

City of Frostburg  
Monthly Reports



*For the month of May 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: May 2024

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

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### **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 first 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.
- 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 May 13, to review a proposal for a fence installation at 46 Depot Road. Due to the absence of the applicant, the proposal could not be adequately presented and was tabled until the next scheduled meeting. Additional discussion was held regarding the status of the Historic District Commission’s alternate member, the status of various redevelopment projects in the City, and the presence of an unpermitted fence located at 287 E. Main Street in the Historic District.
- *Planning Commission* – The Frostburg Planning Commission met on May 8, to discuss the recently passed MD House Bill 805 which concerns the restrictions on cannabis licensee locations, and potential updates to the City of Frostburg's Zoning Ordinance as a result of the new legislation. After discussion of various aspects of the new bill and its potential impacts, the discussion was tabled until the next scheduled meeting. Public comment was received from Diana Wilson, President of Frostburg Rental and Sales, 227 E. Main Street, regarding the potential sale of the Frostburg Rental and Sales building to the owners of Rehab 1<sup>st</sup> for the purpose of a cannabis dispensary. Public comment was also received from Brian Alderton, 6 S. Mt. Vernon Street, regarding the potential impacts of cannabis dispensaries on residential areas. Additionally, staff gave an update on the selection of Wallace Montgomery as the consultant for the City’s upcoming Comprehensive Plan.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in May due to a lack of applications received.
- *Green Team* – The Green Team held its monthly meeting on Wednesday, May 29. At the meeting, Nina Forsythe gave an overview of the Boonsboro GreenFest event she attended in early May, and Bethany gave a recap on the Buy Nothing, Give Freely event, which was held on May 18 and 19. Members also discussed the upcoming Frostburg First Friday event with a “Sun and Seeds” theme and an issue relating to residents leaving large amounts of cardboard out for garbage pickup (instead of recycling the cardboard). The Boy Scouts also will be building an insect hotel for the Edible Arboretum.

## **Director's Report:**

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

- May 1: FrostburgFirst Executive Board meeting w/ Main Street Manager
- May 1: Comp Plan pre-kickoff meeting
- May 1: Solid Waste Management Board meeting & Frostburg Landfill tour
- May 8: Leadership Allegany Environment Day
- May 9: FrostburgFirst Board Retreat planning session
- May 14: Work Session
- May 15: FrostburgFirst Board of Directors meeting
- May 16: Buy Nothing, Give Freely drop offs
- May 17: Buy Nothing, Give Freely drop offs
- May 18: Buy Nothing, Give Freely event
- May 19: Buy Nothing, Give Freely event
- May 20: DHCD grant training
- May 21: FrostburgFirst Board Development committee meeting
- May 21: Council meeting
- May 22: Leadership Allegany Send Off Day
- May 29: Green Team meeting

### **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 Frostburg Green Team hosted the second annual Buy Nothing, Give Freely event on May 18 and 19, with “Drive Thru Drop Offs” held at City Place on May 16 and 17. We estimate that over 50,000 items were donated, with only approximately 5% left over and three bags of garbage. (Fun fact: On Thursday evening alone, 4-7pm, we collected more donations than we did during the entirety of last year’s four-day event!)

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 underway.

The Community Development Director is preparing 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.

**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

05/01/2024 - 05/31/2024

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

5/24/2024		24 STANDISH DR	noise, pollution from racing ATV vehicles in woods	Inspection	Monitoring
<b>Group Total: 1</b>					

**Group: Phone Call/Email**

5/18/2024	05/17/2024	111 WOOD ST	High Grass	Phone Call/Email	Resolved
5/22/2024	06/01/2024	217 MAIN ST	High grass and weeds on properties	Phone Call/Email	First Warning
5/14/2024	05/17/2024	11 WELSH ST	High Grass	Phone Call/Email	Resolved
5/14/2024	ASAP	116 VICTORIA LANE	High Grass	Phone Call/Email	Resolved
5/8/2024	02/28/2024	4 BOB CAT CT	Unregistered Ford pick up truck in parking lot.	Phone Call/Email	Monitoring
5/10/2024	ASAP	208 LOWER CONSOL ROAD NW	Chair on sidewalk	Phone Call/Email	Resolved
5/10/2024	05/17/2024	111 WOOD ST	High Grass	Phone Call/Email	Resolved
5/6/2024	05/08/2024	37 GREEN ST	Unregistered Vehicle	Phone Call/Email	Resolved
<b>Group Total: 8</b>					

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

5/31/2024	06/01/2024	21 CENTENNIAL ST	Overgrown yards causing increase in snake and rodent populations.	Re-Inspection	Resolved
5/31/2024	05/17/2024	84 S GRANT ST	High Grass	Re-Inspection	Resolved
5/15/2024	05/17/2024	39 N WATER ST	High grass and overgrown weeds and bushes	Re-Inspection	Resolved
5/15/2024	ASAP	208 LOWER CONSOL ROAD NW	Chair on sidewalk	Re-Inspection	Resolved
5/14/2024	05/13/2024	200 E MAIN ST	High Grass	Re-Inspection	Resolved
5/14/2024	05/17/2024	11 WELSH ST	High Grass	Re-Inspection	Resolved
5/14/2024	05/06/2024	92 LINDEN ST	High Grass	Re-Inspection	Resolved
5/11/2024	05/15/2024	162 CENTER ST	High Grass	Re-Inspection	Resolved
5/7/2024	05/13/2024	201 WELSH HILL ROAD	High grass	Re-Inspection	Resolved
5/7/2024	05/13/2024	166 E MAIN ST	High Grass	Re-Inspection	Resolved
5/7/2024	05/13/2024	164 E MAIN ST	High Grass	Re-Inspection	Resolved

**Group Total: 11**

**Group: Walk-In**

5/1/2024	05/05/2024	114 W MAIN ST	Large pile of trash at rear apartments	Walk-In	Monitoring

**Group Total: 1**

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**Total Records: 21**

**6/3/2024**



## Case Detail Report

05/01/2024 - 05/31/2024

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
5/29/2024	06/05/2024 Grass	198 E MAIN ST	High Grass Front porch clasped	First Warning
5/29/2024		21 CENTENNIAL ST	lots is completely overgrown, causing rodent and snake issues in the neighborhood . It is also very unsightly for all neighbors to have to see.	
5/29/2024	ASAP	1 HILLTOP DR	High Grass	First Warning
5/22/2024		24 STANDISH DR	noise, pollution from racing ATV vehicles in woods	Monitoring
5/22/2024	06/01/2024	217 MAIN ST	High grass and weeds on properties	First Warning
5/22/2024	06/01/2024	254 TALCOTT AVE	High Grass	First Warning
5/20/2024	06/01/2024	21 CENTENNIAL ST	Overgrown yards causing increase in snake and rodent populations.	Resolved
5/17/2024	05/27/2024	14 LEE ST	High Grass/Rental	First Warning



Case Date	Compliance Deadline	Parcel Address	Description	Main Status
5/15/2024	ASAP	116 VICTORIA LANE	High Grass	Resolved
5/10/2024	05/17/2024	111 WOOD ST	High Grass	Resolved
5/10/2024	ASAP	208 LOWER CONSOL ROAD NW	Chair on sidewalk	Resolved
5/10/2024	05/17/2024	84 S GRANT ST	High Grass	Resolved
5/10/2024	05/24/2024	176 W 1ST ST	Unregistered vehicle	Resolved
5/10/2024	5/24/2024	37 WASHINGTON ST	Unregistered Vehicle	First Warning
5/10/2024	05/17/2024	11 WELSH ST	High Grass	Resolved
5/10/2024	05/17/2024	13 WELSH ST	High Grass	Resolved
5/10/2024	05/17/2024	39 N WATER ST	High grass and overgrown weeds and bushes	Resolved
5/8/2024	05/15/2024	162 CENTER ST	High Grass	Resolved
5/6/2024	05/13/2024	200 E MAIN ST	High Grass	Resolved
5/6/2024	05/13/2024	164 E MAIN ST	High Grass	Resolved
5/6/2024	05/13/2024	197 WELSH HILL ROAD	High Grass	Resolved
5/6/2024	05/13/2024	166 E MAIN ST	High Grass	Resolved
5/6/2024	05/13/2024	201 WELSH HILL ROAD	High grass	Resolved
5/3/2024	05/05/2024	114 W MAIN ST	Large pile of trash at rear apartments	Monitoring

Total Records: 24

6/3/2024



# Permit Report

05/01/2024 - 05/31/2024

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Use & Occupancy		12 VILLAGE PKWY	Commercial Use & Occupancy	Closed
Grading	Minor Grading	340 BARNARD ST	10' x 43' Driveway Expansion	Closed
Building	Renovation/Conversion	46 E COLLEGE AVE	Commercial Renovation to Accommodate Laundromat Use	Open
Grading	Minor Grading	101 Village Parkway	Removing curb and grass area in front of building	Pending
Fence		45 BOWERY ST	6' Wood Privacy Fence	Closed
Building	Single Family Dwelling	202 Moonlight Drive	Single Family Dwelling	Open
Chicken		6 PRESTON PL	Chicken Permit	Closed
Burning		217 EAST ST	Burning Brush	Closed
Burning		101 PEARSON ST	Burning Brush	Closed
Grading	Major Grading	10802 Laurel Hill Drive	Site preparation for future light manufacturing facility (3.92 acres)	Pending
Building	Renovation/Conversion	84 E MAIN ST	Nickel Building Renovation	Open

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Burning		215 EAST ST	Burning Brush	Closed
Building	Renovation/Conversion	52 W MECHANIC ST	Conversion of Duplex to Single Family	Open
Building	Renovation/Conversion	203 E MAIN ST	Basement Underpinning	Open
Building	Single Family Dwelling	203 Moonlight Drive	Single Family Dwelling	Open
Building	Single Family Dwelling	104 Buttermilk Circle	Single Family Dwelling	Open
Building	Accessory Structure	267 ARMSTRONG AVE	52' x 13'2" Deck Addition	Open
Building	Accessory Structure	214 ARMSTRONG AVE	Construction of a 48' x 26' Post Frame Garage	Open
Fence		255 CENTENNIAL ST	Installation of 6' Wood Privacy Fence	Closed
Fence		109 MAPLE ST	Installation of 6' Wood Privacy Fence	Closed
Certificate of Appropriateness		40 BEALLS LANE	In-Kind House and Garage Roof Repairs	Closed
Building	Solar	198 BOWERY ST	Install an 10.66KW rooftop solar setup with 26*SEG-410-BMD-HV panels.	Open

Total Records: 22

6/14/2024

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)	11,242,071.04
01-000-1006	RESTRICTED CASH CD - PLAYGROUND FUN	26,734.89
01-000-1100	ACCOUNTS RECEIVABLE	50,972.31
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	15,750.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	163,923.72
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	2,084.23
01-000-1143	TAXES RECEIVABLE - CORPORATION	49,364.34
01-000-1200	PREPAID EXPENSE	20,810.64
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	755,799.05
01-000-1506	WIP - GATEWAY IMPROVEMENT	720,337.76
01-000-1507	WORK IN PROCESS - MISC PROJECTS	122,909.75
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>29,984,095.15</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	4,621.39
01-000-2000	ACCOUNTS PAYABLE	100.00
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>10,612,373.57</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	6,755,951.41
Less Expenses	<u>5,438,053.33</u>
Net	1,317,898.08

2024

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Total Fund Balance	<u>19,371,721.58</u>
Total Liabilities & Fund Balance	<u><u>29,984,095.15</u></u>

2024

Assets		
02-000-1000	CASH	758,726.85
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,319.71
02-000-1100	ACCOUNTS RECEIVABLE	4,174.88
02-000-1102	WATER ACCOUNTS RECEIVABLE	75,634.73
02-000-1140	INTEREST RECEIVABLE - WATER	796.33
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>1,962,715.71</u>
Liabilities & Fund Balance		
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>515,942.18</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	1,922,575.00
	Less Expenses	<u>1,839,082.06</u>
	Net	<u>83,492.94</u>
	Total Fund Balance	<u>1,446,773.53</u>
	Total Liabilities & Fund Balance	<u>1,962,715.71</u>

2024

Assets

03-000-1000	CASH	1,045,181.13
03-000-1040	BAY RESTORATION FUND CASH	34,785.30
03-000-1041	CSO CASH	342,928.03
03-000-1100	ACCOUNTS RECEIVABLE	97,867.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	126,471.87
03-000-1120	BAY RESTORATION FUND RECEIVABLE	15,249.91
03-000-1121	CSO SURCHARGE RECEIVABLE	29,873.97
03-000-1141	INTEREST REC - CSO SURCHARGE	2,187.02
03-000-1142	INTEREST RECEIVABLE - SEWER	1,279.71
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	181,627.05
03-000-1539	WIP - PHASE X-B	109,088.40
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>21,194,510.31</u>

Liabilities & Fund Balance

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>635,128.25</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	2,376,042.82
Less Expenses	<u>1,990,863.89</u>
Net	<u>385,178.93</u>
Total Fund Balance	<u>20,559,382.06</u>
Total Liabilities & Fund Balance	<u>21,194,510.31</u>

2024

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Assets		
04-000-1000	CASH	879,415.47
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,358.27
04-000-1131	WATER SURCHARGE RECEIVABLE	39,446.81
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>10,117,587.03</u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	5,417.26
04-000-2900	NOTES PAYABLE	2,463,347.54
	Total Liabilities	<u>2,468,764.80</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	798,696.99
	Less Expenses	<u>93,470.02</u>
	Net	<u>705,226.97</u>
	Total Fund Balance	<u>7,648,822.23</u>
	Total Liabilities & Fund Balance	<u>10,117,587.03</u>



2024

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Assets		
05-000-1000	CASH	138,904.03
05-000-1135	TRASH & GARBAGE RECEIVABLE	40,371.23
05-000-1140	INTEREST RECEIVABLE - TRASH	3,708.78
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>497,871.77</u>
Liabilities & Fund Balance		
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>201,148.47</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	435,553.05
	Less Expenses	<u>380,301.62</u>
	Net	<u>55,251.43</u>
	Total Fund Balance	<u>296,723.30</u>
	Total Liabilities & Fund Balance	<u>497,871.77</u>

City of Frostburg  
COMM DEVELOPMENT SPECIAL PROJECTS FUND  
BALANCE SHEET  
AS OF: 05/31/24

2024

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Assets		
07-000-1000	CASH	<u>37,334.98</u>
	Total Assets	<u><u>37,334.98</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	48.88
	Less Expenses	<u>18,805.33</u>
	Net	<u>18,756.45-</u>
	Total Fund Balance	<u>37,334.98</u>
	Total Liabilities & Fund Balance	<u><u>37,334.98</u></u>

City of Frostburg  
OPIOID SETTLEMENT FUND  
BALANCE SHEET  
AS OF: 05/31/24

2024

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Assets		
08-000-1000	CASH	<u>21,594.21</u>
	Total Assets	<u><u>21,594.21</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	12,752.89
	Less Expenses	<u>0.00</u>
	Net	<u>12,752.89</u>
	Total Fund Balance	<u>21,594.21</u>
	Total Liabilities & Fund Balance	<u><u>21,594.21</u></u>

**CITY OF FROSTBURG  
MONTHLY REPORT - TAXES  
FOR THE MONTH ENDING MAY 31, 2024**

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal
	Receivable at 04/30/24	Billings	Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	16,712.76	-	-	-	-	16,712.76
Real Estate - 22/23	47,511.19	-	348.92	120.52	-	47,162.27
Real Estate - 23/24	102,017.32	-	2,205.95	300.65	-	99,811.37
Real Estate Total	<u>\$ 166,478.59</u>	<u>\$ -</u>	<u>\$ 2,554.87</u>	<u>\$ 421.17</u>	<u>\$ -</u>	<u>\$ 163,923.72</u>
Personal Prop - 20/21	\$ 293.45	\$ -	\$ -	\$ -	\$ -	\$ 293.45
Personal Prop - 21/22	388.50	-	-	-	-	388.50
Personal Prop - 23/24	1,422.83	-	20.55	1.55	-	1,402.28
Personal Property	<u>\$ 2,104.78</u>	<u>\$ -</u>	<u>\$ 20.55</u>	<u>\$ 1.55</u>	<u>\$ -</u>	<u>\$ 2,084.23</u>
Public Utility - 23/24	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Corporation - 20/21	\$ 625.14	\$ -	\$ 44.33	\$ 23.76	\$ -	\$ 580.81
Corporation - 21/22	13,801.22	-	201.30	77.27	-	13,599.92
Corporation - 22/23	21,644.46	-	4,698.75	1,135.41	-	16,945.71
Corporation - 23/24	17,804.40	7,852.20	1,880.40	23.06	(5,538.30)	18,237.90
Corporation Total	<u>\$ 53,875.22</u>	<u>\$ 7,852.20</u>	<u>\$ 6,824.78</u>	<u>\$ 1,259.50</u>	<u>\$ (5,538.30)</u>	<u>\$ 49,364.34</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>\$ 222,488.59</u></u>	<u><u>\$ 7,852.20</u></u>	<u><u>\$ 9,400.20</u></u>	<u><u>\$ 1,682.22</u></u>	<u><u>\$ (5,538.30)</u></u>	<u><u>\$ 215,402.29</u></u>

**CITY OF FROSTBURG  
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<b>Account Id</b>	<b>Account Description</b>	<b>Amended Budget</b>	<b>May 2024 Rev/Expd</b>	<b>YTD Rev/Expd</b>	<b>% of Budget Incurred</b>
01-000-4000	TAXES-REAL ESTATE	2,736,000	-	2,754,622.23	100.7
01-000-4001	PERSONAL PROPERTY TAXES	12,000	-	9,176.55	76.5
01-000-4002	PUBLIC UTILITY TAXES	190,000	-	223,982.25	117.9
01-000-4003	CORPORATION TAXES	140,000	(5,538.30)	183,897.60	131.4
01-000-4004	PRIOR YEAR TAXES	2,000	-	(1,593.82)	(79.7)
01-000-4005	TRAILER TAX	1,600	-	1,120.00	70.0
01-000-4010	INTEREST ON TAXES	50,000	1,587.60	34,554.28	69.1
01-000-4011	TAX CREDITS	(32,400)	-	(30,776.20)	95.0
01-000-4012	TAX ABATEMENTS	(3,000)	-	(2,820.94)	94.0
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	145,719.59	573,786.96	89.7
01-000-4021	ADMISSION TAXES	32,000	77,941.03	92,662.03	289.6
01-000-4022	HOTEL MOTEL TAX	150,000	7,240.05	118,727.18	79.2
01-000-4023	HIGHWAY USE TAX	432,000	62,717.55	260,810.73	60.4
01-000-4024	COAL TAX	3,000	-	-	-
01-000-4025	HOUSING AUTHORITY	12,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	9,000	-	118.75	1.3
01-000-4032	TRADERS LICENSES	5,000	6,023.46	7,217.80	144.4
01-000-4040	POLICE GRANTS	40,000	4,967.43	34,977.92	87.4
01-000-4041	PARKING METERS	5,500	86.33	9,086.16	165.2
01-000-4043	POLICE PROTECTION GRANTS	135,000	-	106,954.50	79.2
01-000-4045	FINES & FORFEITURES	15,000	875.00	10,460.00	69.7
01-000-4046	METER VIOLATIONS	1,000	-	30.00	3.0
01-000-4047	FROSTBURG STATE UNIV - MOU	200,000	-	150,000.00	75.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	-	30,000.00	100.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	155.00	2,545.00	127.3
01-000-4051	BUILDING PERMITS	2,000	215.00	1,663.00	83.2
01-000-4052	RENTAL REGISTRATION	74,000	90.00	72,280.00	97.7
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	1,750.00	20,988.25	118.2
01-000-4055	CODE ENFORCEMENT CITATIONS	1,750	-	-	-
01-000-4056	COMM DEV GRANT REVENUE	50,000	29,494.50	41,773.18	83.6
01-000-4060	SWIMMING POOL	60,000	15,038.00	57,001.00	95.0
01-000-4062	DAY CAMP REGISTRATIONS	18,000	3,545.00	15,069.50	83.7
01-000-4063	RECREATION ACTIVITIES	20,000	2,105.00	18,848.00	94.2
01-000-4200	OPERATING TRANSFER - WATER FUND	107,100	8,925.00	98,175.00	91.7
01-000-4201	OPERATING TRANSFER - SEWER FUND	227,750	18,979.00	208,769.00	91.7
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	17,500	1,458.00	16,038.00	91.7
01-000-4250	NSF FEES	-	120.00	910.00	-
01-000-4301	RENTS	97,500	8,124.86	89,374.46	91.7
01-000-4302	HRD APPROPRIATION	10,500	-	10,557.00	100.5
01-000-4303	FRANCHISES - GAS, TV, ETC	88,000	20,749.53	61,422.89	69.8
01-000-4304	MISCELLANEOUS REVENUE	3,000	141.71	1,575.55	52.5
01-000-4306	PROJECT REIMBURSEMENT	1,562,000	182,592.90	467,315.65	29.9
01-000-4307	INSURANCE REIMBURSEMENTS	-	-	7,931.16	-
01-000-4313	GAIN ON DISPOSAL OF ASSETS	-	-	3,805.00	-
01-000-4315	PROCEEDS FROM FUND BALANCE	53,250	-	-	-

**CITY OF FROSTBURG  
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Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4317	SPECIAL REVENUE	1,781,000	-	457,212.95	25.7
01-000-4600	INTEREST INCOME	400,000	60,560.33	535,702.84	133.9
<b>CORPORATE FUND Revenue Totals</b>		<b>9,418,900</b>	<b>655,663.57</b>	<b>6,755,951.41</b>	
EXECUTIVE					
01-100-5000	SALARIES	22,200	1,850.00	20,350.00	91.7
01-100-5010	SOCIAL SECURITY	1,700	141.55	1,557.05	91.6
01-100-5012	WORKERS COMP	175	(65.81)	70.19	40.1
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	362.48	2,584.74	43.1
01-100-5104	INSURANCE - PUBLIC OFFICIALS	8,000	-	5,938.00	74.2
01-100-5110	CONTRIBUTIONS	500,000	-	50,000.00	10.0
01-100-5150	TRAINING	2,500	-	1,125.00	45.0
01-100-5160	TRAVEL	4,000	225.12	2,663.93	66.6
01-100-5185	PROFESSIONAL FEES	12,000	1,750.00	13,002.63	108.4
<b>Department Total</b>		<b>556,575</b>	<b>4,263.34</b>	<b>97,291.54</b>	
ADMINISTRATIVE					
01-110-5000	SALARIES	166,000	12,957.60	148,316.44	89.4
01-110-5001	SALARIES - BONUS	6,600	-	6,582.00	99.7
01-110-5010	SOCIAL SECURITY	12,800	935.86	11,184.88	87.4
01-110-5011	PENSION	14,300	-	14,288.00	99.9
01-110-5012	WORKERS COMP	600	(215.32)	229.68	38.3
01-110-5013	INSURANCE - HEALTH	36,000	2,920.37	38,004.81	105.6
01-110-5014	INSURANCE - HEALTH RETIREE	31,000	3,212.64	28,769.95	92.8
01-110-5015	CONTRIBUTION - 457	1,900	121.16	1,439.11	75.7
01-110-5030	EMPLOYEE WELLNESS	7,500	1,596.59	8,873.77	118.3
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	(1,250.27)	3,287.62	32.9
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	339.60	4,104.08	97.7
01-110-5111	CONTRIBUTIONS - TOURISM	121,700	22,750.00	121,032.41	99.5
01-110-5150	TRAINING	2,000	-	25.00	1.3
01-110-5160	TRAVEL	1,000	-	95.06	9.5
01-110-5185	PROFESSIONAL FEES	1,500	-	682.00	45.5
01-110-5191	COMMUNICATIONS	10,000	930.01	6,774.20	67.7
01-110-5200	ADVERTISING	6,000	325.57	4,545.43	75.8
01-110-5205	LEGAL	34,500	612.50	20,942.50	60.7
01-110-5207	PENSION ADMINISTRATIVE FEE	8,900	2,226.28	8,905.12	100.1
01-110-5210	OFFICE SUPPLIES	11,000	1,653.95	12,454.30	113.2
01-110-5220	POSTAGE	15,000	599.21	14,527.03	96.9
01-110-5230	COMPUTER EXPENSE	18,000	1,029.27	32,450.36	180.3
01-110-5232	IT LICENSING AND FEES	28,000	518.40	31,108.09	111.1
01-110-5235	DIGITAL ENGAGEMENT	29,000	-	25,854.18	89.2
01-110-5301	ELECTION	10,400	3,972.16	9,984.12	96.0
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,750	-	75,547.24	48.8
01-110-5500	BUILDING - ARMORY	12,000	351.11	3,419.73	28.5

**CITY OF FROSTBURG  
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Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-110-5502	BUILDING MAINTENANCE	17,500	5,533.57	22,841.70	130.5
01-110-5550	UTILITIES - BUILDING	16,260	1,256.89	15,042.33	92.5
01-110-5700	BANK FEES	3,200	3.00	462.20	14.4
01-110-5807	CAPITAL OUTLAY	2,090,000	228,164.36	806,480.57	38.6
<b>Department Total</b>		<b>2,889,760</b>	<b>290,544.51</b>	<b>1,485,794.91</b>	

FINANCE					
01-120-5000	SALARIES	80,000	6,146.82	69,559.47	87.0
01-120-5010	SOCIAL SECURITY	6,100	456.04	5,151.06	84.4
01-120-5011	PENSION	7,300	-	6,886.00	94.3
01-120-5012	WORKERS COMP	225	(82.26)	87.74	39.0
01-120-5013	INSURANCE - HEALTH	15,500	1,209.41	15,778.96	101.8
01-120-5015	CONTRIBUTION - 457	500	36.38	422.67	84.5
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	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	-	554.00	55.4
01-120-5310	AUDITING	75,000	-	62,000.00	82.7
01-120-5311	ACTUARIAL STUDY	4,000	-	2,226.00	55.7
01-120-5313	TAX COLLECTION	2,800	30.69	413.27	14.8
01-120-5810	RETSA OBLIGATION	4,400	-	3,689.05	83.8
<b>Department Total</b>		<b>200,875</b>	<b>7,797.08</b>	<b>169,399.22</b>	

COMMUNITY DEV					
01-130-5000	SALARIES	115,000	9,200.01	98,098.51	85.3
01-130-5010	SOCIAL SECURITY	8,800	672.08	7,167.45	81.5
01-130-5011	PENSION	11,000	-	9,898.00	90.0
01-130-5012	WORKERS COMP	325	(119.03)	126.97	39.1
01-130-5013	INSURANCE - HEALTH	20,000	2,079.25	18,388.15	91.9
01-130-5015	CONTRIBUTION - 457	800	52.30	601.45	75.2
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	-	3,580.00	44.8
01-130-5322	PLANNING	88,000	-	-	-
01-130-5323	PUBLIC ART	2,000	-	300.00	15.0
01-130-5401	AUTO EXPENSE	1,500	-	651.67	43.4
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	-	36,989.18	74.0
01-130-5822	SPECIAL PROJECTS	10,000	-	3,034.42	30.3
<b>Department Total</b>		<b>323,275</b>	<b>11,884.61</b>	<b>185,521.69</b>	

CODE ENFORCEMENT					
01-140-5000	SALARIES	58,000	4,617.72	51,528.77	88.8
01-140-5010	SOCIAL SECURITY	4,500	325.37	3,707.65	82.4
01-140-5011	PENSION	5,300	-	4,992.00	94.2

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Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-140-5012	WORKERS COMP	175	(64.35)	68.65	39.2
01-140-5013	INSURANCE - HEALTH	15,300	1,565.79	15,237.94	99.6
01-140-5015	CONTRIBUTION - 457	250	45.48	306.96	122.8
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	37.5
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	17,750	-	21,712.00	122.3
01-140-5332	RENTAL INSPECTION	35,000	-	150.00	0.4
<b>Department Total</b>		<b>157,425</b>	<b>6,490.01</b>	<b>111,994.57</b>	
PUBLIC WORKS ADMIN					
01-150-5000	SALARIES	68,500	4,766.00	53,765.00	78.5
01-150-5010	SOCIAL SECURITY	4,900	347.20	3,990.28	81.4
01-150-5011	PENSION	5,900	-	5,509.00	93.4
01-150-5012	WORKERS COMP	1,500	(639.19)	681.81	45.5
01-150-5013	INSURANCE - HEALTH	13,000	978.53	10,857.65	83.5
01-150-5015	CONTRIBUTION - 457	400	47.66	509.12	127.3
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	3,900	17.94	6,203.43	159.1
01-150-5160	TRAVEL	1,000	-	627.79	62.8
01-150-5185	PROFESSIONAL FEES	2,100	-	502.92	24.0
01-150-5193	ONE CALL CONCEPTS	2,000	61.00	697.75	34.9
01-150-5340	ENGINEERING EQUIPMENT	3,000	-	312.10	10.4
01-150-5341	MAPPING SUPPLIES	7,500	-	8,646.58	115.3
01-150-5342	PUBLIC WORKS	7,400	567.10	2,733.82	36.9
01-150-5400	GAS, OIL, GREASE	2,500	-	1,806.06	72.2
01-150-5420	FLEET LEASE	11,000	842.93	9,712.63	88.3
<b>Department Total</b>		<b>137,250</b>	<b>6,989.17</b>	<b>108,907.94</b>	
PUBLIC SAFETY					
01-160-5000	SALARIES	1,018,000	68,164.75	890,570.04	87.5
01-160-5002	SALARIES - POLICE GRANTS	40,000	4,288.13	37,671.95	94.2
01-160-5003	COURT TIME	13,000	829.14	11,465.76	88.2
01-160-5010	SOCIAL SECURITY	82,000	5,350.47	67,878.40	82.8
01-160-5011	PENSION	342,550	-	79,507.00	23.2
01-160-5012	WORKERS COMP	72,000	(26,722.48)	28,504.27	39.6
01-160-5013	INSURANCE - HEALTH	256,000	16,754.80	244,266.97	95.4
01-160-5015	CONTRIBUTION - 457	7,500	396.84	5,250.82	70.0
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



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01-160-5105	INSURANCE - PROPERTY	6,000	-	5,696.00	94.9
01-160-5150	TRAINING	25,500	10,364.13	22,744.80	89.2
01-160-5170	UNIFORMS	15,000	-	20,617.31	137.5
01-160-5180	SAFETY EQUIPMENT	1,200	87.00	1,033.52	86.1
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	-	11,401.76	61.6
01-160-5191	COMMUNICATIONS	30,500	1,875.20	19,815.93	65.0
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	4,378.79	73.0
01-160-5210	OFFICE SUPPLIES	5,000	492.30	4,600.70	92.0
01-160-5230	COMPUTER EXPENSE	8,500	59.98	7,922.71	93.2
01-160-5350	FSU MOU	25,000	-	10,000.00	40.0
01-160-5380	POLICE REFORM	17,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	850.98	11,431.82	285.8
01-160-5400	GAS, OIL, GREASE	33,000	937.51	18,378.77	55.7
01-160-5401	AUTO EXPENSE	18,000	-	10,744.90	59.7
01-160-5420	FLEET LEASE	48,000	3,496.65	38,469.07	80.1
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	894.73	7,326.91	183.2
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	837.95	10,148.69	101.5
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
<b>Department Total</b>		<b>2,389,100</b>	<b>88,958.08</b>	<b>1,852,043.48</b>	

PUBLIC WORKS - STREET					
01-170-5000	SALARIES	278,000	21,034.00	253,069.00	91.0
01-170-5010	SOCIAL SECURITY	21,000	1,522.64	18,301.74	87.2
01-170-5011	PENSION	26,000	-	23,928.00	92.0
01-170-5012	WORKERS COMP	20,000	(7,255.13)	7,738.87	38.7
01-170-5013	INSURANCE - HEALTH	65,000	5,133.06	61,252.93	94.2
01-170-5015	CONTRIBUTION - 457	750	88.64	656.96	87.6
01-170-5018	UNEMPLOYMENT	500	-	-	-
01-170-5100	INSURANCE - AUTO	7,200	82.00	6,824.00	94.8
01-170-5102	INSURANCE - GEN LIAB	575	3.00	461.00	80.2
01-170-5105	INSURANCE - PROPERTY	5,800	-	5,217.00	90.0
01-170-5150	TRAINING	5,000	780.00	780.00	15.6
01-170-5170	UNIFORMS	8,000	970.27	7,277.22	91.0
01-170-5180	SAFETY EQUIPMENT	7,200	90.00	5,382.77	74.8
01-170-5191	COMMUNICATIONS	11,000	197.49	10,321.17	93.8
01-170-5210	OFFICE SUPPLIES	1,000	-	994.94	99.5
01-170-5400	GAS, OIL, GREASE	28,500	1,311.42	25,811.10	90.6
01-170-5420	FLEET LEASE	42,000	2,375.86	26,134.46	62.2
01-170-5550	UTILITIES - BUILDING	6,000	328.54	6,305.37	105.1
01-170-5711	SALT & ABRASIVES	150,000	-	103,499.94	69.0
01-170-5712	SIGN MAINTENANCE	9,500	1,103.50	15,103.26	159.0
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	4,827.08	76,568.80	85.1
01-170-5714	STREET LIGHTING	155,000	7,565.10	80,340.00	51.8
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	5,516.42	60,920.94	60.9
01-170-5716	STREET SHOP EQUIPMENT	90,000	4,312.71	63,899.23	71.0
01-170-5717	STREET LIGHTING REPAIRS	30,000	16,160.26	27,249.96	90.8

**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-170-5800	CAPITAL OUTLAY	265,000	8,672.50	10,655.00	4.0
01-170-5861	STREET PAVING	492,000	-	487,802.01	99.2
01-170-5865	PARKING LOT MAINTENANCE	3,000	-	1,400.00	46.7
<b>Department Total</b>		<b>1,918,025</b>	<b>74,819.36</b>	<b>1,387,895.67</b>	

RECREATION					
01-180-5000	SALARIES	266,000	20,827.38	238,782.58	89.8
01-180-5010	SOCIAL SECURITY	21,000	1,529.10	17,403.61	82.9
01-180-5011	PENSION	23,000	-	22,895.00	99.5
01-180-5012	WORKERS COMP	17,200	(5,951.52)	7,054.48	41.0
01-180-5013	INSURANCE - HEALTH	66,000	4,933.49	55,290.28	83.8
01-180-5015	CONTRIBUTION - 457	1,500	73.74	880.84	58.7
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	4,000	288.95	3,995.47	99.9
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	534.44	7,332.87	81.5
01-180-5420	FLEET LEASE	22,000	1,863.65	20,500.15	93.2
01-180-5503	ARMORY EXPENSE - GYM	8,500	381.71	6,628.50	78.0
01-180-5504	COMMUNITY CENTER	10,500	1,855.31	14,173.25	135.0
01-180-5510	CITY PLACE	10,000	1,063.82	13,749.52	137.5
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	376.00	376.00	18.8
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	-	4,356.36	87.1
01-180-5722	REC LEAGUE APPROPRIATIONS	6,500	-	6,500.00	100.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	72,000	5,374.51	68,410.99	95.0
01-180-5724	STREET TREE MAINTENANCE	7,500	714.18	9,753.18	130.0
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	-	-
01-180-5726	RECREATIONAL PROGRAMS	13,000	31.04	7,118.20	54.8
01-180-5800	CAPITAL OUTLAY	109,000	24,199.12	173,705.77	159.4
<b>Department Total</b>		<b>692,150</b>	<b>58,094.92</b>	<b>692,784.05</b>	

RECREATION-POOL					
01-181-5000	SALARIES	70,500	274.94	41,437.21	58.8
01-181-5010	SOCIAL SECURITY	5,400	21.02	3,169.93	58.7
01-181-5012	WORKERS COMP	4,600	(1,681.81)	1,793.94	39.0
01-181-5018	UNEMPLOYMENT	500	-	-	-
01-181-5507	POOL OPERATING	35,000	7,922.13	34,228.90	97.8
<b>Department Total</b>		<b>116,000</b>	<b>6,536.28</b>	<b>80,629.98</b>	

RECREATION - DAY CAMP					
01-182-5000	SALARIES	22,500	-	13,012.45	57.8
01-182-5010	SOCIAL SECURITY	1,725	-	995.46	57.7
01-182-5012	WORKERS COMP	1,500	(547.26)	583.74	38.9
01-182-5018	UNEMPLOYMENT	500	-	-	-

**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-182-5507	DAY CAMP OPERATIONS	500	-	357.02	71.4
<b>Department Total</b>		<b>26,725</b>	<b>(547.26)</b>	<b>14,948.67</b>	
RECREATION - SEASONAL					
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	1,100	-	-	-
01-183-5012	WORKERS COMP	900	(662.00)	-	-
01-183-5108	UNEMPLOYMENT	500	-	31.84	6.4
<b>Department Total</b>		<b>12,000</b>	<b>(662.00)</b>	<b>31.84</b>	
<b>CORPORATE FUND Expenditure Totals</b>		<b>9,419,160</b>	<b>555,168.10</b>	<b>6,187,243.56</b>	
02-000-4000	WATER SERVICE REVENUE	1,636,000	110,364.22	1,480,995.56	90.5
02-000-4001	INTEREST EARNED - WATER	1,800	18.66	1,562.27	86.8
02-000-4317	SPECIAL REVENUE	545,000	-	376,153.10	69.0
02-000-4401	SALE OF BULK WATER	-	-	857.00	-
02-000-4402	SALE OF METERS	5,000	-	8,100.00	162.0
02-000-4403	TAPPING FEES	5,000	-	6,100.00	122.0
02-000-4404	SUNDRY SALES	20,000	6,452.73	26,918.62	134.6
02-000-4405	PROJECT REIMBURSEMENTS	-	341.20	341.20	-
02-000-4408	SUNDRY SALES - CASH BASIS	-	-	550.00	-
02-000-4600	INTEREST INCOME	23,600	5.15	20,997.25	89.0
<b>WATER FUND Revenue Totals</b>		<b>2,236,400</b>	<b>117,181.96</b>	<b>1,922,575.00</b>	
WATER - ADMIN					
02-190-5000	SALARIES	68,000	5,190.42	58,560.90	86.1
02-190-5010	SOCIAL SECURITY	5,100	374.68	4,262.04	83.6
02-190-5011	PENSION	6,150	-	5,853.00	95.2
02-190-5012	WORKERS COMP	200	(72.58)	77.42	38.7
02-190-5013	INSURANCE - HEALTH	16,200	1,282.40	16,101.08	99.4
02-190-5015	CONTRIBUTION - 457	750	51.86	606.51	80.9
02-190-5313	COLLECTION EXPENSE	1,000	30.69	413.27	41.3
02-190-5370	FMHA BOND	750	-	650.00	86.7
02-190-5600	CORPORATE OVERHEAD	107,100	8,925.00	98,175.00	91.7
<b>Department Total</b>		<b>205,250</b>	<b>15,782.47</b>	<b>184,699.22</b>	
WATER - FILTRATION					
02-192-5102	INSURANCE - GEN LIAB	1,200	-	1,144.00	95.3
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	90,000	7,528.18	95,910.88	106.6
02-192-5522	PURIFICATION PLANT MAINTENANCE	275,000	-	306,072.93	111.3
02-192-5710	FILTRATION CONTRACT PAYMENT	652,000	-	461,630.55	70.8
<b>Department Total</b>		<b>1,036,400</b>	<b>7,528.18</b>	<b>881,143.36</b>	
WATER - SUPPLY					
02-194-5000	SALARIES	32,000	2,400.00	27,600.00	86.3
02-194-5010	SOCIAL SECURITY	2,400	183.60	2,111.40	88.0

**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
02-194-5011	PENSION	2,900	-	2,754.00	95.0
02-194-5012	WORKERS COMP	2,225	(809.03)	862.97	38.8
02-194-5015	CONTRIBUTION - 457	100	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	281.84	4,140.55	82.8
02-194-5730	WATER SUPPLY EXPENSE	50,000	1,233.20	3,684.21	7.4
<b>Department Total</b>		<b>99,625</b>	<b>3,289.61</b>	<b>41,153.13</b>	
WATER - DISTRIBUTION					
02-196-5000	SALARIES	247,000	19,150.00	231,692.91	93.8
02-196-5010	SOCIAL SECURITY	18,750	1,402.78	16,863.88	89.9
02-196-5011	PENSION	22,600	-	21,260.00	94.1
02-196-5012	WORKERS COMP	17,500	(6,355.37)	6,779.13	38.7
02-196-5013	INSURANCE - HEALTH	70,400	4,340.02	61,963.14	88.0
02-196-5015	CONTRIBUTION - 457	1,000	30.80	557.05	55.7
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	65.00	3,123.00	89.2
02-196-5170	UNIFORMS	4,000	272.50	2,443.57	61.1
02-196-5180	SAFETY EQUIPMENT	6,575	969.95	4,600.85	70.0
02-196-5191	COMMUNICATIONS	9,200	911.50	10,724.22	116.6
02-196-5210	OFFICE SUPPLIES	1,000	-	515.90	51.6
02-196-5390	MISCELLANEOUS EXPENSE	3,100	-	-	-
02-196-5400	GAS, OIL, GREASE	16,000	679.43	9,387.80	58.7
02-196-5420	FLEET LEASE	22,000	2,732.00	21,695.87	98.6
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	506.01	5,415.19	43.3
02-196-5550	UTILITIES - WATER DISTRIBUTION	3,600	219.74	3,845.54	106.8
02-196-5700	DISTRIBUTION EXPENSE	150,700	3,771.43	62,218.93	41.3
02-196-5701	DISTRIBUTION PIPE EXPENSE	10,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	11,000	-	9,080.83	82.6
02-196-5703	FIRE HYDRANTS EXPENSE	5,000	-	4,318.24	86.4
02-196-5704	TRANSMISSION MAINS EXPENSE	91,300	98,920.84	217,906.25	238.7
02-196-5740	METERS EXPENSE	80,000	-	30,644.05	38.3
02-196-5800	CAPITAL OUTLAY	80,000	-	-	-
<b>Department Total</b>		<b>895,125</b>	<b>127,616.63</b>	<b>732,086.35</b>	
<b>WATER FUND Expenditure Totals</b>		<b>2,236,400</b>	<b>154,216.89</b>	<b>1,839,082.06</b>	
03-000-4000	SEWER CHARGES	1,904,000	78,226.30	1,430,850.90	75.2
03-000-4001	INTEREST EARNED - SEWER	3,000	33.27	2,833.23	94.4
03-000-4313	GAIN ON DISPOSAL OF ASSETS	-	-	5,550.00	-
03-000-4315	PROCEEDS FROM FUND BALANCE	20,025	-	-	-
03-000-4317	SPECIAL REVENUE	150,000	-	265,864.94	177.2
03-000-4404	SUNDRY SALES	1,500	-	1,544.49	103.0
03-000-4501	BAY RESTORATION FUND REVENUE	-	2,705.00	173,314.54	-
03-000-4503	SEWER TAP FEES	5,000	-	5,500.00	110.0
03-000-4530	PROJECT REIMBURSEMENTS	-	-	1,011.25	-

**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-000-4600	INTEREST INCOME	50,000	-	44,831.43	89.7
<b>Department Total</b>		<b>2,133,525</b>	<b>80,964.57</b>	<b>1,931,300.78</b>	
03-220-4520	CSO SURCHARGE REVENUE	405,000	11,424.00	386,841.73	95.5
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,000	7.33	954.31	95.4
03-220-4530	PROJECT REIMBURSEMENTS	2,582,000	-	56,946.00	2.2
03-220-4540	PROCEEDS OF DEBT	900,000	-	-	-
<b>Department Total</b>		<b>3,888,000</b>	<b>11,431.33</b>	<b>444,742.04</b>	
<b>SEWER FUND Revenue Totals</b>		<b>6,021,525</b>	<b>92,395.90</b>	<b>2,376,042.82</b>	
SEWER - ADMIN					
03-210-5000	SALARIES	68,000	5,190.42	58,560.90	86.1
03-210-5010	SOCIAL SECURITY	5,100	374.68	4,262.04	83.6
03-210-5011	PENSION	6,150	-	5,853.00	95.2
03-210-5012	WORKERS COMP	200	(72.58)	77.42	38.7
03-210-5013	INSURANCE - HEALTH	16,200	1,282.44	16,101.57	99.4
03-210-5015	CONTRIBUTION - 457	750	51.86	606.51	80.9
03-210-5313	COLLECTION EXPENSE	1,000	30.69	413.27	41.3
<b>Department Total</b>		<b>97,400</b>	<b>6,857.51</b>	<b>85,874.71</b>	
SEWER - OPERATING					
03-211-5000	SALARIES	183,000	15,425.20	153,803.38	84.1
03-211-5010	SOCIAL SECURITY	14,200	1,075.24	10,531.94	74.2
03-211-5011	PENSION	20,000	-	17,989.00	90.0
03-211-5012	WORKERS COMP	13,000	(4,178.24)	4,456.82	34.3
03-211-5013	INSURANCE - HEALTH	66,000	5,612.46	65,100.12	98.6
03-211-5015	CONTRIBUTION - 457	1,700	108.84	1,269.78	74.7
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	991.71	2,770.85	92.4
03-211-5180	SAFETY EQUIPMENT	1,000	-	2,469.97	247.0
03-211-5191	COMMUNICATIONS	2,400	166.43	1,522.44	63.4
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	122,942.88	-
03-211-5400	GAS, OIL, GREASE	10,000	1,189.59	10,363.23	103.6
03-211-5420	FLEET LEASE	20,000	1,701.50	18,751.75	93.8
03-211-5520	PUMPING STATION MAINTENANCE	6,000	-	1,749.89	29.2
03-211-5600	CORPORATE OVERHEAD	227,750	18,979.00	208,769.00	91.7
03-211-5761	SANITARY COMMISSION CHARGES	1,233,000	123,458.40	1,023,484.85	83.0
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	11,716.20	99.3
03-211-5763	SEWER OPERATING EXPENSE	178,000	3,277.59	203,888.18	114.5
03-211-5764	SEWER PUMPING EXPENSE	6,000	423.81	7,378.11	123.0
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	27,000	-	89,043.25	329.8
<b>Department Total</b>		<b>2,034,325</b>	<b>168,231.53</b>	<b>1,965,799.52</b>	

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**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

Account Id	Account Description	Amended Budget	May 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
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	3,863,000	141,074.55	664,822.39	17.2
<b>Department Total</b>		<b>3,889,800</b>	<b>141,074.55</b>	<b>689,681.22</b>	
<b>SEWER FUND Expenditure Totals</b>		<b>6,021,525</b>	<b>316,163.59</b>	<b>2,741,355.45</b>	
04-000-4000	WATER TAP SURCHARGE	672,000	41,262.64	768,546.83	114.4
04-000-4001	INTEREST EARNED SURCHARGE	1,800	(184.49)	1,152.37	64.0
04-000-4600	INTEREST INCOME	24,000	-	28,997.79	120.8
<b>PINEY SURCHARGE FUND Revenue Totals</b>		<b>697,800</b>	<b>41,078.15</b>	<b>798,696.99</b>	
WATER SURCHARGE					
04-200-5313	COLLECTION EXPENSE	1,000	24.55	330.62	33.1
04-200-5391	INTEREST EXPENSE	61,750	-	49,227.69	79.7
04-200-5392	DEBT REDEMPTION	409,550	-	-	-
04-200-5802	CAPITAL REPAIRS	150,000	3,705.55	43,911.71	29.3
<b>PINEY SURCHARGE FUND Expenditure Totals</b>		<b>622,300</b>	<b>3,730.10</b>	<b>93,470.02</b>	
05-000-4000	TRASH & GARBAGE CHARGES	457,000	611.13	428,100.91	93.7
05-000-4001	INTEREST EARNED - TRASH	1,400	(2.84)	1,270.28	90.7
05-000-4404	SUNDRY SALES	1,000	-	2,250.00	225.0
05-000-4600	INTEREST INCOME	3,800	-	3,931.86	103.5
<b>GARBAGE FUND Revenue Totals</b>		<b>463,200</b>	<b>608.29</b>	<b>435,553.05</b>	
GARBAGE ADMIN.					
05-230-5000	SALARIES	68,000	5,190.35	58,560.54	86.1
05-230-5010	SOCIAL SECURITY	5,100	374.68	4,262.01	83.6
05-230-5011	PENSION	6,150	-	5,853.00	95.2
05-230-5012	WORKERS COMP	200	(72.58)	77.42	38.7
05-230-5013	INSURANCE - HEALTH	16,200	1,282.46	16,101.60	99.4
05-230-5015	CONTRIBUTION - 457	750	51.86	606.51	80.9
05-230-5313	COLLECTION EXPENSE	500	6.14	82.63	16.5
<b>Department Total</b>		<b>96,900</b>	<b>6,832.91</b>	<b>85,543.71</b>	
GARBAGE OPERATING					
05-232-5000	SALARIES	99,000	6,567.61	78,942.91	79.7
05-232-5010	SOCIAL SECURITY	7,500	472.50	5,652.41	75.4
05-232-5011	PENSION	9,000	-	8,521.00	94.7
05-232-5012	WORKERS COMP	7,000	(2,543.46)	2,713.04	38.8
05-232-5013	INSURANCE - HEALTH	25,000	1,574.93	21,587.77	86.4
05-232-5015	CONTRIBUTION - 457	900	26.86	369.33	41.0
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	750.62	2,173.26	72.4
05-232-5180	SAFETY EQUIPMENT	1,000	-	-	-
05-232-5210	OFFICE SUPPLIES	500	-	397.59	79.5

**CITY OF FROSTBURG  
MAY 2024 BUDGET REPORT**

<b>Account Id</b>	<b>Account Description</b>	<b>Amended Budget</b>	<b>May 2024 Rev/Expd</b>	<b>YTD Rev/Expd</b>	<b>% of Budget Incurred</b>
05-232-5400	GAS, OIL, GREASE	14,000	654.83	10,693.63	76.4
05-232-5600	CORPORATE OVERHEAD	17,500	1,458.00	16,038.00	91.7
05-232-5770	ASH DUMPSTER	7,000	1,451.02	6,970.12	99.6
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	-	-
05-232-5772	LANDFILL CHARGES	128,500	9,446.80	105,668.11	82.2
05-232-5773	SANITATION OPERATING EXPENSE	30,000	5,618.88	29,356.74	97.9
	<b>Department Total</b>	<b>366,300</b>	<b>25,478.59</b>	<b>294,757.91</b>	
	<b>GARBAGE FUND Expenditure Totals</b>	<b>463,200</b>	<b>32,311.50</b>	<b>380,301.62</b>	

## **`CITY OF FROSTBURG**

Parks and Rec Monthly report

For the Month of May 2024

Submitted by: Gene Bittinger maintenance Supervisor

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May 1 2024

Checked parks

Picked up Buff the Burg supplies

Cut around the pool and Armory

Worked on zero mowers

May 2 2024

Checked parks

Picked up mulch

Bought tools for Buff the Burg

Cut grass at Glendening

Unloaded bob cat forks at Hoffman

Cleaned up around new Hoffman bathrooms

May 3 2024

Checked parks

Painted new bathrooms at Hoffman

May 6 2024

Checked parks

Picked up metal for Hoffman

Started putting metal on sides at new Hoffman building

May 7 2024

Checked parks

Put volley ball net up at Glendening

Worked on new bathrooms at Hoffman

Went to Staff meeting

May 8 2024

Checked parks

Fixed deck at Rifle range

Hung doors on new Hoffman bathrooms

Started putting ceiling up in Hoffman bathrooms

May 9 2024

Checked parks

Put basketball back boards up at Glendening

Turned water on at field 8 concession and plugged freezer in

Fixed concrete at the pool , Turned water heaters on and freezers

Worked on new Hoffman bathrooms



May 10 2024

Checked parks

Put mulch out for Buff the Burg

Street Dept weed eaten Glendening and cut walking trails back Thanks for the help!

Got tools ready for Buff the Burg

May 11 2024

Worked Buff the burg

May 13 2024

Checked parks

Moved stone for the Garden club

Cut grass at City Hall, ST. Mikes, MT. Pleasant, East End, Dog Park, Hoffman

Checked broken bench at Hoffman

Picked up and replaced tire on zero mower

Cut grass around the pool and Armory

May 14 2024

Checked parks

Picked up a skid of Field marking lime and distributed to ball fields

Replaced boards on Hoffman bleachers

Hung lights in new Hoffman

May 15 2024

Checked parks

Took fixtures to new Hoffman bathrooms

Started installing toilets at new Hoffman bathrooms

Cleaned up skids from Hoffman

Finished lights in new Hoffman bathrooms

May 16 2024

Checked parks

Cut grass at Glendening

Went to CPR class

Put anti skid tape on Rifle Range steps

May 17 2024

Checked parks

Finished cutting Glendening

Patched tube on zero mower

Loaded toilet and water heater for Hoffman

Put fence up at field 5 dugout

May 20 2024

Checked parks

Checked the Rifle range for ruts

Installed toilets sinks, and urinals at the new Hoffman bathrooms

May 21 2024

Checked parks

Rolled Shooting range

Helped with City wide cleanup

Cut grass at City Hall, ST Mikes, East End, and Greene street

Installed new home plate at Shaw Street field

Replaced swing at small pool pavilion

Installed boundary line on new volley ball court at MT Pleasant

May 22 2024

Checked parks

Helped with City Wide Clean up

Cut grass at Hoffman and Dog Park

May 23 2024

Checked parks

Helped with City wide clean up

Cut grass at Glendening

Cleaned up after the food give away

Picked up plumbing supplies for new Hoffman bathrooms

May 28 2024

Checked parks

Started installing bathroom partitions at new Hoffman bathrooms

Started running plumbing at new Hoffman bathrooms

May 29 2024

Checked parks

Worked on plumbing and bathroom partitions at new Hoffman bathrooms

May 30 2024

Checked parks

Finished water lines at new Hoffman bathrooms

Finished installing partitions at new Hoffman bathrooms

Hung toilet paper dispensers, baby changing stations, Hand rails,

Cleaned up around new bathrooms

May 31 2024

Checked parks

Weedeated Lyons pond for the rodeo

Finished plumbing at new Hoffman bathrooms

Finished forming for concrete at new Hoffman bathrooms

Cut the grass at the pool



**CITY OF FROSTBURG**

Monthly Report: Police Department

For the Month of: May 2024

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

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**IDENTIFIED INCIDENTS & COMPLAINTS for the Month**

	<u>2023</u>	<u>734</u>	<u>2024</u>	<u>701</u>
<b>ARRESTS</b>				
			On-View/Citations	<u>7</u>
			Warrants Served/Obtained	<u>1</u>
			Summonses Served	<u>1</u>
			Juvenile Arrests & Citations	<u>0</u>
			<b>TOTAL</b>	<u>9</u>
<b>C3I INVESTIGATIONS</b>			Cases	<u>1</u>
<b>COMMUNITY POLICING</b>			Logged Activities	<u>7</u>
<b>PARKING</b>			Parking Violations	<u>11</u>
<b>PRISONERS</b>			Custodial Arrests	<u>6</u>
<b>PUBLIC SERVICE</b>			Well-Being Checks	<u>18</u>
			Emergency Petitions	<u>3</u>
			Assist Other Agency	<u>13</u>
			Request for Officer	<u>35</u>
			Follow-Ups	<u>20</u>
			Disturbance (Multiple Inc. Types)	<u>39</u>
<b>TRAFFIC</b>			M/V Crashes	<u>11</u>
			Traffic Details	<u>67</u>
			DWI/DUI Arrests	<u>2</u>
<b>TRAFFIC STOPS</b>			Total Number of Stops	<u>139</u>
			Citations	<u>37</u>
			Warnings	<u>135</u>
			SEROs	<u>0</u>
<b>COLLECTIONS</b>			Parking Meter Fines	<u>\$0.00</u>
			Other Parking Fines	<u>\$875.00</u>
			Parking Meter Collections	<u>\$0.00</u>
			Municipal Infractions Paid	<u>\$0.00</u>
			Parking Permits	<u>\$20.00</u>
			Miscellaneous	<u>\$60.00</u>
			Park Mobile	<u>\$66.33</u>
		<b>This month year prior:</b>	<u>\$3,504.20</u>	<b>TOTAL</b> <u>\$1,021.33</u>

Respectfully Submitted,

Nicholas J. Costello  
Chief of Police

# **CITY OF FROSTBURG**

Monthly Report: Street Department

For the Month of: May 2024

Submitted by: (Supervisor) Shane Elliott

May 1, 2024 – Wednesday

- Picked up garbage route on east end of town
- Changed oil and filters in two of the police vehicles
- Marked emergency miss utility ticket for sewer line repair
- Checked all sewer pumping stations
- Picked up street signs from Road Safe in Cumberland
- Marked miss utility tickets and checked them in on computer
- Used Vac truck to water roadside trees on Broadway and Main Street
- Painted more parking lines in city parking lot behind St. Michaels
- A few employees had to take the random drug screening in Cumberland
- Cleaned up broken glass and litter in roadway
- Removed litter on Main Street
- Checked on two contractors working on city water and sewer issues
- Removed dead animal in roadway on Depot Street
- Started installing flint cross walk material where needed around town
- Installed new sewer tap and cleanout on Howard Street

May 2, 2024– Thursday

- Picked up garbage route in center section of town
- Set up shoulder closure on Mian Street for the Frostburg sign installation
- Installed several new signs on trailhead bike path
- Picked up sewer push camera from The Mailroom in LaVale
- Marked Miss Utility tickets and checked them in on computer
- Picked up replacement flower baskets to be installed tomorrow
- Removed litter on Main Street
- Lowered several flower baskets on Mian Street where needed
- Checked all sewer pumping stations – deposited sewer enzymes in wet wells
- Worked with Vac-con troubleshooting issues on Vac truck
- Painted more lines in parking areas where needed
- Ran sewer camera in sewer main on Centennial Street
- Straightened bent sign post on American Avenue
- Repaired sewer line that had been damaged by contractor on Centennial Street

## P.2

May 3, 2024 – Friday

- Emptied all city trash cans where needed
- Used jetter truck to open a clogged sewer line at the nursing home
- Checked all sewer pumping stations
- Picked up packages that had been delivered over at MDE
- Marked miss utility tickets and checked them in on computer
- Cleaned rest room and lunch room
- Applied more crosswalk flint material where needed around town
- Removed litter on Main Street
- Cut grass and weed eat around Frostburg signs
- Removed rock and debris in roadway on Bowery Street
- Emptied out all shop trash cans
- Removed dead animal in roadway on Main Street
- Cut grass in several Frostburg owned locations around town
- Emptied and cleaned out debris tank on jetter truck
- Painted more parking lines where no vehicles were parked
- Refilled water tank and checked fluids on jetter truck

May 4, 2024 – Saturday – Checked CSO locations

May 5, 2024 – Sunday – Checked CSO locations

May 6, 2024 – Monday

- Emptied city trash cans where needed
- Installed new steps on Truck 88
- Replaced several street light lamp post bottoms that were missing or damaged
- Moved some pipe around yard area for salt dome construction
- Painted more lines in City Maintained parking lots
- Removed litter on Main Street
- Swept up and removed anti-skid debris from sidewalks on Main St.
- Met with homeowner to address signage complaint
- Checked sewer pumping stations
- Installed new no parking and handicap signs
- Made repairs to sewer line that was struck during water main installation
- Removed a broken sign post from First St.
- Replaced antenna on Jetter Truck for remote
- Marked miss utility tickets and checked them in on computer
- Had two lamp post lids fabricated at Ruby's and reinstalled them at nursing home

### P.3

May 7, 2024 – Tuesday

- Picked up garbage route on west end of town
- Worked on smoke testing sites that revealed issues in storm/sewer lines
- Removed concrete barriers and gravel in parking lot for new salt dome project
- Attended staff meeting at city hall
- Marked miss utility tickets and checked them in on computer
- Installed location signage around new manholes installed just off Green Street
- Made another sewer line repair that contractor had damaged on Centennial Street
- Dropped off a concrete splash block on Barnard Street
- Installed flint cross walk material where needed
- Checked all sewer pumping stations for any issues
- Hauled loads of blacktop milling to rifle range road
- Cut grass and weed eat where needed at the end of Bowery Street
- Removed litter on Main Street and College Avenue
- Picked up supplies and had propane refilled at Frostburg Rental
- Leveled off the loads of millings on rifle range road
- Finished installing street light lamp post bases where needed
- Dropped of splash block on Hill Street

May 8, 2024 – Wednesday

- Picked up garbage route on east end of town
- Used vactor truck to help Water Dept. with new curb box installation on Allegany Street
- Marked miss utility tickets and checked them in on computer
- Hauled several loads of millings to Rifle Range Road
- Checked all CSO'S and made a report
- Put away Napa delivery
- Removed litter on Main Street
- Used loader to level out milling and used roller to compact roadway
- Checked all sewer pumping stations
- Washed off work trucks with pressure washer
- Picked up supplies from Lowes and Harbor Freight
- Cleaned up concrete debris in roadway on Center Street
- Installed more flint cross walk material around town where needed
- Removed dead animal in roadway on Braddock Road
- Filled jetter truck water tanks and checked all fluids – greased fittings

## P.4

May 9, 2024 – Thursday

- Picked up garbage route in center section of town
- Checked all CSO locations after rain event
- Picked up litter on Main Street and Depot Street
- Cleaned up around the pipe storage area
- Marked Miss Utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Worked on hydraulic issues on backhoe
- Picked up paystubs and mail from city hall
- Cleaned debris off the pump floats at all sewer pumping stations
- Leveled off top soil around erosion control silt fencing
- Ran vactor truck to help Water Dept. locate water and gas main on Lemmert Street
- Cleaned off catch basin grates around town where needed
- Emptied and washed out vactor debris tank over at dump site
- Checked on a few pothole complaints in various locations

May 10, 2024 – Friday

- Picked up litter on Main Street and removed dead animal on Center Street
- Helped Rec. Dept. weed eat and cut grass in Rec. Complex
- Checked all sewer pumping stations
- Used vactor truck to help Water Dept. with another water shutoff replacement
- Cleaned rest room and lunch room
- Used mini excavator with mower attachment to cut trees and brush away from the walking trail in Rec. Complex
- Marked miss utility tickets and checked them in on computer
- Checked all CSO locations and made a report
- Picked up litter all over town in city streets before weekend
- Checked and emptied city trash cans on Main Street where needed
- Picked up supplies at PVIS in Cumberland
- Emptied out all shop trash cans and swept out garage bays
- Cleaned off catch basin grates around town where needed after rain event
- Finished repairs to hydraulic system on backhoe

May 11, 2024 – Saturday

May 12, 2024 – Sunday



## P.5

May 13, 2024 – Monday

- Picked up yard waste all over town
- Blacktopped patched in Center Section of town
- Checked all sewer pumping stations
- Picked up broken blacktop curbing from East St.
- Sprayed bed of blacktop truck with concentrate and checked fluids
- Pressure washed garage floor and cleaned bays
- Cleaned off blacktop tools and filled roller
- Investigated catch basin complaint off of Crestview Dr.
- Picked up litter on Main Street
- Inspected pump station after power outage over weekend
- Checked and emptied city trash cans where needed
- Followed up with contractor performing CSO project
- Marked miss utility tickets and checked them in on computer
- Checked on contractor performing repairs for any issues
- Took yard waste over to dump site at Frostburg Grows
- Checked troublesome manhole on Tarns Terrace for flow

May 14, 2024 – Tuesday

- Picked up garbage route on west end of town
- Installed new coupling ends on Pressure Washer
- Trimmed grass around all sewer pumping stations
- Washed down garage bays with steam jenny
- Removed dead animal in roadway
- Checked on sewer complaint on Hill St.
- Removed litter on Main Street
- Picked up broken curb on Rynex Ave.
- Greased rear controls on Garbage Truck
- Checked all sewer pumping stations
- Picked up litter on Center, College, and Bowery Streets
- Marked miss utility tickets and checked them in on computer
- Picked up decals for new work truck from Commercial Signage and Graphics
- Checked on contractors performing work on Water and CSO projects
- Picked up delivery from over at MDE
- Moved equipment out of the way for Salt Dome contractor

## P.6

May 15, 2024 – Wednesday

- Picked up garbage route on east end of town
- Cleaned out beds of all work trucks
- Used Bobcat to unload a delivery from Pitt Ohio
- Marked miss utility tickets and checked them in on computer
- Finished pressure washing the garage first bay floor
- Checked all sewer pumping stations
- Inspected manhole on Mechanic St. for flow
- Took all invoices to be paid to city hall
- Checked all CSO locations for any issues
- Removed litter on Main Street
- Cut and trimmed grass around pump stations
- Loaded up tar box and material for tomorrows use
- Had salt dome progress meeting at city hall
- Inspected sewer /storm lines from building with sewer camera
- Picked up trash and debris on Washinton Street
- Washed off all sewer camera equipment after use

May 16, 2024 – Thursday

- Picked up garbage route in center section of town
- Went over all equipment being use for next weeks bulk cleanup
- Removed litter on Main Street
- Installed new strobe light on truck bed rack
- Checked all sewer pumping stations
- Used saw to cut and remove tree grate on Bowery St.
- Marked miss utility tickets and checked them in on computer
- Started cutting the empty city lots on Center Street
- Used tar machine to seal cracked areas in concrete garage floor
- Removed glass in roadway on Mt Pleasant Street
- Checked status of new work truck from Enterprise Fleet
- Trimmed weeds along several curblines around town
- Made manpower schedule for next weeks bulk cleanup
- Washed off several work trucks
- Removed dead animal in roadway on Main Street
- Picked up litter and debris in city streets around town
- Cleaned tar machine and dolly after use

## P.7

May 17, 2024 – Friday

- Marked miss utility tickets and checked them in on computer
- All the Street dept. attended CPR training at city hall
- Marked an emergency miss utility ticket
- Greased and cleaned out rear hoppers on garbage trucks
- Checked all sewer pumping stations
- Looked over blacktop complaints in several locations
- Checked and emptied city trash cans where needed
- Picked up litter on Main Street
- Cleaned off catch basin grates and curb inlets all over town
- Picked up litter along city streets all over town
- Cleaned rest room, lunch room and emptied out shop trash cans
- Installed new street sign on Mechanic Street
- Checked a smoke testing site for repairs
- Straightened bent sign post on Park Street
- Checked signage complaint on Washinton Street

May 18, 2024 – Saturday – Checked CSO's

May 19, 2024 – Sunday – Checked CSO's

May 20, 2024 – Monday

- Checked and emptied city trash canes on Main Street where needed
- Picked up trash and debris from City Place
- Set tail gates on dump trucks for bulk clean up week
- Ran sewer camera on Bowery Street Ext. to inspect service line
- Cleaned off blacktop tools and filled roller
- Marked miss utility tickets and checked them in on computer
- Cut grass and weed eat wall on Main Street
- Removed litter off Main Street and College Avenue
- Checked all sewer pumping stations and ran weekly tests
- Marked emergency miss utility ticked for sewer line repair on Main Street
- Blacktop patched roadways in several locations around town
- Greased backhoe and filled all fluids where needed
- Ran sewer camera in sewer line on McCulloh Street to inspect service line
- Washed off all sewer camera equipment after use

## P.8

May 21, 2024 – Tuesday

- Picked up west end of town garbage route – **WEST END BULK CLEANUP**
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer

May 22, 2024 – Wednesday

- Picked up garbage route on east end of town – **EAST END BULK CLEANUP**
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer

May 23, 2024 – Thursday

- Picked up garbage route in center section of town – **CENTER SECTION BULK CLEANUP**
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer

May 24, 2024 – Friday

- Picked up litter on Main Street
- Watered trees in city parking lot and flower baskets at Depot
- Checked all sewer pumping stations
- Received and unloaded new zero turn mower
- Cleaned off catch basin grates and inlets where needed
- Marked Miss Utility tickets and checked them in on computer
- Cut grass around town and trimmed weeds where needed
- Ran sewer camera to inspect sewer service line
- Swept out all garage bays
- Checked and emptied all city trash cans where needed
- Emptied out all shop trash cans
- Mowed sides of roadway on Bobcat Court
- Cleaned lunch room and rest room
- Installed a truck bed rack on work truck

## P.9

May 25, 2024 – Saturday - Made a sewer line repair on Washington Street

May 26, 2024 – Sunday – Checked CSO's

May 27, 2024 – Monday - Memorial Day

May 28, 2024 – Tuesday

- Picked up garbage route on west end of town
- Checked all CSO locations to make sure of no issues
- Sprayed bed of blacktop truck with concentrate and checked fluids
- Picked up tool box and supplies from Tractor Supply
- Cleaned off blacktop tools and filled roller
- Helped Rec. Dept load skid of panel material with bobcat
- Removed litter on Main Street
- Blacktopped pot holes and water hole on east end of town
- Installed tool box onto newer work truck
- Checked all sewer pumping stations – Ran weekly tests on systems
- Marked miss utility tickets and checked them in on computer
- Cut grass in several locations around town
- Ran sewer camera in sewer service line on Bowery Ext.
- Changed oil and filters on Police Department vehicle
- Removed dead street tree on Main Street
- Cleaned up chunks of curbing after blacktopping
- Greased new zero turn mower and filled fluids after use
- Removed tar and debris in rear tail gate latches on blacktop truck
- Coordinated jetter cleaning of storm lines with Lashley Construction
- Washed off camera equipment after use

## P.10

May 29, 2024 – Wednesday

- Picked up garbage route on east end of town
- Called to check status on new plow truck build project
- Used vactor truck to clean debris in sewer main on Washington Street
- Picked up packages that were delivered to MDE
- Marked miss utility tickets and checked them in on computer
- Fabricated new light bracket for Truck 01
- Checked all sewer pumping stations
- Trimmed curblines and City Lots all over Town
- Removed litter on Main Street
- Checked on a few blacktop complaints around town
- Painted divider line and arrows on Center Street
- Installed new Strobe light on Bobcat
- Met with Hayden to discuss side walk apron project on Water Street
- Coordinated with contractor about future projects
- Ran sewer camera on Washington Street
- Inspected condition of roadway on First St. for restoration
- Washed off all sewer camera equipment after use

May 30, 2024 – Thursday

- Picked up garbage route in center section of town
- Cleaned off blacktop tools and filled roller
- Remove litter on Main Street, Water and Broadway
- Blacktop patched roadways around town where needed
- Removed handicap signage on Broadway
- Used vactor truck to help Water Dept. excavate two different locations
- Took all invoices to be paid to city hall
- Installed new sewer clean out cap in Prichard Farms
- Met up with Liller Bros to discuss issues with driveway and Alleyway drainage
- Checked all sewer pumping stations
- Use jetter truck to clean out main storm line around the MDE building
- Marked miss utility tickets and checked them in on computer
- Blacktopped Water Dept. hole on Water Street
- Emptied out debris tank on vactor truck and filled water and fuel tanks
- Installed floor mats and visors on new work truck

## P.11

May 31, 2024 – Friday

- Checked and emptied all city trash cans where needed
- Made repairs to water induction system on Jetter Truck
- Cleaned rest rooms and lunch room
- Installed new catch basin grate in front of MDE building
- Removed litter on Mian Street
- Cleaned off blacktop tools and filled roller
- Trimmed weeds and grass around town where needed
- Checked signage complaint on Village Parkway and surrounding area
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Turned in invoices to be paid to city hall
- Dropped off parts to be fabricated from Rubys
- Had new tires installed on work truck at Rice Tire
- Worked on installing new tool boxes on Truck 7
- Picked up supplies and materials from Lowes
- Diagnosed sewer camera equipment issues
- Patched holes in roadway with blacktop in the East section of town

# City of Frostburg

## Monthly Report: Water Department

For the Month of May 2024

**Submitted by: Jim Williams, Supervisor**

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May 1, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Met with contractor on Centennial St.
- Washed city trucks
- Data log Park Ave.

May 2, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Took truck 17 to Red Ridge for service
- Turn water off McCulloh St. for plumber
- Final reading Spring St.
- Hauled supplies to contractors on Centennial St.

May 3, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Data log Hill St.
- Cut the grass @ shop
- Hauled 3 steel plates to contractor on Centennial St.



May 6, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Master Meters
- Hauled supplies to contractors on Centennial St.
- Final reading Jone Ct.

May 7, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Assisted contractor with cutting & capping a 6"-water line McCulloh St.
- Regular reading Center St.
- Reread water meters F.S.U.
- Checked water meter Hill St. We advise homeowner how to support meter

May 8, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Installed new curb box & rod Allegany St. with assisted by Street Dept. with Vac Truck
- Reread & checked meter Park Ave.
- Top soil yard on Allegany St.
- Data log Park Ave.
- Final reading Frost Ave.

May 9, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets

- Test pit water line on Lemmert's Alley, with assisted by Street Dept. with Vac Truck
- Data log Broadway

May 10, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Test pit water line on Lemmert's Alley, with assisted by Street Dept. with Vac Truck
- Hauled supplies to contractors on Lemmert's Alley

May 13, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Reread water meter Bishop Murphy Drive possible leak
- Turn water off & on Barnard St. for plumber to due repairs
- Assisted maintained man E. Mechanic St. with locating the inside shut off. (leak in building)
- Turn water off & on Terry Berry Lane for plumber to due repairs

May 14, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Final reading Locust St.
- Cleaned the shop
- Hauled trash away
- Checked no water complete Terry Berry Lane (curb valve was turn off by mistake)
- Seeded & mulch yard on Allegany St.

May 15, 2024

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Witness pressure testing of the new 6"-water line on Centennial St. with contractor (past)
- Final readings E. Main St., Center St. & Victoria Lane

May 16, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Assisted contractor on Centennial St. with chlorination of new water line
- Final reading Hill St.
- Attended C P R class

May 17, 2023

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Tested & flushed new water line on Centennial St. Assisted by the Health Dept.
- Pasted out water quality reports

May 20, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Hauled supplies to contractors on Centennial St.
- Emergency locate E. Main St.
- Checked equipment for city wide clean up

May 21, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop

- Hauled trash away
- City wide clean up
- Pressure & flow test fire hydrant on Laurel Hill

May 22, 2024

- Checked pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- City wide clean up
- Hauled supplies to contractors on Lemmert's Alley

May 23, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Ticket
- City wide clean up

May 24, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 6-final readings

May 27, 2024 City Holiday

May 28, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Cut grass @ shop

- Final readings Allegany St. & Park Ave.

May 29, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Turn water off for nonpayment

May 30, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Spring St.
- Turn water on Center St. & Stoyer St.
- Installed new curb box & rod E. Main St. & Hill St. with assisted by Street Dept. with Vac Truck

May 31, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 3-final readings
- Hauled supplies to contractors on Centennial St.
- Got supplies ready for Monday to do repairs on vale W. Main St.