

ORDINANCE 2025-01

FORMAL ADOPTION OF THE FISCAL 2025/2026 CORPORATE, WATER, SEWER, GARBAGE AND WATER SURCHARGE FUND OPERATING BUDGETS FOR THE CITY OF FROSTBURG

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, MARYLAND, ENTITLED "FORMAL ADOPTION OF THE FISCAL YEAR 2025/2026 CORPORATE, WATER, SEWER, GARBAGE AND WATER SURCHARGE FUND OPERATING BUDGETS FOR THE CITY OF FROSTBURG"

WHEREAS: Section 702 and 703 amended of the Frostburg City Charter provides for the adoption of a fiscal year budget beginning July 1, 2025 – June 30, 2026; and

WHEREAS: Said Charter mandates that the budget shall be adopted by the governing body in the form of an ordinance;

NOW, THEREFORE, in consideration of the foregoing, the Mayor and City Council of the City of Frostburg ordain and establish this ordinance as follows:

BE IT FURTHER RESOLVED that the following be set forth:

OPERATING BUDGETS: **See Attachment**

TAXES: **See Attachment**

WATER RATES: **See Attachment**

SEWAGE RATES: **See Attachment**

GARBAGE RATES: **See Attachment**


MISCELLANEOUS FEES: **See Attachment**

Introduction:	April 15, 2025
Public Hearing:	May 20, 2025
Adoption:	May 20, 2025
Effective:	June 9, 2025

ATTEST:


Lydia Claar, Acting Deputy City Admin

MAYOR & CITY COUNCIL OF FROSTBURG

By: 
Todd J. Logsdon, Mayor

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

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

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

ACCOUNT	DESCRIPTION	AMOUNT
01-000-4600	Interest Income	475,000
	Total Corporate Fund Revenue	\$ 9,563,275
	Corporate Fund Expenses	
	Executive	
01-100-5000	Salaries	\$ 22,200
01-100-5010	Social Security	1,700
01-100-5012	Workers Comp	175
01-100-5050	Legislative Contingencies	6,000
01-100-5104	Insurance - Public Officials	9,700
01-100-5150	Training	2,800
01-100-5160	Travel	5,700
01-100-5185	Professional Fees	30,000
	Total Executive	\$ 78,275
	Administrative	
01-110-5000	Salaries	\$ 175,800
01-110-5010	Social Security	13,400
01-110-5011	Pension	21,100
01-110-5012	Workers Comp	600
01-110-5013	Insurance - Health	34,600
01-110-5014	Insurance - Health Retiree	30,600
01-110-5015	Contribution - 457	2,000
01-110-5030	Employee Wellness	7,500
01-110-5050	Reserve For Contingencies	10,000
01-110-5102	Insurance - Gen Liab	150
01-110-5105	Insurance - Property	12,000
01-110-5106	Insurance - AD&D and Life	4,500
01-110-5111	Contributions - Tourism	120,000
01-110-5150	Training	1,200
01-110-5160	Travel	1,800
01-110-5185	Professional Fees	1,100
01-110-5191	Communications	12,000
01-110-5200	Advertising	6,400
01-110-5205	Legal	42,500
01-110-5207	Pension Administrative Fee	7,800
01-110-5210	Office Supplies	11,000
01-110-5220	Postage	28,000
01-110-5230	Computer Exp	14,000
01-110-5232	IT Licensing and Fees	40,500
01-110-5235	Digital Engagement	29,000
01-110-5301	Election	12,000
01-110-5391	Princlpal and Interest on Debt Service	154,700

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

ACCOUNT	DESCRIPTION	AMOUNT
01-110-5500	Building - Armory	12,000
01-110-5502	Building Maintenance	26,000
01-110-5550	Utilities - Building	16,000
01-110-5700	Bank Fees	300
01-110-5807	Capital Outlay	2,270,000
	Total Administrative	<u>\$ 3,118,550</u>
	Finance	
01-120-5000	Salaries	\$ 82,000
01-120-5010	Social Security	6,200
01-120-5011	Pension	9,700
01-120-5012	Workers Comp	200
01-120-5013	Insurance - Health	13,000
01-120-5015	Contribution - 457	625
01-120-5102	Insurance - Gen Liab	150
01-120-5105	Insurance - Property	4,500
01-120-5150	Training	1,000
01-120-5185	Professional Fees	1,000
01-120-5310	Auditing	85,000
01-120-5311	Actuarial Study	6,500
01-120-5313	Tax Collection	1,300
01-120-5810	RETSA Obligation	16,000
	Total Finance	<u>\$ 227,175</u>
	Community Development	
01-130-5000	Salaries	\$ 128,500
01-130-5010	Social Security	9,800
01-130-5011	Pension	15,400
01-130-5012	Workers Comp	350
01-130-5013	Insurance - Health	26,700
01-130-5015	Contribution - 457	1,500
01-130-5102	Insurance - Gen Liab	150
01-130-5105	Insurance - Property	4,500
01-130-5150	Training	750
01-130-5160	Travel	900
01-130-5185	Professional Fees	750
01-130-5320	Economic Development	8,000
01-130-5322	Planning	15,000
01-130-5323	Public Art	2,000
01-130-5822	Special Projects	20,000
	Total Community Development	<u>\$ 234,300</u>

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

ACCOUNT	DESCRIPTION	AMOUNT
	Code Enforcement	
01-140-5000	Salaries	\$ 81,000
01-140-5010	Social Security	6,200
01-140-5011	Pension	9,800
01-140-5012	Workers Comp	2,400
01-140-5013	Insurance - Health	26,700
01-140-5015	Contribution - 457	750
01-140-5100	Insurance - Auto	850
01-140-5102	Insurance - Gen Liab	150
01-140-5105	Insurance - Property	4,500
01-140-5150	Training	500
01-140-5160	Travel	500
01-140-5185	Professional Fees	400
01-140-5231	Software and Subscriptions	13,700
01-140-5330	Code Enforcement	5,000
01-140-5331	Construction Inspect	20,000
01-140-5332	Rental Inspection	1,000
01-140-5401	Auto Expense	500
	Total Code Enforcement	<u>\$ 173,950</u>
	Public Works Administration	
01-150-5000	Salaries	\$ 82,500
01-150-5010	Social Security	6,600
01-150-5011	Pension	9,800
01-150-5012	Workers Comp	1,800
01-150-5013	Insurance - Health	20,600
01-150-5015	Contribution - 457	800
01-150-5100	Insurance - Auto	850
01-150-5102	Insurance - Gen Liab	150
01-150-5105	Insurance - Property	3,000
01-150-5150	Training	1,750
01-150-5160	Travel	1,000
01-150-5185	Professional Fees	2,100
01-150-5193	One Call Concepts	2,200
01-150-5340	Engineering Equipment	3,000
01-150-5341	Mapping Supplies	8,000
01-150-5342	Public Works	7,400
01-150-5400	Gas, Oil, Grease	3,000
01-150-5420	Fleet lease	11,000
	Total Public Works Administration	<u>\$ 165,550</u>
	Total Admin and Executive Expense	<u>\$ 3,997,800</u>

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

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

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

ACCOUNT	DESCRIPTION	AMOUNT
01-170-5170	Uniforms	8,000
01-170-5180	Safety Equipment	7,000
01-170-5191	Communications	15,000
01-170-5210	Office Supplies	1,500
01-170-5400	Gas, Oil, Grease	30,000
01-170-5420	Fleet Lease	51,000
01-170-5550	Utilities - Building	7,000
01-170-5711	Salt & Abrasives	150,000
01-170-5712	Sign Maintenance	15,000
01-170-5713	Street Equipment Maintenance	120,000
01-170-5714	Street Lighting	100,000
01-170-5715	Street Maintenance Repairs	136,000
01-170-5716	Street Shop Equipment	70,000
01-170-5717	Street Lighting Repairs	48,500
01-170-5800	Capital Outlay	596,000
01-170-5861	Street Paving	150,000
01-170-5865	Parking Lot Maintenance	42,500
	Total Public Works - Street	\$ 2,103,300
	Recreation	
01-180-5000	Salaries	\$ 305,000
01-180-5010	Social Security	23,200
01-180-5011	Pension	33,100
01-180-5012	Workers Comp	16,100
01-180-5013	Insurance - Health	91,700
01-180-5015	Contribution - 457	1,750
01-180-5100	Insurance - Auto	2,900
01-180-5102	Insurance - Gen Liab	600
01-180-5105	Insurance - Property	17,600
01-180-5150	Training	300
01-180-5160	Travel	750
01-180-5170	Uniforms	5,000
01-180-5181	Safety Equipment	500
01-180-5400	Gas, Oil, Grease	10,000
01-180-5420	Fleet Lease	23,000
01-180-5503	Armory Expense - Gym	9,000
01-180-5504	Community Center	18,000
01-180-5510	City Place	13,000
01-180-5550	Utilities	9,000
01-180-5720	Beautify The Burg Expense	1,500
01-180-5721	Rec Equipment Maintenance	13,000
01-180-5722	Rec League Appropriations	5,000
01-180-5723	Rec Park Maintenance Expense	58,000
01-180-5724	Street Trees	7,500

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

ACCOUNT	DESCRIPTION	AMOUNT
01-180-5725	Trailhead Maintenance Expense	2,000
01-180-5726	Recreational Programs	11,500
01-180-5772	Trash Removal	12,000
01-180-5800	Capital Outlay	55,000
	Total General Recreation	<u>\$ 746,000</u>
	Recreation-Pool	
01-181-5000	Salaries	\$ 72,000
01-181-5010	Social Security	5,500
01-181-5012	Workers Comp	3,800
01-181-5108	Unemployment	200
01-181-5507	Pool Operating	39,000
	Total Pool	<u>\$ 120,500</u>
	Recreation - Day Camp	
01-182-5000	Salaries	\$ 24,000
01-182-5010	Social Security	1,850
01-182-5012	Workers Comp	1,300
01-182-5108	Unemployment	200
01-182-5507	Day Camp Operations	800
	Total Day Camp	<u>\$ 28,150</u>
	Total Recreation	<u>\$ 894,650</u>
	Total Corporate Fund Expenses	<u><u>\$ 9,563,275</u></u>
	Corporate Fund Net Income (Loss)	<u><u>\$ -</u></u>

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

ACCOUNT	DESCRIPTION	AMOUNT
Water Fund Revenues		
02-000-4000	Water Service Revenue	\$ 1,623,750
02-000-4001	Interest Earned - Water	3,600
02-000-4315	Proceeds from Fund Balance	180,000
02-000-4402	Sale of Meters	5,000
02-000-4403	Tapping Fees	5,600
02-000-4404	Sundry Sales	2,500
02-000-4600	Interest Income	24,000
	Total Water Revenue	\$ 1,844,450
Water Fund Expenses		
Water - Administration		
02-190-5000	Salaries	\$ 73,000
02-190-5010	Social Security	5,500
02-190-5011	Pension	8,700
02-190-5012	Workers Comp	1,300
02-190-5013	Insurance - Health	15,300
02-190-5015	Contribution - 457	850
02-190-5313	Collection Expense	2,200
02-190-5370	FMHA Bond	900
02-190-5600	Corporate Overhead	126,300
	Total Water Administration	\$ 234,050
Water - Filtration		
02-192-5102	Insurance - Gen Liab	\$ 1,400
02-192-5105	Insurance - Property	25,400
02-192-5106	Insurance - Boiler & Machinery	10,800
02-192-5521	Pumping System Expense	95,000
02-192-5522	Purification Plant Maintenance	50,000
02-192-5710	Filtration Contract Payment	620,000
	Total Water Filtration	\$ 802,600
Water - Supply		
02-194-5000	Salaries	\$ 34,500
02-194-5010	Social Security	2,600
02-194-5011	Pension	4,100
02-194-5012	Workers Comp	1,700
02-194-5015	Contribution - 457	100
02-194-5506	Hydro Facility Expense	5,000
02-194-5550	Utilities - Water Supply	5,000
02-194-5730	Water Supply Expense	50,000
	Total Water Supply	\$ 103,000

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

ACCOUNT	DESCRIPTION	AMOUNT
	Water - Distribution	
02-196-5000	Salaries	\$ 273,000
02-196-5010	Social Security	20,800
02-196-5011	Pension	27,000
02-196-5012	Workers Comp	13,300
02-196-5013	Insurance - Health	76,400
02-196-5015	Contribution - 457	1,000
02-196-5100	Insurance - Auto	4,600
02-196-5102	Insurance - Gen Liab	1,400
02-196-5105	Insurance - Property	6,400
02-196-5150	Training	2,000
02-196-5170	Uniforms	4,000
02-196-5180	Safety Equipment	6,600
02-196-5191	Communications	13,000
02-196-5210	Office Supplies	1,000
02-196-5390	Miscellaneous Expense	1,000
02-196-5400	Gas, Oil, Grease	17,000
02-196-5420	Fleet Lease	33,000
02-196-5505	Crestview Pumping Station Expense	12,500
02-196-5550	Utilities - Water Distribution	5,000
02-196-5700	Distribution Expense	61,800
02-196-5701	Distribution Pipe Expense	11,000
02-196-5702	Equipment Maintenance	8,000
02-196-5703	Fire Hydrants Expense	5,000
02-196-5704	Transmission Mains Expense	80,000
02-196-5740	Meters Expense	20,000
	Total Water Distribution	<u>\$ 704,800</u>
	Total Water Fund Expenses	<u><u>\$ 1,844,450</u></u>
	Total Water Fund Net Income (Loss)	<u><u>\$ -</u></u>

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

ACCOUNT	DESCRIPTION	AMOUNT
	<u>Sewer Fund Operating Revenues</u>	
03-000-4000	Sewer Charges	\$ 1,799,000
03-000-4001	Interest Earned - Sewer	4,275
03-000-4404	Sundry Sales	1,500
03-000-4503	Sewer Tap Fees	5,500
03-000-4600	Interest Income	44,000
	Total Sewer Operating Revenue	\$ 1,854,275
	<u>Sewer Operating Expenses</u>	
	<u>Sewer - Administration</u>	
03-210-5000	Salaries	\$ 73,000
03-210-5010	Social Security	5,500
03-210-5011	Pension	8,700
03-210-5012	Workers Comp	1,300
03-210-5013	Insurance - Health	15,300
03-210-5015	Contribution - 457	850
03-210-5313	Collection Expense	2,700
	Total Sewer Administration	\$ 107,350
	<u>Sewer - Operating</u>	
03-211-5000	Salaries	\$ 202,000
03-211-5010	Social Security	15,300
03-211-5011	Pension	28,400
03-211-5012	Workers Comp	11,000
03-211-5013	Insurance - Health	53,500
03-211-5015	Contribution - 457	1,800
03-211-5100	Insurance - Auto	1,700
03-211-5102	Insurance - Gen Liab	750
03-211-5105	Insurance - Property	9,000
03-211-5150	Training	1,000
03-211-5170	Uniforms	3,000
03-211-5180	Safety Equipment	1,000
03-211-5191	Communications	2,400
03-211-5400	Gas, Oil, Grease	10,000
03-211-5420	Fleet Lease	21,000
03-211-5520	Pumping Station Maintenance	6,000
03-211-5600	Corporate Overhead	242,300
03-211-5761	Sanitary Commission Charges	1,216,000
03-211-5762	Sanitary Comm-Transmission Projects	11,800
03-211-5763	Sewer Operating Expense	50,000
03-211-5764	Sewer Pumping Expense	9,000
03-211-5805	Capital Outlay - Sewer Projects	50,000
	Total Sewer Operating	\$ 1,946,950

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

ACCOUNT	DESCRIPTION	AMOUNT
	Total Sewer Operating Expenses	\$ 2,054,300
	Sewer Operating Net Income (Loss)	\$ (200,025)
	CSO Revenue	
03-220-4520	CSO Surcharge Revenue	\$ 401,000
03-220-4521	Interest Earned - CSO Surcharge	1,800
03-220-4317	Special Revenue	150,000
03-220-4530	Project Reimbursements	1,489,000
03-200-4540	Proceeds of Debt	952,000
	Total CSO Revenue	\$ 2,993,800
	CSO Expenses	
03-220-5391	Interest Expense	\$ 3,025
03-220-5392	Debt Redemption	23,750
03-220-5800	Capital Outlay	2,767,000
	Total CSO Expense	\$ 2,793,775
	CSO Net Income (Loss)	\$ 200,025
	Sewer Fund Net Income (Loss)	\$ -
	Water Surcharge Fund Revenue	
04-000-4000	Water Tap Surcharge	\$ 652,000
04-000-4001	Interest Earned - Surcharge	3,000
04-000-4405	Project Reimbursements	120,000
04-000-4600	Interest Income	40,000
	Total Water Surcharge Revenue	\$ 815,000
	Water Surcharge Fund Expenses	
04-200-5313	Collection Expense	\$ 2,200
04-200-5391	Interest Expense	42,425
04-200-5392	Debt Redemption	421,675
04-200-5800	Capital Outlay	172,000
04-200-5802	Capital Repairs	45,000
	Total Water Surcharge Expense	\$ 683,300
	Water Surcharge Net Income (Loss)	\$ 131,700

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

ACCOUNT	DESCRIPTION	AMOUNT
Garbage Fund Revenues		
05-000-4000	Trash & Garbage Charges	\$ 534,600
05-000-4104	Interest Earned - Garbage	3,000
05-000-4404	Sundry Sales	1,950
05-000-4600	Interest Income	3,500
	Total Garbage Revenue	<u>\$ 543,050</u>
Garbage Fund Expenses		
Garbage Fund - Administration		
05-230-5000	Salaries	\$ 55,000
05-230-5010	Social Security	4,100
05-230-5011	Pension	6,400
05-230-5012	Workers Comp	800
05-230-5013	Insurance - Health	12,200
05-230-5015	Contribution - 457	850
05-230-5313	Collection Expense	750
	Total Garbage Administration	<u>\$ 80,100</u>
Garbage Operating		
05-232-5000	Salaries	\$ 91,000
05-232-5010	Social Security	6,900
05-232-5011	Pension	10,900
05-232-5012	Workers Comp	4,400
05-232-5013	Insurance - Health	34,400
05-232-5015	Contribution - 457	750
05-232-5100	Insurance - Auto	2,600
05-232-5102	Insurance - Gen Liab	400
05-232-5105	Insurance - Property	5,900
05-232-5170	Uniforms	3,000
05-232-5180	Safety Equipment	1,000
05-232-5210	Office Supplies	1,000
05-232-5400	Gas, Oil, Grease	14,000
05-232-5600	Corporate Overhead	24,500
05-232-5770	Ash Dumpster	8,500
05-232-5771	Bulk Cleanup Expense	10,000
05-232-5772	Landfill Charges	130,000
05-232-5773	Sanitation Operating Expense	60,000
05-232-5774	Yard Waste Composting	1,500
	Total Garbage Operating	<u>\$ 410,750</u>
	Total Garbage Expenses	<u>\$ 490,850</u>
	Garbage Net Income (Loss)	<u>\$ 52,200</u>

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

REAL ESTATE TAXES: \$0.70 per \$100 of Assessed Value
The interest rate on real estate taxes is 1.5% per month after the due date.

TRAILER/MOBILE HOME TAXES: \$5.00 per lot per month on each occupied mobile home lot;
taxes are payable monthly by the landowner

PERSONAL PROPERTY TAXES: \$1.50 per \$100 of Assessed Value

Personal property taxes are assessed and billed monthly throughout the fiscal year by the City as assessment certifications are received from the State Department of Assessments and Taxation. The due date for personal property taxes is not less than 30 days after the billing date. The interest rate on personal property tax is 1.5% and is added monthly to any delinquent amount due.

WATER SHUT OFF PENALTY:\$48

AFTER HOURS WATER RECONNECTION FEE:\$80

SUPPLEMENTAL WATER METER READINGS.....\$10

REJECTED PAYMENT CHARGES (CHECK, ACH, CREDIT AND DEBIT CARD)

First Offense\$30

Second and Continuing Offense\$50

OTHER FEES

Administrative rebilling fee\$10 per billing

Interest..... 1½ % per month on unpaid balances

ELECTRONIC PAYMENT PROCESSING FEES (For payments processed in person at the Municipal Center at 37 Broadway and online tax payments and utility payments)

Credit Cards..... percentage of the total transaction as required per Vendor (not less than 2.95%)

E-Checks (Remitted via the City's website)..... Transaction fee is paid by the City

ELECTRONIC PAYMENT PROCESSING FEES (Permit and rental licensing online payments only)

Credit or debit card3.25% of the total transaction amount (\$2.00 minimum)

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

Card presented in person and entered electronically3.75%

Card entered manually4.75%

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

WATER RATES

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

Based on an evaluation of water consumption on an annual basis in February each year, in-city customers who typically consume an average of 1,000,000 gallons per month over a 12 month period are billed for water consumption as follows:

0 – 500,000 gallons per billing.....	\$6.21/1,000 gallons
500,001 gallons per billing and over.....	\$11.88/1,000 gallons

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

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

SEWER RATES

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

WATER SURCHARGE

Surcharge per unit or equivalent	
In-City Frostburg customers	\$8.30/month
Out of City customers	\$8.30/month
County customers except Eckhart.....	\$8.30/month
County customers - Eckhart.....	\$2.96/month

CSO (Combined Sewer Overflow) SURCHARGE

Surcharge per unit or equivalent	\$7.00/month
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ServLine Residential Leak Insurance.....	\$1.70/month
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Single family residential units are automatically enrolled in the program coverage unless the customer opts out of this service by contacting ServLine at 1-800-XXXX.

GARBAGE RATES

Residential customers.....	\$18.00/month
In-City residential recycling credit (requires enrollment with Burgmeier's)	\$3.00 per month

CITY OF FROSTBURG SCHEDULE OF MUNICIPAL FEES

Special Garbage Charges

A special garbage collection can be scheduled for a prepaid fee of \$75 per load.

An excess trash charge of \$75 will be assessed to the property owner for each load over the first pick-up truck sized load during bulk pick-up.

SALE OF BULK WATER – \$100 is due with the Application for Bulk Water. Upon approval by the Director of Public Works, water is billed at \$10 per 1,000 gallons and payable within 30 days. Written documentation of water usage must be provided by the approved user.

WATER CONNECTIONS

Fee applicable to in-city and out-of-city connections – credits applicable to in-city connections only

Tap Size	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Water Dept.)	Residential Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. subdivisions))	Commercial Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. new shopping center))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure for sprinkler system)
3/4"	\$1,500		-	\$1,000	\$1,000	\$600
1"	\$1,800		-	\$1,200	\$1,200	\$800
1 1/2"	\$3,000		-	\$2,000	\$2,000	\$1,500
2"	\$4,500		-	\$2,500	\$2,500	\$2,500
4"	\$6,000		-	n/a	\$3,000	\$3,000
6"	\$9,000		-	n/a	\$4,500	\$4,500
8"	\$12,000		-	n/a	\$6,000	\$6,000

Taps 10" and larger will be priced by City Engineer

SEWER CONNECTIONS

Use Type	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Street Dept.)	Existing Tap Credit (issued if tap is pre-existing (e.g. subdivisions))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure(s))
Single Family Residential (including townhouse & twin family where each unit is on a fee-simple lot)	\$2,000		\$ -	\$1,500	\$500
Two-family & Multi-family *	\$2,500		\$ -	\$2,000	\$500
Commercial *	\$3,000		\$ -	\$2,500	\$500

* Fee may be higher if actual costs incurred are greater

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

WATER METER FEES complete with 1 check valve and 1 coupling

<i>Meter size</i>	<i>Meter + Registry</i>	<i>Additional Coupling</i>	<i>Additional Check Valve</i>
Water meter bottom	\$25	-	-
≤ 3/4"	\$450	\$25	\$125
1"	\$900	\$30	\$225
1 1/2"	\$1,000	\$85	Supplier cost plus 10%
2"	\$1,200	\$110	Supplier cost plus 10%
<i>Meters larger than 2" shall be priced by City Engineer</i>			
Water meter registry only	\$225		
Water meter excluding registry	"Meter + Registry" fee above less \$225		

EXTENDED SEWER & WATER TAPS: RESIDENTIAL/COMMERCIAL

Note: This extended sewer and water tap charge applies to new building and/or conversion building and shall be assessed at the time the building permit is issued.

Add \$0 for each additional unit over 1 \$0 each (water)

LAND USE AND BUILDING PERMIT FEES

Call City Hall for the number of inspections required as they vary by project. The inspection fee is based on use type.

Residential Permit Fees

Single Family \$75
Twin Dwelling/ Two-Family..... \$100
Renovation (Structural Changes) \$25

Single and Two-Family Sprinkler Rebate \$500

After the Use & Occupancy Permit has been issued by the City following the construction of a new single or two-family home with a sprinkler system (required by State Law), a rebate will be issued to the property owner.

Residential Inspection Fees

Inspections \$75 per inspection

Electric Service

100-200 amp \$100 per service
400 amp \$150 per service

Plan Review (non-refundable)..... \$100 per hour

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

Commercial and Multi-Family Permit Fees

Multi-Family Housing.....	\$50 per unit
Commercial.....	\$100 plus \$0.05 per square foot
Renovation (Structural Changes)	\$25

Commercial and Multi-Family Housing Inspection Fees

Multi-Family \$75 per inspection plus cost of electric service

Plan Review (non-refundable)..... \$125 per hour

Commercial (retail, assembly, restaurant and similar spaces)

First 5,000 square feet..... \$0.95 per square foot

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

Office Space \$0.50 per square foot

Hotel \$300 per room for first 20 rooms

Additional rooms \$100 per room

Electric Service

100-200 amp \$125 per service

400 amp starting at \$175 per service

600 amp \$375 per service

800 amp \$675 per service

1000 amp \$925 per service

Transfer Switch - \$50 in addition to service cost

Commercial re-inspections are minimum of \$125 per trip.

Other occupancies, change of occupancy, and remodel prices are determined by the inspector.

Residential and Commercial Accessory Structures and Additions (sq. ft. based on total floor area)

<300 square feet..... \$10

300-899 square feet..... \$40

>900 square feet..... \$75

Fences/Swimming Pools..... \$25

Retaining walls >30" in height \$25

Residential and Light Commercial Photovoltaic Inspection

First 5,000 KWA..... \$175

Price per additional KWA, up to 1 megawatt \$25

Battery \$50

Plan Review (residential installations) \$80

Plan Review (commercial installations) \$125

Car charger..... \$50

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

Energy/Telecom Structure (per new structure) \$50
Plan review, inspections, and/or grading permit may be required depending on project

Demolition Permit & Inspection Fees

Demolition \$25
Demolition of Structure damaged by fire or other natural disaster, or listed on the
Code Enforcement Blighted Property List \$0.00
Inspections (typically 2) \$75 per inspection

Emergency or re-inspections if work is not ready for inspection \$100

Grading

If an Allegany Soil Conservation District review is required, ASCD will charge fees based on the official ASCD fee schedule, in addition to, or in lieu of, City of Frostburg fees.

Forest Harvest \$25
Minor/Standard Plan \$25
Major Plan \$100
Street Entrance \$25
Stormwater Facility \$100

Sign Permits (See City Zoning Ordinance § 7 for Signs requiring a Permit)

Sign area is determined per the City Zoning Ordinance § 7
Replacement of lettering or light panel on existing sign structure \$0
Directional, instructional, or "wayfinding" sign \$0
Less than 25 square feet \$30
25 to 60 square feet \$45
61 to 180 square feet \$75
Greater than 180 square feet \$150
Electronic Messaging Centers (EMCs) permit fee based on size + \$100

Other Permit Fees

Open Cut Permit \$25
Zoning Certification \$0
Home Occupation Permit \$25
Residential Occupancy Permit \$0
Commercial Use and Occupancy Permit \$25

Solicitor Permits

Door to Door (effective for one year from date of issuance) \$25
Short-Term Mobile/Temporary Business Unit \$50
Seasonal Mobile/Temporary Business Unit \$75
Long-Term Mobile/Temporary Business Unit \$150
One-Time Special Event \$0

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

Subdivision Review

Consultation Meeting	\$0
Formal Application (water/sewer/public road available at site)	\$200
Formal Application (review of off-site infrastructure extension included).....	\$400

Board of Zoning Appeals

Special Exception	\$250
Variance.....	\$250
Administrative Error	\$150

Re-Zoning Request

Zoning Map Error or Map Change.....	\$100
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MISCELLANEOUS PERMIT FEES

Burning Permit	\$0
Chicken License.....	\$30

POLICE DEPARTMENT

Parking Violations

Handicap Only	\$50
Fire Hydrant Violations	\$50
All Others	\$30
Second offense or continuing violations may be doubled.	

Late Fee: A fee of \$5 is added when parking tickets are delinquent. Thirty days after delinquency, a ticket may be flagged with MVA and the original fine will be doubled.

Vehicles may be towed if they have accumulated three or more unpaid violations thirty (30) days after the issuance of first violation.

Parking Permits (City Place lot)

The permit fee is \$40 per month or \$400 for an annual permit which is purchased in advance.

Parking Permits (all other City parking lots)

The permit fee is \$20 per month or \$200 for an annual permit which is purchased in advance.

Copies	\$10.00
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**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

RENTAL HOUSING LICENSING & INSPECTION

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

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

Rental units will forfeit any "*grandfathering*" if not licensed and fees paid by June 1st.

Rental Housing Annual License Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector, and one reinspection (if required).

Second and Subsequent Re-inspection Fee (if required); to be paid to the City.....\$25

DOCUMENTS

Zoning Ordinance	\$8.00
Subdivision Regulations.....	\$5.00
Rental Housing Code.....	\$5.00
Rental Unit Verification.....	\$5.00
Comprehensive Plan.....	\$5.00
Personnel Policy	\$6.00
Miscellaneous copies.....	\$0.10 per page

(Remainder of page is intentionally blank.)

JULY 1, 2025

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

RECREATION FEES

	City Resident	Non-City Resident	
Community Center	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$150 Security Deposit)
Preston Amphitheater	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$250 Security Deposit)
City Place			
Hall	\$300/day \$ 40/hour	\$350/day \$ 50/hour	(\$150 Security Deposit)
Meeting Room	\$150/day \$ 25/hour	\$175/day \$ 35/hour	
Pavilion Rentals	\$ 50/day	\$ 65/day	

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

Armory Gym Rental	\$ 35/hour/month \$ 15/hour	\$ 50/hour/month \$ 20/hour	
	\$ 55/hour/month \$ 25/hour		
Armory Special Event	\$ 40/hour	\$ 50/hour	(\$150 Security Deposit)
Field Rental	\$ 75/day \$ 25/hour	\$ 90/day \$ 35/hour	
Rec Facility Key Deposit	\$40/key	\$40/key	
Special Event Fee (all buildings; events ending after 11:00pm)			\$50 per hour
League Participation Fee (non-City residents)			\$5 per person

RECREATION FEES – DAY CAMP

Daily Rate.....	\$22 per child
Weekly Rate (5 day weeks).....	\$105 per child
Weekly Rate (3 day weeks).....	\$66 per child

JULY 1, 2025

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

RECREATION FEES – SWIMMING POOL

Daily Pool Admissions

Adults - \$6.00

Children (age 5 – 17) - \$5.00

Children (age 4 and under) – Free with a paying adult

Group Rate (15 or more ages 5 & up) - \$1.00 off each admission

Pool Passes		City Resident	Non-City Resident
Individual Season Pass	1 Pass	\$ 60.00	\$ 70.00
	2 Passes	\$115.00	\$135.00
	3 Passes	\$165.00	\$195.00
	4 Passes	\$210.00	\$250.00
	5 Passes	\$250.00	\$300.00
	6 Passes	\$285.00	\$345.00

Individual Season Passes can only be purchased in increments of 6 or less.

15 Swim Punch Pass:	1 for \$60.00	15 admissions ~	\$4.00/admission
	2 for \$110.00	30 admissions ~	\$3.67/admission
	3 for \$150.00	45 admissions ~	\$3.33/admission
	4 for \$180.00	60 admissions ~	\$3.00/admission

*If purchasing 4 or more punch passes, each additional 15 swim punch pass is \$45.00 if purchased on the same day. **Punch passes are valid for individual or group entry for up to 15 admissions per pass.**

ATTEST: 
Lydia Claar, Acting Deputy City Administrator


Todd J. Logsdon, Mayor

CITY OF FROSTBURG
HOTEL/MOTEL TAX ALLOCATIONS - FY26
REFLECTED IN ACCOUNT 01-110-5111 (CONTRIBUTIONS - TOURISM)

ORGANIZATION	AMOUNT
FrostburgFirst Operating	\$ 30,000
Classy Chassis Car Club/Cruisin Main Street	1,500
FSU Cultural Event Series	7,000
Elk's Derby Day	2,500
House and Garden Club	3,000
Children's Lit. Center/Storybook Holiday	3,000
Frostburg Museum	10,000
Allegany Arts Council	2,500
Arion Band (Charter Provision \$500)	1,000
Palace Theater	5,000
FSU Appalachian Festival	2,500
Holiday Lamppost Committee	6,000
Mountain Maryland Trails	5,000
Allegany Museum/Thrasher Carriage Museum	5,000
Savage Mountain Punk Fest	2,000
FSU TV-3	2,499
FSU Center for Literary Arts	1,500
WMSR	20,000
FSU WFWM Radio 91.9 FM	1,500
Camp Hope	2,500
Frostburg Little League	1,960
MCCA - Beyond the State	1,500
FBPA	2,500
Total Allocated to Outside Organizations	\$ 119,959