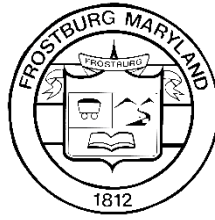


City of Frostburg
Monthly Reports



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

Community Development
Finance
Parks and Recreation
Street
Water

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: September 2024

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

Permits

Please see attached permit report.

Rental Housing

- Inquiry emails sent to A1 Inspections and Megco to see if several inspections from round one is completed before deadline of October 31, 2024
- RH Coordinator assisted property owners with general zoning inquiries.
- Emailed copies of rental license and receipts for 2024 to property owners.
- Spoke with several tenants due to tenant landlord issues and referred tenants to Tenant/Landlord helpline with successful help for issues for tenants. Also handled issues through emails to tenants and landlords with great success.
- Owner and Agent information was provided to the Frostburg Police Department when requested. Updated spreadsheet sent to both Police Department and Fire Department
- Mailing address updates were made for property owners who needed them.
- Updating IWORQ and Rental Housing Spreadsheet in reference to tri- yearly inspections.
- Attended First Coalition Meeting of the semester, three to follow.
- Newly owner-occupied properties have been updated from rental status.
- Continued effort is being made to obtain all delinquent rental registrations and letters sent to owners about being posted in July of properties being uninhabitable.
- New rental properties brought into program and property owners were provided RH materials.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.
- Confirmation of outstanding registration issues were given by RH and CE per our Finance Department's request.
- 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 did not meet in September due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission met on September 11, to consider a request for a favorable recommendation to the Board of Zoning Appeals for a Special Exception Use in the “C3” Town Center District for the purpose of operating a Body Art Studio at 6 E. Main Street; the Planning Commission unanimously approved this request. Additionally, Staff gave an update on the status of the Frostburg Comprehensive Plan.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in September due to a lack of applications received.
- *Green Team* – The Green Team met in person at the Municipal Center on Wednesday, September 25. Items discussed include: Cleanup day schedule, potential grant funding to support a Master Plan for the Edible Arboretum, the Green Team’s presentation for Mountain Ridge’s Staff Development Day, continued conversations about cardboard recycling, and possible field trips/special speakers at future meetings.

Director’s Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- September 4 – Solid Waste Management Board meeting
- September 4 – Frostburg Block Party (set up a table to represent the Green Team)
- September 5 – “Day Trip” Planning meeting (for Sec. Day’s visit to Frostburg on 10/23)
- September 6 – Edible Arboretum meeting

- September 10 – Work Session
- September 12 – Edible Arboretum digging for blueberry patch
- September 12 – Webinar: Growing Recreational Economies for Rural Communities
- September 17 – PumpkinFest meeting
- September 17 – Ribbon cutting at Frostburg Music Academy
- September 17 – Mayor & Council meeting
- September 18 – FrostburgFirst Board of Directors meeting
- September 19 – Brownsville Public Art dedication
- September 20 – Code Enforcement meeting/workshop with Michael Cohen
- September 25 – Green Team meeting
- September 28 – “Coffee & Cars” – Mechanic Street parking lot ribbon cutting
- September 28 – PumpkinFest
- September 30 – Presentation at MRHS for staff development day

Planning, Economic Development, & Current Projects:

Construction at O’Reilly Auto Parts is moving along as scheduled. As of 8/19, framing and rough-ins for electric and plumbing were complete.

Renovation permits released for the Nickel Building and for Hill Street School. Both projects are moving forward.

Waiting to hear from DHCD whether Strategic Demolition funds were awarded to support blight elimination and other necessary sitework on North Water Street. Award expected to be announced in mid-September.

The Edible Arboretum Committee is working diligently to wrap up Phase II of development before the end of the fall season. Staff is preparing an application for Sustainable Maryland’s brand new “Action Grants” program, which, if awarded, would support the third and final phase of planting/development at the Arboretum.

The first PumpkinFest was held on Saturday, September 28 and was an overwhelming success. Within the first 48 hours of publishing the Facebook event, we had received 888 responses. On the day of the event, we distributed 150 goodie bags in the first two hours. Although we don’t have actual attendance numbers, we estimate that over 200 children and their families were in attendance at the event.

Currently Working On & On the Radar:

- Edible Arboretum development

- Text amendments re: common code enforcement issues (solid waste and real property standards)
- Preparing for DHCD visit in October with Secretary Jacob R. Day
- Subdivision and Land Use Regulations rewrite/update
- Comprehensive Plan & Housing Element
- Glendening signage project
- Development of an address assignment policy



Case Activity Report

09/01/2024 - 09/30/2024

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

9/13/2024	ASAP	291-293 East Main Street	Large pile of furniture	Inspection	Resolved
9/9/2024	09/06/2024	247 SHAW ST	Large pile of trash	Inspection	Resolved
9/13/2024	ASAP	291-293 East Main Street	Large pile of furniture	Inspection	Resolved
9/11/2024	09/09/2024	129 S WATER ST	Wild flowers, weeds and bushes encroaching on sidewalk and hindering line of sight at intersection.	Inspection	Final Warning

Group Total: 4

Group: Issue Citation

9/30/2024	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Issue Citation	Citation Issued

Group Total: 1

Group: Phone Call/Email

9/25/2024	10/09/2024	48 MILL ST	Appliances on front porch	Phone Call/Email	Monitoring
9/23/2024		122 BRADDOCK ROAD	Sea Container	Phone Call/Email	Monitoring
9/20/2024		118 W MECHANIC ST	We purchased 130 W. Mechanic St.	Phone Call/Email	First Warning

one year ago which is next to the parcel at 118 W. Mechanic which includes three structures. The back house at 119 Park is uninhabitable , has broken windows and I have witnessed animals climbing in and out of the home. The 3 car garage at 117 Park next to the house also has holes in the roof and structure and appears to be abandoned. The main house structure at 118 W. Mechanic has been vacant and is in major disrepair since we purchased our property one year ago. I would like the city to consider addressing the disrepair and it's effect on our quality of life as we renovate our

			property at 130 W. Mechanic. Thank you.		
9/13/2024	ASAP	291-293 East Main Street	Large pile of furniture	Phone Call/Email	Resolved
9/6/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring
9/6/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring
9/6/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring
9/6/2024		206 PINECREST DR	Sea Containers in field across from 204	Phone Call/Email	Final Warning
9/3/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring
9/3/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring

Group Total: 10

Group: Re-Inspection

9/30/2024	09/09/2024	129 S WATER ST	Wild flowers, weeds and bushes encroaching on sidewalk and hindering line of sight at intersection.	Re-Inspection	Final Warning
9/30/2024	10/10/2024	23 HILL ST	High grass	Re-Inspection	Resolved
9/30/2024	09/08/2024	131 MAPLE ST	High Grass	Re-Inspection	Resolved
9/13/2024	08/29/2024	210 ARMSTRONG AVE		Re-Inspection	Resolved

Group Total: 4

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Case Detail Report

09/01/2024 - 09/30/2024

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
9/25/2024	10/09/2024	48 MILL ST	Appliances on front porch	Monitoring
9/25/2024	10/09/2024	128 BOWERY ST	Disabled/unregistered vehicle	First Warning
9/25/2024	10/09/2024	152 BOWERY ST	Unregistered Motor Vehicle	First Warning
9/23/2024	10/10/2024	23 HILL ST	High grass	Resolved
9/23/2024	10/03/2024	11 MILL ST	High Grass	First Warning
9/20/2024				
9/18/2024		118 W MECHANIC ST	We purchased 130 W. Mechanic St. one year ago which is next to the parcel at 118 W. Mechanic which includes three structures. The back house at 119 Park is uninhabitable , has broken windows and I have witnessed animals climbing in and out of the home. The 3 car garage at 117 Park next to the house also has	First Warning

			holes in the roof and structure and appears to be abandoned. The main house structure at 118 W. Mechanic has been vacant and is in major disrepair since we purchased our property one year ago. I would like the city to consider addressing the disrepair and it's effect on our quality of life as we renovate our property at 130 W. Mechanic. Thank you.	
9/16/2024	09/26/2024	159 W MAIN ST	High grass	First Warning
9/16/2024		122 BRADDOCK ROAD	Sea Container	Monitoring
9/13/2024	ASAP	291-293 East Main Street	Large pile of furniture	Resolved
9/5/2024			impassable sidewalk/ overgrown property	No CE Action Necessary
9/5/2024			sidewalk impassable	No CE Action Necessary
9/5/2024			vehicle parked on sidewalk	No CE Action Necessary



Permit Report

09/01/2024 - 09/30/2024

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Chicken		155 FROST AVE	Chicken Permit	Closed
Building	Accessory Structure	33 CENTENNIAL ST	Construction of a 16' x 7' Covered Porch	Open
Building	Addition	10 VILLAGE PKWY	Conversion of an Existing Carport into a 390 sf Enclosed Addition	Pending
Certificate of Appropriateness		183 E MAIN ST	Exterior paint selected from a historic palette	Closed
Fence	Accessory Structure	176 WASHINGTON ST	Installation of a 6' wood fence	Closed
Building	Single Family Dwelling	207 Redstone Terrace	Single Family Residence	Open
Fence		28 W COLLEGE AVE	Installation of a 4 ft Black Chain Link Fence	Closed
Building	Solar	202 S. Water Street	Installation of 24 Roof-Mounted Solar Panels at 8.64 kW	Pending
Grading	Minor Grading	49 DEPOT TER	Grading a 20' x 20' Area for a Driveway	Closed
Burning		38 W COLLEGE AVE	Burning Brush	Closed

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Fence		181 W MECHANIC ST	Installation of a 6' chain link fence	Closed
Building	Accessory Structure	64 FROST AVE	Construction of a 14' x 28' Wooden Shed	Closed
Certificate of Appropriateness		64 FROST AVE	In-kind Roof Replacement	Closed
Grading	Minor Grading	GRAHAM ST	Grading an ~3,600 Square Foot Area for a Driveway	Closed
Certificate of Appropriateness		287 E MAIN ST	In-kind Roof Replacement	Closed
Building	Accessory Structure	50 ORMAND ST	Construction of an 8' x 16' Storage Shed and Grading of a 200 Square-Foot Area	Closed
Certificate of Appropriateness	Minor Grading	49 DEPOT TER	Grading 20' x 20' Area for Driveway Construction	Closed
Burning		31 BEALLS LANE	Burning Brush	Closed

Total Records: 18

10/10/2024

**CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING SEPTEMBER 30, 2024**

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal Receivable at 09/30/24
	Receivable at 08/31/24	Billings	Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	13,694.80	-	-	-	-	13,694.80
Real Estate - 22/23	39,825.57	-	1,426.60	577.80	-	38,398.97
Real Estate - 23/24	78,803.63	-	4,686.30	710.41	-	74,117.33
Real Estate - 24/25	2,097,688.71	-	1,239,006.71	-	(811.77)	857,870.23
Real Estate - overpayments	-	-	11,630.22	-	11,630.22	-
Real Estate Total	<u>\$ 2,230,250.03</u>	<u>\$ -</u>	<u>\$ 1,256,749.83</u>	<u>\$ 1,288.21</u>	<u>\$ 10,818.45</u>	<u>\$ 984,318.65</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	675.75	6,405.30	-	-	-	7,081.05
Personal Property	<u>\$ 2,078.03</u>	<u>\$ 6,405.30</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,483.33</u>
Public Utility - 23/24	\$ -	\$ 106,171.80	\$ -	\$ -	\$ -	\$ 106,171.80
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,531.96	-	8.10	2.04	-	3,523.86
Corporation - 23/24	8,686.50	(368.10)	32.10	3.24	-	8,286.30
Corporation - 24/25	15,615.30	12,446.70	1,199.55	-	(324.75)	26,537.70
Corporation - overpayments	-	-	35.79	-	35.79	-
Corporation Total	<u>\$ 27,861.56</u>	<u>\$ 12,078.60</u>	<u>\$ 1,275.54</u>	<u>\$ 5.28</u>	<u>\$ (288.96)</u>	<u>\$ 38,375.66</u>
NST - Returned Check Fee Taxes	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	\$ -	\$ 30.00
Total	<u>\$ 2,260,219.62</u>	<u>\$ 124,685.70</u>	<u>\$ 1,258,055.37</u>	<u>\$ 1,293.49</u>	<u>\$ 10,529.49</u>	<u>\$ 1,137,379.44</u>

CITY OF FROSTBURG
SEPTEMBER 2024 BUDGET REPORT

Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,908,000	-	2,936,643.98	101.0
01-000-4001	PERSONAL PROPERTY TAXES	7,000	6,405.30	7,081.05	101.2
01-000-4002	PUBLIC UTILITY TAXES	190,000	106,171.80	106,171.80	55.9
01-000-4003	CORPORATION TAXES	95,000	11,227.20	33,518.10	35.3
01-000-4004	PRIOR YEAR TAXES	1,000	-	-	-
01-000-4005	TRAILER TAX	1,600	280.00	280.00	17.5
01-000-4010	INTEREST ON TAXES	50,000	1,293.49	14,239.59	28.5
01-000-4011	TAX CREDITS	(32,400)	-	-	-
01-000-4012	TAX ABATEMENTS	(3,000)	(2,241.24)	(2,801.94)	-
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	10,639.41	89,428.86	14.0
01-000-4021	ADMISSION TAXES	24,000	-	-	-
01-000-4022	HOTEL MOTEL TAX	155,000	18,119.51	18,119.51	11.7
01-000-4023	HIGHWAY USE TAX	510,000	-	-	-
01-000-4024	COAL TAX	2,600	-	-	-
01-000-4025	HOUSING AUTHORITY	14,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	10,000	-	-	-
01-000-4032	TRADERS LICENSES	10,000	10.35	638.89	6.4
01-000-4040	POLICE GRANTS	40,000	420.00	14,194.57	35.5
01-000-4041	PARKING METERS	-	1.36	42.88	-
01-000-4043	POLICE PROTECTION GRANTS	135,000	30,635.00	30,635.00	22.7
01-000-4045	FINES & FORFEITURES	15,000	350.00	745.00	5.0
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000	10,000.00	10,000.00	100.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	7,500.00	7,500.00	25.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	405.00	980.00	49.0
01-000-4051	BUILDING PERMITS	1,500	125.00	470.00	31.3
01-000-4052	RENTAL REGISTRATION	74,000	80.00	1,090.00	1.5
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	230.00	3,860.00	21.8
01-000-4055	CODE ENFORCEMENT CITATIONS	750	-	-	-
01-000-4056	COMM DEV GRANT REVENUE	50,000	2,750.00	15,760.82	31.5
01-000-4060	SWIMMING POOL	60,000	190.00	29,676.50	49.5
01-000-4062	DAY CAMP REGISTRATIONS	18,000	-	16,355.00	90.9
01-000-4063	RECREATION ACTIVITIES	22,000	3,245.00	6,560.00	29.8
01-000-4200	OPERATING TRANSFER - WATER FUND	95,600	7,967.00	23,901.00	25.0
01-000-4201	OPERATING TRANSFER - SEWER FUND	241,750	20,146.00	60,438.00	25.0
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	18,175	1,515.00	4,545.00	25.0
01-000-4250	NSF FEES	-	30.00	310.00	-
01-000-4301	RENTS	111,000	10,854.86	27,104.58	24.4
01-000-4302	HRD APPROPRIATION	10,700	10,761.00	10,761.00	100.6
01-000-4303	FRANCHISES - GAS, TV, ETC	72,000	-	-	-
01-000-4304	MISCELLANEOUS REVENUE	1,000	80.00	2,187.02	218.7
01-000-4306	PROJECT REIMBURSEMENT	1,948,000	16,009.90	21,884.90	1.1
01-000-4315	PROCEEDS FROM FUND BALANCE	173,870	-	-	-
01-000-4317	SPECIAL REVENUE	1,707,750	964,684.00	964,684.00	56.5

CITY OF FROSTBURG
SEPTEMBER 2024 BUDGET REPORT

Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4600	INTEREST INCOME	400,000	19,059.91	140,968.93	35.2
CORPORATE FUND Revenue Totals		9,858,745	1,258,944.85	4,597,974.04	
EXECUTIVE					
01-100-5000	SALARIES	22,200	1,850.00	5,550.00	25.0
01-100-5010	SOCIAL SECURITY	1,700	141.55	424.65	25.0
01-100-5012	WORKERS COMP	175	13.00	68.00	38.9
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	324.98	731.20	12.2
01-100-5104	INSURANCE - PUBLIC OFFICIALS	7,000	-	8,072.00	115.3
01-100-5110	CONTRIBUTIONS	500,000	-	500,000.00	100.0
01-100-5150	TRAINING	2,800	1,350.00	1,350.00	48.2
01-100-5160	TRAVEL	5,700	-	-	-
01-100-5185	PROFESSIONAL FEES	20,000	1,750.00	12,850.00	64.3
100 Executive		565,575	5,429.53	529,045.85	
ADMINISTRATIVE					
01-110-5000	SALARIES	176,000	13,328.00	41,715.63	23.7
01-110-5010	SOCIAL SECURITY	13,300	959.48	3,020.58	22.7
01-110-5011	PENSION	16,000	-	-	-
01-110-5012	WORKERS COMP	600	51.00	244.00	40.7
01-110-5013	INSURANCE - HEALTH	46,500	3,406.58	13,978.96	30.1
01-110-5014	INSURANCE - HEALTH RETIREE	43,500	(290.67)	10,687.76	24.6
01-110-5015	CONTRIBUTION - 457	2,000	133.26	447.01	22.4
01-110-5030	EMPLOYEE WELLNESS	7,500	59.77	294.13	3.9
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	2,225.39	4,199.36	42.0
01-110-5100	INSURANCE - AUTO	700	-	-	-
01-110-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-110-5105	INSURANCE - PROPERTY	7,700	2,226.00	13,221.70	171.7
01-110-5106	INSURANCE - AD&D AND LIFE	4,500	305.66	1,216.44	27.0
01-110-5111	CONTRIBUTIONS - TOURISM	130,900	12,500.00	60,799.00	46.5
01-110-5150	TRAINING	450	-	833.00	185.1
01-110-5160	TRAVEL	1,800	-	-	-
01-110-5185	PROFESSIONAL FEES	1,100	-	87.88	8.0
01-110-5191	COMMUNICATIONS	8,000	795.06	2,022.48	25.3
01-110-5200	ADVERTISING	6,400	1,011.51	1,011.51	15.8
01-110-5205	LEGAL	42,500	1,592.50	1,592.50	3.8
01-110-5207	PENSION ADMINISTRATIVE FEE	7,350	1,831.90	1,831.90	24.9
01-110-5210	OFFICE SUPPLIES	11,000	883.69	3,389.45	30.8
01-110-5220	POSTAGE	23,000	-	5,878.31	25.6
01-110-5230	COMPUTER EXPENSE	9,000	595.00	2,075.00	23.1
01-110-5232	IT LICENSING AND FEES	33,000	20,478.73	20,478.73	62.1
01-110-5235	DIGITAL ENGAGEMENT	29,000	2,420.00	5,304.12	18.3
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SVC	154,500	-	-	-
01-110-5500	BUILDING - ARMORY	12,000	1,670.17	2,183.76	18.2
01-110-5502	BUILDING MAINTENANCE	21,000	6,478.64	7,326.14	34.9

CITY OF FROSTBURG
SEPTEMBER 2024 BUDGET REPORT

Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-110-5550	UTILITIES - BUILDING	16,000	1,163.04	2,901.30	18.1
01-110-5700	BANK FEES	1,000	-	-	-
01-110-5807	CAPITAL OUTLAY	2,375,000	114,871.19	710,672.25	29.9
110 Administrative		3,211,475	188,695.90	917,524.90	
FINANCE					
01-120-5000	SALARIES	88,000	5,306.41	22,550.54	25.6
01-120-5010	SOCIAL SECURITY	6,700	388.49	1,675.30	25.0
01-120-5011	PENSION	8,000	-	-	-
01-120-5012	WORKERS COMP	250	18.00	95.00	38.0
01-120-5013	INSURANCE - HEALTH	32,500	1,289.88	5,502.54	16.9
01-120-5015	CONTRIBUTION - 457	625	38.36	133.19	21.3
01-120-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-120-5105	INSURANCE - PROPERTY	3,000	-	3,448.39	115.0
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	-	396.00	39.6
01-120-5310	AUDITING	75,000	-	-	-
01-120-5311	ACTUARIAL STUDY	5,000	-	-	-
01-120-5313	TAX COLLECTION	1,300	131.42	131.42	10.1
01-120-5810	RETSA OBLIGATION	9,600	-	-	-
120 Finance		232,150	7,172.56	34,044.38	
COMMUNITY DEV					
01-130-5000	SALARIES	125,000	9,520.00	28,560.03	22.9
01-130-5010	SOCIAL SECURITY	9,500	696.32	2,088.96	22.0
01-130-5011	PENSION	11,400	-	-	-
01-130-5012	WORKERS COMP	350	25.00	132.00	37.7
01-130-5013	INSURANCE - HEALTH	23,000	1,878.66	7,607.01	33.1
01-130-5015	CONTRIBUTION - 457	1,500	53.90	187.85	12.5
01-130-5100	INSURANCE - AUTO	700	-	720.00	102.9
01-130-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-130-5105	INSURANCE - PROPERTY	3,800	-	4,597.85	121.0
01-130-5150	TRAINING	500	-	-	-
01-130-5160	TRAVEL	900	-	-	-
01-130-5185	PROFESSIONAL FEES	1,000	-	-	-
01-130-5320	ECONOMIC DEVELOPMENT	3,300	729.45	3,091.45	93.7
01-130-5322	PLANNING	155,000	-	-	-
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5401	AUTO EXPENSE	500	-	33.00	6.6
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	23,507.00	23,507.00	47.0
01-130-5822	SPECIAL PROJECTS	18,800	300.00	300.00	1.6
130 Community Dev		407,425	36,710.33	70,937.15	
CODE ENFORCEMENT					
01-140-5000	SALARIES	63,000	3,913.92	13,148.17	20.9

CITY OF FROSTBURG
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Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-140-5010	SOCIAL SECURITY	4,800	278.16	931.45	19.4
01-140-5011	PENSION	5,700	-	-	-
01-140-5012	WORKERS COMP	200	15.00	78.00	39.0
01-140-5013	INSURANCE - HEALTH	22,800	1,977.22	7,757.75	34.0
01-140-5015	CONTRIBUTION - 457	750	38.82	152.55	20.3
01-140-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-140-5105	INSURANCE - PROPERTY	2,900	-	3,448.39	118.9
01-140-5150	TRAINING	500	-	-	-
01-140-5160	TRAVEL	500	-	36.50	7.3
01-140-5185	PROFESSIONAL FEES	400	-	-	-
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	11,700	-	11,500.00	98.3
01-140-5330	CODE ENFORCEMENT	5,000	-	-	-
01-140-5331	CONSTRUCTION INSPECT	20,000	1,135.00	2,595.00	13.0
01-140-5332	RENTAL INSPECTION	37,500	650.00	3,750.00	10.0
	140 Code Enforcement	175,925	8,008.12	43,509.81	
	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	76,000	5,353.20	16,689.61	22.0
01-150-5010	SOCIAL SECURITY	5,800	392.60	1,226.00	21.1
01-150-5011	PENSION	6,400	-	-	-
01-150-5012	WORKERS COMP	1,600	116.00	609.00	38.1
01-150-5013	INSURANCE - HEALTH	14,000	1,156.06	4,712.12	33.7
01-150-5015	CONTRIBUTION - 457	700	53.50	184.34	26.3
01-150-5100	INSURANCE - AUTO	700	-	717.00	102.4
01-150-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-150-5105	INSURANCE - PROPERTY	1,900	-	2,298.93	121.0
01-150-5150	TRAINING	1,000	-	1,500.00	150.0
01-150-5160	TRAVEL	1,000	-	-	-
01-150-5185	PROFESSIONAL FEES	2,100	-	-	-
01-150-5193	ONE CALL CONCEPTS	2,200	63.44	153.72	7.0
01-150-5340	ENGINEERING EQUIPMENT	3,000	-	275.58	9.2
01-150-5341	MAPPING SUPPLIES	8,000	-	5,000.00	62.5
01-150-5342	PUBLIC WORKS	7,400	-	-	-
01-150-5400	GAS, OIL, GREASE	3,000	245.36	442.51	14.8
01-150-5420	FLEET LEASE	11,000	842.93	2,528.79	23.0
	150 Public Works Admin	145,975	8,223.09	36,449.60	
	PUBLIC SAFETY				
01-160-5000	SALARIES	1,062,000	80,604.81	233,127.62	22.0
01-160-5002	SALARIES - POLICE GRANTS	40,000	2,770.71	6,707.48	16.8
01-160-5003	COURT TIME	13,000	1,768.79	4,145.92	31.9
01-160-5010	SOCIAL SECURITY	85,000	6,262.02	17,909.97	21.1
01-160-5011	PENSION	285,000	-	-	-
01-160-5012	WORKERS COMP	72,000	5,218.00	27,395.00	38.1
01-160-5013	INSURANCE - HEALTH	257,000	17,927.33	72,548.17	28.2

CITY OF FROSTBURG
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Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-160-5015	CONTRIBUTION - 457	7,500	475.24	1,656.14	22.1
01-160-5100	INSURANCE - AUTO	6,200	-	7,304.00	117.8
01-160-5102	INSURANCE - GEN LIAB	1,200	-	1,041.00	86.8
01-160-5103	INSURANCE - POLICE PROFESSIONAL	16,700	-	10,596.00	63.5
01-160-5105	INSURANCE - PROPERTY	6,000	-	5,136.05	85.6
01-160-5150	TRAINING	25,500	1,733.22	4,633.22	18.2
01-160-5170	UNIFORMS	15,000	478.53	590.53	3.9
01-160-5180	SAFETY EQUIPMENT	1,200	90.00	180.00	15.0
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	1,285.67	4,410.46	23.8
01-160-5191	COMMUNICATIONS	30,500	1,885.12	4,627.46	15.2
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	215.00	809.06	16.2
01-160-5230	COMPUTER EXPENSE	8,500	-	-	-
01-160-5350	FSU MOU	10,000	10,000.00	10,000.00	100.0
01-160-5380	POLICE REFORM	23,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	102.60	1,079.23	27.0
01-160-5400	GAS, OIL, GREASE	33,000	1,748.04	3,806.91	11.5
01-160-5401	AUTO EXPENSE	18,000	3,770.25	4,535.85	25.2
01-160-5420	FLEET LEASE	43,000	4,214.60	12,545.33	29.2
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	184.07	406.46	10.2
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	775.35	1,842.51	18.4
01-160-5851	FIRE DEPT APPROPRIATION	255,670	-	63,917.50	25.0
160 Public Safety		2,362,470	141,509.35	500,951.87	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	296,000	22,074.00	66,820.81	22.6
01-170-5010	SOCIAL SECURITY	22,600	1,604.14	4,858.22	21.5
01-170-5011	PENSION	27,500	-	-	-
01-170-5012	WORKERS COMP	20,000	1,449.00	7,609.00	38.1
01-170-5013	INSURANCE - HEALTH	80,000	5,845.89	23,503.09	29.4
01-170-5015	CONTRIBUTION - 457	1,500	93.44	324.64	21.6
01-170-5018	UNEMPLOYMENT	200	-	-	-
01-170-5100	INSURANCE - AUTO	7,800	-	9,267.00	118.8
01-170-5102	INSURANCE - GEN LIAB	575	-	449.00	78.1
01-170-5105	INSURANCE - PROPERTY	6,000	99.12	8,093.05	134.9
01-170-5150	TRAINING	5,000	-	-	-
01-170-5170	UNIFORMS	8,000	295.40	619.65	7.8
01-170-5180	SAFETY EQUIPMENT	7,200	508.57	2,714.55	37.7
01-170-5191	COMMUNICATIONS	15,000	182.21	546.48	3.6
01-170-5210	OFFICE SUPPLIES	1,500	478.40	478.40	31.9
01-170-5400	GAS, OIL, GREASE	30,000	1,876.91	3,821.68	12.7
01-170-5420	FLEET LEASE	29,000	3,372.51	10,117.53	34.9
01-170-5550	UTILITIES - BUILDING	6,000	234.47	550.27	9.2
01-170-5711	SALT & ABRASIVES	150,000	-	-	-
01-170-5712	SIGN MAINTENANCE	15,000	7,326.62	7,326.62	48.8

CITY OF FROSTBURG
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Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	4,397.15	9,016.88	10.0
01-170-5714	STREET LIGHTING	100,000	7,475.72	16,953.62	17.0
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	4,129.79	7,432.72	7.4
01-170-5716	STREET SHOP EQUIPMENT	50,000	4,809.17	8,897.15	17.8
01-170-5717	STREET LIGHTING REPAIRS	20,000	415.38	880.38	4.4
01-170-5800	CAPITAL OUTLAY	565,750	3,600.00	58,758.91	10.4
01-170-5861	STREET PAVING	200,000	77,140.00	157,632.94	78.8
01-170-5865	PARKING LOT MAINTENANCE	13,000	1,044.95	1,554.95	12.0
170 Public Works - Street		1,867,625	148,452.84	408,227.54	
RECREATION					
01-180-5000	SALARIES	284,000	21,508.48	64,629.83	22.8
01-180-5010	SOCIAL SECURITY	21,700	1,580.60	4,749.82	21.9
01-180-5011	PENSION	23,600	-	-	-
01-180-5012	WORKERS COMP	18,200	1,319.00	6,925.00	38.1
01-180-5013	INSURANCE - HEALTH	65,000	4,857.29	19,497.77	30.0
01-180-5015	CONTRIBUTION - 457	1,750	76.30	265.77	15.2
01-180-5100	INSURANCE - AUTO	2,900	-	2,305.00	79.5
01-180-5102	INSURANCE - GEN LIAB	550	-	449.00	81.6
01-180-5105	INSURANCE - PROPERTY	14,500	-	16,722.13	115.3
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,800	226.79	530.54	11.1
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	389.28	1,167.03	13.0
01-180-5420	FLEET LEASE	23,000	1,863.65	5,590.95	24.3
01-180-5503	ARMORY EXPENSE - GYM	16,000	234.49	550.27	3.4
01-180-5504	COMMUNITY CENTER	10,000	2,636.04	4,076.58	40.8
01-180-5510	CITY PLACE	29,500	862.38	1,841.93	6.2
01-180-5550	UTILITIES	9,000	167.59	538.17	6.0
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	84.85	84.85	1.7
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000	-	-	-
01-180-5723	REC PARK MAINTENANCE EXPENSE	63,000	8,648.21	20,237.64	32.1
01-180-5724	STREET TREE MAINTENANCE	7,500	-	-	-
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	-	-
01-180-5726	RECREATIONAL PROGRAMS	13,000	877.71	4,118.09	31.7
01-180-5800	CAPITAL OUTLAY	100,900	-	15,910.52	15.8
180 Recreation		733,450	45,332.66	170,190.89	
RECREATION-POOL					
01-181-5000	SALARIES	72,000	810.75	43,737.88	60.8
01-181-5010	SOCIAL SECURITY	5,500	62.03	3,346.01	60.8
01-181-5012	WORKERS COMP	4,600	334.00	1,752.00	38.1
01-181-5018	UNEMPLOYMENT	200	-	-	-

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Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-181-5507	POOL OPERATING	35,000	3,482.55	11,227.12	32.1
	181 Recreation-Pool	117,300	4,689.33	60,063.01	
	RECREATION - DAY CAMP				
01-182-5000	SALARIES	24,000	-	14,723.45	61.4
01-182-5010	SOCIAL SECURITY	1,850	-	1,126.41	60.9
01-182-5012	WORKERS COMP	1,500	109.00	572.00	38.1
01-182-5018	UNEMPLOYMENT	200	-	-	-
01-182-5507	DAY CAMP OPERATIONS	800	19.45	159.42	19.9
	182 Recreation - Day Camp	28,350	128.45	16,581.28	
	RECREATION - SEASONAL				
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	725	-	-	-
01-183-5012	WORKERS COMP	600	43.00	227.00	37.8
01-183-5108	UNEMPLOYMENT	200	-	-	-
	183 Recreation - Seasonal	11,025	43.00	227.00	
	CORPORATE FUND Expenditure Totals	9,858,745	594,395.16	2,787,753.28	
02-000-4000	WATER SERVICE REVENUE	1,488,000	33,109.54	305,095.06	20.5
02-000-4001	INTEREST EARNED - WATER	1,500	163.84	364.90	24.3
02-000-4317	SPECIAL REVENUE	363,500	74,685.64	74,685.64	20.6
02-000-4401	SALE OF BULK WATER	-	170.75	370.75	-
02-000-4402	SALE OF METERS	5,000	-	900.00	18.0
02-000-4403	TAPPING FEES	4,000	-	1,000.00	25.0
02-000-4404	SUNDRY SALES	10,000	250.00	6,299.76	63.0
02-000-4600	INTEREST INCOME	15,000	9,637.36	9,647.67	64.3
	WATER FUND Revenue Totals	1,887,000	118,017.13	398,363.78	
	WATER - ADMIN				
02-190-5000	SALARIES	72,000	5,497.61	16,492.85	22.9
02-190-5010	SOCIAL SECURITY	5,400	398.51	1,195.53	22.1
02-190-5011	PENSION	6,500	-	-	-
02-190-5012	WORKERS COMP	225	16.00	85.00	37.8
02-190-5013	INSURANCE - HEALTH	18,000	1,491.80	6,161.24	34.2
02-190-5015	CONTRIBUTION - 457	850	54.94	190.78	22.4
02-190-5313	COLLECTION EXPENSE	1,000	131.42	131.42	13.1
02-190-5370	FMHA BOND	750	-	832.00	110.9
02-190-5600	CORPORATE OVERHEAD	95,600	7,967.00	23,901.00	25.0
	190 Water - Admin	200,325	15,557.28	48,989.82	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-192-5105	INSURANCE - PROPERTY	12,500	-	19,726.56	157.8
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,757.41	96.0

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Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
02-192-5521	PUMPING SYSTEM EXPENSE	95,000	6,655.98	15,817.89	16.7
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000	2,800.00	2,845.00	5.7
02-192-5710	FILTRATION CONTRACT PAYMENT	654,000	65,469.05	100,036.21	15.3
	192 Water - Filtration	818,800	74,925.03	145,304.07	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,000	2,640.00	7,920.00	23.3
02-194-5010	SOCIAL SECURITY	2,500	201.96	605.88	24.2
02-194-5011	PENSION	3,000	-	-	-
02-194-5012	WORKERS COMP	2,300	167.00	876.00	38.1
02-194-5015	CONTRIBUTION - 457	100	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	76.19	498.84	10.0
02-194-5730	WATER SUPPLY EXPENSE	50,000	4,608.88	5,655.94	11.3
	194 Water - Supply	101,900	7,694.03	15,556.66	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	275,000	19,360.00	59,020.00	21.5
02-196-5010	SOCIAL SECURITY	21,000	1,420.80	4,334.32	20.6
02-196-5011	PENSION	20,500	-	-	-
02-196-5012	WORKERS COMP	17,600	1,275.00	6,696.00	38.1
02-196-5013	INSURANCE - HEALTH	82,000	5,097.28	20,692.78	25.2
02-196-5015	CONTRIBUTION - 457	1,000	32.40	112.60	11.3
02-196-5100	INSURANCE - AUTO	4,000	-	3,861.00	96.5
02-196-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-196-5105	INSURANCE - PROPERTY	3,200	-	4,606.64	144.0
02-196-5150	TRAINING	3,500	-	-	-
02-196-5170	UNIFORMS	4,000	225.31	497.81	12.5
02-196-5180	SAFETY EQUIPMENT	6,575	90.00	270.00	4.1
02-196-5191	COMMUNICATIONS	13,000	1,219.89	2,806.98	21.6
02-196-5210	OFFICE SUPPLIES	1,000	136.00	136.00	13.6
02-196-5390	MISCELLANEOUS EXPENSE	1,000	-	-	-
02-196-5400	GAS, OIL, GREASE	17,000	696.54	1,180.20	6.9
02-196-5420	FLEET LEASE	33,000	2,606.94	7,820.82	23.7
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	-	590.28	4.7
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000	83.14	345.08	6.9
02-196-5700	DISTRIBUTION EXPENSE	51,000	10,434.51	20,014.04	39.2
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	8,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	8,000	-	-	-
02-196-5704	TRANSMISSION MAINS EXPENSE	95,800	78,505.00	78,924.63	82.4
02-196-5740	METERS EXPENSE	70,000	-	3,424.90	4.9
	196 Water - Distribution	765,975	121,182.81	216,455.08	
	WATER FUND Expenditure Totals	1,887,000	219,359.15	426,305.63	

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Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-000-4000	SEWER CHARGES	1,817,000	48,324.58	252,395.40	13.9
03-000-4001	INTEREST EARNED - SEWER	1,800	307.67	645.46	35.9
03-000-4315	PROCEEDS FROM FUND BALANCE	23,925	-	-	-
03-000-4317	SPECIAL REVENUE	3,500	-	-	-
03-000-4404	SUNDRY SALES	1,500	-	-	-
03-000-4501	BAY RESTORATION FUND REVENUE	-	40,432.54	61,472.54	-
03-000-4503	SEWER TAP FEES	3,500	-	1,000.00	28.6
03-000-4600	INTEREST INCOME	25,000	13,021.54	13,021.54	52.1
Sewer Operations Total		1,876,225	102,086.33	328,534.94	
03-220-4317	SPECIAL REVENUE	800,000	-	-	-
03-220-4520	CSO SURCHARGE REVENUE	401,000	84,253.98	133,330.98	33.3
03-220-4521	INTEREST EARNED - CSO SURCHARGE	500	152.11	293.98	58.8
03-220-4530	PROJECT REIMBURSEMENTS	3,092,000	-	-	-
CSO Total		4,293,500	84,406.09	133,624.96	
SEWER FUND Revenue Totals		6,169,725	186,492.42	462,159.90	
SEWER - ADMIN					
03-210-5000	SALARIES	72,000	5,497.61	16,492.85	22.9
03-210-5010	SOCIAL SECURITY	5,400	398.51	1,195.53	22.1
03-210-5011	PENSION	6,500	-	-	-
03-210-5012	WORKERS COMP	225	16.00	85.00	37.8
03-210-5013	INSURANCE - HEALTH	18,000	1,491.84	6,161.36	34.2
03-210-5015	CONTRIBUTION - 457	850	54.94	190.78	22.4
03-210-5313	COLLECTION EXPENSE	1,000	131.42	131.42	13.1
210 Sewer - Admin		103,975	7,590.32	24,256.94	
SEWER - OPERATING					
03-211-5000	SALARIES	172,000	16,105.21	48,839.91	28.4
03-211-5010	SOCIAL SECURITY	13,000	1,129.26	3,427.90	26.4
03-211-5011	PENSION	19,000	-	-	-
03-211-5012	WORKERS COMP	11,000	797.00	4,185.00	38.1
03-211-5013	INSURANCE - HEALTH	71,000	6,521.00	26,494.80	37.3
03-211-5015	CONTRIBUTION - 457	1,800	113.64	395.34	22.0
03-211-5100	INSURANCE - AUTO	1,400	-	1,434.00	102.4
03-211-5102	INSURANCE - GEN LIAB	650	-	561.00	86.3
03-211-5105	INSURANCE - PROPERTY	6,800	45.88	7,450.97	109.6
03-211-5150	TRAINING	1,000	-	-	-
03-211-5170	UNIFORMS	3,000	321.44	475.14	15.8
03-211-5180	SAFETY EQUIPMENT	1,000	-	637.49	63.8
03-211-5191	COMMUNICATIONS	2,400	166.47	427.19	17.8
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	-	-
03-211-5400	GAS, OIL, GREASE	10,000	735.44	1,794.59	18.0
03-211-5420	FLEET LEASE	21,000	1,701.50	5,104.50	24.3
03-211-5520	PUMPING STATION MAINTENANCE	6,000	463.09	2,776.56	46.3

CITY OF FROSTBURG
SEPTEMBER 2024 BUDGET REPORT

Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-211-5600	CORPORATE OVERHEAD	241,750	20,146.00	60,438.00	25.0
03-211-5761	SANITARY COMMISSION CHARGES	1,100,000	149,799.08	149,799.08	13.6
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	2,929.05	24.8
03-211-5763	SEWER OPERATING EXPENSE	50,000	135.99	10,679.86	21.4
03-211-5764	SEWER PUMPING EXPENSE	6,000	3,605.02	4,170.26	69.5
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	30,000	-	-	-
	211 Sewer - Operating	1,780,600	201,786.02	332,020.64	
	CSO				
03-220-5391	INTEREST EXPENSE	3,200	-	2,224.23	69.5
03-220-5392	DEBT REDEMPTION	23,600	-	-	-
03-220-5800	CAPITAL OUTLAY	4,258,350	91,874.53	285,638.66	6.7
	220 CSO	4,285,150	91,874.53	287,862.89	
	SEWER FUND Expenditure Totals	6,169,725	301,250.87	644,140.47	
04-000-4000	WATER TAP SURCHARGE	668,000	134,837.46	249,732.74	37.4
04-000-4001	INTEREST EARNED SURCHARGE	1,000	199.06	387.61	38.8
04-000-4317	SPECIAL REVENUE	68,000	-	-	-
04-000-4600	INTEREST INCOME	20,000	13,021.54	13,021.54	65.1
	PINEY SURCHARGE FUND Revenue Totals	757,000	148,058.06	263,141.89	
	WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	1,000	105.14	105.14	10.5
04-200-5390	MISCELLANEOUS EXPENSE	12,000	-	-	-
04-200-5391	INTEREST EXPENSE	56,900	-	1,753.55	3.1
04-200-5392	DEBT REDEMPTION	415,100	-	-	-
04-200-5802	CAPITAL REPAIRS	68,000	4,900.00	45,509.14	66.9
	PINEY SURCHARGE FUND Expenditure Totals	553,000	5,005.14	47,367.83	
05-000-4000	TRASH & GARBAGE CHARGES	473,000	119,356.79	168,731.79	35.7
05-000-4001	INTEREST EARNED - TRASH	800	256.42	467.36	58.4
05-000-4404	SUNDRY SALES	1,000	650.00	1,200.00	120.0
05-000-4600	INTEREST INCOME	3,000	1,783.77	1,783.77	59.5
	GARBAGE FUND Revenue Totals	477,800	122,046.98	172,182.92	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	72,000	5,497.58	16,492.68	22.9
05-230-5010	SOCIAL SECURITY	5,400	398.50	1,195.50	22.1
05-230-5011	PENSION	6,500	-	-	-
05-230-5012	WORKERS COMP	225	16.00	85.00	37.8
05-230-5013	INSURANCE - HEALTH	18,000	1,491.87	6,161.00	34.2
05-230-5015	CONTRIBUTION - 457	850	54.94	190.76	22.4
05-230-5313	COLLECTION EXPENSE	500	26.29	26.29	5.3
	230 Garbage Admin.	103,475	7,485.18	24,151.23	

CITY OF FROSTBURG
SEPTEMBER 2024 BUDGET REPORT

Note: Audit adjustments for the year ending 06/30/24 are incomplete.

Account Id	Account Description	Budget	Sep 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	GARBAGE OPERATING				
05-232-5000	SALARIES	93,000	6,481.19	17,148.68	18.4
05-232-5010	SOCIAL SECURITY	7,100	466.60	1,238.38	17.4
05-232-5011	PENSION	8,500	-	-	-
05-232-5012	WORKERS COMP	6,000	435.00	2,284.00	38.1
05-232-5013	INSURANCE - HEALTH	22,500	1,928.04	6,854.13	30.5
05-232-5015	CONTRIBUTION - 457	750	-	-	-
05-232-5100	INSURANCE - AUTO	2,200	-	2,166.00	98.5
05-232-5102	INSURANCE - GEN LIAB	400	-	336.00	84.0
05-232-5105	INSURANCE - PROPERTY	4,500	-	4,826.93	107.3
05-232-5170	UNIFORMS	3,000	273.84	323.06	10.8
05-232-5180	SAFETY EQUIPMENT	1,000	-	381.99	38.2
05-232-5210	OFFICE SUPPLIES	1,000	135.98	135.98	13.6
05-232-5400	GAS, OIL, GREASE	14,000	1,112.98	2,061.22	14.7
05-232-5600	CORPORATE OVERHEAD	18,175	1,515.00	4,545.00	25.0
05-232-5770	ASH DUMPSTER	8,500	-	-	-
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	-	-
05-232-5772	LANDFILL CHARGES	130,000	9,877.94	23,352.75	18.0
05-232-5773	SANITATION OPERATING EXPENSE	30,000	16,062.93	19,077.82	63.6
	232 Garbage Operating	360,625	38,289.50	84,731.94	
	GARBAGE FUND Expenditure Totals	464,100	45,774.68	108,883.17	

2025

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	10,709,505.29
01-000-1006	RESTRICTED CASH CD - PLAYGROUND FUN	27,428.68
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1100	ACCOUNTS RECEIVABLE	433,200.65
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	11,175.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	984,318.65
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	8,483.33
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	106,171.80
01-000-1143	TAXES RECEIVABLE - CORPORATION	38,375.66
01-000-1200	PREPAID EXPENSE	1,664.67
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1500	FIXED ASSETS	24,248,474.29
01-000-1504	WIP - CHILDCARE CENTER	1,450,060.04
01-000-1506	WIP - GATEWAY IMPROVEMENT	778,556.90
01-000-1507	WORK IN PROCESS - MISC PROJECTS	742,976.14
01-000-1570	RIGHT OF USE ASSETS	588,251.69
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,482,803.98-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	263,587.51-
01-000-1650	RESERVE FOR AMORTIZATION	92,845.62-
01-000-1900	DEFERRED FINANCING OUTFLOW	584,504.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	191,069.00
	Total Assets	<u>32,279,606.66</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2000	ACCOUNTS PAYABLE	810.00
01-000-2005	CUSTOMER REFUND	10,164.69
01-000-2010	PRICHARD FARMS RETSA PAYABLE	3,055.85
01-000-2080	INTEREST PAYABLE	24,489.84
01-000-2220	LEASE LIABILITY	335,097.34
01-000-2225	SUBSCRIPTION LIABILITY - ROU	95,100.57
01-000-2250	UNEARNED REVENUE	148,392.86
01-000-2251	UNEARNED REV - PLAYGROUND	27,428.68
01-000-2253	UNEARNED REVENUE - ARPA	2,566,961.81
01-000-2450	DEFERRED FINANCING INFLOW	94,299.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	184,710.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	747,667.95
01-000-2700	COMPENSATED ABSENCES	494,225.81
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,344,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	<u>9,316,038.97</u>
01-000-3000	INVESTED IN FIXED ASSETS	13,118,573.00
01-000-3200	FUND BALANCE	4,935,250.50
	Total	<u>18,053,823.50</u>
	Revenue	4,596,049.04
	Less Expenses	2,077,081.03

Audit adjustments for the year ending 6/30/24 are incomplete.

2025

Net	<u>2,518,968.01</u>
Total Fund Balance	<u>20,572,791.51</u>
Total Liabilities & Fund Balance	<u>29,888,830.48</u>

2025

Assets		
02-000-1000	CASH	951,668.56
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,340.00
02-000-1100	ACCOUNTS RECEIVABLE	1,851.45
02-000-1102	WATER ACCOUNTS RECEIVABLE	113,306.73
02-000-1140	INTEREST RECEIVABLE - WATER	487.13
02-000-1500	FIXED ASSETS	4,095,203.29
02-000-1520	WORK IN PROGRESS	206,286.03
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	2,985,470.29-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	54,602.29-
02-000-1900	DEFERRED FINANCING OUTFLOW	104,248.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	31,845.00
	Total Assets	<u>2,660,441.52</u>
Liabilities & Fund Balance		
02-000-2220	LEASE LIABILITY	88,475.40
02-000-2450	DEFERRED FINANCING INFLOW	16,845.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	30,785.00
02-000-2700	COMPENSATED ABSENCES	129,340.88
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>606,126.28</u>
02-000-3000	INVESTED IN FIXED ASSETS	907,116.00
02-000-3250	FUND BALANCE	456,164.59
	Total	<u>1,363,280.59</u>
	Revenue	398,363.78
	Less Expenses	<u>426,305.63</u>
	Net	<u>27,941.85-</u>
	Total Fund Balance	<u>1,335,338.74</u>
	Total Liabilities & Fund Balance	<u>1,941,465.02</u>

2025

Assets

03-000-1000	CASH	1,005,130.33
03-000-1040	BAY RESTORATION FUND CASH	45,645.67
03-000-1041	CSO CASH	471,324.33
03-000-1100	ACCOUNTS RECEIVABLE	226,282.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	189,404.78
03-000-1120	BAY RESTORATION FUND RECEIVABLE	25,248.51
03-000-1121	CSO SURCHARGE RECEIVABLE	49,902.66
03-000-1141	INTEREST REC - CSO SURCHARGE	2,421.81
03-000-1142	INTEREST RECEIVABLE - SEWER	647.17
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	812,945.60
03-000-1539	WIP - PHASE X-B	119,936.60
03-000-1540	WIP - PHASE X-C	138,961.60
03-000-1541	WIP - PHASE IX-D	3,000.00
03-000-1542	WIP - PHASE VIII-C	3,000.00
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	10,300,066.20-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	23,182.20-
03-000-1900	DEFERRED FINANCING OUTFLOW	82,911.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	26,537.00
	Total Assets	<u>21,260,990.37</u>

Liabilities & Fund Balance

03-000-2080	INTEREST PAYABLE	1,843.29
03-000-2220	LEASE LIABILITY	66,362.62
03-000-2450	DEFERRED FINANCING INFLOW	13,396.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	25,654.00
03-000-2700	COMPENSATED ABSENCES	124,936.78
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	216,476.23
	Total Liabilities	<u>722,816.92</u>

03-000-3000	INVESTED IN FIXED ASSETS	18,368,433.00
03-000-3200	FUND BALANCE	<u>1,805,770.13</u>
	Total	20,174,203.13

Revenue	462,159.90
Less Expenses	<u>348,794.44</u>
Net	<u>113,365.46</u>
Total Fund Balance	<u>20,287,568.59</u>
Total Liabilities & Fund Balance	<u>21,010,385.51</u>

2025

Assets		
04-000-1000	CASH	1,115,899.11
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,738.47
04-000-1131	WATER SURCHARGE RECEIVABLE	62,774.65
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	<u>20,222,047.29</u>
	Total Assets	<u><u>9,592,057.59</u></u>
Liabilities & Fund Balance		
04-000-2080	INTEREST PAYABLE	7,384.86
04-000-2250	UNEARNED REVENUE	6,028.22
04-000-2900	NOTES PAYABLE	<u>2,458,595.89</u>
	Total Liabilities	<u>2,472,008.97</u>
04-000-3000	INVESTED IN FIXED ASSETS	6,327,244.00
04-000-3250	FUND BALANCE	<u>616,351.26</u>
	Total	<u>6,943,595.26</u>
	Revenue	263,141.89
	Less Expenses	<u>47,367.83</u>
	Net	<u>215,774.06</u>
	Total Fund Balance	<u>7,159,369.32</u>
	Total Liabilities & Fund Balance	<u><u>9,631,378.29</u></u>

2025

Assets		
05-000-1000	CASH	127,404.30
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	76,692.29
05-000-1140	INTEREST RECEIVABLE - TRASH	4,113.96
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	373,223.90-
05-000-1900	DEFERRED FINANCING OUTFLOW	50,054.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	15,922.00
	Total Assets	<u>497,949.68</u>
Liabilities & Fund Balance		
05-000-2450	DEFERRED FINANCING INFLOW	8,090.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	32,326.17
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	123,069.00
	Total Liabilities	<u>221,104.17</u>
05-000-3000	INVESTED IN FIXED ASSETS	266,178.00
05-000-3200	FUND BALANCE	24,706.13-
	Total	<u>241,471.87</u>
	Revenue	172,182.92
	Less Expenses	<u>108,883.17</u>
	Net	<u>63,299.75</u>
	Total Fund Balance	<u>304,771.62</u>
	Total Liabilities & Fund Balance	<u>525,875.79</u>

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 09/30/24

2025

Assets		
07-000-1000	CASH	<u>31,695.95</u>
	Total Assets	<u><u>31,695.95</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	<u>56,091.43</u>
	Total	<u>56,091.43</u>
	Revenue	8.76
	Less Expenses	<u>0.00</u>
	Net	<u>8.76</u>
	Total Fund Balance	<u>56,100.19</u>
	Total Liabilities & Fund Balance	<u><u>56,100.19</u></u>

Audit adjustments for the year ending 6/30/24 are incomplete.

City of Frostburg
OPIOID SETTLEMENT FUND
BALANCE SHEET
AS OF: 09/30/24

2025

Assets		
08-000-1000	CASH	<u>29,081.10</u>
	Total Assets	<u><u>29,081.10</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	<u>8,841.32</u>
	Total	<u>8,841.32</u>
	Revenue	5,598.02
	Less Expenses	<u>0.00</u>
	Net	<u>5,598.02</u>
	Total Fund Balance	<u>14,439.34</u>
	Total Liabilities & Fund Balance	<u><u>14,439.34</u></u>

Audit adjustments for the year ending 6/30/24 are incomplete.

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of September 2024

Submitted by: Gene Bittinger maintenance Supervisor

September 3 2024

Weed eated at the Child Care Center

Cut grass around the pool and Armory

Started cutting glendening

Put tables and chairs, tents away from Beverage fest.

Cleaned up Hoffman

September 4 2024

Checked parks

Moved tables at the Community Center

Fixed door at the Community Center

Cut grass at Glendening

September 5 2024

Checked parks

Finished cutting Glendening

Unlocked the pool for Comcast

Cut grass at MT Pleasant, East End, Hoffman and City Hall

September 6 2024

Checked parks

Cut grass at ST. Mikes, and dog parks

Killed bees at Glendening

Fueled truck 40

September 9 2024

Checked parks

Planted the plants at Child Care Center

Picked up mulch and spread it at the Child Care Center and City Hall

Fueled truck 41

September 10 2024

Checked parks

Went to Staff meeting

Put sink and tables together at the tree farm

September 11 2024

Checked parks

Put paint supplies out and cleaned up after Finian Center people

Picked up paint for field 5 bathrooms

Got quotes for new Bobcat

Meant wit6h Brian and Liz

September 12 2024

Checked parks

Unloaded playground equipment for Child Care Center

Meant with Bethany at the tree farm

Meant with Barb about Miners Memorial

September 13 2024

Checked parks

Worked at the Tree Farm

September 16 2024

Checked parks

Fixed electric line at the tree farm

Unclogged toilet at City Place

Worked on paper cutter from City Hall

Worked on tree farm road

September 17 2024

Checked parks

Installed two urinals at field 5 bathrooms

Installed two hand dryers at field 5 bathrooms

September 18 2024

Checked parks

Started installing hand dryers at field 8 bathrooms

Meant with Liz

Replaced paper towel dispenser at MT Pleasant

September 19 2024

Checked parks

Picked lumber up, built fram, and installed it at the Miners Memorial

September 20 2024

Checked parks

Picked up cornstalks and straw for Halloween

Picked up doors for field 5 bathrooms

Picked up straw for water dept,

Checked lights on the City place gazebo

Replaced ground fault at City Place gazebo

September 23 2024

Checked parks

Replaced two doors on field 5 bathrooms

September 24 2024

Checked parks

Installed exhaust fans in field 5 bathrooms

Hung restroom signs on field 5 bathrooms

Picked up supplies for bathrooms

Worked on door locks at field 5

September 25 2024

Checked parks

Replaced magnetic locks at field 5 bathrooms

Meant with Patrick at the Lyons building

September 26 2024

Checked parks

Meant with Barb Armstrong

Cut and weed eated at the Day care Center

Took Bobcat to the Lyons building

Cleaned up after the food giveaway

September 27 2024

Checked parks

Helped Patrick clean out the Lyons building, with help from Street Dept,

Set up and tore down farmers market

Cleaned out rain spout at the Community center

Install coal car at the Miners Memorial

September 30 2024

Checked parks

Painted mens bathroom at field five

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: September 2024

Submitted by: Shane Elliott & Ryan Whitaker

September 1, 2024 – Sunday

September 2, 2024 – Monday OFF LABOR DAY

September 3, 2024 – Tuesday

- Picked up garbage route on west end of town
- Submitted new monthly report
- Cleaned and organized tools in work trucks
- Had new spare tire installed on rim at Rice Tire
- Diagnosed DEF system on Truck 02
- Unloaded and put away all detour signs, cones, and barricades after parade
- Checked all sewer pumping stations
- Greased excavator and flail mower attachment
- Marked miss utility tickets and checked them in on computer
- Checked and emptied trash cans where needed on Main St.
- Investigated drainage cover complaint on Redstone Terr.
- Used flail mower to mow ditch lines off of Village Parkway
- Located sewer leak on Armstrong Ave.
- Reinstalled catch basin grate on Redstone Terrace
- Cut and removed overhanging limbs on Oak St.
- Dropped off Garbage Truck 02 to Cobers for repairs
- Inspected levels in all fuel tanks and checked filters
- Checked all sewer pumping stations and ran weekly electrical tests
- Temporarily repaired hydraulic leak on Truck 2
- Cleaned litter out of roadway on Mechanic and Center St.

P.2

September 4, 2024 – Wednesday

- Picked up garbage route on east end of town
- Added hydraulic fluid to Garbage Truck 02
- Called in an emergency miss utility ticket for sewer repair
- Cut roadway around sewer repair site
- Put away new delivery of street signs
- Attempted repairs on Garage Door that malfunctioned and scheduled appt. with Overhead Door
- Used Backhoe to excavate damaged sewer line
- Marked miss utility tickets and checked them in on computer
- Picked up litter on Main Street
- Installed new repair clamp on pressurized sewer main on Armstrong Ave.
- Picked up flint material from Roadsafe
- Backfilled sewer hole and took measurements for blacktop
- Checked all sewer pumping stations
- Used Catch Vac to hydro excavate around sewer line
- Loaded all barricades and cones needed for Block Party event

September 5, 2024 – Thursday

- Picked up garbage route in center section of town
- Installed new flint crosswalk material on Beall St.
- Performed tree pruning maintenance on Bowery St.
- Checked all sewer pumping stations
- Unloaded sign delivery with Bobcat
- Hauled a load of dirt to dump site from sewer repair site
- Marked miss utility tickets and checked them in on computer
- Drilled hole in concrete sidewalk for new parking meter pole installation
- Emptied and cleaned out Truck 10 over at Dump Site
- Removed litter on Main Street and Depot Street
- Used bobcat and sweeper to clean and prepare for curb installation at new Parking Lot
- Posted no parking signs for blacktopping
- Installed new flint crosswalk on Broadway
- Filled Truck 10 with water and fuel after use
- Took invoices to be paid to city hall
- Dropped off dye to CSO contractor performing work

P.3

September 6, 2024 – Friday

- Picked up any litter and debris on Main Street
- Mowed and trimmed all City lots in town
- Washed off zero turn after use and refueled/ checked filter
- Installed new cutting wheel on Chop Saw
- Checked all sewer pumping stations
- Picked up dead animals on Welsh Hill and Upper Consol Rd.
- Emptied all city trash cans on Main St. where needed
- Swept out all garage bays
- Trimmed weeds along curblines on Depot St.
- Cut back vegetation on Clary and Jenkins
- Marked miss utility tickets and checked them in on computer
- Emptied out all shop trash cans
- Marked objects above grass lot in Braddock Estates
- Swept and mopped lunch room & rest room floors
- Checked sewer main before and after Depot tunnel to make sure of no flow issues

September 7, 2024 – Saturday

September 8, 2024 – Sunday

September 9, 2024 – Monday

- Picked up yard waste all over town
- Installed new sign on Center Street that was missing
- Picked up garbage truck from Cober Cummins after being repaired
- Checked all sewer pumping stations - ran weekly electrical tests
- Removed litter on Main Street
- Cut grass and weed eat the wall on Main Street
- Marked miss utility tickets and checked them in on computer
- Picked up two packages that had been delivered to MDE
- Checked and emptied city trash cans on Main Street where needed
- Ran sewer camera to inspect a few locations around town
- Cleaned and greased garbage truck, filled fluids where needed
- Removed debris in roadway on Center Street at Main Street
- Washed off sewer camera equipment after use
- Checked on sewer complaint on Braddock Road and found no issues

P.4

September 10, 2024 – Tuesday

- Picked up garbage route on west end of town
- Dropped off Garbage Truck 02 at Smitty's to have new tires installed
- Attended staff meeting at city hall
- Straightened a few meter posts on Main Street
- Assisted Water Dept. hauling drying bed material
- Removed litter on Main Street
- Washed out beds of Dump Trucks after use and refueled
- Checked all sewer pumping stations
- Removed broken tree limbs from roadway on Main St.
- Marked miss utility tickets and checked them in on computer
- Inspected all snow plows and riggings for any repairs needed
- Made repairs to blacktop lute tools
- Swept out garage bays and organized sign installation equipment
- Installed new sign and pole in swimming pool parking lot
- Added degreaser to all pumping stations

September 11, 2024 – Wednesday

- Picked up garbage route on east end of town
- Cleaned off blacktop tools and filled roller
- Marked miss utility tickets and checked them in on computer
- Sprayed bed of blacktop truck with concentrate
- Blacktopped water dept. hole and sewer repair site
- Removed litter on Main Street
- Adjusted street mirrors around town where needed
- Installed new blacktop curb in parking lot off Mechanic Street
- Replaced several faded and damaged street signs around town
- Straightened sign post on High Street
- Cleaned up debris left behind while blacktopping
- Removed street cones and posted signs from blacktop sites
- Made electrical repairs on utility trailer
- Installed new blacktop pad around Hoffman pumping station
- Cut weeds along some curblines where needed
- Picked up litter in city streets around town
- Removed dead animal in roadway on Main Street

P.5

September 12, 2024 – Thursday

- Picked up garbage route in center section of town
- Had a tour of the street dept. shop and office areas
- Trimmed more weeds along curb lines where needed
- Located sewer main on Meadow Road for contractor
- Checked all sewer pumping stations
- Attended tree USA meeting
- Picked up paystubs and bills at city hall
- Made repairs to manhole on Sleeman Street
- Picked up litter on Main Street
- Checked mechanical issues on Water Dept. dump truck
- Installed plow rigging on truck #8
- Marked miss utility tickets and checked them in on computer
- Trimmed overhanging tree limbs around street signs
- Picked up supplies from Lowes in LaVale
- Had a pre MOSHA inspection meeting

September 13, 2024 – Friday

- Dropped off Truck 2 to have repaired in Pittsburg, PA
- Scheduled plow repairs at Shoes Diesel
- Removed litter off Main Street
- Checked and emptied all city trash cans on Main Street
- Marked miss utility tickets and checked them in on computer
- Trimmed tree limbs on High and Depot
- Checked all sewer pumping stations
- Emptied all trash cans in garage area and swept out garage bays
- Cleaned rest room and lunch room
- Loaded excavator on equipment trailer and dropped off at Glendening Park
- Picked up a special garbage pickup on Main St.
- Removed litter around town in city streets before weekend
- Used Excavator to dig up area at new park garden for Rec. Dept.
- Cleaned off catch basin grates where necessary around town
- Disassembled remote control module on Catch Vac and sent out for repairs

September 14, 2024 – Saturday

September 15, 2024 – Sunday

P.6

September 16, 2024 - Monday

- Removed litter and debris in roadway on Main Street
- Used vac truck to help water dept. excavate water shut off valve on Victoria Lane
- Checked all sewer pumping stations – ran weekly electrical test
- Had a new city radio installed in truck #01
- Installed plow mount on truck #88
- Greased old garbage truck and filled fluids
- Marked Miss Utility tickets and checked them in on computer
- Refilled vac truck and checked fluids after use
- Trimmed a few tree limbs around town overhanging roadways
- Checked and emptied all city trash cans on Main Street
- Installed two new stop signs and posts on Willow Drive
- Picked up debris in roadway on Linden Street
- Ran sewer camera in sewer main in Braddock Estates
- Checked all overflow sites for any issues
- Picked up two dead animals in city roadways
- Washed off all sewer camera equipment after use

September 17, 2024 – Tuesday

- Picked up garbage route on west end of town
- Cut and removed tree from roadway
- Investigated trash complaint on High St.
- Checked all CSO locations after rain event
- Removed litter off Main Street
- Picked up papers and new credit card from City Hall
- Checked on water runoff complaint off of Maple St.
- Went through inventory of shackles and chain links
- Marked miss utility tickets and checked them in on computer
- Greased tailgate latches on Truck 4
- Started cutting trees away from roadsides on Upper Console Rd (swimming pool rd.)
- Checked all sewer pumping stations
- Unloaded dump truck load of tree limbs
- Picked up garbage that was missed during the route
- Changed a few chainsaw chains and filled fluids
- Replaced stop sign and straightened sign post

P.7

September 18, 2024 – Wednesday

- Picked up garbage route on east end of town
- Cleaned off catch basin grates and culvert inlets where needed
- Finished cutting tree limbs on swimming pool road
- Removed litter on Main Street
- Marked miss utility tickets and checked them in on computer
- Replaced a few street signs around town where needed
- Checked all sewer pumping stations – Ran test at Centennial pumping station due to issues throughout the night
- Removed dead animal in roadway on Center Street
- Checked all CSO locations
- Used vac truck to clean out catch basins on Hampton Drive
- Put Napa delivery away that had arrived
- Cleaned debris from ditch lines for water runoff
- Refilled vac truck and checked other fluids after use

September 19, 2024 – Thursday

- Picked up garbage route in center section of town
- Started going over plow trucks in prep for winter
- Removed litter on Main Street
- Picked up supplies from Lowe's and Tractor Supply
- Marked miss utility tickets and checked them in on computer
- Picked up garbage that was missed during the route
- Checked all sewer pumping stations
- Put away USA Blue Book order that came in
- Used Catch Vac to hydro-excavate a water leak on Wood St.
- Took down 2 hour parking signs for relocation
- Checked all CSO locations due to rain event
- Emptied and cleaned out Catch Vac at dump site
- Marked an emergency miss utility ticket for the Water Dept.
- Filled Jetter with fuel and water after use
- Picked up oil and filters from Napa and Carquest

P.8

September 20, 2024 – Friday

- Cleaned off catch basins all around town
- Replaced fitting and added hydraulic fluid to bobcat
- Checked all CSO's locations before MDE inspection
- Emptied out all trash cans in shop area
- Removed litter on Main Street, Bowery, Center and College Avenue
- Swept out all the garage bays
- Marked an emergency Miss Utility ticket
- Checked and emptied all city trash cans where needed on Main Street
- Marked miss utility tickets and checked them in on computer
- Cleaned lunch room & rest room
- Picked up a dead animal in roadway on Welsh St.
- Checked all sewer pumping stations before the weekend
- Removed broken parking meter head off of Main St.
- Turned in all invoices to be paid to City Hall
- Cleaned and detailed cabs of work trucks
- Trimmed weeds and tree grates along Main St.

September 21, 2024 – Saturday

September 22, 2024 – Sunday

September 23, 2024 – Monday

- Picked up packages that was delivered to MDE
- Used vac truck to help water dept. with water shutoff repair
- Checked and emptied city trash cans on Main Street
- Picked up litter and debris on Main Street
- Checked all sewer pumping stations - ran weekly electrical tests
- Trimmed more overhanging tree limbs where needed around town
- Picked up garbage truck in Pittsburg PA after being repaired
- Checked on pothole complaint on Victoria Lane
- Marked miss utility tickets and checked them in on computer
- Checked all CSO locations
- Refilled water tank and other fluids on vac truck after use
- Cleaned off catch basin grates and culvert inlets around town
- Drained water from diesel safety tank

P.9

September 24, 2024 – Tuesday

- Picked up west end of town garbage route
- Used vac truck to clean clogged catch basins on Center Street
- Called in a sign order for stop signs
- Replaced a few faded out stop signs around town
- Marked miss utility tickets and checked them in on computer
- Worked on truck #5 fuel related issues
- Picked up supplies from Surplus City and Lowes
- Had yearly CSO inspection with MDE
- Checked all sewer pumping stations
- Removed broken manhole bracket on Main Street
- Checked CSO's and made a report
- Removed litter on Main Street and main drags around town
- Checked sewer complaint on Main Street – popped manholes and ran sewer camera to inspect sewer main
- Emptied and cleaned out debris tank on vac truck at dump site
- Removed debris in roadway on Willow Drive

September 25, 2024 – Wednesday

- Picked up east end of town garbage route
- Removed limb from roadway on Mill Street
- Checked all sewer pumping stations
- Had meeting at city hall
- Marked miss utility tickets and checked them in on computer
- Checked sewer sumps for any flow issues on Depot
- Removed litter off Main Street
- Checked all CSO's and made a report
- Trimmed overhanging trees on Aspinal Street
- Straightened meter post on Main Street
- Checked manhole complaint on Grant Street
- Replaced bent sign post on Mt Pleasant Street
- Drained water from safety tanks
- Cleaned off catch basins around town
- Removed dead animal in roadway on Main Street
- Leveled a slab of concrete over a curb inlet on Water Street

P.10

September 26, 2024 – Thursday

- Picked up center section of town garbage route
- Cleaned debris from rear sled on garbage truck and greased fittings
- Removed litter and debris off Main Street
- Checked all sewer pumping stations
- Picked up a package that was delivered to MDE
- Marked miss utility tickets and checked them in on computer
- Dropped off supplies for downtown cleanup at City Hall
- Cleaned leaves away from catch basin grates and culvert inlets
- Unloaded a delivery with bobcat
- Worked on hand control communication until on vac truck
- Set out two new concrete trash containers in city parking lot
- Checked bent handrail complaint on Main Street
- Took bills to city hall and picked up mail
- Heated and straightened bent handrail on Main Street
- Trimmed several tree limbs overhanging roadways around town
- Added a coat of paint to fixed handrail

September 27, 2024 – Friday

- Checked and emptied city trash cans where needed
- Assisted with Rec. Department emptying old building
- Cleaned up debris in city parking lot behind St Micheals
- Put away delivery of street signs
- Marked miss utility tickets and checked them in on computer
- Picked up package that was delivered to MDE
- Cleaned up debris in roadway on Armstrong Avenue
- Emptied out all shop trash cans
- Straightened bent sign post on Main Street
- Removed dead animal in roadway on Main Street
- Cleaned off catch basin grates around town where needed
- Replaced hydraulic fittings and hoses on old bobcat
- Cleaned breakroom, office and bathroom
- Repaired hydraulic leak on truck #4 plow mount
- Checked sewer flow on Mt Pleasant for any issues due to complaint

P.11

September 28, 2024 – Saturday – Checked CSO's

September 29, 2024 – Sunday

September 30, 2024 – Monday

- Emptied all city trash cans where needed on Main Street
- Cleaned off catch basin grates where needed
- Removed dead animal in roadway on Rt 36 at plaza entrance
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations - ran weekly electrical tests on systems
- Emptied city trash cans in city parking lots
- Removed litter on Main Street
- Trimmed a few tree limbs overhanging roadways
- Drained water from diesel safety tanks
- Removed dead animal in roadway on Main Street
- Had Overhead Door make repairs to garage door motor
- Ran sewer camera in sewer main on Jenkins Street
- Checked CSO's and made a report
- Replaced broken sign post and street signs on Bowery Street
- Washed off all sewer camera equipment after use
- Removed leaves and debris from culvert inlets
- Worked on plumbing issues and adjusted valve in rest room

City of Frostburg

Monthly Report: Water Department

For the Month of September 2024

Submitted by: Jim Williams, Supervisor

September 3, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- Read quarterly meter readings
- Installed new meter Crestview

September 4, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Emergency locate Armstrong Ave. Street Dept.
- Read quarterly meter readings
- Installed new shock in seat in backhoe
- Assisted contractor with tying in new water line Washington St.

September 5, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Master Meters
- Checked & turn on new water valves McCulloh St. with contractor

- Reread 2-meters due to high usage
- Installed meter Shaw St.

September 6, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Low water on meadow Rd. problem in house
- Data log Shaw St.
- Problems with pumps Crestview

September 9, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new check valve Crestview Pumping Station
- Read quarterly meter readings

September 10, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- Assisted with cleaning 3-drying beds @ F. W.T.P with the help of Street Dept.
- Emergency locate S. Grant St. Gas Company
- Reread 6-meters due to high usage or no reading
- Installed new clock E. Main St.

September 11, 2024

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Turn water off for nonpayment
- Repaired meters New George Creek Rd. & E. Main St.
- Turn water on Maple St. for homeowner
- Data log Shaw St.
- Restored water to 1 customer

September 12, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Restored water to 1 customer
- Installed 2 new meters Centennial St.
- Turn water off for plumber Linden St. to do repairs
- Plumber installed new meter Linden St.

September 13, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Checked meter readings on the properties concerning the water shut offs
- Order new back window for back hoe

September 16, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Read quarterly meter readings
- Restored water to 1 customer
- Installed new curb box & rod Victoria Lane & Oak St. with the assisted from Street Dept. with vac truck
- Top soil, seeded & mulch yard Victoria Lane

- Reread water meter Hill Top possible leak

September 17, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Reread 6-meters due to high usage or no reading
- Read quarterly meter readings
- Installed new clock on meter W. Mechanic St.

September 18, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- New meter installed Grandview Drive

September 19, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired an 1-1/2 service line Wood St. with the assisted from Street Dept. with vac truck
- Reread water meter State St. repaired leak inside
- Took truck 69 to Gober's to get service

September 20, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Frost Ave.
- Data log W. Main St.

- Pickup truck 69 from Gober's
- Called out for water leak. F.S.U. has a leak on campus 8" water main

September 23, 2024

- Checked pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new curb box & rod East St. with the assisted from Street Dept. with vac truck
- Read quarterly meter readings
- Final reading Lee St.

September 24, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Ticket
- Cleaned the shop
- Hauled the trash away
- Reread meter Victoria Lane to see if still off for non-payment
- Reread 8-meters due to high usage or no reading

September 25, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Mt. Pleasant St.
- Checked no water call Catherine St. plumber located a valve inside house was off
- Greased the back hoes

September 26, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 7-Final readings

September 27, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final readings Tarn Terrace and First St
- Cleaned shop
- Located water stop Grant St.

September 30, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter readings
- Checked for water leak chart is out
- Repaired 8"-water main Braddock Rd. with the assisted of contractor