ORDINANCE 2024-01

FORMAL ADOPTION OF THE FISCAL 2024/2025 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 2024/2025 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, 2024 – June 30, 2025; 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: Public Hearing: Adoption: Effective: ATTEST:	April 16, 2024 May 21, 2024 May 21, 2024 June 10, 2024 MAYOR & CITY COUNCIL OF FROSTBURG

By:_

Elizabeth Stahlman, City Administrator

W. ROBERT FLANIGAN, Mayor

ACCOUNT	DESCRIPTION	AMOUNT
01-000-4000	Taxes - Real Estate	\$ 2,908,000
01-000-4001	Personal Property Taxes	7,000
01-000-4002	Public Utility Taxes	190,000
01-000-4003	Corporation Taxes	95,000
01-000-4004	Prior Year Taxes	1,000
01-000-4005	Trailer Tax	1,600
01-000-4010	Interest on Taxes	50,000
01-000-4011	Tax Credits	(32,400)
01-000-4012	Tax Abatements	(3,000)
01-000-4013	Enterprise Zone Reimbursement	16,200
01-000-4020	Maryland Income Tax	640,000
01-000-4021	Admission Taxes	24,000
01-000-4022	Hotel Motel Tax	155,000
01-000-4023	Highway Use Tax	510,000
01-000-4024	Coal Tax	2,600
01-000-4025	Housing Authority	14,000
01-000-4027	Payment in Lieu of Taxes	3,900
01-000-4031	Liquor Licenses	10,000
01-000-4032	Traders Licenses	10,000
01-000-4040	Police Grants	40,000
01-000-4043	Police Protection Grant	135,000
01-000-4045	Fines & Forfeitures	15,000
01-000-4047	Frostburg State University MOU	10,000
01-000-4049	School Resource Reimbursement	30,000
01-000-4050	Permits, Planning	2,000
01-000-4051	Building Permits	1,500
01-000-4052	Rental Registration	74,000
01-000-4054	Construction Inspections	17,750
01-000-4055	Code Enforcement Citations	750
01-000-4056	Comm Dev Grant Revenue	50,000
01-000-4060	Swimming Pool	60,000
01-000-4062	Day Camp Registrations	18,000
01-000-4063	Recreation Activities	22,000
01-000-4200	Operating Transfer - Water Fund	95,600
01-000-4201	Operating Transfer - Sewer Fund	241,750
01-000-4202	Operating Transfer - Garbage Fund	18,175
01-000-4301	Rents	111,000
01-000-4302	HRD Appropriation	10,700
01-000-4303	Franchises	72,000
01-000-4304	Miscellaneous Revenue	1,000
01-000-4306	Project Reimbursement	1,948,000
01-000-4315	Proceeds from Fund Balance	173,870
01-000-4317	Special Revenue	1,707,750

ACCOUNT	DESCRIPTION	 AMOUNT
01-000-4600	Interest Income	 400,000
	Total Corporate Fund Revenue	\$ 9,858,745
	Corporate Fund Expenses	
	Executive	
01-100-5000	Salaries	\$ 22,200
01-100-5010	Social Security	1,700
01-100-5012	Workers Comp	17
01-100-5050	Legislative Contingencies	6,000
01-100-5104	Insurance - Public Officials	7,000
01-100-5110	Contributions	500,000
01-100-5150	Training	2,800
01-100-5160	Travel	5,700
01-100-5185	Professional Fees	20,000
	Total Executive	\$ 565,57
	Administrative	
01-110-5000	Salaries	\$ 176,00
01-110-5010	Social Security	13,30
01-110-5011	Pension	16,00
01-110-5012	Workers Comp	60
01-110-5013	Insurance - Health	46,50
01-110-5014	Insurance - Health Retiree	43,50
01-110-5015	Contribution - 457	2,00
01-110-5030	Employee Wellness	7,50
01-110-5050	Reserve For Contingencies	10,00
01-110-5100	Insurance - Auto	70
01-110-5102	Insurance - Gen Liab	17
01-110-5105	Insurance - Property	7,70
01-110-5106	Insurance - AD&D and Life	4,50
01-110-5111	Contributions - Tourism	130,90
01-110-5150	Training	45
01-110-5160	Travel	1,80
01-110-5185	Professional Fees	1,10
01-110-5191	Communications	8,00
01-110-5200	Advertising	6,40
01-110-5205	Legal	42,50
01-110-5207	Pension Administrative Fee	7,35
01-110-5210	Office Supplies	11,00
01-110-5220	Postage	23,00
01-110-5230	Computer Exp	9,000
01-110-5230	IT Licensing and Fees	33,000
01-110-2725	IT LICENSING AND FEES	55,000

ACCOUNT	DESCRIPTION		AMOUNT
01-110-5235	Digital Engagement		29,000
01-110-5391	Princlpal and Interest on Debt Service		154,500
01-110-5500	Building - Armory		12,000
01-110-5502	Building Maintenance		21,000
01-110-5550	Utilities - Building		16,000
01-110-5700	Bank Fees		1,000
01-110-5807	Capital Outlay		2,375,000
	Total Administrative	\$	3,211,475
	Finance		
01-120-5000	Salaries	\$	88,000
01-120-5010	Social Security		6,700
01-120-5011	Pension		8,000
01-120-5012	Workers Comp		250
01-120-5013	Insurance - Health		32,500
01-120-5015	Contribution - 457		625
01-120-5102	Insurance - Gen Liab		175
01-120-5105	Insurance - Property		3,000
01-120-5150	Training		1,000
01-120-5185	Professional Fees		1,000
01-120-5310	Auditing		75,000
01-120-5311	Actuarial Study		5,000
01-120-5313	Tax Collection		1,300
01-120-5810	RETSA Obligation		9,600
	Total Finance	\$	232,150
	Community Development	_	
01-130-5000	Salaries	\$	125,000
01-130-5010	Social Security		9,500
01-130-5011	Pension		11,400
01-130-5012	Workers Comp		350
01-130-5013	Insurance - Health		23,000
01-130-5015	Contribution - 457		1,500
01-130-5100	Insurance - Auto		700
01-130-5102	Insurance - Gen Liab		175
01-130-5105	Insurance - Property		3,800
01-130-5150	Training		500
01-130-5160	Travel		900
01-130-5185	Professional Fees		1,000
01-130-5320	Economic Development		3,300
01-130-5322	Planning		155,000
01-130-5323	Public Art		2,000
01-130-5401	Auto Expense		500

ACCOUNT	DESCRIPTION	А	MOUNT
01-130-5820	Community Legacy Projects		50,000
01-130-5822	Special Projects		18,800
	Total Community Development	\$	407,425
	Code Enforcement		
01-140-5000	Salaries	\$	63,000
01-140-5010	Social Security		4,800
01-140-5011	Pension		5,700
01-140-5012	Workers Comp		200
01-140-5013	Insurance - Health		22,800
01-140-5015	Contribution - 457		750
01-140-5102	Insurance - Gen Liab		175
01-140-5105	Insurance - Property		2,900
01-140-5150	Training		500
01-140-5160	Travel		500
01-140-5185	Professional Fees		400
01-140-5231	Software and Subscriptions		11,700
01-140-5330	Code Enforcement		5,000
01-140-5331	Construction Inspect		20,000
01-140-5332	Rental Inspection		37,500
	Total Code Enforcement	\$	175,925
	Public Works Administration		
01-150-5000	Salaries	\$	76,000
01-150-5010	Social Security		5,800
01-150-5011	Pension		6,400
01-150-5012	Workers Comp		1,600
01-150-5013	Insurance - Health		14,000
01-150-5015	Contribution - 457		700
01-150-5100	Insurance - Auto		700
01-150-5102	Insurance - Gen Liab		175
01-150-5105	Insurance - Property		1,900
01-150-5150	Training		1,000
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	\$	145,975

ACCOUNT	DESCRIPTION		AMOUNT
	Total Admin and Executive Expense	\$	4,738,525
	Public Safety		
01-160-5000	Salaries	\$	1,062,000
01-160-5002	Salaries - Police Grants		40,000
01-160-5003	Court Time		13,000
01-160-5010	Social Security		85,000
01-160-5011	Pension		285,000
01-160-5012	Workers Comp		72,000
01-160-5013	Insurance - Health		257,000
01-160-5015	Contribution - 457		7,500
01-160-5100	Insurance - Auto		6,200
01-160-5102	Insurance - Gen Liab		1,200
01-160-5103	Insurance - Police Professional		16,700
01-160-5105	Insurance - Property		6,000
01-160-5150	Training		25,500
01-160-5170	Uniforms		15,000
01-160-5180	Safety Equipment		1,200
01-160-5181	Law Enforcement Equipment		18,500
01-160-5191	Communications		30,500
01-160-5206	C3I Clerical Support		6,000
01-160-5210	Office Supplies		5,000
01-160-5230	Computers		8,500
01-160-5350	FSU MOU		10,000
01-160-5380	Police Reform		23,000
01-160-5390	Miscellaneous Expense		4,000
01-160-5400	Gas, Oil, Grease		33,000
01-160-5401	Auto Expense		18,000
01-160-5420	Fleet Lease		43,000
01-160-5502	Jail and Office Maintenance		4,000
01-160-5550	Utilities - Public Safety		10,000
01-160-5851	Fire Dept Appropriation		255,670
	Total Public Safety	\$	2,362,470
	Public Works - Street		
01-170-5000	Salaries	\$	296,000
01-170-5010	Social Security	Ŧ	22,600
01-170-5011	Pension		27,500
01-170-5012	Workers Comp		20,000
01-170-5013	Insurance - Health		80,000
01-170-5015	Contribution - 457		1,500
01-170-5018	Unemployment		200
01-170-5100	Insurance - Auto		7,800
51 1/0 5100			7,000

ACCOUNT	DESCRIPTION		AMOUNT
01-170-5102	Insurance - Gen Liab		575
01-170-5105	Insurance - Property		6,000
01-170-5150	Training		5,000
01-170-5170	Uniforms		8,000
01-170-5180	Safety Equipment		7,200
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		29,000
01-170-5550	Utilities - Building		6,000
01-170-5711	Salt & Abrasives		150,000
01-170-5712	Sign Maintenance		15,000
01-170-5713	Street Equipment Maintenance		90,000
01-170-5714	Street Lighting		100,000
01-170-5715	Street Maintenance Repairs		100,000
01-170-5716	Street Shop Equipment		50,000
01-170-5717	Street Lighting Repairs		20,000
01-170-5800	Capital Outlay		565,750
01-170-5861	Street Paving		200,000
01-170-5865	Parking Lot Maintenance		13,000
	Total Public Works - Street	\$	1,867,625
	D		
01 100 5000	Recreation	<u> </u>	204.000
01-180-5000	Salaries	\$	284,000
01-180-5010	Social Security		21,700
01-180-5011 01-180-5012	Pension		23,600
01-180-5012	Workers Comp Insurance - Health		18,200
01-180-5015	Contribution - 457		65,000 1,750
01-180-5100			
01-180-5100	Insurance - Auto Insurance - Gen Liab		2,900 550
01-180-5102	Insurance - Property		14,500
01-180-5150	Training		14,300 300
01-180-5160	Travel		750
01-180-5170	Uniforms		4,800
01-180-5181	Safety Equipment		4,800
01-180-5400	Gas, Oil, Grease		9,000
01-180-5420	Fleet Lease		23,000
01-180-5420	Armory Expense - Gym		23,000 16,000
01-180-5504	Community Center		10,000
01-180-5510	City Place		29,500
01-180-5550	Utilities		29,500 9,000
01-180-5550	Beautify The Burg Expense		9,000 2,000
01-100-2120	beautily the bulg expense		2,000

ACCOUNT	DESCRIPTION	AMOUNT
01-180-5721	Rec Equipment Maintenance	5,000
01-180-5722	Rec League Appropriations	5,000
01-180-5723	Rec Park Maintenance Expense	63,000
01-180-5724	Street Trees	7,500
01-180-5725	Trailhead Maintenance Expense	2,000
01-180-5726	Recreational Programs	13,000
01-180-5800	Capital Outlay	 100,900
	Total General Recreation	\$ 733,450
01-181-5000	Salaries	\$ 72,000
01-181-5010	Social Security	5,500
01-181-5012	Workers Comp	4,600
01-181-5108	Unemployment	200
01-181-5507	Pool Operating	 35,000
	Total Pool	\$ 117,300
01-182-5000	Salaries	\$ 24,000
01-182-5010	Social Security	1,850
01-182-5012	Workers Comp	1,500
01-182-5108	Unemployment	200
01-182-5507	Day Camp Operations	 800
	Total Day Camp	\$ 28,350
01-183-5000	Salaries	\$ 9,500
01-183-5010	Social Security	725
01-183-5012	Workers Comp	600
01-183-5108	Unemployment	200
	Total Seasonal	\$ 11,025
	Total Recreation	\$ 890,125
	Total Corporate Fund Expenses	\$ 9,858,745
	Corporate Fund Net Income (Loss)	\$

ACCOUNT	DESCRIPTION		AMOUNT
	Water Fund Revenues		
02-000-4000	Water Service Revenue	\$	1,488,000
02-000-4001	Interest Earned - Water		1,500
02-000-4317	Special Revenue		363,500
02-000-4402	Sale of Meters		5,000
02-000-4403	Tapping Fees		4,000
02-000-4404	Sundry Sales		10,000
02-000-4600	Interest Income		15,000
	Total Water Revenue	\$	1,887,000
	Water Fund Expenses		
	Water - Administration		
02-190-5000	Salaries	\$	72,000
02-190-5010	Social Security		5,400
02-190-5011	Pension		6,500
02-190-5012	Workers Comp		225
02-190-5013	Insurance - Health		18,000
02-190-5015	Contribution - 457		850
02-190-5313	Collection Expense		1,000
02-190-5370	FMHA Bond		750
02-190-5600	Corporate Overhead		95,600
	Total Water Administration	\$	200,325
	Water - Filtration		
02-192-5102	Insurance - Gen Liab	\$	1,300
02-192-5105	Insurance - Property		12,500
02-192-5106	Insurance - Boiler & Machinery		6,000
02-192-5521	Pumping System Expense		95,000
02-192-5522	Purification Plant Maintenance		50,000
02-192-5710	Filtration Contract Payment		654,000
	Total Water Filtration	\$	818,800
	Water - Supply		
02-194-5000	Salaries	\$	34,000
02-194-5010	Social Security		2,500
02-194-5011	Pension		3,000
02-194-5012	Workers Comp		2,300
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	\$	101,900

ACCOUNT	DESCRIPTION		AMOUNT
	Water - Distribution		
02-196-5000	Salaries	_ \$	275,000
02-196-5010	Social Security		21,000
02-196-5011	Pension		20,500
02-196-5012	Workers Comp		17,600
02-196-5013	Insurance - Health		82,000
02-196-5015	Contribution - 457		1,000
02-196-5100	Insurance - Auto		4,000
02-196-5102	Insurance - Gen Liab		1,300
02-196-5105	Insurance - Property		3,200
02-196-5150	Training		3,500
02-196-5170	Uniforms		4,000
02-196-5180	Safety Equipment		6,575
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		51,000
02-196-5701	Distribution Pipe Expense		11,000
02-196-5702	Equipment Maintenance		8,000
02-196-5703	Fire Hydrants Expense		8,000
02-196-5704	Transmission Mains Expense		95,800
02-196-5740	Meters Expense		70,000
	Total Water Distribution	\$	765,975
	Total Water Fund Expenses	\$	1,887,000
	Total Water Fund Net Income (Loss)	\$	-

ACCOUNT	DESCRIPTION	AMOUNT
	Sewer Fund Operating Revenues	
03-000-4000	Sewer Charges	\$ 1,817,000
03-000-4001	Interest Earned - Sewer	1,800
03-000-4315	Proceeds from Fund Balance	23,925
03-000-4317	Special Revenue	3,500
03-000-4404	Sundry Sales	1,500
03-000-4503	Sewer Tap Fees	3,500
03-000-4600	Interest Income	 25,000
	Total Sewer Operating Revenue	\$ 1,876,225
	Sewer Operating Expenses	
	Sewer - Administration	
03-210-5000	Salaries	\$ 72,000
03-210-5010	Social Security	5,400
03-210-5011	Pension	6,500
03-210-5012	Workers Comp	225
03-210-5013	Insurance - Health	18,000
03-210-5015	Contribution - 457	850
03-210-5313	Collection Expense	 1,000
	Total Sewer Administration	\$ 103,975
	Sewer - Operating	
03-211-5000	Salaries	\$ 172,000
03-211-5010	Social Security	13,000
03-211-5011	Pension	19,000
03-211-5012	Workers Comp	11,000
03-211-5013	Insurance - Health	71,000
03-211-5015	Contribution - 457	1,800
03-211-5100	Insurance - Auto	1,400
03-211-5102	Insurance - Gen Liab	650
03-211-5105	Insurance - Property	6,800
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	241,750
03-211-5761	Sanitary Commission Charges	1,100,000
03-211-5762	Sanitary Comm-Transmission Projects	11,800
03-211-5763	Sewer Operating Expense	50,000

ACCOUNT	DESCRIPTION		AMOUNT
03-211-5764	Sewer Pumping Expense		6,000
03-211-5805	Capital Outlay - Sewer Projects		30,000
	Total Sewer Operating	\$	1,780,600
	Total Sewer Operating Expenses	\$	1,884,575
	Sewer Operating Net Income (Loss)	\$	(8,350)
	CSO Revenue		
03-220-4520	CSO Surcharge Revenue	_ \$	401,000
03-220-4521	Interest Earned - CSO Surcharge		500
03-220-4317	Special Revenue		800,000
03-220-4530	Project Reimbursements		3,092,000
	Total CSO Revenue	\$	4,293,500
	CSO Expenses		
03-220-5391	Interest Expense	_ \$	3,200
03-220-5392	Debt Redemption	Ŷ	23,600
03-220-5800	Capital Outlay		4,258,350
03-220-3800		\$	
	Total CSO Expense	<u> </u>	4,285,150
	CSO Net Income (Loss)	\$	8,350
	Sewer Fund Net Income (Loss)	\$	-
	Water Surcharge Fund Revenue		
04-000-4000	Water Tap Surcharge	\$	668,000
04-000-4001	Interest Earned - Surcharge		1,000
04-000-4317	Special Revenue		68,000
04-000-4600	Interest Income		20,000
	Total Water Surcharge Revenue	\$	757,000
	Water Surcharge Fund Expenses	<u> </u>	
04-200-5313	Collection Expense	\$	1,000
04-200-5390	Miscellaneous Expense		12,000
04-200-5391	Interest Expense		56,900
04-200-5392	Debt Redemption		415,100
04-200-5802	Capital Repairs		68,000
	Total Water Surcharge Expense	\$	553,000
	Water Surcharge Net Income (Loss)	\$	204,000

ACCOUNT	DESCRIPTION	A	AMOUNT	
	Garbage Fund Revenues			
05-000-4000	Trash & Garbage Charges	\$	473,000	
05-000-4104	Interest Earned - Garbage		800	
05-000-4404	Sundry Sales		1,000	
05-000-4600	Interest Income		3,000	
	Total Garbage Revenue	\$	477,800	
	Garbage Fund Expenses			
	Garbage Fund - Administration			
05-230-5000	Salaries	\$	72,000	
05-230-5010	Social Security		5,400	
05-230-5011	Pension		6,500	
05-230-5012	Workers Comp		225	
05-230-5013	Insurance - Health		18,000	
05-230-5015	Contribution - 457		850	
05-230-5313	Collection Expense		500	
	Total Garbage Administration	\$	103,475	
	Garbage Operating			
05-232-5000	Salaries	\$	93,000	
05-232-5010	Social Security		7,100	
05-232-5011	Pension		8,500	
05-232-5012	Workers Comp		6,000	
05-232-5013	Insurance - Health		22,500	
05-232-5015	Contribution - 457		750	
05-232-5100	Insurance - Auto		2,200	
05-232-5102	Insurance - Gen Liab		400	
05-232-5105	Insurance - Property		4,500	
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		18,175	
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		30,000	
	Total Garbage Operating	\$	360,625	
	Total Garbage Expenses	\$	464,100	
	Garbage Net Income (Loss)	\$	13,700	