeting
- April 19: FrostburgFirst Board of Directors meeting
- April 19: Rural MD Council webinar – RMC funding programs
- April 21: “Like A Woman” breakfast
- April 22: Panelist at Sustainability Seminar (spoke as Green Team support staff - hosted by Wholesome Harvest Co-Op)
- April 25: Meeting w/ Karen Krogh – Edible Arboretum planning
- April 25: Buy Nothing event planning meeting
- April 25: Green Team meeting
- April 26: Economic Development stakeholder meeting (hosted by Allegany County Chamber of Commerce)
- April 28: Meeting w/ Adam Strott, Allegany County Economic Development – townhouse project discussion

#### **Planning & Economic Development:**

Sustainable Communities redesignation is complete and has been approved by the DHCD review team. This 5-year designation creates an Action Plan for sustainable initiatives to help Frostburg become a more livable community, and also allows the City to be eligible for several grant programs through the Maryland Department of Housing and Community Development (DHCD).

Ongoing Subdivision development occurring at Prichard Farms and Sand Spring Run Phase 1 as well as Phase 2.

Ongoing development in the Industrial Park: The 58,000 SF addition to Sierra Hygiene is nearing completion. Final plans for Smitty's fuel stop are on hold. We worked in conjunction with Allegany County to determine potential needs for stop lighting and intersection improvements at Rte. 36 and Village Parkway. An updated traffic study for a signal light warrant has been completed by Bennett, Brewer and Associates and no current warrants for signal lighting have been satisfied.

Collaboration underway with Allegany Arts Council, Allegany County Tourism, and Frostburg First to improve the Depot Gateway to the Business District. Application for funds made to DHCD, and Frostburg First is applying MSAC funds. Improvements currently based on public art projects including stenciling the sidewalk up to the business district with a timeline of Frostburg's history, improving way finding signage toward the business district, updating the "phone booth" adjacent to the turntable, and muralizing the wall below the Shogun rear deck area. Future plans include determining the best route to improve the rear deck area and building façade at the Shogun location.

**On the Radar:**

- Subdivision and Land Use Regulations rewrite/update
- Comprehensive Plan & Housing Element – RFP being prepared related to a full rewrite of the 10-year Comprehensive Plan, a document required by state law.
- Sustainable Maryland recertification (due June 30)



## Permit Report

04/01/2023 - 04/30/2023

| Permit Type                    | Permit Sub Type       | Parcel Address     | Description  | Main Status |
|--------------------------------|-----------------------|--------------------|--|-------------|
| Certificate of Appropriateness |                       | 83 W MAIN ST       | Installation of 5' Black Chain Link Fence                | Pending     |
| Certificate of Appropriateness |                       | 125 E MAIN ST      | Replacement of Wall Sign on Front Facade                 | Pending     |
| Burning                        |                       | 52 TARN TER        | Burning Brush  | Closed      |
| Burning                        |                       | 38 S. Broadway     | Burning Brush  | Closed      |
| Burning                        |                       | 321 BARNARD ST     | Burning Brush  | Open        |
| Burning                        |                       | 245 ARMSTRONG AVE  | Burning Brush  | Open        |
| Fence                          |                       | 170 MT PLEASANT ST | 25 Ft. Fence   | Open        |
| Grading                        | Minor Grading         | 175 W MAIN ST      | Extending Driveway Area                                  | Open        |
| Sign                           |                       | 125 E MAIN ST      | Building Sign  | Pending     |
| Burning                        |                       | 45 SUMMIT PL       | Burning Brush  | Pending     |
| Building                       | Renovation/Conversion | 67 FROST AVE       | Pantry Renovation  | Open        |
| Building                       | Minor Grading         | 91 W MAIN ST       | Retaining wall and minor grading for upgrade of driveway | Pending     |
| Burning                        |                       | 217 EAST ST        | Burning Brush  | Pending     |

| Permit Type                    | Permit Sub Type       | Parcel Address     | Description                       | Main Status |
|--------------------------------|-----------------------|--------------------|-----------------------------------|-------------|
| Certificate of Appropriateness |                       | 147 E. Main Street | Certificate of Appropriateness    | Closed      |
| Certificate of Appropriateness |                       | 67 FROST AVE       | Certificate of Appropriateness    | Closed      |
| Building                       | Retaining Wall        | 12 FEDERAL ST      | Fix current retaining wall        | Open        |
| Utilities                      | Open Cut              | 220 MCCULLOH ST    | Comcast Line                      | Open        |
| Burning                        |                       | 63 VICTORIA LANE   | Burning Brush                     | Open        |
|                                | Accessory Structure   | 50 MILL ST         | Storage shed                      | Open        |
| Burning                        |                       | 45 SUMMIT PL       | Burning Brush                     | Closed      |
| Burning                        |                       | 181 ORMAND ST      | Burning Brush                     | Closed      |
| Building                       | Renovation/Conversion | 157 BOWERY ST      | Enclose front porch and rear deck | Open        |
| Use & Occupancy                |                       | 155 E MAIN ST      | Jewelry Store                     | Open        |
|                                |                       |                    |                                   |             |

**Total Records: 22**

**5/1/2023**



## Case Activity Report

04/01/2023 - 04/30/2023

| Completed Date | Compliance Deadline | Parcel Address | Description | Activity Type | Main Status |
|----------------|---------------------|----------------|-------------|---------------|-------------|
|----------------|---------------------|----------------|-------------|---------------|-------------|

### Group: Door Hanger

|           |            |               |  |             |          |
|-----------|------------|---------------|--|-------------|----------|
| 4/24/2023 | 4/27/2023  | 155 CENTER ST | Loose trash in front yard                | Door Hanger | Resolved |
| 4/3/2023  | 04/10/2023 | 147 BOWERY ST | Construction debris                      | Door Hanger | Resolved |
| 4/3/2023  | 4/10/2023  | 143 BOWERY ST | Traffic not stored properly, Loose trash | Door Hanger | Resolved |
|           |            |               |  |             |          |

Group Total: 3

### Group: Phone Call/Email

|           |            |                   |                                     |                  |               |
|-----------|------------|-------------------|-------------------------------------|------------------|---------------|
| 4/27/2023 | 4/19/2023  | 166 Bowery Street | Dumpster overfull not being emptied | Phone Call/Email | Resolved      |
| 4/24/2023 | 4/27/2023  | 155 CENTER ST     | Loose trash in front yard           | Phone Call/Email | Resolved      |
| 4/24/2023 | 4/27/2023  | 155 CENTER ST     | Loose trash in front yard           | Phone Call/Email | Resolved      |
| 4/21/2023 | 4/19/2023  | 166 Bowery Street | Dumpster overfull not being emptied | Phone Call/Email | Resolved      |
| 4/12/2023 | 4/19/2023  | 166 Bowery Street | Dumpster overfull not being emptied | Phone Call/Email | Resolved      |
| 4/12/2023 | 05/05/2023 | 104 FROST AVE     | Debris and construction materials   | Phone Call/Email | Final Warning |



| Completed Date | Compliance Deadline | Parcel Address   | Description                                | Activity Type    | Main Status |
|----------------|---------------------|------------------|--|------------------|-------------|
| 4/12/2023      | 06/01/2023          | 29 WASHINGTON ST | Unregistered/ Disabled vehicle in backyard | Phone Call/Email | Monitoring  |
|                |                     |                  |  |                  |             |

Group Total: 7

Group: Re-Inspection

|           |            |                          |  |               |               |
|-----------|------------|--------------------------|--|---------------|---------------|
| 4/25/2023 | 4/27/2023  | 155 CENTER ST            | Loose trash in front yard  | Re-Inspection | Resolved      |
| 4/24/2023 | 01/08/2023 | 163 BOWERY ST            | Appliance in driveway  | Re-Inspection | Resolved      |
| 4/24/2023 | 04/07/2023 | 31 BEALLS LANE           | Un registered vehicles, Junkyard Conditions                              | Re-Inspection | First Warning |
| 4/19/2023 | 04/17/2023 | 291-293 East Main Street | Disabled vehicle at rear of property                                     | Re-Inspection | Resolved      |
| 4/17/2023 | 05/05/2023 | 104 FROST AVE            | Debris and construction materials  | Re-Inspection | Final Warning |
| 4/12/2023 | 04/07/2023 | 31 BEALLS LANE           | Un registered vehicles, Junkyard Conditions                              | Re-Inspection | First Warning |
| 4/12/2023 | 4/12/2023  | 117 MCCULLOH ST          | Vehicle parked on street with flat tire furniture in front of residence. | Re-Inspection | Monitoring    |
| 4/12/2023 | 04/05/2023 | 23 S GRANT ST            | Trash not properly stored, placed out to soon for pick up.               | Re-Inspection | Resolved      |
| 4/12/2023 | 04/05/2023 | 155 CENTER ST            | Trash around the property Broken glass in side yard                      | Re-Inspection | Resolved      |

| Completed Date | Compliance Deadline | Parcel Address           | Description                           | Activity Type | Main Status |
|----------------|---------------------|--------------------------|---------------------------------------|---------------|-------------|
| 4/12/2023      | 04/17/2023          | 291-293 East Main Street | Disabled vehicle at rear of property  | Re-Inspection | Resolved    |
| 4/12/2023      | 04/10/2023          | 147 BOWERY ST            | Construction debris                   | Re-Inspection | Resolved    |
| 4/12/2023      | 4/10/2023           | 143 BOWERY ST            | Trah not stored properly, Loose trash | Re-Inspection | Resolved    |
|                |                     |                          |                                       |               |             |

**Group Total: 12**

**Group: Walk-In**

|           |           |                   |                                     |         |          |
|-----------|-----------|-------------------|-------------------------------------|---------|----------|
| 4/26/2023 | 4/19/2023 | 166 Bowery Street | Dumpster overfull not being emptied | Walk-In | Resolved |
|           |           |                   |                                     |         |          |

**Group Total: 1**

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|

**Total Records: 23**

**5/1/2023**



## Case Detail Report

04/01/2023 - 04/30/2023

| Case Date | Compliance Deadline | Parcel Address    | Description                                 | Main Status   |
|-----------|---------------------|-------------------|---|---------------|
| 4/24/2023 | 05/04/2023          | 130 CENTER ST     | Mattress on front porch                     | First Warning |
| 4/24/2023 | 4/27/2023           | 155 CENTER ST     | Loose trash in front yard                   | Resolved      |
| 4/24/2023 | 05/08/2023          | 127 SPRING ST     | Untagged Jeep Cherokee                      | First Warning |
| 4/21/2023 | 05/01/2023          | 38 W COLLEGE AVE  | Recliner on front porch                     | First Warning |
| 4/21/2023 | 05/21/2023          | 126 W MAIN ST     | Fence around yard falling down              | First Warning |
| 4/21/2023 | 05/01/3023          | 202 W MECHANIC ST | For Focus with flat tires                   | First Warning |
| 4/21/2023 | 05/05/2023          | 63 HIGH ST        | Vehicle in side yard. Mattress on back deck | First Warning |
| 4/3/2023  | 04/10/2023          | 147 BOWERY ST     | Construction debris                         | Resolved      |
| 4/12/2023 | 4/19/2023           | 166 Bowery Street | Dumpster overfull not being emptied         | Resolved      |
| 4/5/2023  | 4/10/2023           | 143 BOWERY ST     | Trah not stored properly, Loose trash       | Resolved      |
| 4/3/2023  | 06/01/2023          | 29 WASHINGTON ST  | Unregistered/ Disabled vehicle in backyard  | Monitoring    |
| 4/3/2023  | 05/03/2023          | 259 E MAIN ST     | Rear stairs need handrails                  | First Warning |

| Case Date | Compliance Deadline | Parcel Address           | Description                          | Main Status |
|-----------|---------------------|--------------------------|--------------------------------------|-------------|
| 4/3/2023  | 04/17/2023          | 291-293 East Main Street | Disabled vehicle at rear of property | Resolved    |
|           |                     |                          |                                      |             |

**Total Records: 13**

**5/1/2023**

2023

|                                       |   |                      |
|---------------------------------------|---|----------------------|
| <b>Assets</b>                         |   |                      |
| 01-000-1000                           | CASH  | 50,986.47            |
| 01-000-1001                           | OPERATING CASH - POLICE DEPT                | 100.00               |
| 01-000-1003                           | OPERATING CASH - TAX CLERK                  | 200.00               |
| 01-000-1004                           | CASH - CORPORATE (STC)                      | 11,873,713.72        |
| 01-000-1006                           | RESTRICTED CASH CD - PLAYGROUND FUN         | 25,714.42            |
| 01-000-1100                           | ACCOUNTS RECEIVABLE                         | 7,555.40             |
| 01-000-1101                           | ACCTS REC - POLICE TICKETS/CIT              | 13,700.00            |
| 01-000-1140                           | TAXES RECEIVABLE - REAL ESTATE              | 174,284.92           |
| 01-000-1141                           | TAXES RECEIVABLE - PERSONAL PROPERTY        | 681.95               |
| 01-000-1142                           | TAXES RECEIVABLE - PUBLIC UTILITY           | 81,732.75            |
| 01-000-1143                           | TAXES RECEIVABLE - CORPORATION              | 55,016.23            |
| 01-000-1200                           | PREPAID EXPENSE                             | 11,432.65            |
| 01-000-1220                           | LEASE RECEIVABLE                            | 897,720.51           |
| 01-000-1230                           | ACCRUED INTEREST RECEIVABLE                 | 5,156.38             |
| 01-000-1500                           | FIXED ASSETS                                | 22,836,364.46        |
| 01-000-1504                           | WIP - CHILDCARE CENTER                      | 69,577.18            |
| 01-000-1506                           | WIP - GATEWAY IMPROVEMENT                   | 639,358.80           |
| 01-000-1507                           | WORK IN PROCESS - MISC PROJECTS             | 4,570.00             |
| 01-000-1570                           | RIGHT OF USE ASSETS                         | 347,705.27           |
| 01-000-1580                           | INTANGIBLE ASSETS                           | 206,323.69           |
| 01-000-1600                           | RESERVE FOR DEPRECIATION                    | 8,847,792.65-        |
| 01-000-1605                           | ACCUMULATED DEPRECIATION-ROU                | 76,370.50-           |
| 01-000-1650                           | RESERVE FOR AMORTIZATION                    | 72,213.26-           |
| 01-000-1900                           | DEFERRED FINANCING OUTFLOW                  | 491,788.00           |
| 01-000-1910                           | DEFERRED FINANCING OUTFLOW - OPEB           | 55,710.00            |
|                                       | <b>Total Assets</b>                         | <b>28,853,016.39</b> |
| <b>Liabilities &amp; Fund Balance</b> |   |                      |
| 01-000-2220                           | LEASE LIABILITY                             | 268,638.03           |
| 01-000-2250                           | UNEARNED REVENUE                            | 124,217.85           |
| 01-000-2251                           | UNEARNED REV - PLAYGROUND                   | 25,714.42            |
| 01-000-2253                           | UNEARNED REVENUE - ARPA                     | 5,644,073.56         |
| 01-000-2450                           | DEFERRED FINANCING INFLOW                   | 549,178.00           |
| 01-000-2451                           | DEFERRED FINANCING INFLOW - OPEB            | 27,552.00            |
| 01-000-2452                           | DEFERRED FINANCING INFLOW-LEASES            | 899,276.17           |
| 01-000-2700                           | COMPENSATED ABSENCES                        | 338,094.45           |
| 01-000-2855                           | OPEB OBLIGATION                             | 413,706.00           |
| 01-000-2860                           | NET PENSION LIABILITY                       | 989,941.00           |
| 01-000-2901                           | BONDS PAYABLE                               | 2,398,000.00         |
| 01-000-2905                           | BOND PREMIUM                                | 267,946.52           |
|                                       | <b>Total Liabilities</b>                    | <b>11,946,338.00</b> |
| 01-000-3000                           | INVESTED IN FIXED ASSETS                    | 12,295,052.16        |
| 01-000-3200                           | FUND BALANCE                                | 4,397,759.85         |
|                                       | <b>Total</b>                                | <b>16,692,812.01</b> |
|                                       | <b>Revenue</b>                              | <b>6,570,401.14</b>  |
|                                       | <b>Less Expenses</b>                        | <b>6,356,534.76</b>  |
|                                       | <b>Net</b>                                  | <b>213,866.38</b>    |
|                                       | <b>Total Fund Balance</b>                   | <b>16,906,678.39</b> |
|                                       | <b>Total Liabilities &amp; Fund Balance</b> | <b>28,853,016.39</b> |

2023

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|                            |                                     |                     |
|----------------------------|-------------------------------------|---------------------|
| Assets                     |                                     |                     |
| 02-000-1000                | CASH                                | 464,201.35          |
| 02-000-1030                | RESTRICTED CASH - WATERSHED IMPROVE | 55,253.64           |
| 02-000-1100                | ACCOUNTS RECEIVABLE                 | 4,969.00            |
| 02-000-1102                | WATER ACCOUNTS RECEIVABLE           | 178,962.51          |
| 02-000-1140                | INTEREST RECEIVABLE - WATER         | 1,110.01            |
| 02-000-1500                | FIXED ASSETS                        | 3,714,113.49        |
| 02-000-1520                | WORK IN PROGRESS                    | 145,460.00          |
| 02-000-1570                | RIGHT OF USE ASSETS                 | 93,804.85           |
| 02-000-1600                | RESERVE FOR DEPRECIATION            | 2,940,771.04-       |
| 02-000-1605                | ACCUMULATED DEPRECIATION-ROU        | 14,756.70-          |
| 02-000-1900                | DEFERRED FINANCING OUTFLOW          | 79,017.00           |
| 02-000-1910                | DEFERRED FINANCING OUTFLOW - OPEB   | 10,836.00           |
|                            | Total Assets                        | <u>1,792,200.11</u> |
| Liabilities & Fund Balance |                                     |                     |
| 02-000-2220                | LEASE LIABILITY                     | 80,240.45           |
| 02-000-2450                | DEFERRED FINANCING INFLOW           | 88,409.00           |
| 02-000-2451                | DEFERRED FINANCING INFLOW - OPEB    | 5,359.00            |
| 02-000-2700                | COMPENSATED ABSENCES                | 100,650.11          |
| 02-000-2855                | OPEB OBLIGATION                     | 80,467.00           |
| 02-000-2860                | NET PENSION LIABILITY               | 159,363.00          |
|                            | Total Liabilities                   | <u>514,488.56</u>   |
| 02-000-3000                | INVESTED IN FIXED ASSETS            | 793,202.65          |
| 02-000-3250                | FUND BALANCE                        | 400,246.92          |
|                            | Total                               | <u>1,193,449.57</u> |
|                            | Revenue                             | 1,484,197.26        |
|                            | Less Expenses                       | <u>1,399,935.28</u> |
|                            | Net                                 | <u>84,261.98</u>    |
|                            | Total Fund Balance                  | <u>1,277,711.55</u> |
|                            | Total Liabilities & Fund Balance    | <u>1,792,200.11</u> |

2023

|                            |                                   |                      |
|----------------------------|-----------------------------------|----------------------|
| Assets                     |                                   |                      |
| 03-000-1000                | CASH                              | 1,253,633.67         |
| 03-000-1040                | BAY RESTORATION FUND CASH         | 18,401.91            |
| 03-000-1041                | CSO CASH                          | 204,107.81           |
| 03-000-1100                | ACCOUNTS RECEIVABLE               | 207,036.98           |
| 03-000-1103                | SEWER ACCOUNTS RECEIVABLE         | 211,756.58           |
| 03-000-1120                | BAY RESTORATION FUND RECEIVABLE   | 25,083.66            |
| 03-000-1121                | CSO SURCHARGE RECEIVABLE          | 50,504.12            |
| 03-000-1141                | INTEREST REC - CSO SURCHARGE      | 2,007.01             |
| 03-000-1142                | INTEREST RECEIVABLE - SEWER       | 2,095.39             |
| 03-000-1500                | FIXED ASSETS                      | 23,729,545.22        |
| 03-000-1529                | WIP - CENTENNIAL PUMP STATION     | 711,689.73           |
| 03-000-1536                | WIP - PHASE IX-B                  | 2,295,901.57         |
| 03-000-1537                | WIP - PHASE IX-C                  | 678,507.52           |
| 03-000-1538                | WIP - PHASE X-A                   | 35,326.50            |
| 03-000-1600                | RESERVE FOR DEPRECIATION          | 8,566,086.70-        |
| 03-000-1900                | DEFERRED FINANCING OUTFLOW        | 62,951.00            |
| 03-000-1910                | DEFERRED FINANCING OUTFLOW - OPEB | 7,734.00             |
|                            | Total Assets                      | <u>20,930,195.97</u> |
| Liabilities & Fund Balance |                                   |                      |
| 03-000-2030                | BAY RESTORATION FUND PAYABLE      | 11,753.94            |
| 03-000-2450                | DEFERRED FINANCING INFLOW         | 70,427.00            |
| 03-000-2451                | DEFERRED FINANCING INFLOW - OPEB  | 3,825.00             |
| 03-000-2700                | COMPENSATED ABSENCES              | 73,135.09            |
| 03-000-2855                | OPEB OBLIGATION                   | 57,435.00            |
| 03-000-2860                | NET PENSION LIABILITY             | 126,950.00           |
| 03-000-2900                | NOTES PAYABLE                     | <u>239,827.15</u>    |
|                            | Total Liabilities                 | 583,353.18           |
| 03-000-3000                | INVESTED IN FIXED ASSETS          | 17,126,340.66        |
| 03-000-3200                | FUND BALANCE                      | <u>1,522,207.59</u>  |
|                            | Total                             | 18,648,548.25        |
|                            | Revenue                           | 3,094,742.58         |
|                            | Less Expenses                     | <u>1,396,448.04</u>  |
|                            | Net                               | <u>1,698,294.54</u>  |
|                            | Total Fund Balance                | <u>20,346,842.79</u> |
|                            | Total Liabilities & Fund Balance  | <u>20,930,195.97</u> |

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City of Frostburg  
PINEY SURCHARGE FUND  
BALANCE SHEET  
AS OF: 04/30/23

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2023

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|                            |                                  |                      |
|----------------------------|----------------------------------|----------------------|
| Assets                     |                                  |                      |
| 04-000-1000                | CASH                             | 1,242,191.03         |
| 04-000-1130                | SURCHARGE INTEREST RECEIVABLE    | 3,227.75             |
| 04-000-1131                | WATER SURCHARGE RECEIVABLE       | 101,879.65           |
| 04-000-1500                | FIXED ASSETS                     | 28,443,962.14        |
| 04-000-1540                | LAND                             | 164,021.96           |
| 04-000-1600                | RESERVE FOR DEPRECIATION         | 18,630,774.27-       |
|                            | Total Assets                     | <u>11,324,508.26</u> |
| Liabilities & Fund Balance |                                  |                      |
| 04-000-2250                | UNEARNED REVENUE                 | 5,094.56             |
| 04-000-2900                | NOTES PAYABLE                    | <u>3,612,559.38</u>  |
|                            | Total Liabilities                | 3,617,653.94         |
| 04-000-3000                | INVESTED IN FIXED ASSETS         | 6,333,272.24         |
| 04-000-3250                | FUND BALANCE                     | <u>373,425.81</u>    |
|                            | Total                            | 6,706,698.05         |
|                            | Revenue                          | 1,078,582.98         |
|                            | Less Expenses                    | <u>78,426.71</u>     |
|                            | Net                              | <u>1,000,156.27</u>  |
|                            | Total Fund Balance               | <u>7,706,854.32</u>  |
|                            | Total Liabilities & Fund Balance | <u>11,324,508.26</u> |



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City of Frostburg  
GARBAGE FUND  
BALANCE SHEET  
AS OF: 04/30/23

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|                            |                                   |                   |
|----------------------------|-----------------------------------|-------------------|
| Assets                     |                                   |                   |
| 05-000-1000                | CASH                              | 134,070.19        |
| 05-000-1135                | TRASH & GARBAGE RECEIVABLE        | 57,390.60         |
| 05-000-1140                | INTEREST RECEIVABLE - TRASH       | 3,338.10          |
| 05-000-1500                | FIXED ASSETS                      | 406,937.03        |
| 05-000-1600                | RESERVE FOR DEPRECIATION          | 288,294.70-       |
| 05-000-1900                | DEFERRED FINANCING OUTFLOW        | 36,810.00         |
| 05-000-1910                | DEFERRED FINANCING OUTFLOW - OPEB | 4,641.00          |
|                            | Total Assets                      | <u>354,892.22</u> |
| Liabilities & Fund Balance |                                   |                   |
| 05-000-2450                | DEFERRED FINANCING INFLOW         | 41,207.00         |
| 05-000-2451                | DEFERRED FINANCING INFLOW - OPEB  | 2,295.00          |
| 05-000-2700                | COMPENSATED ABSENCES              | 39,968.82         |
| 05-000-2855                | OPEB OBLIGATION                   | 34,461.00         |
| 05-000-2860                | NET PENSION LIABILITY             | 74,280.00         |
|                            | Total Liabilities                 | <u>192,211.82</u> |
| 05-000-3000                | INVESTED IN FIXED ASSETS          | 118,642.33        |
| 05-000-3200                | FUND BALANCE                      | 7,237.84          |
|                            | Total                             | <u>125,880.17</u> |
|                            | Revenue                           | 555,037.00        |
|                            | Less Expenses                     | <u>518,236.77</u> |
|                            | Net                               | <u>36,800.23</u>  |
|                            | Total Fund Balance                | <u>162,680.40</u> |
|                            | Total Liabilities & Fund Balance  | <u>354,892.22</u> |

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City of Frostburg  
COMM DEVELOPMENT SPECIAL PROJECTS FUND  
BALANCE SHEET  
AS OF: 04/30/23

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|                            |                                  |                         |
|----------------------------|----------------------------------|-------------------------|
| Assets                     |                                  |                         |
| 07-000-1000                | CASH                             | <u>56,806.06</u>        |
|                            | Total Assets                     | <u><u>56,806.06</u></u> |
| Liabilities & Fund Balance |                                  |                         |
|                            | Total Liabilities                | <u>0.00</u>             |
| 07-000-3200                | FUND BALANCE                     | <u>56,742.36</u>        |
|                            | Total                            | <u>56,742.36</u>        |
|                            | Revenue                          | 63.70                   |
|                            | Less Expenses                    | <u>0.00</u>             |
|                            | Net                              | <u>63.70</u>            |
|                            | Total Fund Balance               | <u>56,806.06</u>        |
|                            | Total Liabilities & Fund Balance | <u><u>56,806.06</u></u> |

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City of Frostburg  
OPIOID SETTLEMENT FUND  
BALANCE SHEET  
AS OF: 04/30/23

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|                            |                                  |                        |
|----------------------------|----------------------------------|------------------------|
| Assets                     |                                  |                        |
| 08-000-1000                | CASH                             | <u>7,785.17</u>        |
|                            | Total Assets                     | <u><u>7,785.17</u></u> |
| Liabilities & Fund Balance |                                  |                        |
|                            | Total Liabilities                | <u>0.00</u>            |
|                            | Revenue                          | 7,785.17               |
|                            | Less Expenses                    | <u>0.00</u>            |
|                            | Net                              | <u>7,785.17</u>        |
|                            | Total Fund Balance               | <u>7,785.17</u>        |
|                            | Total Liabilities & Fund Balance | <u><u>7,785.17</u></u> |

**CITY OF FROSTBURG**  
**MONTHLY REPORT - TAXES**  
**FOR THE MONTH ENDING APRIL 30, 2023**

| <b>Tax Type - Year</b>     | <b>Principal<br/>Receivable<br/>at 03/31/23</b> | <b>Billings</b>  | <b>Receipts</b>     |                     | <b>Abatements/<br/>Adjustments</b> | <b>Principal<br/>Receivable<br/>at 04/30/23</b> |
|----------------------------|---|------------------|---------------------|---------------------|------------------------------------|---|
|                            |   |                  | <b>Principal</b>    | <b>Interest</b>     |                                    |   |
| Real Estate - 17/18        | \$ 227.70                                       | \$ -             | \$ -                | \$ -                | \$ -                               | \$ 227.70                                       |
| Real Estate - 18/19        | 230.34  | -                | -                   | -                   | -                                  | 230.34  |
| Real Estate - 19/20        | 232.98  | -                | -                   | -                   | -                                  | 232.98  |
| Real Estate - 20/21        | 14,381.41                                       | -                | 11,370.37           | 5,650.66            | -                                  | 3,011.04  |
| Real Estate - 21/22        | 60,376.55                                       | -                | 4,816.79            | 1,755.90            | -                                  | 55,559.76                                       |
| Real Estate - 22/23        | 133,833.29                                      | -                | 18,810.19           | 2,743.42            | -                                  | 115,023.10                                      |
| Real Estate Total          | <u>\$ 209,282.27</u>                            | <u>\$ -</u>      | <u>\$ 34,997.35</u> | <u>\$ 10,149.98</u> | <u>\$ -</u>                        | <u>\$ 174,284.92</u>                            |
| Personal Prop - 20/21      | \$ 293.45                                       | \$ -             | \$ -                | \$ -                | \$ -                               | \$ 293.45                                       |
| Personal Prop - 21/22      | 388.50  | -                | -                   | -                   | -                                  | 388.50  |
| Personal Prop - 22/23      | 770.70  | -                | 770.70              | 69.36               | -                                  | -   |
| Personal Property          | <u>\$ 1,452.65</u>                              | <u>\$ -</u>      | <u>\$ 770.70</u>    | <u>\$ 69.36</u>     | <u>\$ -</u>                        | <u>\$ 681.95</u>                                |
| Public Utility - 22/23     | <u>\$ 81,732.75</u>                             | <u>\$ -</u>      | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>                        | <u>\$ 81,732.75</u>                             |
| Corporation - 19/20        | \$ -  | \$ -             | \$ -                | \$ -                | \$ -                               | \$ -  |
| Corporation - 20/21        | 1,632.80  | -                | 1,007.66            | 362.64              | -                                  | 625.14  |
| Corporation - 21/22        | 14,904.92                                       | -                | 880.05              | 184.80              | -                                  | 14,024.87                                       |
| Corporation - 22/23        | 50,309.97                                       | 474.90           | 10,168.55           | 126.47              | (125.05)                           | 40,491.27                                       |
| Corporation - overpayments | -   | -                | -                   | -                   | (125.05)                           | (125.05)  |
| Corporation Total          | <u>\$ 66,847.69</u>                             | <u>\$ 474.90</u> | <u>\$ 12,056.26</u> | <u>\$ 673.91</u>    | <u>\$ (250.10)</u>                 | <u>\$ 55,016.23</u>                             |
| Total                      | <u>\$ 359,315.36</u>                            | <u>\$ 474.90</u> | <u>\$ 47,824.31</u> | <u>\$ 10,893.25</u> | <u>\$ (250.10)</u>                 | <u>\$ 311,715.85</u>                            |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id                          | Account Description               | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd        | % of Budget |
|-------------------------------------|-----------------------------------|------------------|-------------------|---------------------|-------------|
| 01-000-4000                         | TAXES-REAL ESTATE                 | 2,557,000        | -                 | 2,604,430.45        | 101.9       |
| 01-000-4001                         | PERSONAL PROPERTY TAXES           | 12,000           | -                 | 8,431.80            | 70.3        |
| 01-000-4002                         | PUBLIC UTILITY TAXES              | 190,000          | -                 | 201,078.75          | 105.8       |
| 01-000-4003                         | CORPORATION TAXES                 | 130,000          | 474.90            | 154,096.43          | 118.5       |
| 01-000-4004                         | PRIOR YEAR TAXES                  | 2,000            | (125.05)          | (352.36)            | (17.6)      |
| 01-000-4005                         | TRAILER TAX                       | 1,600            | -                 | 1,120.00            | 70.0        |
| 01-000-4010                         | INTEREST ON TAXES                 | 50,000           | 10,893.25         | 52,495.90           | 105.0       |
| 01-000-4011                         | TAX CREDITS                       | (2,000)          | -                 | (2,810.50)          | -           |
| 01-000-4012                         | TAX ABATEMENTS                    | (3,000)          | -                 | (1,121.99)          | -           |
| 01-000-4013                         | ENTERPRISE ZONE CREDIT REIMBURS   | 1,000            | -                 | -                   | -           |
| 01-000-4020                         | MARYLAND INCOME TAXES             | 575,000          | -                 | 408,135.72          | 71.0        |
| 01-000-4021                         | ADMISSION TAXES                   | 20,000           | 663.39            | 25,953.34           | 129.8       |
| 01-000-4022                         | HOTEL MOTEL TAX                   | 130,000          | 8,917.19          | 110,147.58          | 84.7        |
| 01-000-4023                         | HIGHWAY USE TAX                   | 343,700          | -                 | 152,104.53          | 44.3        |
| 01-000-4024                         | COAL TAX                          | 2,500            | -                 | -                   | -           |
| 01-000-4025                         | HOUSING AUTHORITY                 | 12,000           | -                 | -                   | -           |
| 01-000-4027                         | PAYMENT IN LIEU OF TAXES          | 3,900            | -                 | -                   | -           |
| 01-000-4031                         | LIQUOR LICENSES                   | 10,000           | -                 | 389.50              | 3.9         |
| 01-000-4032                         | TRADERS LICENSES                  | 10,000           | 82.43             | 3,033.59            | 30.3        |
| 01-000-4040                         | POLICE GRANTS                     | 40,200           | 6,126.52          | 30,573.78           | 76.1        |
| 01-000-4041                         | PARKING METERS                    | 18,000           | 1,724.83          | 14,061.58           | 78.1        |
| 01-000-4043                         | POLICE PROTECTION GRANTS          | 135,000          | 36,959.00         | 110,877.00          | 82.1        |
| 01-000-4045                         | FINES & FORFEITURES               | 15,000           | 1,455.00          | 17,015.00           | 113.4       |
| 01-000-4046                         | METER VIOLATIONS                  | 2,000            | 195.00            | 675.00              | 33.8        |
| 01-000-4047                         | FROSTBURG STATE UNIV - MOU        | 200,000          | 50,000.00         | 200,000.00          | 100.0       |
| 01-000-4049                         | SCHOOL RESOURCE REIMBURSEMENT     | 30,000           | -                 | 30,000.00           | 100.0       |
| 01-000-4050                         | PERMITS, PLANNING, ETC            | 2,500            | 100.00            | 1,875.00            | 75.0        |
| 01-000-4051                         | BUILDING PERMITS                  | 2,500            | 85.00             | 1,320.00            | 52.8        |
| 01-000-4052                         | RENTAL REGISTRATION               | 74,000           | 650.00            | 65,440.00           | 88.4        |
| 01-000-4054                         | CONSTRUCTION INSPECTIONS          | 15,000           | 1,205.00          | 30,407.90           | 202.7       |
| 01-000-4055                         | CODE ENFORCEMENT CITATIONS        | 1,750            | -                 | 500.00              | 28.6        |
| 01-000-4056                         | COMM DEV GRANT REVENUE            | 67,000           | -                 | 82,300.00           | 122.8       |
| 01-000-4060                         | SWIMMING POOL                     | 50,000           | 620.00            | 29,874.00           | 59.8        |
| 01-000-4062                         | DAY CAMP REGISTRATIONS            | 12,000           | 2,076.00          | 9,113.00            | 75.9        |
| 01-000-4063                         | RECREATION ACTIVITIES             | 15,000           | 2,655.00          | 18,906.43           | 126.0       |
| 01-000-4200                         | OPERATING TRANSFER - WATER FUND   | 137,650          | 11,471.00         | 114,710.00          | 83.3        |
| 01-000-4201                         | OPERATING TRANSFER - SEWER FUND   | 224,750          | 18,729.25         | 187,292.50          | 83.3        |
| 01-000-4202                         | OPERATING TRANSFER - GARBAGE FUND | 16,850           | 1,404.25          | 14,042.50           | 83.3        |
| 01-000-4250                         | NSF FEES                          | -                | 150.00            | 803.00              | -           |
| 01-000-4301                         | RENTS                             | 97,500           | 8,124.86          | 81,248.60           | 83.3        |
| 01-000-4302                         | HRD APPROPRIATION                 | 10,350           | -                 | 6,885.00            | 66.5        |
| 01-000-4303                         | FRANCHISES - GAS, TV, ETC         | 88,000           | -                 | 45,123.07           | 51.3        |
| 01-000-4304                         | MISCELLANEOUS REVENUE             | 1,000            | 21,152.64         | 23,265.47           | 2,326.6     |
| 01-000-4306                         | PROJECT REIMBURSEMENT             | 1,411,000        | -                 | 914,850.58          | 64.8        |
| 01-000-4307                         | INSURANCE REIMBURSEMENTS          | -                | -                 | 529.94              | -           |
| 01-000-4315                         | PROCEEDS FROM FUND BALANCE        | 353,860          | -                 | -                   | -           |
| 01-000-4317                         | SPECIAL REVENUE                   | 661,000          | -                 | 488,743.43          | 73.9        |
| 01-000-4600                         | INTEREST INCOME                   | 375,000          | 55,338.27         | 332,835.62          | 88.8        |
| <b>CORPORATE FUND Revenue Total</b> |                                   | <b>8,102,610</b> | <b>241,127.73</b> | <b>6,570,401.14</b> |             |
| EXECUTIVE                           |                                   |                  |                   |                     |             |
| 01-100-5000                         | SALARIES                          | 22,200           | 1,850.00          | 18,500.00           | 83.3        |
| 01-100-5010                         | SOCIAL SECURITY                   | 1,700            | 141.55            | 1,415.50            | 83.3        |
| 01-100-5012                         | WORKERS COMP                      | 175              | -                 | 120.75              | 69.0        |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id              | Account Description          | Amended Budget | Mar 2023 Rev/Expd | YTD Rev/Expd     | % of Budget |
|-------------------------|------------------------------|----------------|-------------------|------------------|-------------|
| 01-100-5050             | LEGISLATIVE CONTINGENCIES    | 5,000          | -                 | 1,216.56         | 24.3        |
| 01-100-5104             | INSURANCE - PUBLIC OFFICIALS | 10,000         | -                 | 6,656.00         | 66.6        |
| 01-100-5150             | TRAINING                     | 2,500          | -                 | 475.00           | 19.0        |
| 01-100-5160             | TRAVEL                       | 3,500          | -                 | 4,679.90         | 133.7       |
| 01-100-5185             | PROFESSIONAL FEES            | 5,000          | 90.00             | 5,363.78         | 107.3       |
| <b>Department Total</b> |                              | <b>50,075</b>  | <b>2,081.55</b>   | <b>38,427.49</b> |             |

|                         |                                    |                  |                  |                     |       |
|-------------------------|------------------------------------|------------------|------------------|---------------------|-------|
| ADMINISTRATIVE          |                                    |                  |                  |                     |       |
| 01-110-5000             | SALARIES                           | 188,500          | 11,310.00        | 119,160.43          | 63.2  |
| 01-110-5001             | SALARIES - BONUS                   | 51,000           | -                | 50,700.00           | 99.4  |
| 01-110-5010             | SOCIAL SECURITY                    | 14,375           | 841.60           | 12,714.76           | 88.5  |
| 01-110-5011             | PENSION                            | 15,400           | -                | 15,400.00           | 100.0 |
| 01-110-5012             | WORKERS COMP                       | 3,575            | -                | 3,340.25            | 93.4  |
| 01-110-5013             | INSURANCE - HEALTH                 | 41,800           | 1,574.77         | 19,198.02           | 45.9  |
| 01-110-5014             | INSURANCE - HEALTH RETIREE         | 22,200           | 1,569.80         | 18,786.01           | 84.6  |
| 01-110-5015             | CONTRIBUTION - 457                 | 1,875            | 105.46           | 1,107.33            | 59.1  |
| 01-110-5030             | EMPLOYEE WELLNESS                  | 7,500            | 540.00           | 3,658.06            | 48.8  |
| 01-110-5050             | RESERVE FOR CONTINGENCIES          | 10,000           | (972.13)         | 9,904.22            | 99.0  |
| 01-110-5100             | INSURANCE - AUTO                   | 600              | -                | 527.00              | 87.8  |
| 01-110-5102             | INSURANCE - GEN LIAB               | 150              | -                | 86.00               | 57.3  |
| 01-110-5105             | INSURANCE - PROPERTY               | 8,000            | -                | 5,908.98            | 73.9  |
| 01-110-5106             | INSURANCE - AD&D AND LIFE          | 4,200            | 312.00           | 3,366.00            | 80.1  |
| 01-110-5111             | CONTRIBUTIONS - TOURISM            | 107,500          | 25,750.00        | 107,423.86          | 99.9  |
| 01-110-5150             | TRAINING                           | 1,500            | 100.00           | 702.50              | 46.8  |
| 01-110-5160             | TRAVEL                             | 500              | -                | 89.20               | 17.8  |
| 01-110-5185             | PROFESSIONAL FEES                  | 1,600            | 605.00           | 805.00              | 50.3  |
| 01-110-5191             | COMMUNICATIONS                     | 13,320           | 943.04           | 5,331.65            | 40.0  |
| 01-110-5192             | CITY CODE HOSTING                  | 3,000            | 574.00           | 1,558.53            | 52.0  |
| 01-110-5200             | ADVERTISING                        | 6,000            | 1,750.28         | 5,245.08            | 87.4  |
| 01-110-5205             | LEGAL                              | 34,500           | -                | 33,184.01           | 96.2  |
| 01-110-5207             | PENSION ADMINISTRATIVE FEE         | 8,000            | -                | 5,606.19            | 70.1  |
| 01-110-5210             | OFFICE SUPPLIES                    | 11,000           | 513.43           | 7,839.48            | 71.3  |
| 01-110-5220             | POSTAGE                            | 14,000           | 2,000.00         | 12,837.91           | 91.7  |
| 01-110-5230             | COMPUTER EXP                       | 17,500           | 2,616.89         | 10,730.05           | 61.3  |
| 01-110-5232             | IT LICENSING AND FEES              | 25,000           | -                | 19,078.39           | 76.3  |
| 01-110-5235             | DIGITAL ENGAGEMENT                 | 9,000            | -                | 7,911.80            | 87.9  |
| 01-110-5300             | BOARD EXPENSE                      | 11,000           | 9,377.60         | 19,589.73           | 178.1 |
| 01-110-5391             | PRINCIPAL AND INTEREST ON DEBT SVC | 154,900          | -                | 73,524.73           | 47.5  |
| 01-110-5500             | BUILDING - ARMORY                  | 12,000           | 181.89           | 4,100.66            | 34.2  |
| 01-110-5502             | BUILDING MAINTENANCE               | 16,100           | 334.97           | 18,996.74           | 118.0 |
| 01-110-5550             | UTILITIES - BUILDING               | 16,000           | 1,124.90         | 9,211.84            | 57.6  |
| 01-110-5700             | BANK FEES                          | 2,700            | 58.99            | 1,542.64            | 57.1  |
| 01-110-5807             | CAPITAL OUTLAY                     | 925,000          | 13,681.00        | 702,779.43          | 76.0  |
| <b>Department Total</b> |                                    | <b>1,759,295</b> | <b>74,893.49</b> | <b>1,311,946.48</b> |       |

|             |                      |        |          |           |      |
|-------------|----------------------|--------|----------|-----------|------|
| FINANCE     |                      |        |          |           |      |
| 01-120-5000 | SALARIES             | 68,700 | 5,352.42 | 56,455.93 | 82.2 |
| 01-120-5010 | SOCIAL SECURITY      | 5,225  | 400.64   | 4,210.60  | 80.6 |
| 01-120-5011 | PENSION              | 6,300  | -        | 5,613.00  | 89.1 |
| 01-120-5012 | WORKERS COMP         | 200    | -        | 138.25    | 69.1 |
| 01-120-5013 | INSURANCE - HEALTH   | 15,500 | 883.35   | 10,706.93 | 69.1 |
| 01-120-5015 | CONTRIBUTION - 457   | 675    | 23.07    | 242.13    | 35.9 |
| 01-120-5102 | INSURANCE - GEN LIAB | 125    | -        | 86.00     | 68.8 |
| 01-120-5105 | INSURANCE - PROPERTY | 2,900  | -        | 2,871.00  | 99.0 |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id              | Account Description | Amended Budget | Mar 2023 Rev/Expd | YTD Rev/Expd      | % of Budget |
|-------------------------|---------------------|----------------|-------------------|-------------------|-------------|
| 01-120-5150             | TRAINING            | 1,000          | -                 | 234.90            | 23.5        |
| 01-120-5185             | PROFESSIONAL FEES   | 700            | 56.00             | 610.00            | 87.1        |
| 01-120-5310             | AUDITING            | 60,700         | -                 | 60,645.00         | 99.9        |
| 01-120-5313             | TAX COLLECTION      | 2,800          | -                 | 273.35            | 9.8         |
| 01-120-5810             | RETSA OBLIGATION    | 750            | -                 | -                 | -           |
| <b>Department Total</b> |                     | <b>169,575</b> | <b>6,715.48</b>   | <b>142,087.09</b> |             |

|                         |                           |                |                 |                   |       |
|-------------------------|---------------------------|----------------|-----------------|-------------------|-------|
|                         | COMMUNITY DEV             |                |                 |                   |       |
| 01-130-5000             | SALARIES                  | 59,200         | 4,272.00        | 59,983.23         | 101.3 |
| 01-130-5010             | SOCIAL SECURITY           | 4,500          | 307.18          | 4,336.02          | 96.4  |
| 01-130-5011             | PENSION                   | 5,400          | -               | 4,836.00          | 89.6  |
| 01-130-5012             | WORKERS COMP              | 175            | -               | 120.75            | 69.0  |
| 01-130-5013             | INSURANCE - HEALTH        | 15,000         | 1,567.73        | 16,380.44         | 109.2 |
| 01-130-5015             | CONTRIBUTION - 457        | 575            | -               | -                 | -     |
| 01-130-5102             | INSURANCE - GEN LIAB      | 150            | -               | 86.00             | 57.3  |
| 01-130-5105             | INSURANCE - PROPERTY      | 4,950          | -               | 3,828.00          | 77.3  |
| 01-130-5150             | TRAINING                  | 500            | -               | -                 | -     |
| 01-130-5160             | TRAVEL                    | 700            | -               | 535.33            | 76.5  |
| 01-130-5185             | PROFESSIONAL FEES         | 850            | -               | 879.00            | 103.4 |
| 01-130-5320             | ECONOMIC DEVELOPMENT      | 8,000          | -               | 4,310.00          | 53.9  |
| 01-130-5322             | PLANNING                  | -              | -               | 15,000.00         | -     |
| 01-130-5323             | PUBLIC ART                | 2,000          | -               | -                 | -     |
| 01-130-5820             | COMMUNITY LEGACY PROJECTS | 67,000         | -               | 67,300.00         | 100.5 |
| 01-130-5822             | SPECIAL PROJECTS          | 4,000          | 14.98           | 14.98             | 0.4   |
| <b>Department Total</b> |                           | <b>173,000</b> | <b>6,161.89</b> | <b>177,609.75</b> |       |

|                         |                            |                |                 |                   |      |
|-------------------------|----------------------------|----------------|-----------------|-------------------|------|
|                         | CODE ENFORCEMENT           |                |                 |                   |      |
| 01-140-5000             | SALARIES                   | 75,100         | 3,891.21        | 38,327.21         | 51.0 |
| 01-140-5010             | SOCIAL SECURITY            | 5,700          | 287.32          | 2,808.37          | 49.3 |
| 01-140-5011             | PENSION                    | 6,875          | -               | 6,135.00          | 89.2 |
| 01-140-5012             | WORKERS COMP               | 225            | -               | 154.75            | 68.8 |
| 01-140-5013             | INSURANCE - HEALTH         | 16,100         | 549.79          | 7,157.52          | 44.5 |
| 01-140-5015             | CONTRIBUTION - 457         | 750            | 10.40           | 20.80             | 2.8  |
| 01-140-5102             | INSURANCE - GEN LIAB       | 150            | -               | 86.00             | 57.3 |
| 01-140-5105             | INSURANCE - PROPERTY       | 3,200          | -               | 2,871.00          | 89.7 |
| 01-140-5150             | TRAINING                   | 2,400          | -               | 198.00            | 8.3  |
| 01-140-5160             | TRAVEL                     | 600            | -               | 7.59              | 1.3  |
| 01-140-5185             | PROFESSIONAL FEES          | 300            | -               | 20.00             | 6.7  |
| 01-140-5231             | SOFTWARE AND SUBSCRIPTIONS | 11,700         | -               | 11,649.90         | 99.6 |
| 01-140-5330             | CODE ENFORCEMENT           | 5,000          | -               | 180.00            | 3.6  |
| 01-140-5331             | CONSTRUCTION INSPECT       | 20,000         | 625.00          | 18,211.00         | 91.1 |
| 01-140-5332             | RENTAL INSPECTION          | 36,050         | -               | 33,750.00         | 93.6 |
| <b>Department Total</b> |                            | <b>184,150</b> | <b>5,363.72</b> | <b>121,577.14</b> |      |

|             |                      |        |          |           |      |
|-------------|----------------------|--------|----------|-----------|------|
|             | PUBLIC WORKS ADMIN   |        |          |           |      |
| 01-150-5000 | SALARIES             | 53,400 | 4,306.01 | 44,528.60 | 83.4 |
| 01-150-5010 | SOCIAL SECURITY      | 4,050  | 325.12   | 3,350.06  | 82.7 |
| 01-150-5011 | PENSION              | 4,900  | -        | 4,363.00  | 89.0 |
| 01-150-5012 | WORKERS COMP         | 175    | -        | 120.75    | 69.0 |
| 01-150-5013 | INSURANCE - HEALTH   | 9,600  | 629.79   | 7,092.64  | 73.9 |
| 01-150-5015 | CONTRIBUTION - 457   | 525    | 14.46    | 151.23    | 28.8 |
| 01-150-5102 | INSURANCE - GEN LIAB | 150    | -        | 86.00     | 57.3 |
| 01-150-5105 | INSURANCE - PROPERTY | 2,200  | -        | 1,913.99  | 87.0 |
| 01-150-5150 | TRAINING             | 5,700  | -        | 5,565.58  | 97.6 |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id              | Account Description   | Amended Budget | Mar 2023 Rev/Expd | YTD Rev/Expd     | % of Budget |
|-------------------------|-----------------------|----------------|-------------------|------------------|-------------|
| 01-150-5160             | TRAVEL                | 1,000          | -                 | 982.54           | 98.3        |
| 01-150-5185             | PROFESSIONAL FEES     | 2,100          | -                 | 400.00           | 19.1        |
| 01-150-5193             | ONE CALL CONCEPTS     | 1,000          | 54.88             | 938.14           | 93.8        |
| 01-150-5340             | ENGINEERING EQUIPMENT | 3,000          | -                 | 628.08           | 20.9        |
| 01-150-5341             | MAPPING SUPPLIES      | 7,500          | -                 | 7,631.41         | 101.8       |
| 01-150-5342             | PUBLIC WORKS          | 7,400          | 552.62            | 1,936.88         | 26.2        |
| <b>Department Total</b> |                       | <b>102,700</b> | <b>5,882.88</b>   | <b>79,688.90</b> |             |

|                         |                                 |                  |                   |                     |       |
|-------------------------|---------------------------------|------------------|-------------------|---------------------|-------|
| PUBLIC SAFETY           |                                 |                  |                   |                     |       |
| 01-160-5000             | SALARIES                        | 998,200          | 68,488.47         | 730,863.91          | 73.2  |
| 01-160-5002             | SALARIES - POLICE GRANTS        | 40,200           | 1,815.72          | 41,024.79           | 102.1 |
| 01-160-5003             | COURT TIME                      | 13,000           | 403.79            | 11,334.69           | 87.2  |
| 01-160-5010             | SOCIAL SECURITY                 | 79,200           | 5,119.53          | 56,680.56           | 71.6  |
| 01-160-5011             | PENSION                         | 95,250           | -                 | 84,653.00           | 88.9  |
| 01-160-5012             | WORKERS COMP                    | 142,000          | -                 | 98,117.00           | 69.1  |
| 01-160-5013             | INSURANCE - HEALTH              | 234,300          | 17,438.27         | 199,000.49          | 84.9  |
| 01-160-5015             | CONTRIBUTION - 457              | 44,000           | 2,034.74          | 21,641.49           | 49.2  |
| 01-160-5100             | INSURANCE - AUTO                | 5,500            | -                 | 4,740.00            | 86.2  |
| 01-160-5102             | INSURANCE - GEN LIAB            | 900              | -                 | 702.00              | 78.0  |
| 01-160-5103             | INSURANCE - POLICE PROFESSIONAL | 12,000           | -                 | 11,552.00           | 96.3  |
| 01-160-5105             | INSURANCE - PROPERTY            | 6,000            | -                 | 4,727.23            | 78.8  |
| 01-160-5150             | TRAINING                        | 25,500           | 2,830.96          | 14,040.58           | 55.1  |
| 01-160-5170             | UNIFORMS                        | 15,000           | 960.71            | 6,992.14            | 46.6  |
| 01-160-5180             | SAFETY EQUIPMENT                | 1,200            | 79.95             | 818.91              | 68.2  |
| 01-160-5181             | LAW ENFORCEMENT EQUIPMENT       | 96,500           | 135.59            | 12,170.25           | 12.6  |
| 01-160-5191             | COMMUNICATIONS                  | 30,160           | 4,225.93          | 37,900.03           | 125.7 |
| 01-160-5206             | C3I CLERICAL SUPPORT            | 6,000            | 971.78            | 3,402.82            | 56.7  |
| 01-160-5210             | OFFICE SUPPLIES                 | 5,000            | 272.49            | 3,688.40            | 73.8  |
| 01-160-5230             | COMPUTER EXPENSE                | 31,000           | -                 | -                   | -     |
| 01-160-5350             | FSU MOU                         | 25,000           | 10,000.00         | 25,000.00           | 100.0 |
| 01-160-5380             | POLICE REFORM                   | 11,200           | -                 | -                   | -     |
| 01-160-5390             | MISCELLANEOUS EXPENSE           | 11,200           | 600.66            | 10,609.81           | 94.7  |
| 01-160-5400             | GAS, OIL, GREASE                | 33,000           | 2,539.93          | 19,163.66           | 58.1  |
| 01-160-5401             | AUTO EXPENSE                    | 18,000           | 565.54            | 11,873.38           | 66.0  |
| 01-160-5420             | FLEET LEASE                     | 22,000           | 3,496.65          | 32,091.88           | 145.9 |
| 01-160-5502             | JAIL AND OFFICE MAINTENANCE     | 4,000            | 194.26            | 2,678.39            | 67.0  |
| 01-160-5550             | UTILITIES - PUBLIC SAFETY       | 10,000           | 710.46            | 6,086.36            | 60.9  |
| 01-160-5700             | PARKING METERS                  | 2,000            | -                 | -                   | -     |
| 01-160-5705             | TRAFFIC CONTROL                 | 2,000            | -                 | -                   | -     |
| 01-160-5851             | FIRE DEPT APPROPRIATION         | 236,980          | 59,245.00         | 236,980.00          | 100.0 |
| <b>Department Total</b> |                                 | <b>2,256,290</b> | <b>182,130.43</b> | <b>1,688,533.77</b> |       |

|                       |                      |         |           |            |      |
|-----------------------|----------------------|---------|-----------|------------|------|
| PUBLIC WORKS - STREET |                      |         |           |            |      |
| 01-170-5000           | SALARIES             | 243,300 | 17,996.00 | 190,866.37 | 78.5 |
| 01-170-5010           | SOCIAL SECURITY      | 18,600  | 1,311.30  | 13,808.58  | 74.2 |
| 01-170-5011           | PENSION              | 21,300  | -         | 19,877.00  | 93.3 |
| 01-170-5012           | WORKERS COMP         | 16,800  | -         | 11,607.75  | 69.1 |
| 01-170-5013           | INSURANCE - HEALTH   | 71,000  | 4,388.79  | 51,045.16  | 71.9 |
| 01-170-5015           | CONTRIBUTION - 457   | 2,200   | 23.60     | 94.40      | 4.3  |
| 01-170-5018           | UNEMPLOYMENT         | 1,000   | -         | -          | -    |
| 01-170-5100           | INSURANCE - AUTO     | 7,200   | -         | 6,469.00   | 89.9 |
| 01-170-5102           | INSURANCE - GEN LIAB | 625     | -         | 439.00     | 70.2 |
| 01-170-5105           | INSURANCE - PROPERTY | 5,600   | -         | 4,466.86   | 79.8 |
| 01-170-5150           | TRAINING             | 5,000   | -         | 4,788.68   | 95.8 |



**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id              | Account Description           | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd        | % of Budget |
|-------------------------|-------------------------------|------------------|-------------------|---------------------|-------------|
| 01-170-5170             | UNIFORMS                      | 8,000            | 233.72            | 6,082.69            | 76.0        |
| 01-170-5180             | SAFETY EQUIPMENT              | 7,200            | 129.85            | 3,492.02            | 48.5        |
| 01-170-5191             | COMMUNICATIONS                | 6,000            | 178.33            | 1,761.02            | 29.4        |
| 01-170-5210             | OFFICE SUPPLIES               | 1,000            | 31.79             | 1,071.97            | 107.2       |
| 01-170-5400             | GAS, OIL, GREASE              | 28,500           | 1,404.77          | 16,699.18           | 58.6        |
| 01-170-5420             | FLEET LEASE                   | 42,000           | 5,893.29          | 27,276.03           | 64.9        |
| 01-170-5550             | UTILITIES - BUILDING          | 6,000            | 646.21            | 6,623.87            | 110.4       |
| 01-170-5711             | SALT & ABRASIVES              | 150,000          | 5,009.68          | 83,292.17           | 55.5        |
| 01-170-5712             | SIGN MAINTENANCE              | 8,000            | 242.66            | 3,999.13            | 50.0        |
| 01-170-5713             | STREET EQUIPMENT MAINTENANCE  | 90,000           | 6,907.78          | 100,012.94          | 111.1       |
| 01-170-5714             | STREET LIGHTING               | 155,000          | 7,126.74          | 68,684.76           | 44.3        |
| 01-170-5715             | STREET MAINTENANCE REPAIRS    | 105,625          | 8,919.55          | 57,445.93           | 54.4        |
| 01-170-5716             | STREET SHOP EQUIPMENT         | 90,000           | 3,283.23          | 103,134.31          | 114.6       |
| 01-170-5717             | STREET LIGHTING REPAIRS       | 30,000           | 3,091.48          | 45,214.87           | 150.7       |
| 01-170-5800             | CAPITAL OUTLAY                | 278,500          | -                 | 253,760.00          | 91.1        |
| 01-170-5861             | STREET PAVING                 | 1,170,000        | -                 | 1,162,105.03        | 99.3        |
| 01-170-5865             | PARKING LOT MAINTENANCE       | 15,000           | -                 | 350.75              | 2.3         |
| <b>Department Total</b> |                               | <b>2,583,450</b> | <b>66,818.77</b>  | <b>2,244,469.47</b> |             |
| RECREATION              |                               |                  |                   |                     |             |
| 01-180-5000             | SALARIES                      | 205,750          | 18,004.80         | 175,353.75          | 85.2        |
| 01-180-5010             | SOCIAL SECURITY               | 15,750           | 1,322.90          | 12,769.67           | 81.1        |
| 01-180-5011             | PENSION                       | 16,900           | -                 | 16,809.00           | 99.5        |
| 01-180-5012             | WORKERS COMP                  | 14,225           | -                 | 9,829.75            | 69.1        |
| 01-180-5013             | INSURANCE - HEALTH            | 55,300           | 4,123.33          | 45,906.94           | 83.0        |
| 01-180-5015             | CONTRIBUTION - 457            | 2,000            | 65.66             | 556.83              | 27.8        |
| 01-180-5100             | INSURANCE - AUTO              | 2,500            | -                 | 2,073.00            | 82.9        |
| 01-180-5102             | INSURANCE - GEN LIAB          | 450              | -                 | 344.00              | 76.4        |
| 01-180-5105             | INSURANCE - PROPERTY          | 11,000           | -                 | 10,357.11           | 94.2        |
| 01-180-5150             | TRAINING                      | 300              | -                 | -                   | -           |
| 01-180-5160             | TRAVEL                        | 750              | -                 | -                   | -           |
| 01-180-5170             | UNIFORMS                      | 4,000            | 261.36            | 3,294.62            | 82.4        |
| 01-180-5180             | SAFETY EQUIPMENT              | 500              | 11.85             | 11.85               | 2.4         |
| 01-180-5400             | GAS, OIL, GREASE              | 7,000            | 381.60            | 9,041.61            | 129.2       |
| 01-180-5420             | FLEET LEASE                   | 11,000           | 388.31            | 3,883.10            | 35.3        |
| 01-180-5503             | ARMORY EXPENSE - GYM          | 10,000           | 646.21            | 6,733.94            | 67.3        |
| 01-180-5504             | COMMUNITY CENTER              | 12,000           | 744.89            | 8,672.09            | 72.3        |
| 01-180-5510             | CITY PLACE                    | 9,500            | 1,493.12          | 9,740.72            | 102.5       |
| 01-180-5720             | BEAUTIFY THE BURG EXPENSE     | 2,000            | 249.77            | 531.47              | 26.6        |
| 01-180-5721             | REC EQUIPMENT MAINTENANCE     | 5,000            | -                 | 3,053.28            | 61.1        |
| 01-180-5722             | REC LEAGUE APPROPRIATIONS     | 3,000            | -                 | 1,135.21            | 37.8        |
| 01-180-5723             | REC PARK MAINTENANCE EXPENSE  | 68,000           | 5,735.11          | 55,839.94           | 82.1        |
| 01-180-5724             | STREET TREE MAINTENANCE       | 7,500            | -                 | 5,232.58            | 69.8        |
| 01-180-5725             | TRAILHEAD MAINTENANCE EXPENSE | 2,000            | -                 | 766.00              | 38.3        |
| 01-180-5726             | RECREATIONAL PROGRAMS         | 9,000            | 339.73            | 7,408.14            | 82.3        |
| 01-180-5800             | CAPITAL OUTLAY                | 191,000          | 23,767.75         | 103,623.76          | 54.3        |
| <b>Department Total</b> |                               | <b>666,425</b>   | <b>57,536.39</b>  | <b>492,968.36</b>   |             |
| RECREATION-POOL         |                               |                  |                   |                     |             |
| 01-181-5000             | SALARIES                      | 66,000           | -                 | 36,705.68           | 55.6        |
| 01-181-5010             | SOCIAL SECURITY               | 5,050            | -                 | 2,808.00            | 55.6        |
| 01-181-5012             | WORKERS COMP                  | 4,600            | -                 | 3,178.50            | 69.1        |
| 01-181-5018             | UNEMPLOYMENT                  | 500              | -                 | -                   | -           |
| 01-181-5507             | POOL OPERATING                | 35,000           | 1,277.67          | 24,587.00           | 70.3        |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id                         | Account Description            | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd        | % of Budget |
|------------------------------------|--------------------------------|------------------|-------------------|---------------------|-------------|
| <b>Department Total</b>            |                                | <b>111,150</b>   | <b>1,277.67</b>   | <b>67,279.18</b>    |             |
|                                    | RECREATION - DAY CAMP          |                  |                   |                     |             |
| 01-182-5000                        | SALARIES                       | 21,300           | -                 | 12,573.90           | 59.0        |
| 01-182-5010                        | SOCIAL SECURITY                | 1,650            | -                 | 961.96              | 58.3        |
| 01-182-5012                        | WORKERS COMP                   | 1,500            | -                 | 1,035.00            | 69.0        |
| 01-182-5018                        | UNEMPLOYMENT                   | 500              | -                 | -                   | -           |
| 01-182-5507                        | DAY CAMP OPERATIONS            | 500              | -                 | 354.59              | 70.9        |
| <b>Department Total</b>            |                                | <b>25,450</b>    | <b>-</b>          | <b>14,925.45</b>    |             |
|                                    | RECREATION - SEASONAL          |                  |                   |                     |             |
| 01-183-5000                        | SALARIES                       | 18,200           | -                 | 15,045.88           | 82.7        |
| 01-183-5010                        | SOCIAL SECURITY                | 1,425            | -                 | 1,151.03            | 80.8        |
| 01-183-5012                        | WORKERS COMP                   | 925              | -                 | 638.75              | 69.1        |
| 01-183-5108                        | UNEMPLOYMENT                   | 500              | -                 | 484.20              | 96.8        |
| <b>Department Total</b>            |                                | <b>21,050</b>    | <b>-</b>          | <b>17,319.86</b>    |             |
| <b>CORPORATE FUND Expend Total</b> |                                | <b>8,102,610</b> | <b>408,862.27</b> | <b>6,396,832.94</b> |             |
| 02-000-4000                        | WATER SERVICE REVENUE          | 1,420,000        | 138,831.48        | 1,154,008.77        | 81.3        |
| 02-000-4001                        | INTEREST EARNED - WATER        | 1,500            | 110.73            | 2,432.55            | 162.2       |
| 02-000-4313                        | GAIN ON DISPOSAL OF ASSETS     | -                | -                 | 9,342.50            | -           |
| 02-000-4315                        | PROCEEDS FROM FUND BALANCE     | 81,475           | -                 | -                   | -           |
| 02-000-4317                        | SPECIAL REVENUE                | 750,000          | -                 | 274,014.33          | 36.5        |
| 02-000-4401                        | SALE OF BULK WATER             | -                | 100.00            | 100.00              | -           |
| 02-000-4402                        | SALE OF METERS                 | 6,000            | 450.00            | 5,425.00            | 90.4        |
| 02-000-4403                        | TAPPING FEES                   | 7,000            | -                 | 4,500.00            | 64.3        |
| 02-000-4404                        | SUNDRY SALES                   | 20,000           | 2,668.01          | 22,658.50           | 113.3       |
| 02-000-4408                        | SUNDRY SALES - CASH BASIS      | -                | -                 | 500.00              | -           |
| 02-000-4600                        | INTEREST INCOME                | 11,000           | 5.00              | 11,215.61           | 102.0       |
| <b>WATER FUND Revenue Total</b>    |                                | <b>2,296,975</b> | <b>142,165.22</b> | <b>1,484,197.26</b> |             |
|                                    | WATER - ADMIN                  |                  |                   |                     |             |
| 02-190-5000                        | SALARIES                       | 57,500           | 4,445.22          | 46,889.00           | 81.6        |
| 02-190-5010                        | SOCIAL SECURITY                | 4,350            | 326.96            | 3,440.12            | 79.1        |
| 02-190-5011                        | PENSION                        | 5,250            | -                 | 4,698.00            | 89.5        |
| 02-190-5012                        | WORKERS COMP                   | 175              | -                 | 120.75              | 69.0        |
| 02-190-5013                        | INSURANCE - HEALTH             | 12,450           | 774.63            | 9,530.65            | 76.6        |
| 02-190-5015                        | CONTRIBUTION - 457             | 575              | 36.66             | 385.14              | 67.0        |
| 02-190-5313                        | COLLECTION EXPENSE             | 2,500            | -                 | 237.35              | 9.5         |
| 02-190-5370                        | FMHA BOND                      | 750              | -                 | 666.00              | 88.8        |
| 02-190-5600                        | CORPORATE OVERHEAD             | 137,650          | 11,471.00         | 114,710.00          | 83.3        |
| <b>Department Total</b>            |                                | <b>221,200</b>   | <b>17,054.47</b>  | <b>180,677.01</b>   |             |
|                                    | WATER - FILTRATION             |                  |                   |                     |             |
| 02-192-5102                        | INSURANCE - GEN LIAB           | 1,100            | -                 | 862.00              | 78.4        |
| 02-192-5105                        | INSURANCE - PROPERTY           | 11,500           | -                 | 9,177.52            | 79.8        |
| 02-192-5106                        | INSURANCE - BOILER & MACHINERY | 4,900            | -                 | 4,545.60            | 92.8        |
| 02-192-5521                        | PUMPING SYSTEM EXPENSE         | 60,000           | 5,170.14          | 45,520.99           | 75.9        |
| 02-192-5522                        | PURIFICATION PLANT MAINTENANCE | 190,000          | -                 | 3,518.91            | 1.9         |
| 02-192-5710                        | FILTRATION CONTRACT PAYMENT    | 564,000          | 33,700.84         | 460,423.23          | 81.6        |
| <b>Department Total</b>            |                                | <b>831,500</b>   | <b>38,870.98</b>  | <b>524,048.25</b>   |             |
|                                    | WATER - SUPPLY                 |                  |                   |                     |             |
| 02-194-5000                        | SALARIES                       | 27,700           | 2,238.40          | 23,607.12           | 85.2        |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id                      | Account Description               | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd        | % of Budget |
|---------------------------------|-----------------------------------|------------------|-------------------|---------------------|-------------|
| 02-194-5010                     | SOCIAL SECURITY                   | 2,100            | 171.24            | 1,805.97            | 86.0        |
| 02-194-5011                     | PENSION                           | 2,500            | -                 | 2,263.00            | 90.5        |
| 02-194-5012                     | WORKERS COMP                      | 1,900            | -                 | 1,313.75            | 69.1        |
| 02-194-5015                     | CONTRIBUTION - 457                | 275              | -                 | -                   | -           |
| 02-194-5506                     | HYDRO FACILITY EXPENSE            | 5,000            | -                 | 170.97              | 3.4         |
| 02-194-5550                     | UTILITIES / WATER SUPPLY          | 5,000            | 367.51            | 2,979.38            | 59.6        |
| 02-194-5730                     | WATER SUPPLY EXPENSE              | 50,000           | 68.61             | 32,894.97           | 65.8        |
| <b>Department Total</b>         |                                   | <b>94,475</b>    | <b>2,845.76</b>   | <b>65,035.16</b>    |             |
|                                 |                                   |                  |                   |                     |             |
|                                 | WATER - DISTRIBUTION              |                  |                   |                     |             |
| 02-196-5000                     | SALARIES                          | 212,400          | 16,404.80         | 175,809.10          | 82.8        |
| 02-196-5010                     | SOCIAL SECURITY                   | 16,250           | 1,205.70          | 12,884.47           | 79.3        |
| 02-196-5011                     | PENSION                           | 19,550           | -                 | 17,352.00           | 88.8        |
| 02-196-5012                     | WORKERS COMP                      | 14,700           | -                 | 10,156.75           | 69.1        |
| 02-196-5013                     | INSURANCE - HEALTH                | 55,700           | 3,598.28          | 44,667.58           | 80.2        |
| 02-196-5015                     | CONTRIBUTION - 457                | 2,050            | 27.74             | 291.27              | 14.2        |
| 02-196-5100                     | INSURANCE - AUTO                  | 3,600            | -                 | 3,133.00            | 87.0        |
| 02-196-5102                     | INSURANCE - GEN LIAB              | 1,300            | -                 | 856.00              | 65.9        |
| 02-196-5105                     | INSURANCE - PROPERTY              | 3,300            | -                 | 2,294.38            | 69.5        |
| 02-196-5150                     | TRAINING                          | 500              | -                 | 116.95              | 23.4        |
| 02-196-5170                     | UNIFORMS                          | 4,000            | 246.28            | 2,401.23            | 60.0        |
| 02-196-5180                     | SAFETY EQUIPMENT                  | 4,100            | 79.95             | 799.50              | 19.5        |
| 02-196-5191                     | COMMUNICATIONS                    | 9,200            | 1,401.59          | 9,999.25            | 108.7       |
| 02-196-5210                     | OFFICE SUPPLIES                   | 1,000            | -                 | 746.10              | 74.6        |
| 02-196-5390                     | MISCELLANEOUS EXPENSE             | 28,550           | 291.64            | 15,829.94           | 55.5        |
| 02-196-5400                     | GAS, OIL, GREASE                  | 15,000           | 645.61            | 11,358.39           | 75.7        |
| 02-196-5420                     | FLEET LEASE                       | 24,000           | 1,722.00          | 17,335.64           | 72.2        |
| 02-196-5505                     | CRESTVIEW PUMPING STATION EXPENSE | 12,500           | 326.66            | 3,476.50            | 27.8        |
| 02-196-5550                     | UTILITIES - WATER DISTRIBUTION    | 2,600            | 402.59            | 3,881.47            | 149.3       |
| 02-196-5700                     | DISTRIBUTION EXPENSE              | 90,000           | 19,073.03         | 120,426.69          | 133.8       |
| 02-196-5701                     | DISTRIBUTION PIPE EXPENSE         | 8,000            | 1,850.80          | 7,717.72            | 96.5        |
| 02-196-5702                     | EQUIPMENT MAINTENANCE             | 5,000            | 644.33            | 3,809.71            | 76.2        |
| 02-196-5703                     | FIRE HYDRANTS EXPENSE             | 15,000           | 2,530.49          | 4,400.57            | 29.3        |
| 02-196-5704                     | TRANSMISSION MAINS EXPENSE        | 66,500           | 1,550.00          | 71,096.29           | 106.9       |
| 02-196-5740                     | METERS EXPENSE                    | 80,000           | -                 | 31,903.36           | 39.9        |
| 02-196-5800                     | CAPITAL OUTLAY                    | 455,000          | 3,016.49          | 181,838.50          | 40.0        |
| <b>Department Total</b>         |                                   | <b>1,149,800</b> | <b>55,017.98</b>  | <b>754,582.36</b>   |             |
| <b>WATER FUND Expend Total</b>  |                                   | <b>2,296,975</b> | <b>113,789.19</b> | <b>1,524,342.78</b> |             |
|                                 |                                   |                  |                   |                     |             |
| 03-000-4000                     | SEWER CHARGES                     | 1,925,000        | 132,433.31        | 1,325,605.20        | 68.9        |
| 03-000-4001                     | INTEREST EARNED - SEWER           | 2,700            | 209.05            | 4,480.27            | 165.9       |
| 03-000-4317                     | SPECIAL REVENUE                   | 848,500          | -                 | 444,238.78          | 52.4        |
| 03-000-4404                     | SUNDRY SALES                      | 1,500            | 1,234.39          | 2,470.56            | 164.7       |
| 03-000-4501                     | BAY RESTORATION FUND REVENUE      | -                | 13,285.00         | 172,209.70          | -           |
| 03-000-4503                     | SEWER TAP FEES                    | 7,500            | -                 | 3,500.00            | 46.7        |
| 03-000-4530                     | PROJECT REIMBURSEMENTS            | 71,000           | -                 | -                   | -           |
| 03-000-4600                     | INTEREST INCOME                   | 25,000           | -                 | 27,266.83           | 109.1       |
| <b>Department Total</b>         |                                   | <b>2,881,200</b> | <b>147,161.75</b> | <b>1,979,771.34</b> |             |
|                                 |                                   |                  |                   |                     |             |
| 03-220-4520                     | CSO SURCHARGE REVENUE             | 405,000          | 27,825.00         | 375,921.91          | 92.8        |
| 03-220-4521                     | INTEREST EARNED - CSO SURCHARGE   | 1,000            | 11.09             | 1,053.33            | 105.3       |
| 03-220-4530                     | PROJECT REIMBURSEMENTS            | 2,461,450        | -                 | 737,996.00          | 30.0        |
| <b>Department Total</b>         |                                   | <b>2,867,450</b> | <b>27,836.09</b>  | <b>1,114,971.24</b> |             |
| <b>SEWER FUND Revenue Total</b> |                                   | <b>5,748,650</b> | <b>174,997.84</b> | <b>3,094,742.58</b> |             |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id                                | Account Description                 | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd        | % of Budget |
|---|-------------------------------------|------------------|-------------------|---------------------|-------------|
| 03-210-5000                               | SEWER - ADMIN                       |                  |                   |                     |             |
| 03-210-5000                               | SALARIES                            | 57,500           | 4,445.22          | 46,889.00           | 81.6        |
| 03-210-5010                               | SOCIAL SECURITY                     | 4,350            | 326.96            | 3,440.12            | 79.1        |
| 03-210-5011                               | PENSION                             | 5,250            | -                 | 4,698.00            | 89.5        |
| 03-210-5012                               | WORKERS COMP                        | 175              | -                 | 120.75              | 69.0        |
| 03-210-5013                               | INSURANCE - HEALTH                  | 12,450           | 774.69            | 9,523.83            | 76.5        |
| 03-210-5015                               | CONTRIBUTION - 457                  | 575              | 36.66             | 385.14              | 67.0        |
| 03-210-5313                               | COLLECTION EXPENSE                  | 2,500            | -                 | 237.35              | 9.5         |
| <b>Department Total</b>                   |                                     | <b>82,800</b>    | <b>5,583.53</b>   | <b>65,294.19</b>    |             |
| 03-211-5000                               | SEWER - OPERATING                   |                  |                   |                     |             |
| 03-211-5000                               | SALARIES                            | 151,200          | 14,081.20         | 131,356.08          | 86.9        |
| 03-211-5010                               | SOCIAL SECURITY                     | 11,550           | 1,010.00          | 9,308.29            | 80.6        |
| 03-211-5011                               | PENSION                             | 17,175           | -                 | 15,269.00           | 88.9        |
| 03-211-5012                               | WORKERS COMP                        | 10,500           | -                 | 6,353.02            | 60.5        |
| 03-211-5013                               | INSURANCE - HEALTH                  | 59,000           | 3,864.92          | 43,554.93           | 73.8        |
| 03-211-5015                               | CONTRIBUTION - 457                  | 1,800            | 103.16            | 1,083.18            | 60.2        |
| 03-211-5100                               | INSURANCE - AUTO                    | 2,000            | -                 | 304.00              | 15.2        |
| 03-211-5102                               | INSURANCE - GEN LIAB                | 625              | -                 | 420.00              | 67.2        |
| 03-211-5105                               | INSURANCE - PROPERTY                | 5,000            | -                 | 4,125.51            | 82.5        |
| 03-211-5150                               | TRAINING                            | 1,000            | -                 | 100.00              | 10.0        |
| 03-211-5170                               | UNIFORMS                            | 3,000            | 108.76            | 2,077.75            | 69.3        |
| 03-211-5180                               | SAFETY EQUIPMENT                    | 1,000            | -                 | 378.98              | 37.9        |
| 03-211-5191                               | COMMUNICATIONS                      | 2,400            | 477.22            | 1,864.47            | 77.7        |
| 03-211-5396                               | BAY RESTORATION FUND EXPENSE        | -                | 50,128.75         | 139,822.12          | -           |
| 03-211-5400                               | GAS, OIL, GREASE                    | 9,750            | 1,342.61          | 8,195.59            | 84.1        |
| 03-211-5520                               | PUMPING STATION MAINTENANCE         | 6,000            | -                 | -                   | -           |
| 03-211-5600                               | CORPORATE OVERHEAD                  | 224,750          | 18,729.25         | 187,292.50          | 83.3        |
| 03-211-5761                               | SANITARY COMMISSION CHARGES         | 1,220,000        | -                 | 695,176.25          | 57.0        |
| 03-211-5762                               | SANITARY COMM-TRANSMISSION PROJECTS | 11,800           | 2,929.05          | 11,716.20           | 99.3        |
| 03-211-5763                               | SEWER OPERATING EXPENSE             | 267,800          | 6,472.68          | 36,417.20           | 13.6        |
| 03-211-5764                               | SEWER PUMPING EXPENSE               | 6,000            | 354.83            | 5,296.22            | 88.3        |
| 03-211-5800                               | CAPITAL OUTLAY - SEWER PROJECTS     | 731,700          | 68,372.55         | 493,676.04          | 67.5        |
| <b>Department Total</b>                   |                                     | <b>2,744,050</b> | <b>167,974.98</b> | <b>1,793,787.33</b> |             |
| 03-220-5391                               | CSO                                 |                  |                   |                     |             |
| 03-220-5391                               | INTEREST EXPENSE                    | 3,650            | -                 | 1,632.56            | 44.7        |
| 03-220-5392                               | DEBT REDEMPTION                     | 23,150           | -                 | 23,138.18           | 99.9        |
| 03-220-5800                               | CAPITAL OUTLAY                      | 2,895,000        | -                 | 1,033,411.81        | 35.7        |
| <b>Department Total</b>                   |                                     | <b>2,921,800</b> | <b>-</b>          | <b>1,058,182.55</b> |             |
| <b>SEWER FUND Expend Total</b>            |                                     | <b>5,748,650</b> | <b>173,558.51</b> | <b>2,917,264.07</b> |             |
| 04-000-4000                               | WATER TAP SURCHARGE                 | 913,000          | 65,361.80         | 834,104.09          | 91.4        |
| 04-000-4001                               | INTEREST EARNED SURCHARGE           | 1,600            | 29.85             | 1,683.89            | 105.2       |
| 04-000-4317                               | SPECIAL REVENUE                     | -                | -                 | 4,979.15            | -           |
| 04-000-4600                               | INTEREST INCOME                     | 12,000           | -                 | 16,815.85           | 140.1       |
| 04-000-4603                               | RECEIPTS - OTHER                    | 221,000          | -                 | 221,000.00          | 100.0       |
| <b>PINEY SURCHARGE FUND Revenue Total</b> |                                     | <b>1,147,600</b> | <b>65,391.65</b>  | <b>1,078,582.98</b> |             |
| 04-200-5313                               | WATER SURCHARGE                     |                  |                   |                     |             |
| 04-200-5313                               | COLLECTION EXPENSE                  | 2,500            | -                 | 153.87              | 6.2         |
| 04-200-5390                               | MISCELLANEOUS EXPENSE               | 17,700           | -                 | 17,680.00           | 99.9        |
| 04-200-5391                               | INTEREST EXPENSE                    | 79,625           | -                 | 33,118.32           | 41.6        |

**CITY OF FROSTBURG  
APRIL 2023 BUDGET REPORT**

| Account Id                               | Account Description          | Amended Budget   | Mar 2023 Rev/Expd | YTD Rev/Expd      | % of Budget |
|--|------------------------------|------------------|-------------------|-------------------|-------------|
| 04-200-5392                              | DEBT REDEMPTION              | 766,400          | -                 | 26,663.56         | 3.5         |
| 04-200-5800                              | CAPITAL OUTLAY               | 175,000          | -                 | -                 | -           |
| 04-200-5802                              | CAPITAL REPAIRS              | 106,375          | 1,262.30          | 27,474.52         | 25.8        |
| <b>PINEY SURCHARGE FUND Expend Total</b> |                              | <b>1,147,600</b> | <b>1,262.30</b>   | <b>105,090.27</b> |             |
| 05-000-4000                              | TRASH & GARBAGE CHARGES      | 368,000          | 26,317.00         | 358,207.35        | 97.3        |
| 05-000-4001                              | INTEREST EARNED - TRASH      | 1,200            | 47.61             | 1,388.66          | 115.7       |
| 05-000-4315                              | PROCEEDS FROM FUND BALANCE   | 56,000           | -                 | -                 | -           |
| 05-000-4317                              | SPECIAL REVENUE              | 192,000          | -                 | 190,910.12        | 99.4        |
| 05-000-4404                              | SUNDRY SALES                 | 1,000            | 100.00            | 1,300.00          | 130.0       |
| 05-000-4600                              | INTEREST INCOME              | 3,500            | -                 | 3,230.87          | 92.3        |
| <b>GARBAGE FUND Revenue Total</b>        |                              | <b>621,700</b>   | <b>26,464.61</b>  | <b>555,037.00</b> |             |
| GARBAGE ADMIN.                           |                              |                  |                   |                   |             |
| 05-230-5000                              | SALARIES                     | 57,500           | 4,445.17          | 46,888.58         | 81.6        |
| 05-230-5010                              | SOCIAL SECURITY              | 4,350            | 326.96            | 3,440.07          | 79.1        |
| 05-230-5011                              | PENSION                      | 5,250            | -                 | 4,698.00          | 89.5        |
| 05-230-5012                              | WORKERS COMP                 | 175              | -                 | 120.75            | 69.0        |
| 05-230-5013                              | INSURANCE - HEALTH           | 12,450           | 774.69            | 9,524.36          | 76.5        |
| 05-230-5015                              | CONTRIBUTION - 457           | 575              | 36.65             | 385.11            | 67.0        |
| 05-230-5313                              | COLLECTION EXPENSE           | 2,500            | -                 | 47.46             | 1.9         |
| <b>Department Total</b>                  |                              | <b>82,800</b>    | <b>5,583.47</b>   | <b>65,104.33</b>  |             |
| GARBAGE OPERATING                        |                              |                  |                   |                   |             |
| 05-232-5000                              | SALARIES                     | 85,600           | 6,473.20          | 70,552.56         | 82.4        |
| 05-232-5010                              | SOCIAL SECURITY              | 6,550            | 459.36            | 5,002.96          | 76.4        |
| 05-232-5011                              | PENSION                      | 7,875            | -                 | 6,993.00          | 88.8        |
| 05-232-5012                              | WORKERS COMP                 | 5,925            | -                 | 4,095.00          | 69.1        |
| 05-232-5013                              | INSURANCE - HEALTH           | 24,900           | 1,642.38          | 19,280.06         | 77.4        |
| 05-232-5015                              | CONTRIBUTION - 457           | 825              | 53.96             | 566.58            | 68.7        |
| 05-232-5100                              | INSURANCE - AUTO             | 2,200            | -                 | 1,754.00          | 79.7        |
| 05-232-5102                              | INSURANCE - GEN LIAB         | 400              | -                 | 262.00            | 65.5        |
| 05-232-5105                              | INSURANCE - PROPERTY         | 3,600            | -                 | 2,976.82          | 82.7        |
| 05-232-5170                              | UNIFORMS                     | 3,075            | 80.56             | 1,623.94          | 52.8        |
| 05-232-5180                              | SAFETY EQUIPMENT             | 500              | 43.76             | 368.74            | 73.8        |
| 05-232-5210                              | OFFICE SUPPLIES              | 500              | -                 | 995.19            | 199.0       |
| 05-232-5400                              | GAS, OIL, GREASE             | 12,600           | 719.18            | 9,341.33          | 74.1        |
| 05-232-5600                              | CORPORATE OVERHEAD           | 16,850           | 1,404.25          | 14,042.50         | 83.3        |
| 05-232-5770                              | ASH DUMPSTER                 | 7,500            | 1,010.45          | 7,343.21          | 97.9        |
| 05-232-5771                              | BULK CLEANUP EXPENSE         | 10,000           | -                 | -                 | -           |
| 05-232-5772                              | LANDFILL CHARGES             | 130,000          | 9,038.78          | 94,724.71         | 72.9        |
| 05-232-5773                              | SANITATION OPERATING EXPENSE | 30,000           | 324.53            | 23,209.84         | 77.4        |
| 05-232-5800                              | CAPITAL OUTLAY               | 190,000          | -                 | 190,000.00        | 100.0       |
| <b>Department Total</b>                  |                              | <b>538,900</b>   | <b>21,250.41</b>  | <b>453,132.44</b> |             |
| <b>GARBAGE FUND Expend Total</b>         |                              | <b>621,700</b>   | <b>26,833.88</b>  | <b>518,236.77</b> |             |

Parks and Rec Monthly report  
For the Month of April, 2023  
Submitted by: [Gene Bittinger maintenance Supervisor]

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April 3 2023

Checked parks

Filled in around concrete block at Lyons bathrooms

Fixed door on Rifle range at Armory

Fixed water leak at East End

Put totes away

Brought bobcat back to shop

Took pressure washer to the pool

Turned water on at the pool

April 4 2023

Checked parks

Worked on new pool building

Filled dog bags

Put new pitcher's mound in on Comm. Field

April 5 2023

Checked parks

Started putting shingles on new pool building roof

Rolled Comm. And L.L. fields

Unloaded book truck for Patrick

April 6 2023

Checked parks

Turned water on at Dog Park, Trail Head, Small pool pavilion

Took tables to Armory

Checked lights in Armory elevator

April 10 2023

Cleaned pool out with sucker truck

Finished roof on new pool building

Cleaned trash in City Hall

April 11 2023

Checked parks

Finished roof at the pool

Brought books down to City Place

Went to Staff meeting

Fixed tire ruts at Glendening

April 12 2023

Checked parks

Cut Hoffman, MT Pleasant, East End, Pool, Armory, Dog Park

Rolled Community Field and L,L, field

April 13 2023

Checked parks

Worked on new pool building

Cut ST Mikes, City Hall

April 14 2023

Checked parks

Picked up supplies for the pool concrete

Installed drain at the pool

Put pool features up

Cleaned up outside pool building

April 17 2023

Checked parks

Put lime out at each baseball field

Picked up doors for Lyons bathrooms

Cleaned up skids and cardboard from City Place

April 18 2023

Checked parks

Replaced ceiling tiles and fixed cabinets doors at Comm. Center

Fixed water leaks at the Pool

Replaced pitcher's mound at Comm field

Started put fence up at L.L. field

Got tools ready for concrete pour

April 19 2023

Checked parks

Poured concrete at the pool

Cleaned up around Comm field fence

April 20 2023

Checked parks

Took books back for Patrick

Started laying ground works at new Lyons bathroom

Sealed concrete at the pool

Brought bobcat back from Hoffman

Picked up supplies for Lyons bathrooms

April 21 2023

Checked parks

Water proofed pump house building concrete

Replaced a battery in zero mower

Picked up skids from City Place

Brought fork drag back to L.L. field

Put water fountain in at the Pool

Cut grass around the shop

April 24 2023

Checked parks

Worked on ground works at Lyons bathrooms

Fixed water leak at the pool



April 25 2023

Checked parks

Graded for concrete at new Lyons bathrooms

Hauled stone to Lyons bathrooms

Ordered concrete

Took tractor to Smitty's to have tires filled

April 26 2023

Checked parks

Brought bobcat back from Lyons

Cut grass at East End, MT. Pleasant, Hoffman, Dog Park, Greene Street

Cut grass at ST Mikes, City Hall, Pool, Armory

April 27 2023

Checked parks

Poured concrete at Lyons bathrooms

Started cutting grass at Glendening

April 28 2023

Checked parks

Hung punching bag at City Hall

Fixed chlorine line at the Pool

Unlocked pool and fixed concrete at the Pool

Worked on door at Shaw Street bathrooms

Replaced sink at the small pool pavilion

Cut toilets loose for floor refinish

May 1 2023

**CITY OF FROSTBURG**

Monthly Report: Police Department

For the Month of: April 2023

Submitted by: PCO Mary Gracie &amp; Chief Nicholas Costello

**IDENTIFIED INCIDENTS & COMPLAINTS for the Month**

|                           | 2022 | 664                    | 2023                              | 597               |
|---------------------------|------|------------------------|-----------------------------------|-------------------|
| <b>ARRESTS</b>            |      |                        |                                   |                   |
|                           |      |                        | On-View/Citations                 | 10                |
|                           |      |                        | Warrants Served/Obtained          | 1                 |
|                           |      |                        | Summonses Served                  | 2                 |
|                           |      |                        | Juvenile Arrests & Citations      | 1                 |
|                           |      |                        | <b>TOTAL</b>                      | <b>14</b>         |
| <b>C3I INVESTIGATIONS</b> |      |                        | Cases                             | 1                 |
| <b>COMMUNITY POLICING</b> |      |                        | Logged Activities                 | 14                |
| <b>PARKING</b>            |      |                        | Parking Violations                | 40                |
| <b>PRISONERS</b>          |      |                        | Custodial Arrests                 | 10                |
| <b>PUBLIC SERVICE</b>     |      |                        | Well-Being Checks                 | 11                |
|                           |      |                        | Emergency Petitions               | 6                 |
|                           |      |                        | Assist Other Agency               | 18                |
|                           |      |                        | Request for Officer               | 45                |
|                           |      |                        | Follow-Ups                        | 12                |
|                           |      |                        | Disturbance (Multiple Inc. Types) | 40                |
| <b>TRAFFIC</b>            |      |                        | M/V Crashes                       | 13                |
|                           |      |                        | Traffic Details                   | 73                |
|                           |      |                        | DWI/DUI Arrests                   | 2                 |
| <b>TRAFFIC STOPS</b>      |      |                        | Total Number of Stops             | 55                |
|                           |      |                        | Citations                         | 12                |
|                           |      |                        | Warnings                          | 61                |
|                           |      |                        | SEROs                             | 0                 |
| <b>COLLECTIONS</b>        |      |                        | Parking Meter Fines               | \$195.00          |
|                           |      |                        | Other Parking Fines               | \$1,435.00        |
|                           |      |                        | Parking Meter Collections         | \$1,455.91        |
|                           |      |                        | Municipal Infractions Paid        | \$200.00          |
|                           |      |                        | Parking Permits                   | \$20.00           |
|                           |      |                        | Miscellaneous                     | \$70.00           |
|                           |      |                        | Park Mobile                       | \$47.33           |
|                           |      |                        | <b>TOTAL</b>                      | <b>\$3,423.24</b> |
|                           |      | This month year prior: | \$3,782.30                        |                   |

Respectfully Submitted,



Chief of Police

## **CITY OF FROSTBURG**

Monthly Report: Street Department

For the Month of: April 2023

Submitted by: Shane Elliott

April 1, 2023 – Saturday

- Checked all CSO's
- Removed tree from roadway on Bowery Extended

April 2, 2023 – Sunday

April 3, 2023 – Monday

- Checked and emptied city trash cans where needed
- Met with USG to discuss sewer/storm lines on west end of town
- Removed litter off Main Street, Bowery and Center
- Made new monthly report and sent out old one
- Ran street sweeper on east end of town all day
- Uncovered manhole on West Mechanic Street
- Trimmed several hedges on Main St. wall and hauled away debris
- Changed oil and filters on mowing tractor
- Removed glass in roadway on High Street
- Emptied and cleaned out sweeper at dump site
- Pushed up gravel and dirt piles with Bobcat
- Fueled up Bobcat and checked fluids after use
- Checked all sewer pumping stations – ran weekly electrical testes on systems
- Made repairs to damaged sewer line on Broadway
- Ran sewer camera in main line on Broadway St.
- Marked miss utility tickets and checked them in on computer
- Washed off all sewer camera equipment after use
- Removed dead animal on Braddock Road
- Cleaned up debris along roadway on Depot Street

April 4, 2023 – Tuesday

- Picked up garbage route on west end of town
- Ran street sweeper on east end of town
- Marked miss utility tickets and checked them in on computer
- Finished cleaning up around parking lot and storage area
- Picked up litter on Main Street
- Met with USG to discuss sewer and storm manhole locations
- Checked all sewer pumping stations
- Hauled a few loads of dirt and debris to Miller Bottom site
- Pulled old sewer pump and set new pump at Hoffman pumping station – wired up new pump and tested electrical system
- Pressure washed old sewer pump
- Emptied and cleaned out sweeper over at dump site
- Picked up supplies from Frostburg Carquest
- Washed out bed on one ton ford dump truck
- Picked up supplies from American Rent All in Cumberland
- Used Bobcat sweeper in garage parking lot
- Picked up a dead animal on Braddock Rd.

April 5, 2023 – Wednesday

- Picked up garbage route on east end of town
- Took snow plow and tire chains off truck #4 and truck #6
- Removed litter on Main Street
- Marked miss utility tickets and checked them in on computer
- Dumped and cleaned out sweeper at dump site
- Straightened sign post on Mechanic Street
- Checked all sewer pumping stations
- Ran Street Sweeper on East St. and Mt. Pleasant St.
- Washed out truck beds after use
- Hauled several loads of debris to Miller Bottom
- Investigated sewer complaint on Paul St.
- Hauled several loads of sediment from water treatment plant
- Checked on potential issue found by USG
- Replaced lock on parking meter for police dept.
- Took sewer pumps to IM Motors to have checked and rebuilt

April 6, 2023 – Thursday

- Picked up garbage route in center section of town
- Ran street sweeper on east end of town
- Prepared garbage truck to be delivered to Pittsburgh next week for repairs
- Checked all sewer pumping stations
- Took invoices and bills to City Hall
- Removed litter and glass in roadway on Main Street
- Put away Fastenal delivery
- Communicated with Maryland Industrial Trucks about mis-ordered parts
- Marked miss utility ticket and checked them in on computer
- Fueled up loader and checked all fluids
- Cleaned up sign room and upstairs parts area
- Locate buried manhole on Winks Lane – Drilled to get depth
- Met with USG to look over camera footage of sewer lines
- Emptied and cleaned out street sweeper over at dump site
- Marked emergency miss utility ticket on Ormand Street
- Straightened bent sign post on Mechanic Street
- Had meeting with the Commissioner and Director at Street Dept.

April 7, 2023 – Friday - OFF- Good Friday

April 8, 2023 – Saturday

April 9, 2023 – Sunday

**P.4**

April 10, 2023 – Monday

- Emptied city trash cans where needed on Main Street
- Took old garbage truck to Pittsburg PA for repairs
- Checked all sewer pumping stations
- Filled water tanks and checked fluids on jetter truck
- Removed dead animal in roadway on Main Street
- Checked on sewer complaint on Mechanic Street
- Ran street sweeper on east end of town
- Used jetter truck to clean out catch screens at swimming pool
- Picked up litter on Main Street, Water Street and College Avenue
- Dropped off return package at Mail Room in LaVale
- Ran robot sewer camera in sewer main on Mechanic Street
- Marked miss utility tickets and checked them in on computer
- Checked on USG while running camera equipment on Center Street
- Washed off sewer camera equipment after use
- Emptied and cleaned out sweeper over at dump site
- Took yard waste over to Frostburg Grows
- Greased and changed oil/ filters on Bobcat

April 11, 2023 – Tuesday

- Picked up west end of town garbage route
- Marked emergency miss utility ticket for gas company
- Removed litter on Main Street
- Dye tested sewer line on Mt Vernon Street
- Checked all sewer pumping stations
- Applied Flint cross walk material in several locations around town
- Attended staff meeting at city hall
- Marked miss utility tickets and checked them in on computer
- Ran street sweeper on east end of town
- Checked on a sewerage complaint on Park Lane (Alleyway)
- Unloaded Flint cross walk material delivery with bobcat
- Ran jetter truck in sewer main on Park Lane due to clogged sewer line
- Went through equipment inventory due to insurance purposes
- Emptied and cleaned out sweeper at dump site
- Set up interviews for Thursday the 20<sup>th</sup>
- Ran sewer camera in sewer system on University Drive
- Washed off all sewer camera equipment

## P.5

April 12, 2023 – Wednesday

- Picked up garbage route on east end of town
- Checked all sewer pumping stations
- Painted divider line in parking area of MDE parking lot
- Marked miss utility tickets and checked them in on computer
- Sealed cracks in office widow and loose bricks
- Used loader to push up and toss compost at Frostburg Groves dump site
- Picked up litter on Main Street
- Fueled up loader after use and checked tire pressure
- Marked nuisance trees to be removed with marking paint
- Picked up smoke testing flyers from City Hall
- Helped load up sewer pump attachment onto Belt Construction work truck
- Ran street sweeper in Braddock Estates
- Put Napa delivery away
- Handed out smoke testing flyers on west end of town
- Emptied out street sweeper over at dump site
- Finished changing the filters and fluids on the mini excavator
- Checked catch basin complaint on Broadway

April 13, 2023 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Ran street sweeper in center section of town
- Handed out more smoke testing flyers on west end of town
- Removed litter on Main Street
- Checked sewer main just off University Drive for any flow issues
- Marked miss utility tickets and checked them in on computer
- Painted parking line & handicap emblems in parking areas where needed
- Cut and trimmed grass outside garage and across street
- Greased all pivot and joint parts on loader
- Removed unsafe loose barb wire from front of fence along garage
- Seeded and strawed hillside in lower end of parking lot
- Repaired 4 parking meters on Main Street
- Put down flint cross walk material in a few locations
- Had special garbage pick up on Broadway
- Emptied and cleaned out street sweeper debris hopper at dump site
- Met with tree crew to discuss future tree removal

## P.6

April 14, 2023 – Friday

- Checked all sewer pumping stations
- Handed out more smoke testing flyers all over town
- Emptied out city trash cans where needed

- Ran street sweeper in Braddock Estates
- Marked Miss Utility tickets and checked them in on computer
- Emptied and cleaned out sweeper at dump site
- Removed litter on Main Street
- Painted new marking lines in City Place parking lots
- Removed dead animal in roadway on Main Street
- Put away and organized flint delivery
- Checked on water runoff complaint in alley off of Grant St.
- Met with plumber doing work on McCulloh St. to locate sewer line
- Installed new manhole cover on American Ave. to replace cracked lid
- Used push cam to camera storm line on locust St.
- Put water meter crock back in place on Linden St.
- Repaired sinkhole with concrete and stone on rifle range road

April 15, 2023 – Saturday - Checked CSO's and made report

April 16, 2023 – Sunday

April 17, 2023 – Monday

- Checked and emptied city trash cans where needed
- Removed litter on Main Street
- Checked sewer complaint on Welsh Street – ran camera
- Inspected ditch line just off Route 40 for debris
- Marked miss utility tickets and checked them in on computer
- Began reconstruction of a catch basin on Broadway
- Ran street sweeper on east end of town
- Checked sewer complaint on Stoyer Street - Ran sewer camera in sewer main
- Emptied and cleaned out sweeper over at dump site
- Cut grass on the wall on Main Street, in front of high school and other locations where needed
- Installed steel plate and street cones around job site on Broadway
- Washed off all sewer camera equipment after use
- Marked emergency miss utility ticket for sewer company on Grandview Drive

## P.7

April 18, 2023 – Tuesday

- Picked up garbage rout on west end of town
- Poured new concrete walls in catch basin on Broadway
- Marked miss utility tickets and checked them in on computer



- Greased street sweeper and installed new wash down motor
- Ran robot sewer camera on Uhl and Welsh Street – marked sewer taps
- Met with contractor to discuss tree removal of Bradford Pears in several locations on Main Street, Center and Bowery Street
- Checked all sewer pumping stations
- Set steel plate and street cones around job site until the concrete could cure
- Removed litter on Main Street and College Avenue
- Washed off sewer camera equipment after use
- Straightened up barricades on Main Street
- Took invoices to be paid to city hall and picked up mail
- Met with contractor to discuss sewer tap location and installation on Uhl Street
- Ran sewer push camera in old mine hole just off Depot Street
- Dye tested sewer line just off North Water
- Installed two new sewer cleanout caps that were broken
- Ordered and pushed up delivery of gravel

April 19, 2023 – Wednesday

- Picked up garbage route on east end of town
- Cleaned up glass in roadway on Main Street at Jenkins
- Removed litter on Main Street
- Cut up and removed several telephone poles in Rec. Complex
- Ran street sweeper in center section of town
- Checked all sewer pumping stations
- Unloaded a delivery of manhole risers with bobcat
- Marked miss utility tickets and checked them in on computer
- Removed a few tree stumps from ditch line on west end of town
- Checked for addresses in illegally dumped piles of debris behind Burger King
- Removed dead animal on Main Street due to complaint
- Took delivery over to MDE
- Picked up supplies from Frostburg Concrete & Materials
- Marked emergency miss utility ticket for Gas Company
- Put down flint cross walk material in several locations
- Emptied and cleaned out sweeper over at dump site
- Called back to work due to a sewer clog – ran jetter in sewer main in Braddock Estates

## **P.8**

April 20, 2023 – Thursday

- Picked up garbage route in center section of town
- Finished installing cross walk material on College Avenue
- Ran street sweeper in center section of town
- Checked all sewer pumping stations

- Worked on cleaning out ditch line on west end of town
- Set up work station for interviews
- Marked miss utility tickets and checked them in on computer
- Drove city streets with another tree contractor to show what trees need to be removed
- Checked on sewer complaint in Braddock Estates – popped manholes in surrounding area to check for flow issues
- Put sewer balloons and air tank in lower storage shed
- Emptied and cleaned out sweeper at dump site
- Removed litter on Main Street
- Picked up supplies from Lowes Home Center
- Had a few interviews at street Dept. shop area
- Picked up trash that had been missed during route

April 21, 2023 – Friday

- Checked all sewer pumping stations
- Took spreader and chains off blacktop truck
- Replaced hydraulic line on backhoe
- Marked miss utility tickets and checked them in on computer
- Ran street sweeper in center section of town
- Checked and emptied all city trash cans where needed on Main Street
- Straightened several sign posts around town
- Cleaned up around the garage and emptied shop trash cans
- Handed out smoke testing flyers to the public
- Swept rest room and lunch room floors
- Cut up and removed tree stump on Main Street
- Emptied and cleaned out sweeper over at dump site
- Cleaned debris off catch basins where needed
- Picked up garbage truck in Pittsburg PA after being repaired
- Changed oil and filters on city hall jeep
- Removed litter and glass in roadway on College Avenue
- Checked signage complaint on Grandview Drive

## **P.9**

April 22, 2023 – Saturday

April 23, 2023 – Sunday – Checked all CSO's

April 24, 2023 – Monday

- Handed out the rest of the smoke testing flyers around town

- Removed dead animal in roadway on Main Street
- Checked and emptied city trash cans where needed
- Picked up sign posts from Road Safe in Cumberland
- Ran street sweeper on Centennial Street and Depot St Ext
- Checked all sewer pumping stations
- Patched a few holes around town where needed
- Marked miss utility tickets and checked them off computer
- Cut roadway and installed manhole risers on Willow Drive
- Picked up litter in roadway on Main Street
- Removed filled oil drum and installed new one
- Installed new battery on blacktop roller
- Took sign post up to Water Dept.
- Emptied and cleaned out sweeper over at dump site
- Replaced side brooms on street sweeper

April 25, 2023 – Tuesday

- Picked up west end of town garbage route
- Filled fluids in roller and loaded onto blacktop trailer
- Checked all sewer pumping stations
- Ran street sweeper in center section of town
- Checked sewer complaint on College Avenue and met with plumber
- Marked miss utility tickets and checked them in on computer
- Had Comcast work on shop phone lines/fax line due to issues
- Made steel bracket for truck #350 and installed side storage box
- Removed litter off Main Street
- Went through street sign inventory and sent out a sign order
- Cut and trimmed grass in front of garage and across road
- Emptied and cleaned out sweeper over at dump site
- Straightened stop sign pole on Armstrong Ave.
- Checked sewer complaint on Main Street – ran sewer camera in sewer main
- Washed off and desensitized sewer camera system after use

## **P.10**

April 26, 2023 – Wednesday

- Picked up garbage route on east end of town
- Installed new sewer cleanout cover on First St.
- Checked all sewer pumping stations
- Used Catch Vac. Truck and mini excavator to dig up sewer line on First St.
- Marked miss utility tickets and checked them in on computer
- Hauled a load of dirt and blacktop debris to Miller Bottom
- Removed litter on Main Street where visible

- Filled jetter truck with water and checked fluids
- Installed several new No Parking signs in Bobcat Ct.
- Met with plumbing contractor on Barnard St.
- Trimmed growth in front of no parking signs
- Dye tested sewer lines on Barnard and First streets
- Used Bobcat sweeper bucket to clean Rec. Department Rd.
- Ran street sweeper in center section of town
- Emptied and cleaned out Catch Vac and Sweeper at dump site
- Flushed sewer line to clean out debris
- Emptied and cleaned out sweeper over at dump site

April 27, 2023 – Thursday

- Picked up garbage route in the center section of town
- Installed new center broom on street sweeper
- Checked all sewer pumping stations
- Ran street sweeper on west end of town
- Marked Miss Utility tickets and checked them in on computer
- Emptied and cleaned out sweeper over at dump site
- Put down flint crosswalk material on Broadway and Depot Streets
- Cleaned debris laying in Water St.
- Picked up pipe and materials from PVIS in Cumberland
- Blocked off area on Broadway to have catch basin sucked out
- Installed new No Parking signs on Water St.
- Used catch vac to suck out a catch basin on Broadway
- Set up Road Work signs on New Hope Road to install crosswalks
- Installed mirror on truck #14
- Met with MDE to get infall and outfalls on storm and sewer system along Sandspring Run
- Sucked out several catch basins on East Street and Mt Pleasant Street

## **P.11**

April 28, 2023 – Friday

- Checked and emptied city trash cans on Main Street where needed
- Removed dead animal on Main Street
- Checked all CSO's locations and made report
- Installed three new street signs on Water Street
- Picked up litter on Main Street
- Cleaned off catch basin grates and culvert inlets

- Fabricated sewer cleanout tools
- Checked all sewer pumping stations
- Picked up supplies from Surplus City
- Marked miss utility tickets and checked them in on computer
- Straightened several sign posts on Grandview Drive
- Removed section of ceiling in locker room due to roof leak
- Checked catch basin curb inlet complaint on Center Street
- Marked emergency miss utility ticket on Mt Pleasant Street
- Searched perimeter of building to make sure of no further roof leaking areas

April 29, 2023 – Saturday

- Checked all CSO's and made a report

April 30, 2023 – Sunday

- Checked all CSO's and made a report

# City of Frostburg

## Monthly Report: Water Department

For the Month of April, 2023

Submitted by: Jim Williams, Supervisor

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April 3, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Replaced outside meter Broadway with new meter stand

April 4, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Read master meters
- Checked leaking meter Center St.
- Lined up trucks and a place to dump drying beds

April 5, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Reread two meters for high consumption
- Retrieved two data logs
- Final reading Federal St.

- Turned water off for non-payment
- Cleaned drying bed number 4
- Read County Master Meters

April 6, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Installed new fuel pump on tank at shop
- Turned water on Dog Park (line to building leaking)

April 7, 2023

- Holiday

April 10, 2023, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Turned water on St. Michael's Cemetery
- Repaired leak Mill St.
- Repaired valve Bowery St.
- Final reading W. Mechanic St.

April 11, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Attended staff meeting

- Repaired leak Mill St.
- Repaired valve Bowery St.
- Repaired leak First St. and Alley 23
- Obtain data log Summit Pl.
- Final reading Taylor St.

April 12, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Read quarterly meter reading
- Installed gravel in drying bed 4 at Treatment Plant
- Repaired water line Dog Park

April 13, 2023

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Read quarterly meter reading
- Reread 7meters due to high consumption or not transmitting
- Final reading Hill St.
- Top soiled, seeded & mulched yards on Broadway & White Oak Lane due to water issues
- Reread water meter on Mill St. (possible leak)

April 14, 2023

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Read quarterly meter reading
- Hauled junk dirt away
- Cleaned out trucks



- Final reading N. Water St.

April 17, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Inspected meter on Mill St
- Installed new meter on Ormand
- Shut water off for home owner leak in home E. Main
- Emergency Locate Grandview

April 18, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reading
- Data log Blair St
- Cleaned the shop
- Hauled trash away

April 19, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed 6" tap Industrial Park for fire hydrant

April 20, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed 60" of pipe for fire hydrant Industrial Park
- Installed fire hydrant Industrial Park

April 21, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Obtain data log E. Main St.
- Final reading Spring St.
- Final reading on Mt. Pleasant
- Final reading S. Water St
- Flushed fire hydrant Industrial Park now in service

April 24, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Checked for water loss chart is out
- Reread water meter Mill St.
- Installed new meter Greene St.
- Installed new sign to locate new valve for fire hydrant Industrial Park
- Gave contractor water meter for property on Maple St.

April 25, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Located & marked curb stops for contractor on Bealls St.
- Turn water off & back on for plumber E. College Ave. installing new service line
- Adjusted valve box Washington St.

April 26, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Emergency Locate First St. & State St.
- Worked with contractor Beall's St.
- Cut grass @ shop
- Replaced brass base on meter on Lee St. Original had frozen and ruptured

April 27, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked with contractor Beall's St.

April 28, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Emergency Locate Mt. Pleasant St.

# ORDINANCE 2023-03

## FORMAL ADOPTION OF THE FISCAL 2023/2024 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 2023/2024 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, 2023 – June 30, 2024; 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:

|                            |                       |
|----------------------------|-----------------------|
| <b>OPERATING BUDGETS:</b>  | <b>See Attachment</b> |
| <b>TAXES:</b>              | <b>See Attachment</b> |
| <b>WATER RATES:</b>        | <b>See Attachment</b> |
| <b>SEWAGE RATES:</b>       | <b>See Attachment</b> |
| <b>GARBAGE RATES:</b>      | <b>See Attachment</b> |
| <b>MISCELLANEOUS FEES:</b> | <b>See Attachment</b> |

|                 |                |
|-----------------|----------------|
| Introduction:   | April 20, 2023 |
| Public Hearing: | May 18, 2023   |
| Adoption:       | May 18, 2023   |
| Effective:      | June 7, 2023   |

ATTEST: MAYOR & CITY COUNCIL OF FROSTBURG

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

By: \_\_\_\_\_  
W. ROBERT FLANIGAN, Mayor

# Budget Ordinance

April 20, 2023

FISCAL YEAR 2024





# Frostburg Priorities

- Maintain level of services to community
- Safe drinking water, reliable sanitation, good streets and sidewalks
- Retain professional & capable staff
- Solvency and affordability



# Budget Programming

- Employee salary increase
- LEOPS Pension System for Police Officers
- Water and Sewer Rates – Study Recommendations from NewGen
- ARPA Projects/Capital Purchases
- CSO Projects (multiple phases)
- Strategic replacement plans





# External Forces



- Inflation
  - Materials
  - Chemicals (WTP)
  - Fuel & Electricity
  - Equipment (repair and replacement)
- Insurance Costs
- Other public agency salaries
- Workforce availability
- Property assessments by SDAT



**CITY OF FROSTBURG**  
**BUDGET ORDINANCE FOR THE YEAR ENDING JUNE 30, 2024**  
**CONDENSED SUMMARY BY FUND AND DEPARTMENT**

|                             | Revenue       | Expense       | Net Income<br>(Loss) |
|-----------------------------|---------------|---------------|----------------------|
| Corporate Fund              |               |               |                      |
| Executive                   |               | \$ 550,575    |                      |
| Administration              |               | 3,139,200     |                      |
| Finance                     |               | 198,375       |                      |
| Community Development       |               | 400,075       |                      |
| Code Enforcement            |               | 150,925       |                      |
| Public Works Administration |               | 121,650       |                      |
| Public Safety               |               | 2,376,350     |                      |
| Street                      |               | 1,911,525     |                      |
| Recreation                  |               | 738,375       |                      |
| Total Corporate Fund        | \$ 9,587,050  | \$ 9,587,050  | \$ -                 |
| Water                       |               |               |                      |
| Administration              |               | \$ 202,250    |                      |
| Filtration                  |               | 1,006,400     |                      |
| Supply                      |               | 99,625        |                      |
| Distribution                |               | 892,125       |                      |
| Total Water Fund            | \$ 2,200,400  | \$ 2,200,400  | \$ -                 |
| Sewer                       |               |               |                      |
| Administration              |               | \$ 94,400     |                      |
| Operating                   |               | 2,019,325     |                      |
| Sewer subtotal              | 2,115,525     | 2,113,725     | 1,800                |
| CSO subtotal                | 3,888,000     | 3,889,800     | (1,800)              |
| Total Sewer Fund            | \$ 6,003,525  | \$ 6,003,525  | \$ -                 |
| Total Piney Surcharge       | \$ 831,800    | \$ 622,300    | \$ 209,500           |
| Garbage                     |               |               |                      |
| Administration              |               | \$ 93,900     |                      |
| Operating                   |               | 367,800       |                      |
| Total Garbage Fund          | \$ 461,700    | \$ 461,700    | \$ -                 |
| City Total                  | \$ 19,084,475 | \$ 18,874,975 | \$ 209,500           |

# Budget Overview



# Budget Highlights

## Real Estate Taxes

- Maintain the current tax rate of \$0.70 per \$100 of assessed value
- Net assessable base increased approximately \$25.6 million
- An increase in the Enterprise Zone Credit eligible assessments of \$11.1 million is included in the overall increase in the net assessable base

## Utility Rates

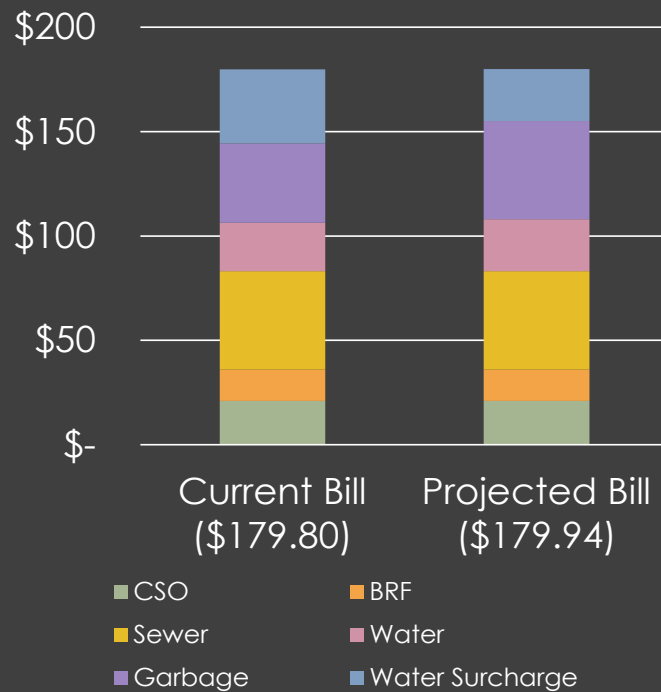
- No changes in the Sewer rate, CSO Surcharge or Bay Restoration Fee
- Propose increasing **Water** consumption rates by 7%
- Propose decreasing **Water Surcharge** rates for all customers
- Propose increasing **Garbage** rates by \$3 per month per unit



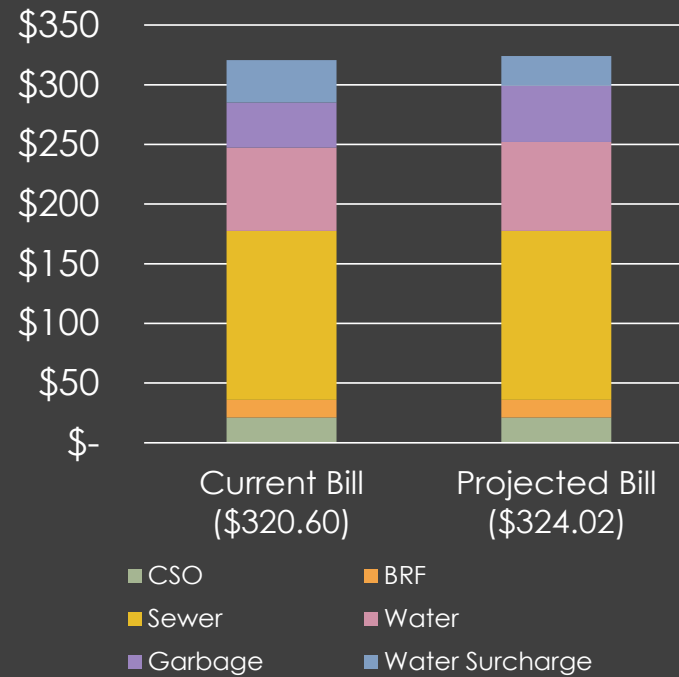


# Utility Bill Impact

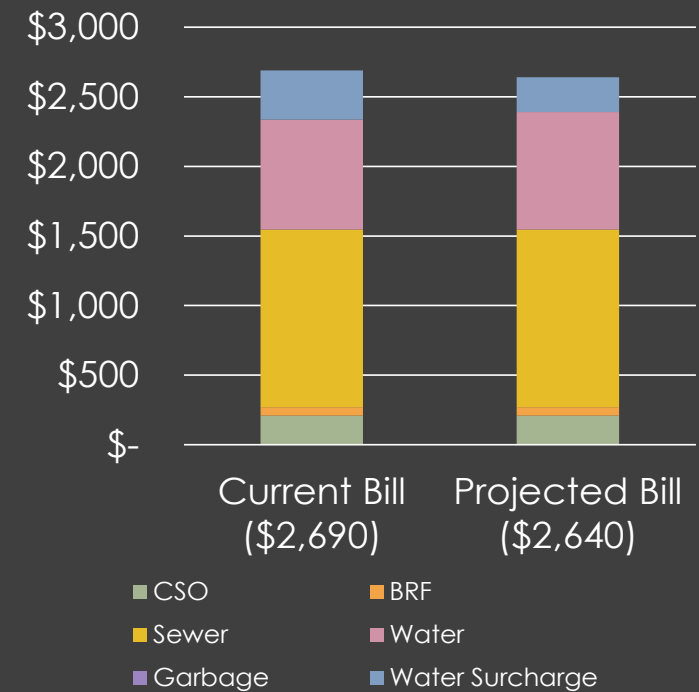
Single Unit – 4,000 gallons



Single Unit – 12,000 gallons



Multi-unit – 95,000 gallons



Questions?  
Comments?



**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                | <b>AMOUNT</b> |
|----------------|-----------------------------------|---------------|
| 01-000-4000    | Taxes - Real Estate               | \$ 2,736,000  |
| 01-000-4001    | Personal Property Taxes           | 12,000        |
| 01-000-4002    | Public Utility Taxes              | 190,000       |
| 01-000-4003    | Corporation Taxes                 | 140,000       |
| 01-000-4004    | Prior Year Taxes                  | 2,000         |
| 01-000-4005    | Trailer Tax                       | 1,600         |
| 01-000-4010    | Interest on Taxes                 | 50,000        |
| 01-000-4011    | Tax Credits                       | (32,400)      |
| 01-000-4012    | Tax Abatements                    | (3,000)       |
| 01-000-4013    | Enterprise Zone Reimbursement     | 16,200        |
| 01-000-4020    | Maryland Income Tax               | 640,000       |
| 01-000-4021    | Admission Taxes                   | 32,000        |
| 01-000-4022    | Hotel Motel Tax                   | 150,000       |
| 01-000-4023    | Highway Use Tax                   | 432,000       |
| 01-000-4024    | Coal Tax                          | 3,000         |
| 01-000-4025    | Housing Authority                 | 12,000        |
| 01-000-4027    | Payment in Lieu of Taxes          | 3,900         |
| 01-000-4031    | Liquor Licenses                   | 9,000         |
| 01-000-4032    | Traders Licenses                  | 5,000         |
| 01-000-4040    | Police Grants                     | 40,000        |
| 01-000-4041    | Parking Meters                    | 18,000        |
| 01-000-4043    | Police Protection Grant           | 135,000       |
| 01-000-4045    | Fines & Forfeitures               | 15,000        |
| 01-000-4046    | Meter Violations                  | 1,000         |
| 01-000-4047    | Frostburg State University MOU    | 200,000       |
| 01-000-4049    | School Resource Reimbursement     | 30,000        |
| 01-000-4050    | Permits, Planning                 | 2,000         |
| 01-000-4051    | Building Permits                  | 2,000         |
| 01-000-4052    | Rental Registration               | 74,000        |
| 01-000-4054    | Construction Inspections          | 17,750        |
| 01-000-4055    | Code Enforcement Citations        | 1,750         |
| 01-000-4056    | Comm Dev Grant Revenue            | 50,000        |
| 01-000-4060    | Swimming Pool                     | 60,000        |
| 01-000-4062    | Day Camp Registrations            | 18,000        |
| 01-000-4063    | Recreation Activities             | 20,000        |
| 01-000-4200    | Operating Transfer - Water Fund   | 107,100       |
| 01-000-4201    | Operating Transfer - Sewer Fund   | 227,750       |
| 01-000-4202    | Operating Transfer - Garbage Fund | 17,500        |
| 01-000-4301    | Rents                             | 97,500        |
| 01-000-4302    | HRD Appropriation                 | 10,500        |
| 01-000-4303    | Franchises                        | 88,000        |
| 01-000-4304    | Miscellaneous Revenue             | 3,000         |
| 01-000-4306    | Project Reimbursement             | 1,781,700     |
| 01-000-4315    | Proceeds from Fund Balance        | 247,200       |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b>                 | <b>DESCRIPTION</b>                  | <b>AMOUNT</b>       |
|--------------------------------|-------------------------------------|---------------------|
| 01-000-4317                    | Special Revenue                     | 1,723,000           |
| 01-000-4600                    | Interest Income                     | 200,000             |
|                                | <b>Total Corporate Fund Revenue</b> | <b>\$ 9,587,050</b> |
| <b>Corporate Fund Expenses</b> |                                     |                     |
| <b>Executive</b>               |                                     |                     |
| 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        | 8,000               |
| 01-100-5110                    | Contributions                       | 500,000             |
| 01-100-5150                    | Training                            | 2,500               |
| 01-100-5160                    | Travel                              | 4,000               |
| 01-100-5185                    | Professional Fees                   | 6,000               |
|                                | <b>Total Executive</b>              | <b>\$ 550,575</b>   |
| <b>Administrative</b>          |                                     |                     |
| 01-110-5000                    | Salaries                            | \$ 166,000          |
| 01-110-5010                    | Social Security                     | 12,800              |
| 01-110-5011                    | Pension                             | 12,000              |
| 01-110-5012                    | Workers Comp                        | 600                 |
| 01-110-5013                    | Insurance - Health                  | 30,000              |
| 01-110-5014                    | Insurance - Health Retiree          | 24,000              |
| 01-110-5015                    | Contribution - 457                  | 1,900               |
| 01-110-5030                    | Employee Wellness                   | 7,500               |
| 01-110-5050                    | Reserve For Contingencies           | 10,000              |
| 01-110-5100                    | Insurance - Auto                    | 1,200               |
| 01-110-5102                    | Insurance - Gen Liab                | 150                 |
| 01-110-5105                    | Insurance - Property                | 6,800               |
| 01-110-5106                    | Insurance - AD&D and Life           | 4,200               |
| 01-110-5111                    | Contributions - Tourism             | 118,000             |
| 01-110-5150                    | Training                            | 2,000               |
| 01-110-5160                    | Travel                              | 1,000               |
| 01-110-5185                    | Professional Fees                   | 1,500               |
| 01-110-5191                    | Communications                      | 10,000              |
| 01-110-5200                    | Advertising                         | 6,000               |
| 01-110-5205                    | Legal                               | 34,500              |
| 01-110-5207                    | Pension Administrative Fee          | 8,900               |
| 01-110-5210                    | Office Supplies                     | 11,000              |
| 01-110-5220                    | Postage                             | 15,000              |
| 01-110-5230                    | Computer Exp                        | 18,000              |
| 01-110-5232                    | IT Licensing and Fees               | 22,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b>               | <b>DESCRIPTION</b>                     | <b>AMOUNT</b>       |
|------------------------------|--|---------------------|
| 01-110-5235                  | Digital Engagement                     | 22,000              |
| 01-110-5301                  | Election                               | 10,400              |
| 01-110-5391                  | Princlpal and Interest on Debt Service | 154,750             |
| 01-110-5420                  | Fleet Lease                            | 8,800               |
| 01-110-5500                  | Building - Armory                      | 12,000              |
| 01-110-5502                  | Building Maintenance                   | 14,000              |
| 01-110-5550                  | Utilities - Building                   | 16,000              |
| 01-110-5700                  | Bank Fees                              | 3,200               |
| 01-110-5807                  | Capital Outlay                         | 2,373,000           |
|                              | Total Administrative                   | <u>\$ 3,139,200</u> |
| <b>Finance</b>               |  |                     |
| 01-120-5000                  | Salaries                               | \$ 80,000           |
| 01-120-5010                  | Social Security                        | 6,100               |
| 01-120-5011                  | Pension                                | 7,300               |
| 01-120-5012                  | Workers Comp                           | 225                 |
| 01-120-5013                  | Insurance - Health                     | 13,000              |
| 01-120-5015                  | Contribution - 457                     | 500                 |
| 01-120-5102                  | Insurance - Gen Liab                   | 150                 |
| 01-120-5105                  | Insurance - Property                   | 2,900               |
| 01-120-5150                  | Training                               | 1,000               |
| 01-120-5185                  | Professional Fees                      | 1,000               |
| 01-120-5310                  | Auditing                               | 75,000              |
| 01-120-5311                  | Actuarial Study                        | 4,000               |
| 01-120-5313                  | Tax Collection                         | 2,800               |
| 01-120-5810                  | RETSA Obligation                       | 4,400               |
|                              | Total Finance                          | <u>\$ 198,375</u>   |
| <b>Community Development</b> |  |                     |
| 01-130-5000                  | Salaries                               | \$ 115,000          |
| 01-130-5010                  | Social Security                        | 8,800               |
| 01-130-5011                  | Pension                                | 11,000              |
| 01-130-5012                  | Workers Comp                           | 325                 |
| 01-130-5013                  | Insurance - Health                     | 38,000              |
| 01-130-5015                  | Contribution - 457                     | 800                 |
| 01-130-5102                  | Insurance - Gen Liab                   | 150                 |
| 01-130-5105                  | Insurance - Property                   | 3,800               |
| 01-130-5150                  | Training                               | 500                 |
| 01-130-5160                  | Travel                                 | 700                 |
| 01-130-5185                  | Professional Fees                      | 1,000               |
| 01-130-5320                  | Economic Development                   | 8,000               |
| 01-130-5322                  | Planning                               | 150,000             |
| 01-130-5323                  | Public Art                             | 2,000               |
| 01-130-5820                  | Community Legacy Projects              | 50,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                 | <b>AMOUNT</b>       |
|----------------|------------------------------------|---------------------|
| 01-130-5822    | Special Projects                   | 10,000              |
|                | Total Community Development        | <u>\$ 400,075</u>   |
|                | <b>Code Enforcement</b>            |                     |
| 01-140-5000    | Salaries                           | \$ 58,000           |
| 01-140-5010    | Social Security                    | 4,500               |
| 01-140-5011    | Pension                            | 5,300               |
| 01-140-5012    | Workers Comp                       | 175                 |
| 01-140-5013    | Insurance - Health                 | 8,800               |
| 01-140-5015    | Contribution - 457                 | 250                 |
| 01-140-5102    | Insurance - Gen Liab               | 150                 |
| 01-140-5105    | Insurance - Property               | 2,900               |
| 01-140-5150    | Training                           | 500                 |
| 01-140-5160    | Travel                             | 500                 |
| 01-140-5185    | Professional Fees                  | 400                 |
| 01-140-5231    | Software and Subscriptions         | 11,700              |
| 01-140-5330    | Code Enforcement                   | 5,000               |
| 01-140-5331    | Construction Inspect               | 17,750              |
| 01-140-5332    | Rental Inspection                  | 35,000              |
|                | Total Code Enforcement             | <u>\$ 150,925</u>   |
|                | <b>Public Works Administration</b> |                     |
| 01-150-5000    | Salaries                           | \$ 64,000           |
| 01-150-5010    | Social Security                    | 4,900               |
| 01-150-5011    | Pension                            | 5,900               |
| 01-150-5012    | Workers Comp                       | 1,500               |
| 01-150-5013    | Insurance - Health                 | 10,000              |
| 01-150-5015    | Contribution - 457                 | 400                 |
| 01-150-5102    | Insurance - Gen Liab               | 150                 |
| 01-150-5105    | Insurance - Property               | 1,900               |
| 01-150-5150    | Training                           | 5,400               |
| 01-150-5160    | Travel                             | 1,000               |
| 01-150-5185    | Professional Fees                  | 2,100               |
| 01-150-5187    | Temporary Staffing                 | 4,500               |
| 01-150-5193    | One Call Concepts                  | 2,000               |
| 01-150-5340    | Engineering Equipment              | 3,000               |
| 01-150-5341    | Mapping Supplies                   | 7,500               |
| 01-150-5342    | Public Works                       | 7,400               |
|                | Total Public Works Administration  | <u>\$ 121,650</u>   |
|                | Total Admin and Executive Expense  | <u>\$ 4,560,800</u> |



**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT     | DESCRIPTION                     | AMOUNT       |
|-------------|---------------------------------|--------------|
|             | <b>Public Safety</b>            |              |
| 01-160-5000 | Salaries                        | \$ 1,018,000 |
| 01-160-5002 | Salaries - Police Grants        | 40,000       |
| 01-160-5003 | Court Time                      | 13,000       |
| 01-160-5010 | Social Security                 | 82,000       |
| 01-160-5011 | Pension                         | 342,550      |
| 01-160-5012 | Workers Comp                    | 72,000       |
| 01-160-5013 | Insurance - Health              | 245,000      |
| 01-160-5015 | Contribution - 457              | 7,500        |
| 01-160-5100 | Insurance - Auto                | 5,800        |
| 01-160-5102 | Insurance - Gen Liab            | 925          |
| 01-160-5103 | Insurance - Police Professional | 13,500       |
| 01-160-5105 | Insurance - Property            | 6,000        |
| 01-160-5150 | Training                        | 25,500       |
| 01-160-5170 | Uniforms                        | 15,000       |
| 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                       | 6,000        |
| 01-160-5350 | FSU MOU                         | 25,000       |
| 01-160-5380 | Police Reform                   | 17,000       |
| 01-160-5390 | Miscellaneous Expense           | 4,000        |
| 01-160-5400 | Gas, Oil, Grease                | 33,000       |
| 01-160-5401 | Auto Expense                    | 18,000       |
| 01-160-5420 | Fleet Lease                     | 48,000       |
| 01-160-5502 | Jail and Office Maintenance     | 4,000        |
| 01-160-5550 | Utilities - Public Safety       | 10,000       |
| 01-160-5700 | Parking Meters                  | 2,000        |
| 01-160-5705 | Traffic Control                 | 2,000        |
| 01-160-5851 | Fire Dept Appropriation         | 259,375      |
|             | Total Public Safety             | \$ 2,376,350 |
|             | <b>Public Works - Street</b>    |              |
| 01-170-5000 | Salaries                        | \$ 278,000   |
| 01-170-5010 | Social Security                 | 21,000       |
| 01-170-5011 | Pension                         | 26,000       |
| 01-170-5012 | Workers Comp                    | 20,000       |
| 01-170-5013 | Insurance - Health              | 65,000       |
| 01-170-5015 | Contribution - 457              | 750          |
| 01-170-5018 | Unemployment                    | 500          |
| 01-170-5100 | Insurance - Auto                | 7,200        |
| 01-170-5102 | Insurance - Gen Liab            | 575          |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>           | <b>AMOUNT</b>       |
|----------------|------------------------------|---------------------|
| 01-170-5105    | Insurance - Property         | 5,800               |
| 01-170-5150    | Training                     | 5,000               |
| 01-170-5170    | Uniforms                     | 8,000               |
| 01-170-5180    | Safety Equipment             | 7,200               |
| 01-170-5191    | Communications               | 6,000               |
| 01-170-5210    | Office Supplies              | 1,000               |
| 01-170-5400    | Gas, Oil, Grease             | 28,500              |
| 01-170-5420    | Fleet Lease                  | 42,000              |
| 01-170-5550    | Utilities - Building         | 6,000               |
| 01-170-5711    | Salt & Abrasives             | 150,000             |
| 01-170-5712    | Sign Maintenance             | 8,000               |
| 01-170-5713    | Street Equipment Maintenance | 90,000              |
| 01-170-5714    | Street Lighting              | 155,000             |
| 01-170-5715    | Street Maintenance Repairs   | 100,000             |
| 01-170-5716    | Street Shop Equipment        | 90,000              |
| 01-170-5717    | Street Lighting Repairs      | 30,000              |
| 01-170-5800    | Capital Outlay               | 405,000             |
| 01-170-5861    | Street Paving                | 352,000             |
| 01-170-5865    | Parking Lot Maintenance      | 3,000               |
|                | Total Public Works - Street  | <u>\$ 1,911,525</u> |
|                | <b>Recreation</b>            |                     |
| 01-180-5000    | Salaries                     | \$ 266,000          |
| 01-180-5010    | Social Security              | 21,000              |
| 01-180-5011    | Pension                      | 22,000              |
| 01-180-5012    | Workers Comp                 | 17,200              |
| 01-180-5013    | Insurance - Health           | 58,000              |
| 01-180-5015    | Contribution - 457           | 1,500               |
| 01-180-5100    | Insurance - Auto             | 2,800               |
| 01-180-5102    | Insurance - Gen Liab         | 500                 |
| 01-180-5105    | Insurance - Property         | 11,600              |
| 01-180-5150    | Training                     | 300                 |
| 01-180-5160    | Travel                       | 750                 |
| 01-180-5170    | Uniforms                     | 4,000               |
| 01-180-5180    | Safety Equipment             | 500                 |
| 01-180-5400    | Gas, Oil, Grease             | 9,000               |
| 01-180-5420    | Fleet Lease                  | 6,000               |
| 01-180-5503    | Armory Expense - Gym         | 8,500               |
| 01-180-5504    | Community Center             | 10,500              |
| 01-180-5510    | City Place                   | 10,000              |
| 01-180-5720    | Beautify The Burg Expense    | 2,000               |
| 01-180-5721    | Rec Equipment Maintenance    | 5,000               |
| 01-180-5722    | Rec League Appropriations    | 3,000               |
| 01-180-5723    | Rec Park Maintenance Expense | 72,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                      | <b>AMOUNT</b>              |
|----------------|---|----------------------------|
| 01-180-5724    | Street Trees                            | 7,500                      |
| 01-180-5725    | Trailhead Maintenance Expense           | 2,000                      |
| 01-180-5726    | Recreational Programs                   | 9,000                      |
| 01-180-5800    | Capital Outlay                          | 29,000                     |
|                | Total General Recreation                | <u>\$ 579,650</u>          |
| 01-181-5000    | Salaries                                | \$ 70,500                  |
| 01-181-5010    | Social Security                         | 5,400                      |
| 01-181-5012    | Workers Comp                            | 4,600                      |
| 01-181-5018    | Unemployment                            | 500                        |
| 01-181-5507    | Pool Operating                          | 35,000                     |
|                | Total Pool                              | <u>\$ 116,000</u>          |
| 01-182-5000    | Salaries                                | \$ 22,500                  |
| 01-182-5010    | Social Security                         | 1,725                      |
| 01-182-5012    | Workers Comp                            | 1,500                      |
| 01-182-5108    | Unemployment                            | 500                        |
| 01-182-5507    | Day Camp Operations                     | 500                        |
|                | Total Day Camp                          | <u>\$ 26,725</u>           |
| 01-183-5000    | Salaries                                | \$ 13,500                  |
| 01-183-5010    | Social Security                         | 1,100                      |
| 01-183-5012    | Workers Comp                            | 900                        |
| 01-183-5108    | Unemployment                            | 500                        |
|                | Total Seasonal                          | <u>\$ 16,000</u>           |
|                | Total Recreation                        | <u>\$ 738,375</u>          |
|                | <b>Total Corporate Fund Expenses</b>    | <u><b>\$ 9,587,050</b></u> |
|                | <b>Corporate Fund Net Income (Loss)</b> | <u><b>\$ -</b></u>         |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b>                | <b>DESCRIPTION</b>                | <b>AMOUNT</b>       |
|-------------------------------|-----------------------------------|---------------------|
| <b>Water Fund Revenues</b>    |                                   |                     |
| 02-000-4000                   | Water Service Revenue             | \$ 1,615,000        |
| 02-000-4001                   | Interest Earned - Water           | 1,800               |
| 02-000-4317                   | Special Revenue                   | 545,000             |
| 02-000-4402                   | Sale of Meters                    | 5,000               |
| 02-000-4403                   | Tapping Fees                      | 5,000               |
| 02-000-4404                   | Sundry Sales                      | 20,000              |
| 02-000-4600                   | Interest Income                   | 8,600               |
|                               | <b>Total Water Revenue</b>        | <b>\$ 2,200,400</b> |
| <b>Water Fund Expenses</b>    |                                   |                     |
| <b>Water - Administration</b> |                                   |                     |
| 02-190-5000                   | Salaries                          | \$ 68,000           |
| 02-190-5010                   | Social Security                   | 5,100               |
| 02-190-5011                   | Pension                           | 6,150               |
| 02-190-5012                   | Workers Comp                      | 200                 |
| 02-190-5013                   | Insurance - Health                | 13,200              |
| 02-190-5015                   | Contribution - 457                | 750                 |
| 02-190-5313                   | Collection Expense                | 1,000               |
| 02-190-5370                   | FMHA Bond                         | 750                 |
| 02-190-5600                   | Corporate Overhead                | 107,100             |
|                               | <b>Total Water Administration</b> | <b>\$ 202,250</b>   |
| <b>Water - Filtration</b>     |                                   |                     |
| 02-192-5102                   | Insurance - Gen Liab              | \$ 1,200            |
| 02-192-5105                   | Insurance - Property              | 12,200              |
| 02-192-5106                   | Insurance - Boiler & Machinery    | 6,000               |
| 02-192-5521                   | Pumping System Expense            | 60,000              |
| 02-192-5522                   | Purification Plant Maintenance    | 275,000             |
| 02-192-5710                   | Filtration Contract Payment       | 652,000             |
|                               | <b>Total Water Filtration</b>     | <b>\$ 1,006,400</b> |
| <b>Water - Supply</b>         |                                   |                     |
| 02-194-5000                   | Salaries                          | \$ 32,000           |
| 02-194-5010                   | Social Security                   | 2,400               |
| 02-194-5011                   | Pension                           | 2,900               |
| 02-194-5012                   | Workers Comp                      | 2,225               |
| 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              |
|                               | <b>Total Water Supply</b>         | <b>\$ 99,625</b>    |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                        | <b>AMOUNT</b>              |
|----------------|---|----------------------------|
|                | <b>Water - Distribution</b>               |                            |
| 02-196-5000    | Salaries                                  | \$ 247,000                 |
| 02-196-5010    | Social Security                           | 18,750                     |
| 02-196-5011    | Pension                                   | 22,600                     |
| 02-196-5012    | Workers Comp                              | 17,500                     |
| 02-196-5013    | Insurance - Health                        | 60,400                     |
| 02-196-5015    | Contribution - 457                        | 1,000                      |
| 02-196-5100    | Insurance - Auto                          | 4,000                      |
| 02-196-5102    | Insurance - Gen Liab                      | 1,200                      |
| 02-196-5105    | Insurance - Property                      | 3,200                      |
| 02-196-5150    | Training                                  | 500                        |
| 02-196-5170    | Uniforms                                  | 4,000                      |
| 02-196-5180    | Safety Equipment                          | 6,575                      |
| 02-196-5191    | Communications                            | 9,200                      |
| 02-196-5210    | Office Supplies                           | 1,000                      |
| 02-196-5390    | Miscellaneous Expense                     | 3,100                      |
| 02-196-5400    | Gas, Oil, Grease                          | 16,000                     |
| 02-196-5420    | Fleet Lease                               | 32,000                     |
| 02-196-5505    | Crestview Pumping Station Expense         | 12,500                     |
| 02-196-5550    | Utilities - Water Distribution            | 3,600                      |
| 02-196-5700    | Distribution Expense                      | 150,700                    |
| 02-196-5701    | Distribution Pipe Expense                 | 10,000                     |
| 02-196-5702    | Equipment Maintenance                     | 11,000                     |
| 02-196-5703    | Fire Hydrants Expense                     | 5,000                      |
| 02-196-5704    | Transmission Mains Expense                | 51,300                     |
| 02-196-5740    | Meters Expense                            | 80,000                     |
| 02-196-5800    | Capital Outlay                            | 120,000                    |
|                | Total Water Distribution                  | <u>\$ 892,125</u>          |
|                | <b>Total Water Fund Expenses</b>          | <u><u>\$ 2,200,400</u></u> |
|                | <b>Total Water Fund Net Income (Loss)</b> | <u><u>\$ -</u></u>         |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT                              | DESCRIPTION                          | AMOUNT              |
|--------------------------------------|--------------------------------------|---------------------|
| <b>Sewer Fund Operating Revenues</b> |                                      |                     |
| 03-000-4000                          | Sewer Charges                        | \$ 1,904,000        |
| 03-000-4001                          | Interest Earned - Sewer              | 3,000               |
| 03-000-4315                          | Proceeds from Fund Balance           | 34,025              |
| 03-000-4317                          | Special Revenue                      | 150,000             |
| 03-000-4404                          | Sundry Sales                         | 1,500               |
| 03-000-4503                          | Sewer Tap Fees                       | 5,000               |
| 03-000-4600                          | Interest Income                      | 18,000              |
|                                      | <b>Total Sewer Operating Revenue</b> | <b>\$ 2,115,525</b> |
| <br><b>Sewer Operating Expenses</b>  |                                      |                     |
| <b>Sewer - Administration</b>        |                                      |                     |
| 03-210-5000                          | Salaries                             | \$ 68,000           |
| 03-210-5010                          | Social Security                      | 5,100               |
| 03-210-5011                          | Pension                              | 6,150               |
| 03-210-5012                          | Workers Comp                         | 200                 |
| 03-210-5013                          | Insurance - Health                   | 13,200              |
| 03-210-5015                          | Contribution - 457                   | 750                 |
| 03-210-5313                          | Collection Expense                   | 1,000               |
|                                      | <b>Total Sewer Administration</b>    | <b>\$ 94,400</b>    |
| <br><b>Sewer - Operating</b>         |                                      |                     |
| 03-211-5000                          | Salaries                             | \$ 183,000          |
| 03-211-5010                          | Social Security                      | 14,200              |
| 03-211-5011                          | Pension                              | 20,000              |
| 03-211-5012                          | Workers Comp                         | 13,000              |
| 03-211-5013                          | Insurance - Health                   | 53,000              |
| 03-211-5015                          | Contribution - 457                   | 1,700               |
| 03-211-5100                          | Insurance - Auto                     | 1,400               |
| 03-211-5102                          | Insurance - Gen Liab                 | 575                 |
| 03-211-5105                          | Insurance - Property                 | 7,500               |
| 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                          | 18,000              |
| 03-211-5520                          | Pumping Station Maintenance          | 6,000               |
| 03-211-5600                          | Corporate Overhead                   | 227,750             |
| 03-211-5761                          | Sanitary Commission Charges          | 1,233,000           |
| 03-211-5762                          | Sanitary Comm-Transmission Projects  | 11,800              |
| 03-211-5763                          | Sewer Operating Expense              | 205,000             |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                       | <b>AMOUNT</b>            |
|----------------|--|--------------------------|
| 03-211-5764    | Sewer Pumping Expense                    | 6,000                    |
|                | Total Sewer Operating                    | <u>\$ 2,019,325</u>      |
|                | Total Sewer Operating Expenses           | <u>\$ 2,113,725</u>      |
|                | Sewer Operating Net Income (Loss)        | <u>\$ 1,800</u>          |
|                | <b>CSO Revenue</b>                       |                          |
| 03-220-4520    | CSO Surcharge Revenue                    | \$ 405,000               |
| 03-220-4521    | Interest Earned - CSO Surcharge          | 1,000                    |
| 03-220-4530    | Project Reimbursements                   | 2,582,000                |
|                | Proceeds of Debt                         | 900,000                  |
|                | Total CSO Revenue                        | <u>\$ 3,888,000</u>      |
|                | <b>CSO Expenses</b>                      |                          |
| 03-220-5391    | Interest Expense                         | \$ 3,450                 |
| 03-220-5392    | Debt Redemption                          | 23,350                   |
| 03-220-5800    | Capital Outlay                           | 3,863,000                |
|                | Total CSO Expense                        | <u>\$ 3,889,800</u>      |
|                | CSO Net Income (Loss)                    | <u>\$ (1,800)</u>        |
|                | <b>Sewer Fund Net Income (Loss)</b>      | <u><u>\$ -</u></u>       |
|                | <b>Water Surcharge Fund Revenue</b>      |                          |
| 04-000-4000    | Water Tap Surcharge                      | \$ 672,000               |
| 04-000-4001    | Interest Earned - Surcharge              | 1,800                    |
| 04-000-4317    | Special Revenue                          | 150,000                  |
| 04-000-4600    | Interest Income                          | 8,000                    |
|                | Total Water Surcharge Revenue            | <u>\$ 831,800</u>        |
|                | <b>Water Surcharge Fund Expenses</b>     |                          |
| 04-200-5313    | Collection Expense                       | \$ 1,000                 |
| 04-200-5391    | Interest Expense                         | 61,750                   |
| 04-200-5392    | Debt Redemption                          | 409,550                  |
| 04-200-5802    | Capital Repairs                          | 150,000                  |
|                | Total Water Surcharge Expense            | <u>\$ 622,300</u>        |
|                | <b>Water Surcharge Net Income (Loss)</b> | <u><u>\$ 209,500</u></u> |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT                              | DESCRIPTION                      | AMOUNT            |
|--------------------------------------|----------------------------------|-------------------|
| <b>Garbage Fund Revenues</b>         |                                  |                   |
| 05-000-4000                          | Trash & Garbage Charges          | \$ 457,000        |
| 05-000-4001                          | Interest Earned - Garbage        | 1,400             |
| 05-000-4404                          | Sundry Sales                     | 1,000             |
| 05-000-4600                          | Interest Income                  | 2,300             |
|                                      | Total Garbage Revenue            | <u>\$ 461,700</u> |
| <b>Garbage Fund Expenses</b>         |                                  |                   |
| <b>Garbage Fund - Administration</b> |                                  |                   |
| 05-230-5000                          | Salaries                         | \$ 68,000         |
| 05-230-5010                          | Social Security                  | 5,100             |
| 05-230-5011                          | Pension                          | 6,150             |
| 05-230-5012                          | Workers Comp                     | 200               |
| 05-230-5013                          | Insurance - Health               | 13,200            |
| 05-230-5015                          | Contribution - 457               | 750               |
| 05-230-5313                          | Collection Expense               | 500               |
|                                      | Total Garbage Administration     | <u>\$ 93,900</u>  |
| <b>Garbage Operating</b>             |                                  |                   |
| 05-232-5000                          | Salaries                         | \$ 99,000         |
| 05-232-5010                          | Social Security                  | 7,500             |
| 05-232-5011                          | Pension                          | 9,000             |
| 05-232-5012                          | Workers Comp                     | 7,000             |
| 05-232-5013                          | Insurance - Health               | 25,000            |
| 05-232-5015                          | Contribution - 457               | 900               |
| 05-232-5100                          | Insurance - Auto                 | 2,200             |
| 05-232-5102                          | Insurance - Gen Liab             | 400               |
| 05-232-5105                          | Insurance - Property             | 3,800             |
| 05-232-5170                          | Uniforms                         | 3,000             |
| 05-232-5180                          | Safety Equipment                 | 1,000             |
| 05-232-5210                          | Office Supplies                  | 500               |
| 05-232-5400                          | Gas, Oil, Grease                 | 14,000            |
| 05-232-5600                          | Corporate Overhead               | 17,500            |
| 05-232-5770                          | Ash Dumpster                     | 7,000             |
| 05-232-5771                          | Bulk Cleanup Expense             | 10,000            |
| 05-232-5772                          | Landfill Charges                 | 130,000           |
| 05-232-5773                          | Sanitation Operating Expense     | 30,000            |
|                                      | Total Garbage Operating          | <u>\$ 367,800</u> |
|                                      | Total Garbage Expenses           | <u>\$ 461,700</u> |
|                                      | <b>Garbage Net Income (Loss)</b> | <u>\$ -</u>       |



JULY 1, 2023

**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 land owner

**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.

**NOTIFICATION OF WATER SHUT OFF**

The penalty for Notification of Water Shut-off is 10% of the total amount due or \$20.00, whichever is greater. The penalty is applicable upon notification to the customer regardless of whether the water service is actually terminated.

Water reconnection fee (during normal Water Department working hours) .....\$20.00  
Water reconnection fee (after normal Water Department working hours) .....\$75.00

**SUPPLEMENTAL WATER METER READINGS** .....\$10.00

**INSUFFICIENT FUND (CHECK OR ACH) CHARGES**

First Offense .....\$30.00  
Second and Continuing Offense .....\$50.00

**REBILLING FEES**

Administrative fee .....\$10.00 per billing  
Interest..... 1½ % per month on unpaid balance

**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..... 2.95% of the total transaction amount  
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 card .....3.25% of the total transaction amount (\$2.00 minimum)

JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

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

Card presented in person and entered electronically .....3.5%  
Card presented by phone or entered manually .....4.5%

**WATER RATES**

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

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.....      | <b>\$6.21/1,000 gallons</b>  |
| 500,001 gallons per billing and over..... | <b>\$11.88/1,000 gallons</b> |

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

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

**SEWER RATES**

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

**WATER SURCHARGE**

Surcharge per unit or equivalent

|                                      |                                 |
|--------------------------------------|---------------------------------|
| In-City Frostburg customers .....    | \$8.30/month or \$24.90/quarter |
| Out of City customers .....          | \$8.30/month or \$24.90/quarter |
| County customers except Eckhart..... | \$8.30/month or \$24.90/quarter |
| County customers - Eckhart.....      | \$2.96/month or \$8.88/quarter  |

**CSO (Combined Sewer Overflow) SURCHARGE**

Surcharge per unit or equivalent .....\$7.00/month or \$21.00/quarter

**GARBAGE RATES**

Residential customers..... \$47.00 per unit per quarter  
Recycling credit (requires enrollment with Burgmeier's Hauling) ..... \$9.00 per quarter

JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**Special Garbage Charges**

A special garbage collection can be scheduled for a prepaid fee of \$50 per load.

An excess trash charge of \$50 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"  | \$1,500.00           |                                   | -   | \$1,000.00   | \$1,000.00   | \$600.00   |
| 1"  | \$1,800.00           |                                   | -   | \$1,200.00   | \$1,200.00   | \$800.00   |
| 1 1/2"  | \$3,000.00           |                                   | -   | \$2,000.00   | \$2,000.00   | \$1,500.00   |
| 2"  | \$4,500.00           |                                   | -   | \$2,500.00   | \$2,500.00   | \$2,500.00   |
| 4"  | \$6,000.00           |                                   | -   | n/a  | \$3,000.00   | \$3,000.00   |
| 6"  | \$9,000.00           |                                   | -   | n/a  | \$4,500.00   | \$4,500.00   |
| 8"  | \$12,000.00          |                                   | -   | n/a  | \$6,000.00   | \$6,000.00   |
| 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) | \$2,000.00           |                                   | \$ -   | \$1,500.00  | \$500.00   |
| Two-family & Multi-family *  | \$2,500.00           |                                   | \$ -   | \$2,000.00  | \$500.00   |
| Commercial *   | \$3,000.00           |                                   | \$ -   | \$2,500.00  | \$500.00   |

\* Fee may be higher if actual costs incurred are greater

JULY 1, 2023

**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  | \$25.00                                    | -                          | -                             |
| ≤ 3/4"  | \$450.00                                   | \$25.00                    | \$125.00                      |
| 1"  | \$900.00                                   | \$30.00                    | \$225.00                      |
| 1 1/2"  | \$1,000.00                                 | \$85.00                    | Supplier cost plus 10%        |
| 2"  | \$1,200.00                                 | \$110.00                   | Supplier cost plus 10%        |
| <i>Meters larger than 2" shall be priced by City Engineer</i> |  |                            |                               |
| Water meter registry only                                     | \$225.00                                   |                            |                               |
| Water meter excluding registry                                | "Meter + Registry" fee above less \$225.00 |                            |                               |

**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 \$0.00 for each additional unit over 1 ..... \$0.00 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 ..... \$75.00  
Twin Dwelling/ Two-Family..... \$100.00  
Renovation (Structural Changes)..... \$25.00

Single and Two-Family Sprinkler Rebate ..... \$500.00

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 ..... \$75.00 per inspection

Electric Service  
100-200 amp ..... \$100.00 per service  
400 amp ..... \$125.00 per service

Plan Review (non-refundable)..... \$100.00 per hour

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Commercial and Multi-Family Permit Fees

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| Multi-Family Housing.....            | \$50.00 per unit                     |
| Commercial.....                      | \$100.00 plus \$0.05 per square foot |
| Renovation (Structural Changes)..... | \$25.00                              |

Commercial and Multi-Family Housing Inspection Fees

Multi-Family ..... \$75.00 per inspection plus cost of electric service

Plan Review (non-refundable)..... \$125.00 per hour

Commercial (retail, assembly, restaurant and similar spaces)

First 5,000 square feet..... \$0.75 per square foot

Additional square footage..... \$0.25 per square foot

Commercial Kitchen – Additional \$0.20 per square foot for the entire area including dining.

Office Space ..... \$0.50 per square foot

Hotel .....\$300 per room for first 20 rooms

Additional rooms ..... \$100.00 per room

Electric Service

100-200 amp ..... \$90.00 per service

400 amp ..... starting at \$125.00 per service

600 amp ..... \$350.00 per service

800 amp ..... \$600.00 per service

1000 amp ..... \$800.00 per service

Transfer Switch - \$25 in addition to service cost

Commercial re-inspections are minimum of \$95.00 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..... \$10.00

300-899 square feet..... \$40.00

>900 square feet..... \$75.00

Fences/Swimming Pools..... \$25.00

Retaining walls >30" in height ..... \$25.00

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Residential and Light Commercial Photovoltaic Inspection

|   |         |
|---|---------|
| Price per 3500 watts .....                                    | \$50.00 |
| Inverter .....  | \$50.00 |
| Service tie-in 200A or less .....                             | \$50.00 |
| Each additional 200A .....                                    | \$50.00 |
| Battery < 12 cells .....                                      | \$50.00 |
| Each additional 12 cells .....                                | \$50.00 |
| Plan Review.....  | \$80.00 |
| Site visit in Lieu of Engineer for Structural Assessment..... | \$50.00 |

Energy/Telecom Structure (per new structure)..... \$50.00  
*Plan review, inspections, and/or grading permit may be required depending on project*

Demolition Permit & Inspection Fees

|  |                        |
|--|------------------------|
| Demolition.....  | \$25.00                |
| Demolition of Structure damaged by fire or other natural disaster, or listed on the<br>Code Enforcement Blighted Property List ..... | \$0.00                 |
| Inspections (typically 2).....   | \$50.00 per inspection |

**Emergency or re-inspections if work is not ready for inspection ..... \$50.00**

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 .....      | \$25.00  |
| Minor/Standard Plan ..... | \$25.00  |
| Major Plan.....           | \$100.00 |
| Street Entrance .....     | \$25.00  |
| Stormwater Facility ..... | \$100.00 |

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 ..... | \$0.00                              |
| Directional, instructional, or “wayfinding” sign .....                   | \$0.00                              |
| Less than 25 square feet.....  | \$30.00                             |
| 25 to 60 square feet .....   | \$45.00                             |
| 61 to 180 square feet .....  | \$75.00                             |
| Greater than 180 square feet .....                                       | \$150.00                            |
| Electronic Messaging Centers (EMCs) .....                                | permit fee based on size + \$100.00 |

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Other Permit Fees

|  |         |
|--|---------|
| Zoning Certification .....               | \$0.00  |
| Home Occupation Permit .....             | \$25.00 |
| Residential Occupancy Permit .....       | \$0.00  |
| Commercial Use and Occupancy Permit..... | \$25.00 |

Solicitor Permits

|   |          |
|---|----------|
| Door to Door (effective for one year from date of issuance) ..... | \$25.00  |
| Short-Term Mobile/Temporary Business Unit.....                    | \$50.00  |
| Seasonal Mobile/Temporary Business Unit.....                      | \$75.00  |
| Long-Term Mobile/Temporary Business Unit .....                    | \$150.00 |
| One-Time Special Event .....                                      | \$0.00   |

Subdivision Review

|  |          |
|--|----------|
| Consultation Meeting .....   | \$0.00   |
| Formal Application (water/sewer/public road available at site) .....           | \$200.00 |
| Formal Application (review of off-site infrastructure extension included)..... | \$400.00 |

Board of Zoning Appeals

|                            |          |
|----------------------------|----------|
| Special Exception .....    | \$250.00 |
| Variance.....              | \$250.00 |
| Administrative Error ..... | \$150.00 |

Re-Zoning Request

|                                     |          |
|-------------------------------------|----------|
| Zoning Map Error or Map Change..... | \$100.00 |
|-------------------------------------|----------|

**MISCELLANEOUS PERMIT FEES**

|                          |  |
|--------------------------|--|
| Special Event.....       | TBD per Article VI, Section 4 of the City Code |
| Photographer .....       | \$25.00  |
| Transfer of Permit ..... | \$1.00   |
| Burning Permit .....     | \$0.00   |
| Chicken License.....     | \$30.00  |

**POLICE DEPARTMENT**

Parking Violations

|                               |         |
|-------------------------------|---------|
| Meter .....                   | \$15.00 |
| Handicap Only .....           | \$50.00 |
| Fire Hydrant Violations ..... | \$50.00 |
| All Others .....              | \$30.00 |

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.

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**POLICE DEPARTMENT (continued)**

Parking Permits (City Place lot)

The permit fee is \$40.00 per month or \$400.00 for an annual permit which is purchased in advance.

Parking Permits (all other City parking lots)

The permit fee is \$20.00 per month or \$200.00 for an annual permit which is purchased in advance.

Copies .....\$10.00

**RENTAL HOUSING REGISTRATION & INSPECTION**

Initial Rental Registration

Registration per unit, prior to occupancy.....\$40.00

Rental Registration Renewal

Annual Registration per unit, by February 1.....\$40.00

Annual Registration per unit, by March 1.....\$50.00

Annual Registration per unit, by April 1.....\$100.00

Annual Registration per unit, after April 1.....\$40.00 + \$250 citation

Rental units will forfeit any “*grandfathering*” if not registered and fees paid by June 1<sup>st</sup>.

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.....\$25.00

**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

Audit reports .....\$5.00

Transcripts .....\$35.00 base fee plus \$5.00 for every 20 minutes of recorded speech

(Remainder of page is intentionally blank.)



JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**RECREATION FEES**

|                             | <b>City Resident</b>          | <b>Non-City Resident</b>                                  |
|-----------------------------|-------------------------------|---|
| <b>Community Center</b>     | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$150.00 Security Deposit)<br>\$ 50.00/hour |
| <b>Preston Amphitheater</b> | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$250.00 Security Deposit)<br>\$ 50.00/hour |
| <b>City Place</b>           |                               |   |
| Hall                        | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$150.00 Security Deposit)<br>\$ 50.00/hour |
| Meeting Room                | \$150.00/day<br>\$ 25.00/hour | \$175.00/day<br>\$ 35.00/hour                             |
| <b>Pavilion Rentals</b>     | \$ 50.00/day                  | \$ 65.00/day  |

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

|   |                                      |   |
|---|--------------------------------------|---|
| <b>Armory Gym Rental</b>  | \$ 35.00/hour/month<br>\$ 15.00/hour | \$ 50.00/hour/month<br>\$ 20.00/hour      |
|   | \$ 55.00/hour/month<br>\$ 25.00/hour |   |
| Armory Special Event  | \$ 40.00/hour                        | \$ 50.00/hour (\$150.00 Security Deposit) |
| <b>Field Rental</b>   | \$ 75.00/day<br>\$ 25.00/hour        | \$ 90.00/day<br>\$ 35.00/hour             |
| <b>Rec Facility Key Deposit</b>   | \$40.00/key                          | \$40.00/key                               |
| <b>Special Event Fee</b> (all buildings; events ending after 11:00pm) ..... | \$50.00 per hour                     |   |
| <b>League Participation Fee (non-City residents)</b> .....                  | \$5.00 per person                    |   |

**RECREATION FEES – DAY CAMP**

|                                |                    |
|--------------------------------|--------------------|
| Daily Rate.....                | \$22.00 per child  |
| Weekly Rate (5 day weeks)..... | \$105.00 per child |
| Weekly Rate (3 day weeks)..... | \$66.00 per child  |

JULY 1, 2023

**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

| <b>Pool Passes</b>     |          | <b>City Resident</b> | <b>Non-City Resident</b> |
|------------------------|----------|----------------------|--------------------------|
| 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.**

\_\_\_\_\_  
W. Robert Flanigan, Mayor

ATTEST: \_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**CITY OF FROSTBURG**  
**HOTEL/MOTEL TAX ALLOCATIONS - FY24**  
**REFLECTED IN ACCOUNT 01-110-5111 (CONTRIBUTIONS - TOURISM)**

| <b>ORGANIZATION</b>                             | <b>AMOUNT</b>     |
|---|-------------------|
| FrostburgFirst Operating                        | \$ 35,000         |
| Classy Chassis Car Club/Cruisin Main Street     | 1,500             |
| FSU Cultural Event Series                       | 6,000             |
| Elk's Derby Day                                 | 2,500             |
| House and Garden Club                           | 2,800             |
| Frostburg Dog Park                              | 5,000             |
| Children's Lit. Center/Storybook Holiday        | 3,000             |
| Frostburg Museum                                | 10,000            |
| Allegany Arts Council                           | 1,500             |
| Arion Band (Charter Provision)                  | 500               |
| Palace Theater                                  | 5,000             |
| FSU Appalachian Festival                        | 2,000             |
| Holiday Lamppost Committee                      | 5,000             |
| Mountain Maryland Trails                        | 5,000             |
| Allegany Museum/Thrasher Carriage Museum        | 5,000             |
| Savage Mountain Punk Fest                       | 1,500             |
| FSU TV-3  | 1,499             |
| FSU Center for Literary Arts                    | 1,500             |
| WMSR  | 20,000            |
| FSU WFWM Radio 91.9 FM                          | 1,500             |
| Camp Hope                                       | 1,500             |
| <b>Total Allocated to Outside Organizations</b> | <b>\$ 117,299</b> |

# ORDINANCE 2023-03

## FORMAL ADOPTION OF THE FISCAL 2023/2024 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 2023/2024 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, 2023 – June 30, 2024; 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:

|                            |                       |
|----------------------------|-----------------------|
| <b>OPERATING BUDGETS:</b>  | <b>See Attachment</b> |
| <b>TAXES:</b>              | <b>See Attachment</b> |
| <b>WATER RATES:</b>        | <b>See Attachment</b> |
| <b>SEWAGE RATES:</b>       | <b>See Attachment</b> |
| <b>GARBAGE RATES:</b>      | <b>See Attachment</b> |
| <b>MISCELLANEOUS FEES:</b> | <b>See Attachment</b> |

|                 |                |
|-----------------|----------------|
| Introduction:   | April 20, 2023 |
| Public Hearing: | May 18, 2023   |
| Adoption:       | May 18, 2023   |
| Effective:      | June 7, 2023   |

ATTEST: MAYOR & CITY COUNCIL OF FROSTBURG

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

By: \_\_\_\_\_  
W. ROBERT FLANIGAN, Mayor

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                | <b>AMOUNT</b> |
|----------------|-----------------------------------|---------------|
| 01-000-4000    | Taxes - Real Estate               | \$ 2,736,000  |
| 01-000-4001    | Personal Property Taxes           | 12,000        |
| 01-000-4002    | Public Utility Taxes              | 190,000       |
| 01-000-4003    | Corporation Taxes                 | 140,000       |
| 01-000-4004    | Prior Year Taxes                  | 2,000         |
| 01-000-4005    | Trailer Tax                       | 1,600         |
| 01-000-4010    | Interest on Taxes                 | 50,000        |
| 01-000-4011    | Tax Credits                       | (32,400)      |
| 01-000-4012    | Tax Abatements                    | (3,000)       |
| 01-000-4013    | Enterprise Zone Reimbursement     | 16,200        |
| 01-000-4020    | Maryland Income Tax               | 640,000       |
| 01-000-4021    | Admission Taxes                   | 32,000        |
| 01-000-4022    | Hotel Motel Tax                   | 150,000       |
| 01-000-4023    | Highway Use Tax                   | 432,000       |
| 01-000-4024    | Coal Tax                          | 3,000         |
| 01-000-4025    | Housing Authority                 | 12,000        |
| 01-000-4027    | Payment in Lieu of Taxes          | 3,900         |
| 01-000-4031    | Liquor Licenses                   | 9,000         |
| 01-000-4032    | Traders Licenses                  | 5,000         |
| 01-000-4040    | Police Grants                     | 40,000        |
| 01-000-4041    | Parking Meters                    | 18,000        |
| 01-000-4043    | Police Protection Grant           | 135,000       |
| 01-000-4045    | Fines & Forfeitures               | 15,000        |
| 01-000-4046    | Meter Violations                  | 1,000         |
| 01-000-4047    | Frostburg State University MOU    | 200,000       |
| 01-000-4049    | School Resource Reimbursement     | 30,000        |
| 01-000-4050    | Permits, Planning                 | 2,000         |
| 01-000-4051    | Building Permits                  | 2,000         |
| 01-000-4052    | Rental Registration               | 74,000        |
| 01-000-4054    | Construction Inspections          | 17,750        |
| 01-000-4055    | Code Enforcement Citations        | 1,750         |
| 01-000-4056    | Comm Dev Grant Revenue            | 50,000        |
| 01-000-4060    | Swimming Pool                     | 60,000        |
| 01-000-4062    | Day Camp Registrations            | 18,000        |
| 01-000-4063    | Recreation Activities             | 20,000        |
| 01-000-4200    | Operating Transfer - Water Fund   | 107,100       |
| 01-000-4201    | Operating Transfer - Sewer Fund   | 227,750       |
| 01-000-4202    | Operating Transfer - Garbage Fund | 17,500        |
| 01-000-4301    | Rents                             | 97,500        |
| 01-000-4302    | HRD Appropriation                 | 10,500        |
| 01-000-4303    | Franchises                        | 88,000        |
| 01-000-4304    | Miscellaneous Revenue             | 3,000         |
| 01-000-4306    | Project Reimbursement             | 1,781,700     |
| 01-000-4315    | Proceeds from Fund Balance        | 247,200       |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b>                 | <b>DESCRIPTION</b>                  | <b>AMOUNT</b>       |
|--------------------------------|-------------------------------------|---------------------|
| 01-000-4317                    | Special Revenue                     | 1,723,000           |
| 01-000-4600                    | Interest Income                     | 200,000             |
|                                | <b>Total Corporate Fund Revenue</b> | <b>\$ 9,587,050</b> |
| <b>Corporate Fund Expenses</b> |                                     |                     |
| <b>Executive</b>               |                                     |                     |
| 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        | 8,000               |
| 01-100-5110                    | Contributions                       | 500,000             |
| 01-100-5150                    | Training                            | 2,500               |
| 01-100-5160                    | Travel                              | 4,000               |
| 01-100-5185                    | Professional Fees                   | 6,000               |
|                                | <b>Total Executive</b>              | <b>\$ 550,575</b>   |
| <b>Administrative</b>          |                                     |                     |
| 01-110-5000                    | Salaries                            | \$ 166,000          |
| 01-110-5010                    | Social Security                     | 12,800              |
| 01-110-5011                    | Pension                             | 12,000              |
| 01-110-5012                    | Workers Comp                        | 600                 |
| 01-110-5013                    | Insurance - Health                  | 30,000              |
| 01-110-5014                    | Insurance - Health Retiree          | 24,000              |
| 01-110-5015                    | Contribution - 457                  | 1,900               |
| 01-110-5030                    | Employee Wellness                   | 7,500               |
| 01-110-5050                    | Reserve For Contingencies           | 10,000              |
| 01-110-5100                    | Insurance - Auto                    | 1,200               |
| 01-110-5102                    | Insurance - Gen Liab                | 150                 |
| 01-110-5105                    | Insurance - Property                | 6,800               |
| 01-110-5106                    | Insurance - AD&D and Life           | 4,200               |
| 01-110-5111                    | Contributions - Tourism             | 118,000             |
| 01-110-5150                    | Training                            | 2,000               |
| 01-110-5160                    | Travel                              | 1,000               |
| 01-110-5185                    | Professional Fees                   | 1,500               |
| 01-110-5191                    | Communications                      | 10,000              |
| 01-110-5200                    | Advertising                         | 6,000               |
| 01-110-5205                    | Legal                               | 34,500              |
| 01-110-5207                    | Pension Administrative Fee          | 8,900               |
| 01-110-5210                    | Office Supplies                     | 11,000              |
| 01-110-5220                    | Postage                             | 15,000              |
| 01-110-5230                    | Computer Exp                        | 18,000              |
| 01-110-5232                    | IT Licensing and Fees               | 22,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b>               | <b>DESCRIPTION</b>                     | <b>AMOUNT</b>       |
|------------------------------|--|---------------------|
| 01-110-5235                  | Digital Engagement                     | 22,000              |
| 01-110-5301                  | Election                               | 10,400              |
| 01-110-5391                  | Principal and Interest on Debt Service | 154,750             |
| 01-110-5420                  | Fleet Lease                            | 8,800               |
| 01-110-5500                  | Building - Armory                      | 12,000              |
| 01-110-5502                  | Building Maintenance                   | 14,000              |
| 01-110-5550                  | Utilities - Building                   | 16,000              |
| 01-110-5700                  | Bank Fees                              | 3,200               |
| 01-110-5807                  | Capital Outlay                         | 2,373,000           |
|                              | Total Administrative                   | <u>\$ 3,139,200</u> |
| <b>Finance</b>               |  |                     |
| 01-120-5000                  | Salaries                               | \$ 80,000           |
| 01-120-5010                  | Social Security                        | 6,100               |
| 01-120-5011                  | Pension                                | 7,300               |
| 01-120-5012                  | Workers Comp                           | 225                 |
| 01-120-5013                  | Insurance - Health                     | 13,000              |
| 01-120-5015                  | Contribution - 457                     | 500                 |
| 01-120-5102                  | Insurance - Gen Liab                   | 150                 |
| 01-120-5105                  | Insurance - Property                   | 2,900               |
| 01-120-5150                  | Training                               | 1,000               |
| 01-120-5185                  | Professional Fees                      | 1,000               |
| 01-120-5310                  | Auditing                               | 75,000              |
| 01-120-5311                  | Actuarial Study                        | 4,000               |
| 01-120-5313                  | Tax Collection                         | 2,800               |
| 01-120-5810                  | RETSA Obligation                       | 4,400               |
|                              | Total Finance                          | <u>\$ 198,375</u>   |
| <b>Community Development</b> |  |                     |
| 01-130-5000                  | Salaries                               | \$ 115,000          |
| 01-130-5010                  | Social Security                        | 8,800               |
| 01-130-5011                  | Pension                                | 11,000              |
| 01-130-5012                  | Workers Comp                           | 325                 |
| 01-130-5013                  | Insurance - Health                     | 38,000              |
| 01-130-5015                  | Contribution - 457                     | 800                 |
| 01-130-5102                  | Insurance - Gen Liab                   | 150                 |
| 01-130-5105                  | Insurance - Property                   | 3,800               |
| 01-130-5150                  | Training                               | 500                 |
| 01-130-5160                  | Travel                                 | 700                 |
| 01-130-5185                  | Professional Fees                      | 1,000               |
| 01-130-5320                  | Economic Development                   | 8,000               |
| 01-130-5322                  | Planning                               | 150,000             |
| 01-130-5323                  | Public Art                             | 2,000               |
| 01-130-5820                  | Community Legacy Projects              | 50,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                 | <b>AMOUNT</b>       |
|----------------|------------------------------------|---------------------|
| 01-130-5822    | Special Projects                   | 10,000              |
|                | Total Community Development        | <u>\$ 400,075</u>   |
|                | <b>Code Enforcement</b>            |                     |
| 01-140-5000    | Salaries                           | \$ 58,000           |
| 01-140-5010    | Social Security                    | 4,500               |
| 01-140-5011    | Pension                            | 5,300               |
| 01-140-5012    | Workers Comp                       | 175                 |
| 01-140-5013    | Insurance - Health                 | 8,800               |
| 01-140-5015    | Contribution - 457                 | 250                 |
| 01-140-5102    | Insurance - Gen Liab               | 150                 |
| 01-140-5105    | Insurance - Property               | 2,900               |
| 01-140-5150    | Training                           | 500                 |
| 01-140-5160    | Travel                             | 500                 |
| 01-140-5185    | Professional Fees                  | 400                 |
| 01-140-5231    | Software and Subscriptions         | 11,700              |
| 01-140-5330    | Code Enforcement                   | 5,000               |
| 01-140-5331    | Construction Inspect               | 17,750              |
| 01-140-5332    | Rental Inspection                  | 35,000              |
|                | Total Code Enforcement             | <u>\$ 150,925</u>   |
|                | <b>Public Works Administration</b> |                     |
| 01-150-5000    | Salaries                           | \$ 64,000           |
| 01-150-5010    | Social Security                    | 4,900               |
| 01-150-5011    | Pension                            | 5,900               |
| 01-150-5012    | Workers Comp                       | 1,500               |
| 01-150-5013    | Insurance - Health                 | 10,000              |
| 01-150-5015    | Contribution - 457                 | 400                 |
| 01-150-5102    | Insurance - Gen Liab               | 150                 |
| 01-150-5105    | Insurance - Property               | 1,900               |
| 01-150-5150    | Training                           | 5,400               |
| 01-150-5160    | Travel                             | 1,000               |
| 01-150-5185    | Professional Fees                  | 2,100               |
| 01-150-5187    | Temporary Staffing                 | 4,500               |
| 01-150-5193    | One Call Concepts                  | 2,000               |
| 01-150-5340    | Engineering Equipment              | 3,000               |
| 01-150-5341    | Mapping Supplies                   | 7,500               |
| 01-150-5342    | Public Works                       | 7,400               |
|                | Total Public Works Administration  | <u>\$ 121,650</u>   |
|                | Total Admin and Executive Expense  | <u>\$ 4,560,800</u> |



**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT     | DESCRIPTION                     | AMOUNT       |
|-------------|---------------------------------|--------------|
|             | <b>Public Safety</b>            |              |
| 01-160-5000 | Salaries                        | \$ 1,018,000 |
| 01-160-5002 | Salaries - Police Grants        | 40,000       |
| 01-160-5003 | Court Time                      | 13,000       |
| 01-160-5010 | Social Security                 | 82,000       |
| 01-160-5011 | Pension                         | 342,550      |
| 01-160-5012 | Workers Comp                    | 72,000       |
| 01-160-5013 | Insurance - Health              | 245,000      |
| 01-160-5015 | Contribution - 457              | 7,500        |
| 01-160-5100 | Insurance - Auto                | 5,800        |
| 01-160-5102 | Insurance - Gen Liab            | 925          |
| 01-160-5103 | Insurance - Police Professional | 13,500       |
| 01-160-5105 | Insurance - Property            | 6,000        |
| 01-160-5150 | Training                        | 25,500       |
| 01-160-5170 | Uniforms                        | 15,000       |
| 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                       | 6,000        |
| 01-160-5350 | FSU MOU                         | 25,000       |
| 01-160-5380 | Police Reform                   | 17,000       |
| 01-160-5390 | Miscellaneous Expense           | 4,000        |
| 01-160-5400 | Gas, Oil, Grease                | 33,000       |
| 01-160-5401 | Auto Expense                    | 18,000       |
| 01-160-5420 | Fleet Lease                     | 48,000       |
| 01-160-5502 | Jail and Office Maintenance     | 4,000        |
| 01-160-5550 | Utilities - Public Safety       | 10,000       |
| 01-160-5700 | Parking Meters                  | 2,000        |
| 01-160-5705 | Traffic Control                 | 2,000        |
| 01-160-5851 | Fire Dept Appropriation         | 259,375      |
|             | Total Public Safety             | \$ 2,376,350 |
|             | <b>Public Works - Street</b>    |              |
| 01-170-5000 | Salaries                        | \$ 278,000   |
| 01-170-5010 | Social Security                 | 21,000       |
| 01-170-5011 | Pension                         | 26,000       |
| 01-170-5012 | Workers Comp                    | 20,000       |
| 01-170-5013 | Insurance - Health              | 65,000       |
| 01-170-5015 | Contribution - 457              | 750          |
| 01-170-5018 | Unemployment                    | 500          |
| 01-170-5100 | Insurance - Auto                | 7,200        |
| 01-170-5102 | Insurance - Gen Liab            | 575          |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>           | <b>AMOUNT</b>       |
|----------------|------------------------------|---------------------|
| 01-170-5105    | Insurance - Property         | 5,800               |
| 01-170-5150    | Training                     | 5,000               |
| 01-170-5170    | Uniforms                     | 8,000               |
| 01-170-5180    | Safety Equipment             | 7,200               |
| 01-170-5191    | Communications               | 6,000               |
| 01-170-5210    | Office Supplies              | 1,000               |
| 01-170-5400    | Gas, Oil, Grease             | 28,500              |
| 01-170-5420    | Fleet Lease                  | 42,000              |
| 01-170-5550    | Utilities - Building         | 6,000               |
| 01-170-5711    | Salt & Abrasives             | 150,000             |
| 01-170-5712    | Sign Maintenance             | 8,000               |
| 01-170-5713    | Street Equipment Maintenance | 90,000              |
| 01-170-5714    | Street Lighting              | 155,000             |
| 01-170-5715    | Street Maintenance Repairs   | 100,000             |
| 01-170-5716    | Street Shop Equipment        | 90,000              |
| 01-170-5717    | Street Lighting Repairs      | 30,000              |
| 01-170-5800    | Capital Outlay               | 405,000             |
| 01-170-5861    | Street Paving                | 352,000             |
| 01-170-5865    | Parking Lot Maintenance      | 3,000               |
|                | Total Public Works - Street  | <u>\$ 1,911,525</u> |
|                | <b>Recreation</b>            |                     |
| 01-180-5000    | Salaries                     | \$ 266,000          |
| 01-180-5010    | Social Security              | 21,000              |
| 01-180-5011    | Pension                      | 22,000              |
| 01-180-5012    | Workers Comp                 | 17,200              |
| 01-180-5013    | Insurance - Health           | 58,000              |
| 01-180-5015    | Contribution - 457           | 1,500               |
| 01-180-5100    | Insurance - Auto             | 2,800               |
| 01-180-5102    | Insurance - Gen Liab         | 500                 |
| 01-180-5105    | Insurance - Property         | 11,600              |
| 01-180-5150    | Training                     | 300                 |
| 01-180-5160    | Travel                       | 750                 |
| 01-180-5170    | Uniforms                     | 4,000               |
| 01-180-5180    | Safety Equipment             | 500                 |
| 01-180-5400    | Gas, Oil, Grease             | 9,000               |
| 01-180-5420    | Fleet Lease                  | 6,000               |
| 01-180-5503    | Armory Expense - Gym         | 8,500               |
| 01-180-5504    | Community Center             | 10,500              |
| 01-180-5510    | City Place                   | 10,000              |
| 01-180-5720    | Beautify The Burg Expense    | 2,000               |
| 01-180-5721    | Rec Equipment Maintenance    | 5,000               |
| 01-180-5722    | Rec League Appropriations    | 3,000               |
| 01-180-5723    | Rec Park Maintenance Expense | 72,000              |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                      | <b>AMOUNT</b>              |
|----------------|---|----------------------------|
| 01-180-5724    | Street Trees                            | 7,500                      |
| 01-180-5725    | Trailhead Maintenance Expense           | 2,000                      |
| 01-180-5726    | Recreational Programs                   | 9,000                      |
| 01-180-5800    | Capital Outlay                          | 29,000                     |
|                | Total General Recreation                | <u>\$ 579,650</u>          |
| 01-181-5000    | Salaries                                | \$ 70,500                  |
| 01-181-5010    | Social Security                         | 5,400                      |
| 01-181-5012    | Workers Comp                            | 4,600                      |
| 01-181-5018    | Unemployment                            | 500                        |
| 01-181-5507    | Pool Operating                          | 35,000                     |
|                | Total Pool                              | <u>\$ 116,000</u>          |
| 01-182-5000    | Salaries                                | \$ 22,500                  |
| 01-182-5010    | Social Security                         | 1,725                      |
| 01-182-5012    | Workers Comp                            | 1,500                      |
| 01-182-5108    | Unemployment                            | 500                        |
| 01-182-5507    | Day Camp Operations                     | 500                        |
|                | Total Day Camp                          | <u>\$ 26,725</u>           |
| 01-183-5000    | Salaries                                | \$ 13,500                  |
| 01-183-5010    | Social Security                         | 1,100                      |
| 01-183-5012    | Workers Comp                            | 900                        |
| 01-183-5108    | Unemployment                            | 500                        |
|                | Total Seasonal                          | <u>\$ 16,000</u>           |
|                | Total Recreation                        | <u>\$ 738,375</u>          |
|                | <b>Total Corporate Fund Expenses</b>    | <b><u>\$ 9,587,050</u></b> |
|                | <b>Corporate Fund Net Income (Loss)</b> | <b><u>\$ -</u></b>         |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT                       | DESCRIPTION                       | AMOUNT              |
|-------------------------------|-----------------------------------|---------------------|
| <b>Water Fund Revenues</b>    |                                   |                     |
| 02-000-4000                   | Water Service Revenue             | \$ 1,615,000        |
| 02-000-4001                   | Interest Earned - Water           | 1,800               |
| 02-000-4317                   | Special Revenue                   | 545,000             |
| 02-000-4402                   | Sale of Meters                    | 5,000               |
| 02-000-4403                   | Tapping Fees                      | 5,000               |
| 02-000-4404                   | Sundry Sales                      | 20,000              |
| 02-000-4600                   | Interest Income                   | 8,600               |
|                               | <b>Total Water Revenue</b>        | <b>\$ 2,200,400</b> |
| <b>Water Fund Expenses</b>    |                                   |                     |
| <b>Water - Administration</b> |                                   |                     |
| 02-190-5000                   | Salaries                          | \$ 68,000           |
| 02-190-5010                   | Social Security                   | 5,100               |
| 02-190-5011                   | Pension                           | 6,150               |
| 02-190-5012                   | Workers Comp                      | 200                 |
| 02-190-5013                   | Insurance - Health                | 13,200              |
| 02-190-5015                   | Contribution - 457                | 750                 |
| 02-190-5313                   | Collection Expense                | 1,000               |
| 02-190-5370                   | FMHA Bond                         | 750                 |
| 02-190-5600                   | Corporate Overhead                | 107,100             |
|                               | <b>Total Water Administration</b> | <b>\$ 202,250</b>   |
| <b>Water - Filtration</b>     |                                   |                     |
| 02-192-5102                   | Insurance - Gen Liab              | \$ 1,200            |
| 02-192-5105                   | Insurance - Property              | 12,200              |
| 02-192-5106                   | Insurance - Boiler & Machinery    | 6,000               |
| 02-192-5521                   | Pumping System Expense            | 60,000              |
| 02-192-5522                   | Purification Plant Maintenance    | 275,000             |
| 02-192-5710                   | Filtration Contract Payment       | 652,000             |
|                               | <b>Total Water Filtration</b>     | <b>\$ 1,006,400</b> |
| <b>Water - Supply</b>         |                                   |                     |
| 02-194-5000                   | Salaries                          | \$ 32,000           |
| 02-194-5010                   | Social Security                   | 2,400               |
| 02-194-5011                   | Pension                           | 2,900               |
| 02-194-5012                   | Workers Comp                      | 2,225               |
| 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              |
|                               | <b>Total Water Supply</b>         | <b>\$ 99,625</b>    |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                        | <b>AMOUNT</b>              |
|----------------|---|----------------------------|
|                | <b>Water - Distribution</b>               |                            |
| 02-196-5000    | Salaries                                  | \$ 247,000                 |
| 02-196-5010    | Social Security                           | 18,750                     |
| 02-196-5011    | Pension                                   | 22,600                     |
| 02-196-5012    | Workers Comp                              | 17,500                     |
| 02-196-5013    | Insurance - Health                        | 60,400                     |
| 02-196-5015    | Contribution - 457                        | 1,000                      |
| 02-196-5100    | Insurance - Auto                          | 4,000                      |
| 02-196-5102    | Insurance - Gen Liab                      | 1,200                      |
| 02-196-5105    | Insurance - Property                      | 3,200                      |
| 02-196-5150    | Training                                  | 500                        |
| 02-196-5170    | Uniforms                                  | 4,000                      |
| 02-196-5180    | Safety Equipment                          | 6,575                      |
| 02-196-5191    | Communications                            | 9,200                      |
| 02-196-5210    | Office Supplies                           | 1,000                      |
| 02-196-5390    | Miscellaneous Expense                     | 3,100                      |
| 02-196-5400    | Gas, Oil, Grease                          | 16,000                     |
| 02-196-5420    | Fleet Lease                               | 32,000                     |
| 02-196-5505    | Crestview Pumping Station Expense         | 12,500                     |
| 02-196-5550    | Utilities - Water Distribution            | 3,600                      |
| 02-196-5700    | Distribution Expense                      | 150,700                    |
| 02-196-5701    | Distribution Pipe Expense                 | 10,000                     |
| 02-196-5702    | Equipment Maintenance                     | 11,000                     |
| 02-196-5703    | Fire Hydrants Expense                     | 5,000                      |
| 02-196-5704    | Transmission Mains Expense                | 51,300                     |
| 02-196-5740    | Meters Expense                            | 80,000                     |
| 02-196-5800    | Capital Outlay                            | 120,000                    |
|                | Total Water Distribution                  | <u>\$ 892,125</u>          |
|                | <b>Total Water Fund Expenses</b>          | <u><u>\$ 2,200,400</u></u> |
|                | <b>Total Water Fund Net Income (Loss)</b> | <u><u>\$ -</u></u>         |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT                              | DESCRIPTION                          | AMOUNT              |
|--------------------------------------|--------------------------------------|---------------------|
| <b>Sewer Fund Operating Revenues</b> |                                      |                     |
| 03-000-4000                          | Sewer Charges                        | \$ 1,904,000        |
| 03-000-4001                          | Interest Earned - Sewer              | 3,000               |
| 03-000-4315                          | Proceeds from Fund Balance           | 34,025              |
| 03-000-4317                          | Special Revenue                      | 150,000             |
| 03-000-4404                          | Sundry Sales                         | 1,500               |
| 03-000-4503                          | Sewer Tap Fees                       | 5,000               |
| 03-000-4600                          | Interest Income                      | 18,000              |
|                                      | <b>Total Sewer Operating Revenue</b> | <b>\$ 2,115,525</b> |
| <b>Sewer Operating Expenses</b>      |                                      |                     |
| <b>Sewer - Administration</b>        |                                      |                     |
| 03-210-5000                          | Salaries                             | \$ 68,000           |
| 03-210-5010                          | Social Security                      | 5,100               |
| 03-210-5011                          | Pension                              | 6,150               |
| 03-210-5012                          | Workers Comp                         | 200                 |
| 03-210-5013                          | Insurance - Health                   | 13,200              |
| 03-210-5015                          | Contribution - 457                   | 750                 |
| 03-210-5313                          | Collection Expense                   | 1,000               |
|                                      | <b>Total Sewer Administration</b>    | <b>\$ 94,400</b>    |
| <b>Sewer - Operating</b>             |                                      |                     |
| 03-211-5000                          | Salaries                             | \$ 183,000          |
| 03-211-5010                          | Social Security                      | 14,200              |
| 03-211-5011                          | Pension                              | 20,000              |
| 03-211-5012                          | Workers Comp                         | 13,000              |
| 03-211-5013                          | Insurance - Health                   | 53,000              |
| 03-211-5015                          | Contribution - 457                   | 1,700               |
| 03-211-5100                          | Insurance - Auto                     | 1,400               |
| 03-211-5102                          | Insurance - Gen Liab                 | 575                 |
| 03-211-5105                          | Insurance - Property                 | 7,500               |
| 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                          | 18,000              |
| 03-211-5520                          | Pumping Station Maintenance          | 6,000               |
| 03-211-5600                          | Corporate Overhead                   | 227,750             |
| 03-211-5761                          | Sanitary Commission Charges          | 1,233,000           |
| 03-211-5762                          | Sanitary Comm-Transmission Projects  | 11,800              |
| 03-211-5763                          | Sewer Operating Expense              | 205,000             |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| <b>ACCOUNT</b> | <b>DESCRIPTION</b>                       | <b>AMOUNT</b>            |
|----------------|--|--------------------------|
| 03-211-5764    | Sewer Pumping Expense                    | 6,000                    |
|                | Total Sewer Operating                    | <u>\$ 2,019,325</u>      |
|                | Total Sewer Operating Expenses           | <u>\$ 2,113,725</u>      |
|                | Sewer Operating Net Income (Loss)        | <u>\$ 1,800</u>          |
|                | <b>CSO Revenue</b>                       |                          |
| 03-220-4520    | CSO Surcharge Revenue                    | \$ 405,000               |
| 03-220-4521    | Interest Earned - CSO Surcharge          | 1,000                    |
| 03-220-4530    | Project Reimbursements                   | 2,582,000                |
|                | Proceeds of Debt                         | 900,000                  |
|                | Total CSO Revenue                        | <u>\$ 3,888,000</u>      |
|                | <b>CSO Expenses</b>                      |                          |
| 03-220-5391    | Interest Expense                         | \$ 3,450                 |
| 03-220-5392    | Debt Redemption                          | 23,350                   |
| 03-220-5800    | Capital Outlay                           | 3,863,000                |
|                | Total CSO Expense                        | <u>\$ 3,889,800</u>      |
|                | CSO Net Income (Loss)                    | <u>\$ (1,800)</u>        |
|                | <b>Sewer Fund Net Income (Loss)</b>      | <u><u>\$ -</u></u>       |
|                | <b>Water Surcharge Fund Revenue</b>      |                          |
| 04-000-4000    | Water Tap Surcharge                      | \$ 672,000               |
| 04-000-4001    | Interest Earned - Surcharge              | 1,800                    |
| 04-000-4317    | Special Revenue                          | 150,000                  |
| 04-000-4600    | Interest Income                          | 8,000                    |
|                | Total Water Surcharge Revenue            | <u>\$ 831,800</u>        |
|                | <b>Water Surcharge Fund Expenses</b>     |                          |
| 04-200-5313    | Collection Expense                       | \$ 1,000                 |
| 04-200-5391    | Interest Expense                         | 61,750                   |
| 04-200-5392    | Debt Redemption                          | 409,550                  |
| 04-200-5802    | Capital Repairs                          | 150,000                  |
|                | Total Water Surcharge Expense            | <u>\$ 622,300</u>        |
|                | <b>Water Surcharge Net Income (Loss)</b> | <u><u>\$ 209,500</u></u> |

**CITY OF FROSTBURG  
OPERATING BUDGET  
FOR THE YEAR ENDED JUNE 30, 2024**

| ACCOUNT                              | DESCRIPTION                      | AMOUNT            |
|--------------------------------------|----------------------------------|-------------------|
| <b>Garbage Fund Revenues</b>         |                                  |                   |
| 05-000-4000                          | Trash & Garbage Charges          | \$ 457,000        |
| 05-000-4001                          | Interest Earned - Garbage        | 1,400             |
| 05-000-4404                          | Sundry Sales                     | 1,000             |
| 05-000-4600                          | Interest Income                  | 2,300             |
|                                      | Total Garbage Revenue            | <u>\$ 461,700</u> |
| <b>Garbage Fund Expenses</b>         |                                  |                   |
| <b>Garbage Fund - Administration</b> |                                  |                   |
| 05-230-5000                          | Salaries                         | \$ 68,000         |
| 05-230-5010                          | Social Security                  | 5,100             |
| 05-230-5011                          | Pension                          | 6,150             |
| 05-230-5012                          | Workers Comp                     | 200               |
| 05-230-5013                          | Insurance - Health               | 13,200            |
| 05-230-5015                          | Contribution - 457               | 750               |
| 05-230-5313                          | Collection Expense               | 500               |
|                                      | Total Garbage Administration     | <u>\$ 93,900</u>  |
| <b>Garbage Operating</b>             |                                  |                   |
| 05-232-5000                          | Salaries                         | \$ 99,000         |
| 05-232-5010                          | Social Security                  | 7,500             |
| 05-232-5011                          | Pension                          | 9,000             |
| 05-232-5012                          | Workers Comp                     | 7,000             |
| 05-232-5013                          | Insurance - Health               | 25,000            |
| 05-232-5015                          | Contribution - 457               | 900               |
| 05-232-5100                          | Insurance - Auto                 | 2,200             |
| 05-232-5102                          | Insurance - Gen Liab             | 400               |
| 05-232-5105                          | Insurance - Property             | 3,800             |
| 05-232-5170                          | Uniforms                         | 3,000             |
| 05-232-5180                          | Safety Equipment                 | 1,000             |
| 05-232-5210                          | Office Supplies                  | 500               |
| 05-232-5400                          | Gas, Oil, Grease                 | 14,000            |
| 05-232-5600                          | Corporate Overhead               | 17,500            |
| 05-232-5770                          | Ash Dumpster                     | 7,000             |
| 05-232-5771                          | Bulk Cleanup Expense             | 10,000            |
| 05-232-5772                          | Landfill Charges                 | 130,000           |
| 05-232-5773                          | Sanitation Operating Expense     | 30,000            |
|                                      | Total Garbage Operating          | <u>\$ 367,800</u> |
|                                      | Total Garbage Expenses           | <u>\$ 461,700</u> |
|                                      | <b>Garbage Net Income (Loss)</b> | <u>\$ -</u>       |



JULY 1, 2023

**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 land owner

**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.

**NOTIFICATION OF WATER SHUT OFF**

The penalty for Notification of Water Shut-off is 10% of the total amount due or \$20.00, whichever is greater. The penalty is applicable upon notification to the customer regardless of whether the water service is actually terminated.

Water reconnection fee (during normal Water Department working hours) .....\$20.00  
Water reconnection fee (after normal Water Department working hours) .....\$75.00

**SUPPLEMENTAL WATER METER READINGS** .....\$10.00

**INSUFFICIENT FUND (CHECK OR ACH) CHARGES**

First Offense .....\$30.00  
Second and Continuing Offense .....\$50.00

**REBILLING FEES**

Administrative fee .....\$10.00 per billing  
Interest..... 1½ % per month on unpaid balance

**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..... 2.95% of the total transaction amount  
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 card .....3.25% of the total transaction amount (\$2.00 minimum)

JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

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

Card presented in person and entered electronically .....3.5%  
Card presented by phone or entered manually .....4.5%

**WATER RATES**

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

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.....      | <b>\$6.21/1,000 gallons</b>  |
| 500,001 gallons per billing and over..... | <b>\$11.88/1,000 gallons</b> |

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

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

**SEWER RATES**

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

**WATER SURCHARGE**

Surcharge per unit or equivalent

|                                      |                                 |
|--------------------------------------|---------------------------------|
| In-City Frostburg customers .....    | \$8.30/month or \$24.90/quarter |
| Out of City customers .....          | \$8.30/month or \$24.90/quarter |
| County customers except Eckhart..... | \$8.30/month or \$24.90/quarter |
| County customers - Eckhart.....      | \$2.96/month or \$8.88/quarter  |

**CSO (Combined Sewer Overflow) SURCHARGE**

Surcharge per unit or equivalent .....\$7.00/month or \$21.00/quarter

**GARBAGE RATES**

Residential customers..... \$47.00 per unit per quarter  
Recycling credit (requires enrollment with Burgmeier's Hauling) ..... \$9.00 per quarter

JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**Special Garbage Charges**

A special garbage collection can be scheduled for a prepaid fee of \$50 per load.

An excess trash charge of \$50 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"  | \$1,500.00           |                                   | -   | \$1,000.00   | \$1,000.00   | \$600.00   |
| 1"  | \$1,800.00           |                                   | -   | \$1,200.00   | \$1,200.00   | \$800.00   |
| 1 1/2"  | \$3,000.00           |                                   | -   | \$2,000.00   | \$2,000.00   | \$1,500.00   |
| 2"  | \$4,500.00           |                                   | -   | \$2,500.00   | \$2,500.00   | \$2,500.00   |
| 4"  | \$6,000.00           |                                   | -   | n/a  | \$3,000.00   | \$3,000.00   |
| 6"  | \$9,000.00           |                                   | -   | n/a  | \$4,500.00   | \$4,500.00   |
| 8"  | \$12,000.00          |                                   | -   | n/a  | \$6,000.00   | \$6,000.00   |
| 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) | \$2,000.00           |                                   | \$ -   | \$1,500.00  | \$500.00   |
| Two-family & Multi-family *  | \$2,500.00           |                                   | \$ -   | \$2,000.00  | \$500.00   |
| Commercial *   | \$3,000.00           |                                   | \$ -   | \$2,500.00  | \$500.00   |

\* Fee may be higher if actual costs incurred are greater

JULY 1, 2023

**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  | \$25.00                                    | -                          | -                             |
| ≤ 3/4"  | \$450.00                                   | \$25.00                    | \$125.00                      |
| 1"  | \$900.00                                   | \$30.00                    | \$225.00                      |
| 1 1/2"  | \$1,000.00                                 | \$85.00                    | Supplier cost plus 10%        |
| 2"  | \$1,200.00                                 | \$110.00                   | Supplier cost plus 10%        |
| <i>Meters larger than 2" shall be priced by City Engineer</i> |  |                            |                               |
| Water meter registry only                                     | \$225.00                                   |                            |                               |
| Water meter excluding registry                                | "Meter + Registry" fee above less \$225.00 |                            |                               |

**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 \$0.00 for each additional unit over 1 ..... \$0.00 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 ..... \$75.00  
Twin Dwelling/ Two-Family..... \$100.00  
Renovation (Structural Changes)..... \$25.00

Single and Two-Family Sprinkler Rebate ..... \$500.00

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 ..... \$75.00 per inspection

Electric Service  
100-200 amp ..... \$100.00 per service  
400 amp ..... \$125.00 per service

Plan Review (non-refundable)..... \$100.00 per hour

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Commercial and Multi-Family Permit Fees

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| Multi-Family Housing.....            | \$50.00 per unit                     |
| Commercial.....                      | \$100.00 plus \$0.05 per square foot |
| Renovation (Structural Changes)..... | \$25.00                              |

Commercial and Multi-Family Housing Inspection Fees

Multi-Family ..... \$75.00 per inspection plus cost of electric service

Plan Review (non-refundable)..... \$125.00 per hour

Commercial (retail, assembly, restaurant and similar spaces)

First 5,000 square feet..... \$0.75 per square foot

Additional square footage..... \$0.25 per square foot

Commercial Kitchen – Additional \$0.20 per square foot for the entire area including dining.

Office Space ..... \$0.50 per square foot

Hotel .....\$300 per room for first 20 rooms

Additional rooms ..... \$100.00 per room

Electric Service

100-200 amp ..... \$90.00 per service

400 amp ..... starting at \$125.00 per service

600 amp ..... \$350.00 per service

800 amp ..... \$600.00 per service

1000 amp ..... \$800.00 per service

Transfer Switch - \$25 in addition to service cost

Commercial re-inspections are minimum of \$95.00 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..... \$10.00

300-899 square feet..... \$40.00

>900 square feet..... \$75.00

Fences/Swimming Pools..... \$25.00

Retaining walls >30" in height ..... \$25.00

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Residential and Light Commercial Photovoltaic Inspection

|   |         |
|---|---------|
| Price per 3500 watts .....                                    | \$50.00 |
| Inverter .....  | \$50.00 |
| Service tie-in 200A or less .....                             | \$50.00 |
| Each additional 200A .....                                    | \$50.00 |
| Battery < 12 cells .....                                      | \$50.00 |
| Each additional 12 cells .....                                | \$50.00 |
| Plan Review.....  | \$80.00 |
| Site visit in Lieu of Engineer for Structural Assessment..... | \$50.00 |

Energy/Telecom Structure (per new structure)..... \$50.00  
*Plan review, inspections, and/or grading permit may be required depending on project*

Demolition Permit & Inspection Fees

|  |                        |
|--|------------------------|
| Demolition.....  | \$25.00                |
| Demolition of Structure damaged by fire or other natural disaster, or listed on the<br>Code Enforcement Blighted Property List ..... | \$0.00                 |
| Inspections (typically 2).....   | \$50.00 per inspection |

**Emergency or re-inspections if work is not ready for inspection ..... \$50.00**

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 .....      | \$25.00  |
| Minor/Standard Plan ..... | \$25.00  |
| Major Plan.....           | \$100.00 |
| Street Entrance .....     | \$25.00  |
| Stormwater Facility ..... | \$100.00 |

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 ..... | \$0.00                              |
| Directional, instructional, or “wayfinding” sign .....                   | \$0.00                              |
| Less than 25 square feet.....  | \$30.00                             |
| 25 to 60 square feet .....   | \$45.00                             |
| 61 to 180 square feet .....  | \$75.00                             |
| Greater than 180 square feet .....                                       | \$150.00                            |
| Electronic Messaging Centers (EMCs) .....                                | permit fee based on size + \$100.00 |

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

Other Permit Fees

|  |         |
|--|---------|
| Zoning Certification .....               | \$0.00  |
| Home Occupation Permit .....             | \$25.00 |
| Residential Occupancy Permit .....       | \$0.00  |
| Commercial Use and Occupancy Permit..... | \$25.00 |

Solicitor Permits

|   |          |
|---|----------|
| Door to Door (effective for one year from date of issuance) ..... | \$25.00  |
| Short-Term Mobile/Temporary Business Unit.....                    | \$50.00  |
| Seasonal Mobile/Temporary Business Unit.....                      | \$75.00  |
| Long-Term Mobile/Temporary Business Unit .....                    | \$150.00 |
| One-Time Special Event .....                                      | \$0.00   |

Subdivision Review

|  |          |
|--|----------|
| Consultation Meeting .....   | \$0.00   |
| Formal Application (water/sewer/public road available at site) .....           | \$200.00 |
| Formal Application (review of off-site infrastructure extension included)..... | \$400.00 |

Board of Zoning Appeals

|                            |          |
|----------------------------|----------|
| Special Exception .....    | \$250.00 |
| Variance.....              | \$250.00 |
| Administrative Error ..... | \$150.00 |

Re-Zoning Request

|                                     |          |
|-------------------------------------|----------|
| Zoning Map Error or Map Change..... | \$100.00 |
|-------------------------------------|----------|

**MISCELLANEOUS PERMIT FEES**

|                          |  |
|--------------------------|--|
| Special Event.....       | TBD per Article VI, Section 4 of the City Code |
| Photographer .....       | \$25.00  |
| Transfer of Permit ..... | \$1.00   |
| Burning Permit .....     | \$0.00   |
| Chicken License.....     | \$30.00  |

**POLICE DEPARTMENT**

Parking Violations

|                               |         |
|-------------------------------|---------|
| Meter .....                   | \$15.00 |
| Handicap Only .....           | \$50.00 |
| Fire Hydrant Violations ..... | \$50.00 |
| All Others .....              | \$30.00 |

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.

**JULY 1, 2023**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**POLICE DEPARTMENT (continued)**

Parking Permits (City Place lot)

The permit fee is \$40.00 per month or \$400.00 for an annual permit which is purchased in advance.

Parking Permits (all other City parking lots)

The permit fee is \$20.00 per month or \$200.00 for an annual permit which is purchased in advance.

Copies .....\$10.00

**RENTAL HOUSING REGISTRATION & INSPECTION**

Initial Rental Registration

Registration per unit, prior to occupancy.....\$40.00

Rental Registration Renewal

Annual Registration per unit, by February 1.....\$40.00

Annual Registration per unit, by March 1.....\$50.00

Annual Registration per unit, by April 1.....\$100.00

Annual Registration per unit, after April 1.....\$40.00 + \$250 citation

Rental units will forfeit any “*grandfathering*” if not registered and fees paid by June 1<sup>st</sup>.

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.....\$25.00

**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

Audit reports .....\$5.00

Transcripts .....\$35.00 base fee plus \$5.00 for every 20 minutes of recorded speech

(Remainder of page is intentionally blank.)



JULY 1, 2023

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES**

**RECREATION FEES**

|                             | <b>City Resident</b>          | <b>Non-City Resident</b>                                  |
|-----------------------------|-------------------------------|---|
| <b>Community Center</b>     | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$150.00 Security Deposit)<br>\$ 50.00/hour |
| <b>Preston Amphitheater</b> | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$250.00 Security Deposit)<br>\$ 50.00/hour |
| <b>City Place</b>           |                               |   |
| Hall                        | \$300.00/day<br>\$ 40.00/hour | \$350.00/day (\$150.00 Security Deposit)<br>\$ 50.00/hour |
| Meeting Room                | \$150.00/day<br>\$ 25.00/hour | \$175.00/day<br>\$ 35.00/hour                             |
| <b>Pavilion Rentals</b>     | \$ 50.00/day                  | \$ 65.00/day  |

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

|   |                                      |   |
|---|--------------------------------------|---|
| <b>Armory Gym Rental</b>  | \$ 35.00/hour/month<br>\$ 15.00/hour | \$ 50.00/hour/month<br>\$ 20.00/hour      |
|   | \$ 55.00/hour/month<br>\$ 25.00/hour |   |
| Armory Special Event  | \$ 40.00/hour                        | \$ 50.00/hour (\$150.00 Security Deposit) |
| <b>Field Rental</b>   | \$ 75.00/day<br>\$ 25.00/hour        | \$ 90.00/day<br>\$ 35.00/hour             |
| <b>Rec Facility Key Deposit</b>   | \$40.00/key                          | \$40.00/key                               |
| <b>Special Event Fee</b> (all buildings; events ending after 11:00pm) ..... | \$50.00 per hour                     |   |
| <b>League Participation Fee (non-City residents)</b> .....                  | \$5.00 per person                    |   |

**RECREATION FEES – DAY CAMP**

|                                |                    |
|--------------------------------|--------------------|
| Daily Rate.....                | \$22.00 per child  |
| Weekly Rate (5 day weeks)..... | \$105.00 per child |
| Weekly Rate (3 day weeks)..... | \$66.00 per child  |

JULY 1, 2023

**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

| <b>Pool Passes</b>     |          | <b>City Resident</b> | <b>Non-City Resident</b> |
|------------------------|----------|----------------------|--------------------------|
| 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.**

\_\_\_\_\_  
W. Robert Flanigan, Mayor

ATTEST: \_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**CITY OF FROSTBURG**  
**HOTEL/MOTEL TAX ALLOCATIONS - FY24**  
**REFLECTED IN ACCOUNT 01-110-5111 (CONTRIBUTIONS - TOURISM)**

| <b>ORGANIZATION</b>                             | <b>AMOUNT</b>     |
|---|-------------------|
| FrostburgFirst Operating                        | \$ 35,000         |
| Classy Chassis Car Club/Cruisin Main Street     | 1,500             |
| FSU Cultural Event Series                       | 6,000             |
| Elk's Derby Day                                 | 2,500             |
| House and Garden Club                           | 2,800             |
| Frostburg Dog Park                              | 5,000             |
| Children's Lit. Center/Storybook Holiday        | 3,000             |
| Frostburg Museum                                | 10,000            |
| Allegany Arts Council                           | 1,500             |
| Arion Band (Charter Provision)                  | 500               |
| Palace Theater                                  | 5,000             |
| FSU Appalachian Festival                        | 2,000             |
| Holiday Lamppost Committee                      | 5,000             |
| Mountain Maryland Trails                        | 5,000             |
| Allegany Museum/Thrasher Carriage Museum        | 5,000             |
| Savage Mountain Punk Fest                       | 1,500             |
| FSU TV-3  | 1,499             |
| FSU Center for Literary Arts                    | 1,500             |
| WMSR  | 20,000            |
| FSU WFWM Radio 91.9 FM                          | 1,500             |
| Camp Hope                                       | 1,500             |
| <b>Total Allocated to Outside Organizations</b> | <b>\$ 117,299</b> |

**RESOLUTION 2023-20**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING AN ANNUAL PLANNING REPORT BE SUBMITTED TO THE MARYLAND DEPARTMENT OF PLANNING.**

**WHEREAS**, the State of Maryland requires an annual report be submitted to the Maryland Department of Planning summarizing land development activity in the prior calendar year; and,

**WHEREAS**, the Frostburg Planning Commission approved the Annual Report and forwarded to the Mayor and Council.

**NOW, THEREFORE**, be it resolved that the Mayor and City Council of Frostburg hereby approves the Annual Planning Report to be forwarded to the Maryland Department of Planning.

**ADOPTED** this 18<sup>th</sup> day of May 2023.

Frostburg Mayor and Council

BY \_\_\_\_\_  
W. Robert Flanigan, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator



**W. Robert Flanigan**  
Mayor

**Commissioners**

**Donald L. Carter, Jr.**  
Commissioner of  
Finance

**Kevin G. Grove**  
Commissioner of  
Public Safety

**Nina Forsythe**  
Commissioner of  
Water, Parks and  
Recreation

**Adam Ritchey**  
Commissioner of  
Public Works

**Elizabeth Stahlman**  
City Administrator

# City of Frostburg

Office of the Secretary  
Maryland Department of Planning  
Attn: David Dahlstrom, AICP  
301 W. Preston St.  
Baltimore, Maryland 21201-2305

Re: Annual Report Calendar Year 2022

Dear Mr. Dahlstrom:

The Frostburg Planning and Zoning Commission approved the following annual report for the reporting year 2022 as required under §1-207(b) and §1-208(c)(1)(i) and (c)(3)(ii) of the Land Use Article on May 10, 2023. In addition, this report has been filed with the local legislative body.

1. Number of new Residential Permits Issued inside and outside of the Priority Funding Area (PFA):

**Table 1: New Residential Permits Issued  
Inside and Outside the Priority Funding Area (PFA)**

| Residential – Calendar Year 2022 | PFA | Non - PFA | Total |
|----------------------------------|-----|-----------|-------|
| # New Residential Permits Issued | 7   | 0         | 7     |

2. Is your jurisdiction scheduled to complete and submit to Planning a 5-Year Mid-Cycle comprehensive plan implementation review report this year? If yes, please submit the 5-Year Report as an attachment. **No.**

*Note: To find out if your jurisdiction is scheduled to submit this report, please consult the Transition Schedule section located at:*  
<https://planning.maryland.gov/pages/OurWork/compPlans/ten-year.aspx>

3. Were there any growth-related changes, including land use changes, zoning ordinance changes, rezonings, new schools, changes in water or sewer service, or municipal annexations that changed municipal and unincorporated boundaries? If yes, please list the annexation resolution(s), describe or attach a map of the changes, and provide a description of consistency of internal, state or adjoining local jurisdiction plans.

**No.**

4. Did your jurisdiction identify and/or implement any recommendations for improving the planning and development process within the jurisdiction? If yes, please describe.

**No.**

5. Are there any issues that MDP can assist you with in 2023? If yes, please describe.  
**Yes, Technical assistance with the comprehensive planning process would be greatly appreciated.**
6. Have all members of the Planning (Commission/Board) and Board of Appeals completed an educational training course?  
**Yes.**

Sincerely,



Bethany Fife  
Planner / Interim Community Development Director  
City of Frostburg  
[bfife@frostburgcity.org](mailto:bfife@frostburgcity.org)  
301-914-1790