

City of Frostburg
Monthly Reports



For the month of June 2024
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: June 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

- First round of Rental Property Inspections sent to property owners.
- 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.
- Attended Landlord meeting at HRDC in Cumberland with guest from Legal Aid.
- 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 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 met on June 10, to review proposals for a fence installation at 46 Depot Road, a roof replacement at 17 Frost Avenue, and a fence installation at 287 E. Main Street. The 46 Depot Road and 17 Frost Avenue proposals were unanimously approved; however, due to the absence of the applicant, the 287 E. Main Street proposal was tabled until the next scheduled meeting. Additionally, staff approvals were discussed for a mortar repair project at 83 E. Main Street and a commercial projection sign at 105 E. Main Street.
- *Planning Commission* – The Frostburg Planning Commission met on June 12, to discuss the potential merging of 25 Centennial Street and 157 First Street across a public right-of-way in order for the owner to construct a garage which would meet zoning requirements. After discussion, the Commissioners felt that the proposal should go before the Board of Zoning Appeals and voted unanimously to give a favorable recommendation to the garage project. Additionally, staff gave an update on MD House Bill 805, which concerns the restrictions on cannabis licensee locations. Staff stated that they are still awaiting guidance from the State regarding the regulations. Related to the MD House Bill 805 discussion, staff presented a GIS map showing the possible locations within the City that a cannabis dispensary could be located. Staff also gave an update on the Comprehensive Plan and also discussed the hiring of a Planning Intern for the summer.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in June due to a lack of applications received.
- *Green Team* – The Green Team did not meet in June.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- June 3: Planning Intern's first day
- June 5: Solid Waste Management Board
- June 5: Leadership Allegany graduation
- June 7: Buy Nothing event follow-up meeting

- June 10: Historic District Commission meeting
- June 11: Work Session
- June 12: “Rural People and Place” webinar
- June 12: Planning Commission meeting
- June 13: MD Economic Development Western Regional Roundtable
- June 13: Edible Arboretum Committee meeting
- June 14: FrostburgFirst Board training/receipt
- June 18: West MD Regional Planning Roundtable (MDP)
- June 18: Council meeting
- June 20: Attainable Housing workgroup meeting
- June 21: Meeting w/ DHCD & Allegany County
- June 25: iWorQ Rental Housing module demo
- June 26: Submitted SDF grant application to DHCD
- June 27: Comp Plan kickoff w/ consultant

Planning, Economic Development, & Current Projects:

Phase II of development at the Edible Arboretum is underway. Areas have been marked to accommodate a blueberry patch and a “no mow” wildflower meadow, which will be planted later this spring. An outdoor sink and prep table have been delivered, and a small area near the entrance will be graded and graveled to create a more welcoming entryway. These projects are being completed by the Edible Arboretum Steering Committee with assistance from the Parks & Rec Department.

4 additional pet waste stations have been delivered and will be placed around town. One station has been installed at Mount Pleasant Park, and three additional stations are scheduled to be installed near Mountain Ridge High School, near the intersection of Ormand Street and High Street, and on Wood Street.

The final site plan for the O’Reilly Auto Parts retail store was reviewed and approved by the Planning Commission at their August meeting. The building permit has been issued, and construction has begun.

The building permit for a major renovation of the Nickel Building (former location of the Au Petit Paris restaurant) has been released and construction is actively taking place.

The Community Development Director submitted a grant application to the Maryland Department of Housing and Community Development for Strategic Demolition funds. If

awarded, these funds will be used to support demolition of the existing blighted structures on North Water Street, acquisition of the last remaining privately-owned structure on North Water Street, and site work to accommodate future construction of townhomes.

Community Development staff have been collaborating with staff from Allegany County's Economic Development department to create a "redevelopment district," which would incentivize the rehabilitation of major structures in the downtown district and the creation of upper-story housing. Adam Strott submitted an SDF grant application to support this initiative.

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
- Glendening signage project
- Development of an address assignment policy



Case Activity Report

06/01/2024 - 06/30/2024

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

6/10/2024	06/15/2024	106 MEADOW ROAD	High grass	Door Hanger	Resolved

Group Total: 1

Group: Phone Call/Email

6/24/2024	06/28/2024	51 S BROADWAY	Disabled vehicle	Phone Call/Email	Monitoring
6/17/2024	06/21/2024	118 BOWERY ST	Large pile of trash	Phone Call/Email	Resolved
6/18/2024	06/19/2024	254 TALCOTT AVE	High Grass	Phone Call/Email	Resolved
6/7/2024	06/15/2024	106 MEADOW ROAD	High grass	Phone Call/Email	Resolved
6/7/2024	06/15/2024	106 MEADOW ROAD	High grass	Phone Call/Email	Resolved
6/3/2024	06/19/2024	254 TALCOTT AVE	High Grass	Phone Call/Email	Resolved
6/5/2024		206 PINECREST DR	Sea Containers in field across from 204	Phone Call/Email	Monitoring
6/3/2024	06/19/2024	254 TALCOTT AVE	High Grass	Phone Call/Email	Resolved

Group Total: 8

Group: Re-Inspection

6/26/2024	06/19/2024	14 LEE ST	High Grass/Rental	Re-Inspection	Resolved
6/20/2024	06/19/2024	254 TALCOTT AVE	High Grass	Re-Inspection	Resolved
6/12/2024	5/24/2024	37 WASHINGTON ST	Unregistered Vehicle	Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
6/12/2024		32 W MECHANIC ST	Wires, Trash, Grass	Re-Inspection	Resolved
6/3/2024	06/05/2024 Grass	198 E MAIN ST	High Grass Front porch clasped	Re-Inspection	Monitoring

Group Total: 5

Group: Verbal Warning

6/12/2024	06/12/2024	130 W MECHANIC ST	Open Burning	Verbal Warning	Verbal/Courtesy Warning

Group Total: 1

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Total Records: 15

7/3/2024



Case Detail Report

06/01/2024 - 06/30/2024

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
6/28/2024	07/08/2024	216 W. First Street	Over grown grass and Vacant property.	First Warning
6/26/2024	07/10/2024	166 E MAIN ST	Unregistered vehicle at rear of property	First Warning
6/26/2024	07/08/2024	43 DEPOT ST	High Grass Debris	First Warning
6/26/2024	07/03/2024	162 CENTER ST	Furniture on front porch	First Warning
6/14/2024	06/28/2024	51 S BROADWAY	Disabled vehicle	Monitoring
6/14/2024	06/21/2024	118 BOWERY ST	Large pile of trash	Resolved
6/14/2024	06/12/2024	130 W MECHANIC ST	Open Burning	Verbal/Courtesy Warning
6/12/2024	06/19/2024	10 BLAIR ST	High grass	First Warning
6/7/2024	06/15/2024	106 MEADOW ROAD	High grass	Resolved
6/3/2024	6/17/2024	26 Maple Street	Unregistered/ Disabled vehicles	First Warning

Total Records: 10

7/3/2024



Permit Report

06/01/2024 - 06/30/2024

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Building	Retaining Wall	7 PRESTON PL	Construction of a 42" retaining wall and grading of a 14' x 30' area for the placement of a 12' x 28' shed	Open
Fence		174 W 1ST ST	Reissue of Permit 2022-103	Closed
Building	Accessory Structure	19 N DEPOT ROAD	Construction of a 12'x16' Timber Frame Structure	Closed
Grading	Minor Grading	64 ORMAND ST	Grading of 20' x 20' Area	Closed
Fence		64 ORMAND ST	Installation of 5' black chain link fence in rear yard	Closed
Fence		46 DEPOT ROAD	Installation of 4' white vinyl fence	Closed
Certificate of Appropriateness		46 DEPOT ROAD	Installation of 4' white vinyl fence	Closed
Certificate of Appropriateness		17 FROST AVE	Replacement of asphalt shingle roofing with brown metal roofing	Closed
Burning		64 SPRING ST	Burning Brush	Closed

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Burning		130 W MECHANIC ST	Burning Brush	Closed
Grading	Minor Grading	38 W COLLEGE AVE	30' x 12' Concrete Patio and Stairs Replacement	Closed
Fence		10 BARNARD ST	Installation of 4' Chain Link Fence	Closed
Fence		47 ORMAND ST	Installation of a 6' Wood Fence	Closed
Sign		105 E MAIN ST	Installation of a 21" x 10" Commercial Projection Sign	Closed
Certificate of Appropriateness		105 E MAIN ST	Installation of 21" x 10" commercial projection sign	Closed
Use & Occupancy		210 Moonlight Drive Lot 106	Residential Use and Occupancy	Closed
Use & Occupancy		209 Moonlight Drive	Residential Use and Occupancy	Closed
Building	Renovation/Conversion	69 HILL ST	Hill Street School Renovation - Creation of 13 Apartment Units	Open
Certificate of Appropriateness		83 E MAIN ST	Facade Mortar Maintenance	Closed
Burning		36 GREEN ST	Burning Brush	Closed

Total Records: 20

7/11/2024

2024

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)	11,238,608.07
01-000-1006	RESTRICTED CASH CD - PLAYGROUND FUN	26,734.89
01-000-1100	ACCOUNTS RECEIVABLE	51,105.31
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	15,750.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	145,400.78
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	1,402.28
01-000-1143	TAXES RECEIVABLE - CORPORATION	43,860.86
01-000-1200	PREPAID EXPENSE	26,543.05
01-000-1201	PREPAID INSURANCE	52,579.11
01-000-1220	LEASE RECEIVABLE	840,335.00
01-000-1230	ACCRUED INTEREST RECEIVABLE	7,939.22
01-000-1500	FIXED ASSETS	23,917,397.85
01-000-1504	WIP - CHILDCARE CENTER	756,799.87
01-000-1506	WIP - GATEWAY IMPROVEMENT	720,337.76
01-000-1507	WORK IN PROCESS - MISC PROJECTS	124,667.25
01-000-1570	RIGHT OF USE ASSETS	538,139.38
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	13,864.18
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,107,660.51-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	155,478.95-
01-000-1650	RESERVE FOR AMORTIZATION	82,529.44-
01-000-1900	DEFERRED FINANCING OUTFLOW	406,711.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	227,996.00
	Total Assets	<u>30,017,126.65</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	4,621.39
01-000-2000	ACCOUNTS PAYABLE	452,094.38
01-000-2005	CUSTOMER REFUND	20.25
01-000-2010	PRICHARD FARMS RETSA PAYABLE	1,048.95
01-000-2220	LEASE LIABILITY	385,555.26
01-000-2225	SUBSCRIPTION LIABILITY - ROU	8,949.30
01-000-2250	UNEARNED REVENUE	176,539.63
01-000-2251	UNEARNED REV - PLAYGROUND	26,734.89
01-000-2253	UNEARNED REVENUE - ARPA	4,133,951.39
01-000-2450	DEFERRED FINANCING INFLOW	124,086.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	43,848.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	823,472.06
01-000-2700	COMPENSATED ABSENCES	345,544.19
01-000-2855	OPEB OBLIGATION	640,591.00
01-000-2860	NET PENSION LIABILITY	1,292,726.00
01-000-2901	BONDS PAYABLE	2,344,000.00
01-000-2905	BOND PREMIUM	260,605.51
	Total Liabilities	<u>11,064,388.20</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 7,093,076.08

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

2024

Less Expenses	<u>6,194,161.13</u>
Net	<u>898,914.95</u>
Total Fund Balance	<u>18,952,738.45</u>
Total Liabilities & Fund Balance	<u><u>30,017,126.65</u></u>

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

2024

Assets		
02-000-1000	CASH	719,560.46
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,324.70
02-000-1100	ACCOUNTS RECEIVABLE	2,402.59
02-000-1102	WATER ACCOUNTS RECEIVABLE	111,323.66
02-000-1140	INTEREST RECEIVABLE - WATER	398.90
02-000-1201	PREPAID INSURANCE	19,176.46
02-000-1500	FIXED ASSETS	3,890,421.39
02-000-1570	RIGHT OF USE ASSETS	93,804.85
02-000-1600	RESERVE FOR DEPRECIATION	2,988,452.36-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	33,517.67-
02-000-1900	DEFERRED FINANCING OUTFLOW	62,675.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	43,132.00
	Total Assets	<u>1,976,249.98</u>
Liabilities & Fund Balance		
02-000-2000	ACCOUNTS PAYABLE	4,688.73
02-000-2220	LEASE LIABILITY	62,963.48
02-000-2450	DEFERRED FINANCING INFLOW	19,169.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	8,295.00
02-000-2700	COMPENSATED ABSENCES	104,640.70
02-000-2855	OPEB OBLIGATION	121,186.00
02-000-2860	NET PENSION LIABILITY	199,688.00
	Total Liabilities	<u>520,630.91</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	2,128,687.20
	Less Expenses	<u>2,036,348.72</u>
	Net	<u>92,338.48</u>
	Total Fund Balance	<u>1,455,619.07</u>
	Total Liabilities & Fund Balance	<u>1,976,249.98</u>

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

2024

Assets

03-000-1000	CASH	891,642.67
03-000-1040	BAY RESTORATION FUND CASH	45,370.39
03-000-1041	CSO CASH	367,838.68
03-000-1100	ACCOUNTS RECEIVABLE	97,867.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	193,423.35
03-000-1120	BAY RESTORATION FUND RECEIVABLE	28,493.57
03-000-1121	CSO SURCHARGE RECEIVABLE	56,667.18
03-000-1141	INTEREST REC - CSO SURCHARGE	2,267.92
03-000-1142	INTEREST RECEIVABLE - SEWER	514.64
03-000-1201	PREPAID INSURANCE	6,922.29
03-000-1500	FIXED ASSETS	26,036,126.79
03-000-1529	WIP - CENTENNIAL PUMP STATION	840,219.88
03-000-1537	WIP - PHASE IX-C	1,472,649.80
03-000-1538	WIP - PHASE X-A	328,110.78
03-000-1539	WIP - PHASE X-B	121,451.60
03-000-1540	WIP - PHASE X-C	125,022.40
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	9,429,149.64-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	5,795.55-
03-000-1900	DEFERRED FINANCING OUTFLOW	51,137.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	30,827.00
	Total Assets	<u>21,348,540.99</u>

Liabilities & Fund Balance

03-000-2000	ACCOUNTS PAYABLE	5,480.67
03-000-2220	LEASE LIABILITY	81,322.29
03-000-2450	DEFERRED FINANCING INFLOW	15,637.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	5,929.00
03-000-2700	COMPENSATED ABSENCES	66,246.73
03-000-2855	OPEB OBLIGATION	86,613.00
03-000-2860	NET PENSION LIABILITY	162,904.00
03-000-2900	NOTES PAYABLE	216,476.23
	Total Liabilities	<u>640,608.92</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	2,663,003.97
Less Expenses	<u>2,129,275.03</u>
Net	<u>533,728.94</u>
Total Fund Balance	<u>20,707,932.07</u>
Total Liabilities & Fund Balance	<u>21,348,540.99</u>

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

2024

Assets		
04-000-1000	CASH	942,756.54
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,509.40
04-000-1131	WATER SURCHARGE RECEIVABLE	71,000.44
04-000-1500	FIXED ASSETS	28,457,294.14
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	19,425,949.62-
	Total Assets	<u>10,212,632.86</u>
Liabilities & Fund Balance		
04-000-2000	ACCOUNTS PAYABLE	897.06
04-000-2250	UNEARNED REVENUE	6,452.40
04-000-2900	NOTES PAYABLE	2,458,595.89
	Total Liabilities	<u>2,465,945.35</u>
04-000-3000	INVESTED IN FIXED ASSETS	6,327,244.00
04-000-3250	FUND BALANCE	616,351.26
	Total	<u>6,943,595.26</u>
	Revenue	901,150.20
	Less Expenses	<u>98,057.95</u>
	Net	<u>803,092.25</u>
	Total Fund Balance	<u>7,746,687.51</u>
	Total Liabilities & Fund Balance	<u>10,212,632.86</u>

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

2024

Assets		
05-000-1000	CASH	124,072.26
05-000-1135	TRASH & GARBAGE RECEIVABLE	84,352.06
05-000-1140	INTEREST RECEIVABLE - TRASH	3,892.15
05-000-1201	PREPAID INSURANCE	3,765.80
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	330,759.30-
05-000-1900	DEFERRED FINANCING OUTFLOW	30,220.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	18,490.00
	Total Assets	<u>530,970.00</u>
Liabilities & Fund Balance		
05-000-2000	ACCOUNTS PAYABLE	7,946.79
05-000-2450	DEFERRED FINANCING INFLOW	9,248.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	3,556.00
05-000-2700	COMPENSATED ABSENCES	40,054.47
05-000-2855	OPEB OBLIGATION	51,949.00
05-000-2860	NET PENSION LIABILITY	96,341.00
	Total Liabilities	<u>209,095.26</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	504,352.08
	Less Expenses	<u>423,949.21</u>
	Net	<u>80,402.87</u>
	Total Fund Balance	<u>321,874.74</u>
	Total Liabilities & Fund Balance	<u>530,970.00</u>

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

City of Frostburg
COMM DEVELOPMENT SPECIAL PROJECTS FUND
BALANCE SHEET
AS OF: 06/30/24

2024

Assets		
07-000-1000	CASH	<u>31,687.19</u>
	Total Assets	<u><u>31,687.19</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	52.14
	Less Expenses	<u>24,456.38</u>
	Net	<u>24,404.24-</u>
	Total Fund Balance	<u>31,687.19</u>
	Total Liabilities & Fund Balance	<u><u>31,687.19</u></u>

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

City of Frostburg
OPIOID SETTLEMENT FUND
BALANCE SHEET
AS OF: 06/30/24

2024

Assets		
08-000-1000	CASH	<u>21,596.23</u>
	Total Assets	<u><u>21,596.23</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	12,754.91
	Less Expenses	<u>0.00</u>
	Net	<u>12,754.91</u>
	Total Fund Balance	<u>21,596.23</u>
	Total Liabilities & Fund Balance	<u><u>21,596.23</u></u>

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

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

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal
	Receivable at 05/31/24	Billings	Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	16,712.76	-	3,017.96	1,409.08	-	13,694.80
Real Estate - 22/23	47,162.27	-	6,239.80	2,180.13	-	40,922.47
Real Estate - 23/24	99,811.37	-	9,265.18	983.86	-	90,546.19
Real Estate Total	<u>\$ 163,923.72</u>	<u>\$ -</u>	<u>\$ 18,522.94</u>	<u>\$ 4,573.07</u>	<u>\$ -</u>	<u>\$ 145,400.78</u>
Personal Prop - 20/21	\$ 293.45	\$ -	\$ -	\$ -	\$ (293.45)	\$ -
Personal Prop - 21/22	388.50	-	-	-	(388.50)	-
Personal Prop - 23/24	1,402.28	-	-	-	-	1,402.28
Personal Property	<u>\$ 2,084.23</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (681.95)</u>	<u>\$ 1,402.28</u>
Public Utility - 23/24	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Corporation - 20/21	\$ 580.81	\$ -	\$ -	\$ -	\$ (580.81)	\$ -
Corporation - 21/22	13,599.92	-	4.11	1.44	(381.66)	13,214.15
Corporation - 22/23	16,945.71	-	-	-	(227.40)	16,718.31
Corporation - 23/24	18,237.90	833.40	4,653.75	510.70	(489.15)	13,928.40
Corporation Total	<u>\$ 49,364.34</u>	<u>\$ 833.40</u>	<u>\$ 4,657.86</u>	<u>\$ 512.14</u>	<u>\$ (1,679.02)</u>	<u>\$ 43,860.86</u>
NST - Returned Check Fee Taxes	<u>\$ 30.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30.00</u>
Total	<u><u>\$ 215,402.29</u></u>	<u><u>\$ 833.40</u></u>	<u><u>\$ 23,180.80</u></u>	<u><u>\$ 5,085.21</u></u>	<u><u>\$ (2,360.97)</u></u>	<u><u>\$ 190,693.92</u></u>

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,736,000	-	2,754,622.23	100.7
01-000-4001	PERSONAL PROPERTY TAXES	9,000	(681.95)	8,494.60	94.4
01-000-4002	PUBLIC UTILITY TAXES	222,000	-	223,982.25	100.9
01-000-4003	CORPORATION TAXES	175,000	(865.87)	183,031.73	104.6
01-000-4004	PRIOR YEAR TAXES	(11,000)	-	(1,593.82)	-
01-000-4005	TRAILER TAX	1,600	-	1,120.00	70.0
01-000-4010	INTEREST ON TAXES	42,000	5,085.21	39,639.49	94.4
01-000-4011	TAX CREDITS	(32,400)	-	(30,776.20)	-
01-000-4012	TAX ABATEMENTS	(3,000)	-	(2,820.94)	-
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	167,887.49	741,674.45	115.9
01-000-4021	ADMISSION TAXES	92,000	-	92,662.03	100.7
01-000-4022	HOTEL MOTEL TAX	150,000	12,834.79	131,561.97	87.7
01-000-4023	HIGHWAY USE TAX	412,000	-	260,810.73	63.3
01-000-4024	COAL TAX	3,000	-	-	-
01-000-4025	HOUSING AUTHORITY	12,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	3,933.57	3,933.57	100.9
01-000-4031	LIQUOR LICENSES	9,000	9,471.75	9,590.50	106.6
01-000-4032	TRADERS LICENSES	7,000	3,200.88	10,418.68	148.8
01-000-4040	POLICE GRANTS	40,500	4,606.90	39,584.82	97.7
01-000-4041	PARKING METERS	9,000	28.16	9,114.32	101.3
01-000-4043	POLICE PROTECTION GRANTS	124,000	17,731.50	124,686.00	100.6
01-000-4045	FINES & FORFEITURES	12,500	245.00	10,705.00	85.6
01-000-4046	METER VIOLATIONS	100	-	30.00	30.0
01-000-4047	FROSTBURG STATE UNIV - MOU	150,000	-	150,000.00	100.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	-	30,000.00	100.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	205.00	2,750.00	137.5
01-000-4051	BUILDING PERMITS	2,000	275.00	1,938.00	96.9
01-000-4052	RENTAL REGISTRATION	74,000	80.00	72,360.00	97.8
01-000-4054	CONSTRUCTION INSPECTIONS	37,750	17,562.00	38,550.25	102.1
01-000-4055	CODE ENFORCEMENT CITATIONS	250	-	-	-
01-000-4056	COMM DEV GRANT REVENUE	50,000	-	41,773.18	83.6
01-000-4060	SWIMMING POOL	68,000	22,315.00	79,316.00	116.6
01-000-4062	DAY CAMP REGISTRATIONS	20,000	11,712.50	26,782.00	133.9
01-000-4063	RECREATION ACTIVITIES	20,000	1,910.00	20,758.00	103.8
01-000-4200	OPERATING TRANSFER - WATER FUND	107,100	8,925.00	107,100.00	100.0
01-000-4201	OPERATING TRANSFER - SEWER FUND	227,750	18,981.00	227,750.00	100.0
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	17,500	1,462.00	17,500.00	100.0
01-000-4250	NSF FEES	900	140.00	1,050.00	116.7
01-000-4301	RENTS	97,500	8,124.86	97,499.32	100.0
01-000-4302	HRD APPROPRIATION	10,500	-	10,557.00	100.5
01-000-4303	FRANCHISES - GAS, TV, ETC	80,000	-	61,422.89	76.8
01-000-4304	MISCELLANEOUS REVENUE	3,000	175.00	1,750.55	58.4
01-000-4306	PROJECT REIMBURSEMENT	1,376,500	-	467,315.65	34.0
01-000-4307	INSURANCE REIMBURSEMENTS	-	-	7,931.16	-

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4313	GAIN ON DISPOSAL OF ASSETS	-	-	3,805.00	-
01-000-4317	SPECIAL REVENUE	813,000	-	457,212.95	56.2
01-000-4600	INTEREST INCOME	556,000	21,779.88	557,482.72	100.3
CORPORATE FUND Revenue Totals		8,414,150	337,124.67	7,093,076.08	
EXECUTIVE					
01-100-5000	SALARIES	22,200	1,850.00	22,200.00	100.0
01-100-5010	SOCIAL SECURITY	1,700	141.55	1,698.60	99.9
01-100-5012	WORKERS COMP	175	-	70.19	40.1
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	103.00	2,687.74	44.8
01-100-5104	INSURANCE - PUBLIC OFFICIALS	8,000	-	5,938.00	74.2
01-100-5110	CONTRIBUTIONS	50,000	-	50,000.00	100.0
01-100-5150	TRAINING	2,500	-	1,125.00	45.0
01-100-5160	TRAVEL	4,500	3,004.13	5,668.06	126.0
01-100-5185	PROFESSIONAL FEES	15,000	1,750.00	14,752.63	98.4
Department Total		110,075	6,848.68	104,140.22	
ADMINISTRATIVE					
01-110-5000	SALARIES	166,000	12,957.61	161,274.05	97.2
01-110-5001	SALARIES - BONUS	6,600	-	6,582.00	99.7
01-110-5010	SOCIAL SECURITY	12,800	935.86	12,120.74	94.7
01-110-5011	PENSION	14,300	-	14,288.00	99.9
01-110-5012	WORKERS COMP	300	-	229.68	76.6
01-110-5013	INSURANCE - HEALTH	38,500	(709.64)	37,295.17	96.9
01-110-5014	INSURANCE - HEALTH RETIREE	31,000	(343.54)	28,426.41	91.7
01-110-5015	CONTRIBUTION - 457	1,900	121.16	1,560.27	82.1
01-110-5030	EMPLOYEE WELLNESS	9,250	336.03	9,209.80	99.6
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	(186.29)	3,101.33	31.0
01-110-5100	INSURANCE - AUTO	1,200	-	581.00	48.4
01-110-5102	INSURANCE - GEN LIAB	150	-	144.00	96.0
01-110-5105	INSURANCE - PROPERTY	6,800	-	6,816.00	100.2
01-110-5106	INSURANCE - AD&D AND LIFE	4,200	-	4,104.08	97.7
01-110-5111	CONTRIBUTIONS - TOURISM	121,700	-	121,032.41	99.5
01-110-5150	TRAINING	500	88.43	113.43	22.7
01-110-5160	TRAVEL	1,000	193.00	288.06	28.8
01-110-5185	PROFESSIONAL FEES	1,500	-	682.00	45.5
01-110-5191	COMMUNICATIONS	10,000	1,030.39	7,804.59	78.1
01-110-5200	ADVERTISING	6,000	608.05	5,153.48	85.9
01-110-5205	LEGAL	34,500	4,173.75	25,116.25	72.8
01-110-5207	PENSION ADMINISTRATIVE FEE	8,900	-	8,905.12	100.1
01-110-5210	OFFICE SUPPLIES	13,000	1,336.71	13,791.01	106.1
01-110-5220	POSTAGE	16,000	606.31	15,133.34	94.6
01-110-5230	COMPUTER EXPENSE	34,000	835.53	33,285.89	97.9
01-110-5232	IT LICENSING AND FEES	31,500	251.88	31,359.97	99.6
01-110-5235	DIGITAL ENGAGEMENT	29,000	348.00	26,202.18	90.4

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-110-5301	ELECTION	10,400	10.98	9,995.10	96.1
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,750	-	129,547.24	83.7
01-110-5500	BUILDING - ARMORY	12,000	1,659.63	5,079.36	42.3
01-110-5502	BUILDING MAINTENANCE	29,500	2,880.80	25,722.50	87.2
01-110-5550	UTILITIES - BUILDING	16,000	923.92	15,966.25	99.8
01-110-5700	BANK FEES	700	25.00	487.20	69.6
01-110-5807	CAPITAL OUTLAY	1,532,000	355,978.02	1,160,701.09	75.8
110 Administrative		2,365,950	384,061.59	1,922,099.00	
FINANCE					
01-120-5000	SALARIES	80,000	6,146.82	75,706.29	94.6
01-120-5010	SOCIAL SECURITY	6,100	456.04	5,607.10	91.9
01-120-5011	PENSION	7,300	-	6,886.00	94.3
01-120-5012	WORKERS COMP	225	-	87.74	39.0
01-120-5013	INSURANCE - HEALTH	16,200	(188.14)	15,590.82	96.2
01-120-5015	CONTRIBUTION - 457	500	36.38	459.05	91.8
01-120-5102	INSURANCE - GEN LIAB	150	-	144.00	96.0
01-120-5105	INSURANCE - PROPERTY	2,900	-	2,487.00	85.8
01-120-5150	TRAINING	1,000	556.00	556.00	55.6
01-120-5185	PROFESSIONAL FEES	1,000	-	554.00	55.4
01-120-5310	AUDITING	62,000	-	62,000.00	100.0
01-120-5311	ACTUARIAL STUDY	2,500	-	2,226.00	89.0
01-120-5313	TAX COLLECTION	800	462.76	1,030.25	128.8
01-120-5810	RETSA OBLIGATION	4,400	-	3,689.05	83.8
Department Total		185,075	7,469.86	177,023.30	
COMMUNITY DEV					
01-130-5000	SALARIES	115,000	9,200.02	107,298.53	93.3
01-130-5010	SOCIAL SECURITY	8,800	672.08	7,839.53	89.1
01-130-5011	PENSION	10,000	-	9,898.00	99.0
01-130-5012	WORKERS COMP	325	-	126.97	39.1
01-130-5013	INSURANCE - HEALTH	20,000	(322.10)	18,066.05	90.3
01-130-5015	CONTRIBUTION - 457	800	52.30	653.75	81.7
01-130-5102	INSURANCE - GEN LIAB	150	-	114.00	76.0
01-130-5105	INSURANCE - PROPERTY	3,800	-	3,317.00	87.3
01-130-5150	TRAINING	2,000	-	1,850.00	92.5
01-130-5160	TRAVEL	900	-	757.80	84.2
01-130-5185	PROFESSIONAL FEES	1,000	-	647.09	64.7
01-130-5320	ECONOMIC DEVELOPMENT	8,000	1,908.55	5,488.55	68.6
01-130-5322	PLANNING	40,000	-	-	-
01-130-5323	PUBLIC ART	2,000	121.34	421.34	21.1
01-130-5401	AUTO EXPENSE	1,500	83.00	734.67	49.0
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	2,750.00	39,739.18	79.5
01-130-5822	SPECIAL PROJECTS	10,000	-	3,034.42	30.3
Department Total		274,275	14,465.19	199,986.88	

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	CODE ENFORCEMENT				
01-140-5000	SALARIES	58,000	4,612.33	56,141.10	96.8
01-140-5010	SOCIAL SECURITY	4,500	324.95	4,032.60	89.6
01-140-5011	PENSION	5,300	-	4,992.00	94.2
01-140-5012	WORKERS COMP	175	-	68.65	39.2
01-140-5013	INSURANCE - HEALTH	15,300	(364.46)	14,873.48	97.2
01-140-5015	CONTRIBUTION - 457	375	45.48	352.44	94.0
01-140-5102	INSURANCE - GEN LIAB	150	-	114.00	76.0
01-140-5105	INSURANCE - PROPERTY	2,900	-	2,487.00	85.8
01-140-5150	TRAINING	500	-	-	-
01-140-5160	TRAVEL	500	-	39.60	7.9
01-140-5185	PROFESSIONAL FEES	400	150.00	300.00	75.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	11,700	-	11,500.00	98.3
01-140-5330	CODE ENFORCEMENT	1,000	548.98	548.98	54.9
01-140-5331	CONSTRUCTION INSPECT	23,750	2,155.00	23,867.00	100.5
01-140-5332	RENTAL INSPECTION	5,000	750.00	900.00	18.0
	Department Total	129,550	8,222.28	120,216.85	
	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	68,500	4,766.00	58,531.00	85.5
01-150-5010	SOCIAL SECURITY	4,900	347.20	4,337.48	88.5
01-150-5011	PENSION	5,900	-	5,509.00	93.4
01-150-5012	WORKERS COMP	1,500	-	681.81	45.5
01-150-5013	INSURANCE - HEALTH	13,000	(227.12)	10,630.53	81.8
01-150-5015	CONTRIBUTION - 457	600	47.66	556.78	92.8
01-150-5100	INSURANCE - AUTO	600	-	579.00	96.5
01-150-5102	INSURANCE - GEN LIAB	150	-	114.00	76.0
01-150-5105	INSURANCE - PROPERTY	1,900	-	1,659.00	87.3
01-150-5150	TRAINING	6,300	-	6,203.43	98.5
01-150-5160	TRAVEL	1,200	436.48	1,064.27	88.7
01-150-5185	PROFESSIONAL FEES	2,100	386.91	889.83	42.4
01-150-5193	ONE CALL CONCEPTS	1,200	191.54	889.29	74.1
01-150-5340	ENGINEERING EQUIPMENT	1,600	-	312.10	19.5
01-150-5341	MAPPING SUPPLIES	8,900	-	8,646.58	97.2
01-150-5342	PUBLIC WORKS	6,400	3,066.79	5,800.61	90.6
01-150-5400	GAS, OIL, GREASE	2,500	581.19	2,387.25	95.5
01-150-5420	FLEET LEASE	11,000	842.93	10,555.56	96.0
	Department Total	138,250	10,439.58	119,347.52	
	PUBLIC SAFETY				
01-160-5000	SALARIES	1,018,000	68,921.73	959,491.77	94.3
01-160-5002	SALARIES - POLICE GRANTS	40,500	2,622.11	40,294.06	99.5
01-160-5003	COURT TIME	13,000	627.54	12,093.30	93.0
01-160-5010	SOCIAL SECURITY	82,000	5,265.43	73,143.83	89.2

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-160-5011	PENSION	82,550	-	79,507.00	96.3
01-160-5012	WORKERS COMP	47,000	-	28,504.27	60.7
01-160-5013	INSURANCE - HEALTH	256,000	(3,207.33)	241,059.64	94.2
01-160-5015	CONTRIBUTION - 457	7,500	396.84	5,647.66	75.3
01-160-5100	INSURANCE - AUTO	5,800	-	5,376.00	92.7
01-160-5102	INSURANCE - GEN LIAB	1,075	-	1,029.00	95.7
01-160-5103	INSURANCE - POLICE PROFESSIONAL	14,600	-	14,519.00	99.5
01-160-5105	INSURANCE - PROPERTY	6,000	-	5,696.00	94.9
01-160-5150	TRAINING	26,500	8,620.95	31,365.75	118.4
01-160-5170	UNIFORMS	23,500	2,713.60	23,330.91	99.3
01-160-5180	SAFETY EQUIPMENT	1,200	87.00	1,120.52	93.4
01-160-5181	LAW ENFORCEMENT EQUIPMENT	38,500	22,611.98	34,013.74	88.3
01-160-5191	COMMUNICATIONS	25,500	2,862.65	22,678.58	88.9
01-160-5206	C3I CLERICAL SUPPORT	6,000	792.96	5,171.75	86.2
01-160-5210	OFFICE SUPPLIES	5,200	669.01	5,269.71	101.3
01-160-5230	COMPUTER EXPENSE	8,500	140.00	8,062.71	94.9
01-160-5350	FSU MOU	10,000	-	10,000.00	100.0
01-160-5380	POLICE REFORM	17,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	12,500	222.46	11,654.28	93.2
01-160-5400	GAS, OIL, GREASE	25,500	4,788.39	23,167.16	90.9
01-160-5401	AUTO EXPENSE	15,000	1,035.01	11,779.91	78.5
01-160-5420	FLEET LEASE	48,000	3,496.65	41,965.72	87.4
01-160-5502	JAIL AND OFFICE MAINTENANCE	8,500	365.55	7,692.46	90.5
01-160-5550	UTILITIES - PUBLIC SAFETY	11,000	615.95	10,764.64	97.9
01-160-5700	PARKING METERS	2,000	-	1,917.59	95.9
01-160-5851	FIRE DEPT APPROPRIATION	259,375	-	259,375.00	100.0
Department Total		2,117,800	123,648.48	1,975,691.96	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	278,000	21,034.01	274,103.01	98.6
01-170-5010	SOCIAL SECURITY	21,000	1,522.64	19,824.38	94.4
01-170-5011	PENSION	26,000	-	23,928.00	92.0
01-170-5012	WORKERS COMP	13,500	-	7,738.87	57.3
01-170-5013	INSURANCE - HEALTH	65,000	(913.44)	60,339.49	92.8
01-170-5015	CONTRIBUTION - 457	750	88.64	745.60	99.4
01-170-5100	INSURANCE - AUTO	7,200	-	6,824.00	94.8
01-170-5102	INSURANCE - GEN LIAB	575	-	461.00	80.2
01-170-5105	INSURANCE - PROPERTY	5,800	-	5,217.00	90.0
01-170-5150	TRAINING	5,000	-	780.00	15.6
01-170-5170	UNIFORMS	8,000	683.24	7,960.46	99.5
01-170-5180	SAFETY EQUIPMENT	7,200	468.96	5,851.73	81.3
01-170-5191	COMMUNICATIONS	11,000	182.12	10,503.29	95.5
01-170-5210	OFFICE SUPPLIES	1,000	-	994.94	99.5
01-170-5400	GAS, OIL, GREASE	28,500	2,680.77	28,491.87	100.0
01-170-5420	FLEET LEASE	42,000	3,871.45	30,005.91	71.4

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-170-5550	UTILITIES - BUILDING	7,000	312.35	6,617.72	94.5
01-170-5711	SALT & ABRASIVES	105,000	-	103,499.94	98.6
01-170-5712	SIGN MAINTENANCE	15,500	-	15,103.26	97.4
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	8,038.36	84,607.16	94.0
01-170-5714	STREET LIGHTING	95,000	7,238.30	87,578.30	92.2
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	39,800.05	100,720.99	100.7
01-170-5716	STREET SHOP EQUIPMENT	105,000	25,066.84	88,966.07	84.7
01-170-5717	STREET LIGHTING REPAIRS	30,000	696.17	27,946.13	93.2
01-170-5800	CAPITAL OUTLAY	205,000	117,756.53	128,411.53	62.6
01-170-5861	STREET PAVING	492,000	-	487,802.01	99.2
01-170-5865	PARKING LOT MAINTENANCE	3,000	2,000.00	3,400.00	113.3
Department Total		1,768,025	230,526.99	1,618,422.66	

RECREATION					
01-180-5000	SALARIES	266,000	20,819.27	259,601.85	97.6
01-180-5010	SOCIAL SECURITY	21,000	1,528.49	18,932.10	90.2
01-180-5011	PENSION	23,000	-	22,895.00	99.5
01-180-5012	WORKERS COMP	11,200	-	7,054.48	63.0
01-180-5013	INSURANCE - HEALTH	66,000	(771.40)	54,518.88	82.6
01-180-5015	CONTRIBUTION - 457	1,500	73.74	954.58	63.6
01-180-5100	INSURANCE - AUTO	2,800	-	2,443.00	87.3
01-180-5102	INSURANCE - GEN LIAB	500	-	459.00	91.8
01-180-5105	INSURANCE - PROPERTY	11,600	-	10,950.00	94.4
01-180-5150	TRAINING	300	-	25.00	8.3
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,500	549.04	4,544.51	101.0
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	1,122.18	8,455.05	94.0
01-180-5420	FLEET LEASE	22,000	1,863.65	22,363.80	101.7
01-180-5503	ARMORY EXPENSE - GYM	10,500	312.37	6,940.87	66.1
01-180-5504	COMMUNITY CENTER	15,000	839.83	15,013.08	100.1
01-180-5510	CITY PLACE	33,000	17,913.29	31,662.81	96.0
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	144.86	520.86	26.0
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	807.19	5,163.55	103.3
01-180-5722	REC LEAGUE APPROPRIATIONS	6,500	-	6,500.00	100.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	111,600	17,408.99	85,819.98	76.9
01-180-5724	STREET TREE MAINTENANCE	10,000	-	9,753.18	97.5
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	-	-
01-180-5726	RECREATIONAL PROGRAMS	13,000	1,115.72	8,233.92	63.3
01-180-5800	CAPITAL OUTLAY	193,500	42,175.99	215,881.76	111.6
Department Total		842,750	105,903.21	798,687.26	

RECREATION-POOL					
01-181-5000	SALARIES	70,500	16,123.37	57,560.58	81.7
01-181-5010	SOCIAL SECURITY	5,400	1,233.44	4,403.37	81.5

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-181-5012	WORKERS COMP	2,000	-	1,793.94	89.7
01-181-5018	UNEMPLOYMENT	500	-	-	-
01-181-5507	POOL OPERATING	38,500	7,271.52	41,500.42	107.8
Department Total		116,900	24,628.33	105,258.31	
RECREATION - DAY CAMP					
01-182-5000	SALARIES	22,500	1,581.80	14,594.25	64.9
01-182-5010	SOCIAL SECURITY	1,725	121.01	1,116.47	64.7
01-182-5012	WORKERS COMP	700	-	583.74	83.4
01-182-5018	UNEMPLOYMENT	500	-	-	-
01-182-5507	DAY CAMP OPERATIONS	500	33.58	390.60	78.1
Department Total		25,925	1,736.39	16,685.06	
RECREATION - SEASONAL					
01-183-5108	UNEMPLOYMENT	100	-	31.84	31.8
Department Total		100	-	31.84	
CORPORATE FUND Expenditure Totals		8,074,675	917,950.58	7,157,590.86	
02-000-4000	WATER SERVICE REVENUE	1,760,000	193,061.81	1,674,057.37	95.1
02-000-4001	INTEREST EARNED - WATER	1,800	171.55	1,733.82	96.3
02-000-4313	GAIN ON DISPOSAL OF ASSETS	-	500.00	500.00	-
02-000-4317	SPECIAL REVENUE	871,200	-	376,153.10	43.2
02-000-4401	SALE OF BULK WATER	850	-	857.00	100.8
02-000-4402	SALE OF METERS	9,450	1,350.00	9,450.00	100.0
02-000-4403	TAPPING FEES	7,600	1,500.00	7,600.00	100.0
02-000-4404	SUNDRY SALES	26,900	367.05	27,285.67	101.4
02-000-4405	PROJECT REIMBURSEMENTS	340	-	341.20	100.4
02-000-4408	SUNDRY SALES - CASH BASIS	-	-	550.00	-
02-000-4600	INTEREST INCOME	27,600	9,161.79	30,159.04	109.3
WATER FUND Revenue Totals		2,705,740	206,112.20	2,128,687.20	
WATER - ADMIN					
02-190-5000	SALARIES	68,000	5,190.42	63,751.32	93.8
02-190-5010	SOCIAL SECURITY	5,100	374.68	4,636.72	90.9
02-190-5011	PENSION	6,150	-	5,853.00	95.2
02-190-5012	WORKERS COMP	200	-	77.42	38.7
02-190-5013	INSURANCE - HEALTH	16,200	(296.30)	15,804.78	97.6
02-190-5015	CONTRIBUTION - 457	750	51.86	658.37	87.8
02-190-5313	COLLECTION EXPENSE	1,000	97.76	511.03	51.1
02-190-5370	FMHA BOND	750	-	650.00	86.7
02-190-5600	CORPORATE OVERHEAD	107,100	8,925.00	107,100.00	100.0
Department Total		205,250	14,343.42	199,042.64	
WATER - FILTRATION					
02-192-5102	INSURANCE - GEN LIAB	1,200	-	1,144.00	95.3

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
02-192-5105	INSURANCE - PROPERTY	12,200	-	11,107.00	91.0
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,278.00	88.0
02-192-5521	PUMPING SYSTEM EXPENSE	105,000	7,449.44	103,360.32	98.4
02-192-5522	PURIFICATION PLANT MAINTENANCE	362,000	51,136.00	357,208.93	98.7
02-192-5710	FILTRATION CONTRACT PAYMENT	652,000	79,710.31	541,340.86	83.0
Department Total		1,138,400	138,295.75	1,019,439.11	
WATER - SUPPLY					
02-194-5000	SALARIES	32,000	2,440.00	30,040.00	93.9
02-194-5010	SOCIAL SECURITY	2,400	186.66	2,298.06	95.8
02-194-5011	PENSION	2,900	-	2,754.00	95.0
02-194-5012	WORKERS COMP	1,225	-	862.97	70.5
02-194-5506	HYDRO FACILITY EXPENSE	2,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	326.40	4,466.95	89.3
02-194-5730	WATER SUPPLY EXPENSE	50,000	83.02	3,767.23	7.5
Department Total		95,525	3,036.08	44,189.21	
WATER - DISTRIBUTION					
02-196-5000	SALARIES	261,000	19,999.84	251,692.75	96.4
02-196-5010	SOCIAL SECURITY	19,250	1,467.79	18,331.67	95.2
02-196-5011	PENSION	22,600	-	21,260.00	94.1
02-196-5012	WORKERS COMP	8,500	-	6,779.13	79.8
02-196-5013	INSURANCE - HEALTH	68,400	(812.90)	61,150.24	89.4
02-196-5015	CONTRIBUTION - 457	1,000	30.80	587.85	58.8
02-196-5100	INSURANCE - AUTO	4,000	-	3,129.00	78.2
02-196-5102	INSURANCE - GEN LIAB	1,200	-	1,144.00	95.3
02-196-5105	INSURANCE - PROPERTY	3,200	-	2,777.00	86.8
02-196-5150	TRAINING	3,500	-	3,123.00	89.2
02-196-5170	UNIFORMS	4,000	436.00	2,879.57	72.0
02-196-5180	SAFETY EQUIPMENT	6,575	160.04	4,760.89	72.4
02-196-5191	COMMUNICATIONS	12,700	2,100.67	12,824.89	101.0
02-196-5210	OFFICE SUPPLIES	1,000	98.09	613.99	61.4
02-196-5390	MISCELLANEOUS EXPENSE	2,000	-	-	-
02-196-5400	GAS, OIL, GREASE	13,000	1,142.07	10,529.87	81.0
02-196-5420	FLEET LEASE	25,000	2,632.00	24,327.87	97.3
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	420.31	5,835.50	46.7
02-196-5550	UTILITIES - WATER DISTRIBUTION	4,600	185.09	4,030.63	87.6
02-196-5700	DISTRIBUTION EXPENSE	150,700	3,338.53	65,557.46	43.5
02-196-5701	DISTRIBUTION PIPE EXPENSE	10,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	12,500	2,040.00	11,120.83	89.0
02-196-5703	FIRE HYDRANTS EXPENSE	5,000	-	4,318.24	86.4
02-196-5704	TRANSMISSION MAINS EXPENSE	251,300	7,279.03	225,185.28	89.6
02-196-5740	METERS EXPENSE	40,000	1,074.05	31,718.10	79.3
Department Total		943,525	41,591.41	773,677.76	
WATER FUND Expenditure Totals		2,382,700	197,266.66	2,036,348.72	

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-000-4000	SEWER CHARGES	1,780,000	195,786.39	1,626,637.29	91.4
03-000-4001	INTEREST EARNED - SEWER	3,000	(522.70)	2,310.53	77.0
03-000-4313	GAIN ON DISPOSAL OF ASSETS	-	-	5,550.00	-
03-000-4315	PROCEEDS FROM FUND BALANCE	234,700	-	-	-
03-000-4317	SPECIAL REVENUE	268,725	-	265,864.94	98.9
03-000-4404	SUNDRY SALES	1,500	-	1,544.49	103.0
03-000-4501	BAY RESTORATION FUND REVENUE	-	23,690.00	197,004.54	-
03-000-4503	SEWER TAP FEES	7,000	1,500.00	7,000.00	100.0
03-000-4530	PROJECT REIMBURSEMENTS	1,000	-	1,011.25	101.1
03-000-4600	INTEREST INCOME	59,000	14,722.70	59,554.13	100.9
Department Total		2,354,925	235,176.39	2,166,477.17	
03-220-4520	CSO SURCHARGE REVENUE	405,000	51,639.00	438,480.73	108.3
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,000	145.76	1,100.07	110.0
03-220-4530	PROJECT REIMBURSEMENTS	665,000	-	56,946.00	8.6
Department Total		1,071,000	51,784.76	496,526.80	
SEWER FUND Revenue Totals		3,425,925	286,961.15	2,663,003.97	
03-210-0000	SEWER - ADMIN				
03-210-5000	SALARIES	68,000	5,190.42	63,751.32	93.8
03-210-5010	SOCIAL SECURITY	5,100	374.68	4,636.72	90.9
03-210-5011	PENSION	6,150	-	5,853.00	95.2
03-210-5012	WORKERS COMP	200	-	77.42	38.7
03-210-5013	INSURANCE - HEALTH	16,200	(296.26)	15,805.31	97.6
03-210-5015	CONTRIBUTION - 457	750	51.86	658.37	87.8
03-210-5313	COLLECTION EXPENSE	1,000	97.76	511.03	51.1
Department Total		97,400	5,418.46	91,293.17	
	SEWER - OPERATING				
03-211-5000	SALARIES	175,000	15,425.21	169,228.59	96.7
03-211-5010	SOCIAL SECURITY	13,600	1,075.24	11,607.18	85.4
03-211-5011	PENSION	20,000	-	17,989.00	90.0
03-211-5012	WORKERS COMP	6,000	-	4,456.82	74.3
03-211-5013	INSURANCE - HEALTH	66,000	(1,100.00)	64,000.12	97.0
03-211-5015	CONTRIBUTION - 457	1,700	108.84	1,378.62	81.1
03-211-5100	INSURANCE - AUTO	1,400	-	1,158.00	82.7
03-211-5102	INSURANCE - GEN LIAB	575	-	572.00	99.5
03-211-5105	INSURANCE - PROPERTY	7,500	-	5,917.88	78.9
03-211-5150	TRAINING	1,000	-	150.00	15.0
03-211-5170	UNIFORMS	3,000	410.36	3,181.21	106.0
03-211-5180	SAFETY EQUIPMENT	4,000	-	2,469.97	61.8
03-211-5191	COMMUNICATIONS	2,400	238.65	1,761.09	73.4
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	122,942.88	-
03-211-5400	GAS, OIL, GREASE	12,000	875.85	11,239.08	93.7

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-211-5420	FLEET LEASE	20,700	1,701.50	20,453.25	98.8
03-211-5520	PUMPING STATION MAINTENANCE	6,000	-	1,749.89	29.2
03-211-5600	CORPORATE OVERHEAD	227,750	18,981.00	227,750.00	100.0
03-211-5761	SANITARY COMMISSION CHARGES	1,233,000	90,194.55	1,113,679.40	90.3
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	11,716.20	99.3
03-211-5763	SEWER OPERATING EXPENSE	210,000	4,806.08	208,694.26	99.4
03-211-5764	SEWER PUMPING EXPENSE	9,000	275.40	7,653.51	85.0
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	89,300	-	89,043.25	99.7
Department Total		2,121,725	132,992.68	2,098,792.20	
CSO					
03-220-5391	INTEREST EXPENSE	3,450	-	1,507.91	43.7
03-220-5392	DEBT REDEMPTION	23,350	-	23,350.92	100.0
03-220-5800	CAPITAL OUTLAY	1,180,000	334,452.27	999,274.66	84.7
Department Total		1,206,800	334,452.27	1,024,133.49	
SEWER FUND Expenditure Totals		3,425,925	472,863.41	3,214,218.86	
04-000-4000	WATER TAP SURCHARGE	807,000	90,412.54	858,959.37	106.4
04-000-4001	INTEREST EARNED SURCHARGE	1,300	190.69	1,343.06	103.3
04-000-4600	INTEREST INCOME	35,000	11,849.98	40,847.77	116.7
PINEY SURCHARGE FUND Revenue Totals		843,300	102,453.21	901,150.20	
WATER SURCHARGE					
04-200-5313	COLLECTION EXPENSE	1,000	78.21	408.83	40.9
04-200-5391	INTEREST EXPENSE	61,750	3,643.35	52,871.04	85.6
04-200-5392	DEBT REDEMPTION	409,550	4,751.65	409,526.59	100.0
04-200-5802	CAPITAL REPAIRS	60,000	866.37	44,778.08	74.6
PINEY SURCHARGE FUND Expenditure Totals		532,300	9,339.58	507,584.54	
05-000-4000	TRASH & GARBAGE CHARGES	437,500	66,785.13	494,886.04	113.1
05-000-4001	INTEREST EARNED - TRASH	1,400	247.99	1,518.27	108.5
05-000-4317	SPECIAL REVENUE	500	-	-	-
05-000-4404	SUNDRY SALES	2,300	150.00	2,400.00	104.4
05-000-4600	INTEREST INCOME	5,400	1,615.91	5,547.77	102.7
GARBAGE FUND Revenue Totals		447,100	68,799.03	504,352.08	
GARBAGE ADMIN.					
05-230-5000	SALARIES	66,800	5,190.36	63,750.90	95.4
05-230-5010	SOCIAL SECURITY	5,100	374.68	4,636.69	90.9
05-230-5011	PENSION	6,150	-	5,853.00	95.2
05-230-5012	WORKERS COMP	200	-	77.42	38.7
05-230-5013	INSURANCE - HEALTH	16,200	(296.24)	15,805.36	97.6
05-230-5015	CONTRIBUTION - 457	750	51.86	658.37	87.8
05-230-5313	COLLECTION EXPENSE	200	19.56	102.19	51.1
Department Total		95,400	5,340.22	90,883.93	

CITY OF FROSTBURG
JUNE 2024 BUDGET REPORT

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

Account Id	Account Description	Amended Budget	June 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	GARBAGE OPERATING				
05-232-5000	SALARIES	91,000	8,976.95	87,919.86	96.6
05-232-5010	SOCIAL SECURITY	6,600	656.82	6,309.23	95.6
05-232-5011	PENSION	9,000	-	8,521.00	94.7
05-232-5012	WORKERS COMP	3,000	-	2,713.04	90.4
05-232-5013	INSURANCE - HEALTH	23,000	(282.98)	21,304.79	92.6
05-232-5015	CONTRIBUTION - 457	900	26.86	396.19	44.0
05-232-5100	INSURANCE - AUTO	2,200	-	1,744.00	79.3
05-232-5102	INSURANCE - GEN LIAB	400	-	343.00	85.8
05-232-5105	INSURANCE - PROPERTY	3,800	-	3,587.00	94.4
05-232-5170	UNIFORMS	3,000	313.04	2,486.30	82.9
05-232-5180	SAFETY EQUIPMENT	1,300	1,107.24	1,107.24	85.2
05-232-5210	OFFICE SUPPLIES	500	98.08	495.67	99.1
05-232-5400	GAS, OIL, GREASE	14,000	996.64	11,690.27	83.5
05-232-5600	CORPORATE OVERHEAD	17,500	1,462.00	17,500.00	100.0
05-232-5770	ASH DUMPSTER	7,000	-	6,970.12	99.6
05-232-5771	BULK CLEANUP EXPENSE	10,000	9,051.03	9,051.03	90.5
05-232-5772	LANDFILL CHARGES	128,500	15,192.86	120,860.97	94.1
05-232-5773	SANITATION OPERATING EXPENSE	30,000	708.83	30,065.57	100.2
	Department Total	351,700	38,307.37	333,065.28	
	GARBAGE FUND Expenditure Totals	447,100	43,647.59	423,949.21	

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of June 2024

Submitted by: Gene Bittinger maintenance Supervisor

June 3 2024

Checked parks

Installed Exhaust fans and lights at New Hoffman bathrooms

Installed outside receptacles at new Hoffman bathrooms

Checked soap dispensers at the Bureau of mines

June 4 2024

Checked parks

Poured concrete at new Hoffman bathrooms

Cut grass at Hoffman, MT Pleasant, Greene ST,

June 5 2024

Checked parks

Fixed door on MT Pleasant bathroom door

Put door closer on new Hoffman bathroom door

Cleaned out storage building at Hoffman

June 6 2024

Checked parks

Hauled millings to Hoffman

Layed millings and rolled

June 7 2024

Checked parks

Seeded at Hoffman

Cleaned pavilions and bathrooms for food truck festival

Sealed concrete at new Hoffman bathrooms

Ran electric and installed new receptacles

June 10 2024

Checked parks

Brought dump truck back from Hoffman

Cut the grass at Glendening

June 11 2024

Checked parks

Cut grass and weed eated at Glendening

Took ladder to Community Center for roofer

Cut grass around the pool

June 12 2024

Checked parks

Removed fence from horseshoe pit

Got quotes for new weed eaters and blowers

Brought forks back to shop

Loaded picnic table, benches

Replaced picnic at Lyons pond

Took extra benches to Glendening

June 13 2024

Checked parks

Cut grass Around the pool and Armory, Shop

Weed eated the pool, Shop, L.L. field, Community field and Armory

Picked up new weed eaters and blowers

Took zero tire to Smittys for repair

Changed tire on zero mower

Cleaned truck 40

June 14 2024

Checked parks

Unclogged sewer line at new Lyons bathrooms

June 17 2024

Checked parks

Hauled millings to Hoffman

Fixed walking trails at Glendening

Fixed parking lot at Hoffman park

Graded around new bathrooms at Hoffman

Cleaned walking trails at Hoffman

Installed tether ball pole at MT Pleasant

Cleaned walking trail at MT Pleasant

Set corn hole games up at MT Pleasant

Brought bobcat back from Hoffman

June 18 2024

Checked parks

Cut grass at City Hall, ST Mikes, Greene ST, Dog Park, Hoffman

Fixed umbrella holder at the pool

June 19 2024

Holiday

June 20 2024

Checked parks

Cut grass and weed eated the Trial head

Took freezers and ice maker to Hoffman and installed

June 21 2024

Checked parks

Cleaned out Lyons concession stand

Fixed a door on field 8 bathroom

Hung hose reel at the pool

Put tether ball on the pole

Worked on Amphitheater facing

Welded on lawn roller

Put bathroom fixtures away

Put child care center supplies away

June 24 2024

Checked parks

Weed eaten and cut brush back at top of Depot Trail

Started putting up ship lap on Hoffman Amphitheater

June 25 2024

Checked parks

Finished ship lap at Hoffman Amphitheater

Put mulch down around Hoffman Amphitheater

Went to the Staff meeting

Cleared vines off of the Community Center

June 26 2024

Checked parks

Hauled sheds away from Glendening

Put sails up at the Dog Park

Emptied trash out of the sheds

Straightened pole at the Gym

Moved storage container and graded at the Tree Farm

June 27 2024

Checked parks

Cut grass around L,L, field and Armory

Cleaned up after food giveaway

Changed lock on soccer storage shed

Hauled mulch for L,L,

Put appliances away for City Place

June 28 2024

Checked parks

Cut grass around the pool

Weed eaten at Glendening

CITY OF FROSTBURG

Monthly Report: Police Department

For the Month of: June 2024

Submitted by: Chief Nicholas Costello and PCO II Charon Clark

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

2023	546	2024	485
ARRESTS	On-View/Citations		<u>8</u>
	Warrants Served/Obtained		<u>2</u>
	Summonses Served		<u>3</u>
	Juvenile Arrests & Citations		<u>0</u>
	TOTAL		<u>13</u>
C3I INVESTIGATIONS	Cases		<u>0</u>
COMMUNITY POLICING	Logged Activities		<u>2</u>
PARKING	Parking Violations		<u>10</u>
PRISONERS	Custodial Arrests		<u>6</u>
PUBLIC SERVICE	Well-Being Checks		<u>13</u>
	Emergency Petitions		<u>3</u>
	Assist Other Agency		<u>13</u>
	Request for Officer		<u>25</u>
	Follow-Ups		<u>15</u>
	Disturbance (Multiple Inc. Types)		<u>25</u>
TRAFFIC	M/V Crashes		<u>3</u>
	Traffic Details		<u>6</u>
	DWI/DUI Arrests		<u>2</u>
TRAFFIC STOPS	Total Number of Stops		<u>86</u>
	Citations		<u>22</u>
	Warnings		<u>85</u>
	SEROs		<u>0</u>
COLLECTIONS	Parking Meter Fines		<u>\$0.00</u>
	Other Parking Fines		<u>\$245.00</u>
	Parking Meter Collections		<u>\$0.00</u>
	Municipal Infractions Paid		<u>\$0.00</u>
	Parking Permits		<u>\$20.00</u>
	Miscellaneous		<u>\$50.00</u>
	Park Mobile		<u>\$0.00</u>
This month year prior:	<u>\$2,377.07</u>	TOTAL	<u>\$315.00</u>

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: June 2024

Submitted by: (Supervisor) Shane Elliott

June 1, 2024– Saturday

June 2, 2024 – Sunday

June 3, 2024 – Monday

- Checked and emptied out city trash cans on Main Street
- Had four men helping water dept with traffic control on Main Street
- Cleaned off blacktop tools and filled roller
- Used jetter truck to water street trees and flower baskets where needed
- Removed litter on Main Street and cleaned up broken glass
- Checked on dead animal complaint on Ormand Street
- Blacktopped Water Dept. hole on Main Street and patched alleyways
- Checked all sewer pumping stations – Ran weekly tests on systems
- Refilled jetter truck water tanks and fuel tank
- Marked miss utility tickets and checked them in on computer
- Cut grass and weed eat along fence line
- Attended health insurance meeting at city hall
- Finished installing tool boxes and brackets on truck #7
- Checked on sewer complaint on Shaw Street
- Added fluids to loader and backhoe where needed
- Greased rear controls on garbage truck
- Installed new strobe light on mini excavator
- Picked up package that was delivered to MDE
- Added degreaser to sewer pumping stations

P.2

June 4, 2024 – Tuesday

- Picked up garbage route on west end of town
- Straightened several sign posts and street signs around town
- Ran sewer camera in line off of Delano Ave.
- Had special garbage pick up on Shaw Street
- Removed dead animal in roadway on Village Parkway
- Attended staff meeting at City Hall
- Investigated blacktop complaint in Jones Ct.
- Marked miss utility tickets and checked them in on computer
- Picked up litter on Main Street
- Checked sewer complaint on Shaw St.
- Installed new flint crosswalk material throughout the center section of the town
- Set up roadwork traffic pattern on Main St. for sign work
- Checked all sewer pumping stations
- Installed new landscaping around and under new Welcome to Frostburg sign
- Checked on contractors working on water line and CSO projects
- Inspected sewer system on Braddock Road
- Cut trees and brush away from roadsides around town

June 5, 2024 – Wednesday

- Picked up garbage route on east end of town
- Checked all CSO's and made a report
- Used mini with mower attachment and cut roadsides in several locations
- Checked all sewer pumping stations
- Installed more flint cross walk material around town where needed
- Made repair to storm line on Centennial Street
- Worked on hydraulic leak on garbage truck
- Marked miss utility tickets and checked them in on computer
- Checked on status of electrical panel box on Depot Street
- Picked up supplies from Frostburg Rental Store
- Met with contractor too discuss sewer line repair on west end of town
- Removed litter and debris on Main Street
- Checked on water runoff complaint in Braddock Estates
- Washed off mower attachment and greased machine
- Ran sewer camera in several location to inspect city sewer lines
- Washed off sewer camera equipment after use

P.3

June 6, 2024 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Installed more flint cross walk material on Bowery Street
- Picked up package from MDE
- Cleaned off blacktop tools and filled roller
- Pot hole patched around town where needed
- Marked miss utility tickets and checked them in on computer
- Drained water from diesel safety tank
- Picked up pay stubs and mail from city hall
- Installed small berm on Summit Place
- Checked all CSO's and made a report
- Blacktop patched water dept. hole on Jones Court
- Installed blacktop water diverter in Braddock Estates
- Cleaned off catch basin grates around town where needed
- Picked up traffic cones on Jones Court
- Made another repair to garbage truck hydraulic system

June 7, 2024 – Friday

- Removed litter on Main Street
- Cut grass and brush away from sewer pumping stations
- Weed eat around tree grates on Main Street, Bowery and Center Street
- Checked all sewer pumping stations
- Took invoices and insurance forms to city hall
- Checked CSO locations due to rain event last night
- Marked miss utility tickets and checked them in on computer
- Finished installing cross walk material in several locations
- Checked and emptied all city trash cans where needed
- Swept out all garage bays and emptied out shop trash cans
- Cleaned lunch room and rest room
- Removed dead animal in roadway due to complaint
- Trimmed grass and weeds around Frostburg signs
- Cut grass in empty lot on Bowery and empty lot on Victoria Lane
- Used jetter to open sewer main and ran sewer camera to inspect for issues
- Washed off all camera equipment after use

P.4

June 8, 2024 – Saturday

June 9, 2024 – Sunday

June 10, 2024 – Monday

- Picked up yard waste around town
- Used jetter truck to water street trees and flower baskets on Broadway, Depot and down at the trailhead
- Checked and emptied city trash cans on Main Street
- Removed litter on Main Street
- Filled jetter truck water tank and fuel tank after use
- Checked all sewer pumping stations - Ran weekly tests on systems
- Installed new Tree USA signs and stickers
- Marked miss utility tickets and checked them in on computer
- Picked up dead animal due to complaint
- Cut grass on Bowery and Center Street lots
- Removed Pepsi machine in garage area and cleaned floor
- Cut grass and weed eat wall on Mian Street
- Organized sewer push camera systems and attachments

June 11, 2024 – Tuesday

- Picked up garbage route on west end of town
- Cleaned off blacktop tools and filled roller
- Marked miss utility tickets and checked them in on computer
- Blacktop patched roadways on east end of town
- Removed litter on Main Street
- Picked up blacktop debris we left behind while blacktopping
- Checked all sewer pumping stations
- Went over applications for the empty position
- Made repairs to a few curbs with blacktop where needed
- Removed tar and debris on rear latches on blacktop truck
- Cleaned out water jets on blacktop roller
- Moved a stop sign and post on Mt Vernon due to complaint
- Checked on sewer complaint on Bealls Lane – Found no issues
- Looked over a few tree complaints in common ground just off Victoria Lane

P.5

June 12, 2024 – Wednesday

- Picked up garbage route on east end of town
- Filled water tank on roller and cleaned off blacktop tools
- Checked all sewer pumping stations
- Removed dead animal in roadway on East Main Street
- Installed several new signs and poles in swimming pool parking area
- Picked up litter on Main Street
- Installed blacktop curb on American Avenue
- Pot hole patched roadways in center section of town
- Marked miss utility tickets and checked them in on computer
- Used flail mower to mow roadsides and ditches on Village Parkway
- Marked cleanouts with high viz paint in Axon and Quantum Ct.
- Cleaned up debris and trimmed weeds in Pritchard's Alley
- Cut and removed low hanging limbs around tide gate
- Marked and an Emergency Miss utility ticket for Columbia Gas
- Fueled up excavator after use and checked fluids
- Coned off area to be blacktopped in the morning
- Made repairs to chain binder and greased
- Set up and took down Mowing ahead warning signs while in use

June 13, 2024 – Thursday

- Picked up garbage rout in center section of town
- Cleaned off blacktop tools and filled roller
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Pot hole patched roadways in center section of town
- Straightened sign post and replaced several street signs
- Checked all sewer pumping stations
- Used mower to cut along roadways on Axon and Quantum Court
- Fixed transmission leak on garbage truck
- Worked on electrical issue at Hoffman pumping station
- Cut grass and weeds on Lee Street and Grant Street Ext.
- Picked up supplies from Frostburg Carquest
- Grass around bus station on Bowery Street
- Checked several catch basins in and around Meshack Village

P.6

June 14, 2024 – Friday

- Picked litter off Main Street
- Emptied all city trash cans where needed on Main Street
- Opened clogged sewer line at Rec Complex with jetter truck
- Used mower to cut along several roadsides where needed
- Checked all sewer pumping stations
- Trimmed trees and bushes away from roadside on Lee Street
- Emptied out all shop trash cans
- Filled water and fuel tanks on jetter truck
- Cleaned rest room and lunch room
- Ran sewer camera in sewer main to inspect sewer line
- Checked trash complaint on Bowery Street
- Greased lowboy trailer and checked tire pressure
- Removed debris in roadway over by Burger king
- Cleaned off all sewer camera equipment after use

June 15, 2024 – Saturday

June 16, 2024 - Sunday

June 17, 2024 – Monday

- Ran Vactor truck in several catch basins on Grant Street to clean storm line
- Helped install new sewer service line just off Shaw Street
- Removed litter in roadway on Main Street
- Checked and emptied all city trash cans on Main Street where needed
- Ran jetter truck to water street trees and flower baskets
- Serviced a few dump trucks – checked fluids and greased fittings
- Marked miss utility tickets and checked them in on computer
- Replaced a few street signs around town
- Checked all sewer pumping stations – ran weekly tests on electrical system
- Ran street sweeper to clean up debris in Alley 32
- Cut roadway for the installation of catch basin grates
- Refilled Vactor trucks water and fuel tanks after use
- Trimmed weeds along curb lines and sidewalks where needed
- Emptied and cleaned out sweeper over at dump site

P.7

June 18, 2024 – Tuesday

- Picked up garbage route on west end of town
- Removed litter on Main Street
- Hauled debris away from new sewer service site just off Shaw Street
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Helped water dept. haul debris away from drying beds at filtration plant
- Washed out dump truck beds after use
- Sprayed bug spray around Centennial Hill sewer pumping station
- Concrete patched a few catch basins on Grant Ext.
- Ran sewer camera in sewer line on CSO project
- Washed off all sewer camera equipment after use
- Sprayed weeds around town in several locations
- Worked on tailgate latch system on truck #14
- Cut grass and weeds around the shop fence line
- Made repairs to damaged sewer line on Centennial Street

June 19, 2024 – Wednesday – Juneteeth Day

June 20, 2024 – Thursday

- Picked up garbage route in center section of town
- Seeded and mulched new sewer line site on Shaw Street
- Trimmed trees and weeds in several locations around town
- Picked up pay stubs and bills at city hall
- Checked curb line complaint on Mt Pleasant Street
- Watered street trees and flower baskets around town
- Removed litter on Main Street
- Sprayed weeds along curb lines where needed
- Marked miss utility tickets and checked them in on computer
- Contacted homeowner regarding signage complaint
- Straightened sign posts where needed around town
- Checked all sewer pumping stations
- Attended The Great Race meeting at city hall
- Investigated pothole/ catch basin complaint off of Mechanic St.

P.8

June 21, 2024 – Friday

- Picked up east end of town garbage route
- Set up traffic control devices for Depot Street paving
- Removed litter on Main Street
- Marked miss utility tickets and checked them in on computer
- Cleaned catch basin and sprayed weeds where needed
- Trimmed bushes and trees on Depot Street
- Checked all sewer pumping stations
- Swept out garage bays and emptied shop trash cans
- Emptied all city trash cans on Mian Street
- Rebuilt blacktop curb on Mt Pleasant Street
- Cleaned lunch room and rest room
- Took down traffic control devices after paving
- Used mower attachment to trim roadsides on Industrial Park Road

June 22, 2024 – Saturday

June 23, 2024 – Sunday

June 24, 2024 – Monday

- Set up detour signs and traffic control devices for The Great Race
- Marked miss utility tickets and checked them in on computer
- Trimmed weeds where needed on Main Street and Broadway
- Checked all sewer pumping stations – Ran weekly tests on systems
- Used jetter truck to water trees and flower baskets
- Unloaded new tamper that was delivered from American Rent All
- Removed litter on Main Street, Broadway, Bowery and enter Street
- Cut roads and cleaned up debris where blacktop will be installed tomorrow
- Replaced broken sign post and sign on Main Street
- Checked and emptied all city trash cans where needed
- Installed new flag bracket on Main Street
- Picked up supplies at Tractor Supply
- Worked after hours for The Great Race doing traffic control and clean up

P.9

June 25, 2024 – Tuesday

- Picked up west end of town garbage route
- Unloaded traffic control devices from last night's event
- Checked all sewer pumping stations
- Replaced missing stop sign and straightened post
- Marked miss utility tickets and checked them in on computer
- Cleaned off blacktop tools and filled roller
- Removed litter on Main Street
- Blacktop patched roadways where new sewer taps were made
- Trimmed more trees and brush away from street signs
- Pothole patched a few alleyways where needed
- Made repairs to the chain hold downs on tow trailer
- Popped manholes on west end to check sewer main for a possible water leak
- Installed two-hour parking stickers on meters in parking area across from City Place
- Picked up debris left behind while blacktopping
- Cleaned tar from the blacktop trucks rear tail gate latches

June 26, 2024 – Wednesday

- Picked up east end of town garbage route
- Checked on contractors doing city work on roadways
- Trimmed more weeds and trees overhanging roadways
- Removed litter off Main Street
- Took invoices to be paid to city hall
- Straightened meter post on Main Street
- Checked all sewer pumping stations
- Picked up supplies from Lowes and American Rent All
- Marked miss utility tickets and checked them in on computer
- Cleaned up broken glass and debris in roadway on Center Street
- Took waste oil to Cobers Cummins
- Sprayed weeds around town where needed
- Greased attachments for excavator
- Checked on dead animal complaint on Braddock Road
- Had special garbage pick up on Centennial Street
- Prepped signage for Main Street parking

P.10

June 27, 2024 – Thursday

- Picked up center section of town garbage route
- Contacted Rubys for a welding repair on Main Street
- Marked miss utility tickets and checked them in on computer
- Checked CSO's and made a report
- Installed several parking signs on Main Street where accessible
- Cut grass and weeds along roadway entering Braddock Estates
- Picked up litter on Main Street
- Checked sewer main in several locations for any issues
- Straightened several flag pole brackets on Main Street
- Cleaned off catch basin grates where needed
- Made up new sign step bracket for easier sign installation
- Patched and sealed concrete in several catch basin locations
- Cleaned up debris in roadways from last night's rain runoff event

June 28, 2024 – Friday

- Checked and emptied city trash cans where needed on Main Street
- Picked up office supplies from Staples in LaVale
- Trimmed weeds along curb lines and tree grates
- Checked all sewer pumping stations for any issues
- Removed litter off Main Street
- Watered street trees and flower baskets where needed
- Cut grass around town where needed
- Finished installing parking signs on Main Street
- Marked miss utility tickets and checked them in on computer
- Removed tool boxes from work trucks to be used on Derby Day event
- Had tires repaired on Truck 9 at Smitty's
- Cleaned rest room and lunch room, swept out garage bays
- Detailed interior of Truck 5 and Truck 9

June 29, 2024 – Saturday

June 30, 2024 – Sunday

City of Frostburg

Monthly Report: Water Department

For the Month of June 2024

Submitted by: Jim Williams, Supervisor

June 3, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired water valve W. Main St. & Armstrong Ave. with assisted by contractor
- Hauled supplies to contractors on Centennial St.
- Final reading Standish St.
- 6-rereads on properties that are on the water shut list

June 4, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Quarterly meter readings
- Cleaned the shop
- Hauled trash away
- Attended staff meeting
- Final reading Hill St.

June 5, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Master Meters

- Quarterly meter readings
- Pre paired driveway Jones Court for black top
- Final reading Ormand St.

June 6, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Hawthorne Drive & Wood St.
- Reread 7-meters due to high usage
- Assisted contractor on Centennial St. with water repair
- Assisted Rec. Dept. with hauling millings to Hoffman Park

June 7, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Pushed up 3-loads of crusher run @ shop
- Assisted contractor on Centennial St. with water repair

June 10, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Read Quarterly Meters
- Replaced meter on Centennial St

June 11, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Replaced Meter on Centennial

- Greased Back-Hoe
- Brought barrels down from treatment plant to finish water building

June 12, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Suspended water service to 9 customers non-payment
- Restored water service to 1 customer
- Met with manager at Washington Ridge Apartments regarding water meter questions

June 13, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Final reading on Barnard St
- Final reading on Welsh St
- 2 Meter re-reads for high consumption
- Restored water service to 1 customer

June 14, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Final reading S. Water St.
- Restored water service bill was paid

June 17, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meters

- Restored water service bill was paid
- Final reading on Allegany St.
- Turned water off for plumber Teaberry Ln.
- Re-read water meter where was is off for non-payment to assure water is off
- Repaired water meter Timber Ridge

June 18, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Read quarterly meters
- Final Reading Standish St.
- Assisted water treatment plant & street Dept. with cleaning out drying
- Assisted contractor on Centennial St. with water repair

June 19, 2023 City Holiday

June 20, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meters
- Assisted contractor with water tie in Centennial St. & Lemmert Alley

June 21, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Restored water service bill was paid

- Final readings Graham St. & Winner View Terrance
- Assisted contractor with water tie in Centennial St. & High St.
- Data log W. Mechanic St.

June 24, 2024

- Checked pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Armstrong & Pinecrest
- Reread water meter Pine St. homeowner repaired leak
- Installed new meter High St.
-

June 25, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Ticket
- Final reading Braddock Height's
- 5-Meter re-reads for high or low consumption
- Assisted contractor with cut & cap old water line Armstrong Ave.
- Hauled 6-blocks for blocking

June 26, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new meter Welsh Hill Rd. & W. Mechanic St.
- Final reading S. Grant St.
- Cleaned the shop
- Hauled trash away

-

June 27, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final Reading W. College
- Changed meter on W. Mechanic
- Assisted contractor with water tie in Centennial St. & Lemmert's Alley
-

June 28, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired water valve W. Main St. & Lemmert's Alley with assisted by contractor
- Turn water on Welsh Hill Rd.
- Final reading Welsh St.