

ORDINANCE 2016-04

FORMAL ADOPTION OF THE FISCAL 2016/2017 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 2016/2017 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, 2016 – June 30, 2017; and

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

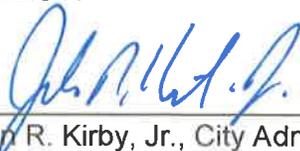
NOW, THEREFORE, in consideration of the foregoing, the Mayor and City Council of the City of Frostburg ordain and establish this ordinance as follows:

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

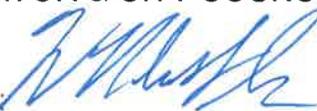
Introduction:	April 18, 2016
Public Hearing:	May 19, 2016
Amended:	May 19, 2016
Adoption:	May 19, 2016
Effective:	June 8, 2016

ATTEST:



John R. Kirby, Jr., City Administrator

MAYOR & CITY COUNCIL OF FROSTBURG

By: 

W. ROBERT FLANIGAN, Mayor

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
01.011	Taxes	Tax rate \$0.6400	Tax rate \$0.6200
	Real Estate Taxes		
	Assessable base = \$340,216,442		
	Tax rate = \$0.64 per \$100 of assessed value		
	Personal Property Taxes (rate = \$1.41625/\$100)		
		\$ 2,177,385	\$ 2,095,442
		240,000	220,000
01.011	Taxes	\$ 2,417,385	\$ 2,315,442
01.320	Tax Credits	(25,000)	(67,000)
01.200	Interest on Taxes	40,000	40,000
01.400	Maryland Income Tax	450,000	400,000
01.520	Admission Taxes	20,000	55,000
01.630	Hotel Motel Tax	140,000	150,000
01.660	Highway Use Tax	69,117	211,515
06.920	Project Reimbursements - Highway Grant	190,071	-
02.110	Parking Meters	20,000	20,000
02.210	Liquor Licenses	10,000	10,000
02.230	Traders Licenses	10,000	10,000
02.320	Building Permits	1,000	5,000
03.103	Cops Grants	9,000	-
03.104	Coal Tax	3,500	5,000
03.105	FCRC Grant Reimbursement	7,700	-
03.200	Housing Authority	8,000	7,000
03.303	Police Protection Grant	148,000	164,450
03.501	Payment in Lieu of Bank Stock	3,900	3,900
03.600	HRD Appropriation	9,301	7,791
04.120	Permits, Planning, Etc.	1,000	5,000
04.130	Rental Registration	74,040	74,040
04.145	Construction Inspections	4,000	8,120
04.150	Code Enforcement Citations	1,000	5,000
04.820	Swimming Pool	33,000	33,000
04.830	Amusement Park Ticket Sales	12,000	9,000
04.835	Day Camp Registration	13,000	12,000
04.840	Recreation Activities	18,000	12,000
05.900	Fines & Forfeitures	40,000	40,000
05.910	Meter Violations	1,000	1,000
06.100	Interest Income	200	3,000
06.500	Operating Transfer - Water Fund	103,734	127,107
06.600	Operating Transfer - Sewer Fund	154,208	155,551
06.700	Operating Transfer - Garbage Fund	17,301	17,909
06.800	Rents - Armory	84,000	84,000
06.900	Franchises - Gas, TV, Etc	80,000	75,000
06.910	Miscellaneous Revenue	6,000	6,000
06.917	FSU MOU	200,000	200,000
06.920	Enterprise Zone Reimbursements	17,500	22,500
06.925	Project Reimbursements - Resource Officer	30,000	30,000
	Corp Revenue subtotal before new items	\$ 4,421,957	\$ 4,258,325
New	Comm Dev Grant Revenue	191,400	-
New	Project Reimbursements - Braddock Road	1,925,000	-
	TOTAL CORPORATE FUND REVENUE	\$ 6,538,357	\$ 4,258,325

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
EXECUTIVE			
10.103	Contributions	\$ 100	\$ 500
10.109	Professional Fees & Dues	4,800	4,800
10.111	Council Salaries	12,600	12,600
10.112	Social Security Expense	964	964
10.113	Legislative Contingencies	10,000	10,000
10.114	Workmen's Compensation	45	500
10.115	Public Officials Insurance	7,000	8,000
10.116	Travel	500	800
10.117	Training	3,000	3,000
New	Pension Expense	225	-
	TOTAL EXECUTIVE EXPENSE	\$ 39,234	\$ 41,164

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
ADMINISTRATION			
10.211	Administrative Salaries	\$ 84,725	\$ 81,858
10.212	Social Security Expense	6,481	6,260
10.213	Employee Pension Expense	7,625	7,056
10.214	Workmen's Compensation	305	4,390
10.217	Health Insurance	14,925	16,250
10.220	Automobile Insurance	375	350
10.221	Property Insurance	1,450	1,450
10.222	General Liability Insurance	160	160
10.233	Hotel/Motel Contribution	87,700	98,800
10.250	Gen Govt Building Maintenance	25,000	20,000
10.251	Gen Govt Building Expense	2,500	5,000
10.252	Gen Govt Building Utilities	20,000	23,000
10.254	Gen Govt Building Armory	8,000	15,000
10.256	Reserve for Contingencies	70,016	72,391
New	Advertising	4,500	-
10.260	Legal Expenses	50,000	20,000
10.291	Professional Fees and Dues	200	200
10.292	City Hall Office Supplies	11,000	11,000
10.293	City Postage Expense	20,000	20,000
10.294	Computer Expense	15,000	25,000
10.295	Election Expense	-	4,000
10.296	School/Training	-	500
10.297	Travel Expenses	500	1,000
	TOTAL ADMINISTRATION EXPENSE	\$ 430,462	\$ 433,665

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
FINANCE			
10.311	Financial Salaries	\$ 54,425	\$ 36,100
10.312	Social Security Expense	4,164	2,762
10.313	Employee Pension Expense	4,898	3,112
10.314	Workmen's Compensation	195	280
10.317	Health Insurance	29,250	9,400
10.321	Property Insurance	700	600
10.322	General Liability Insurance	120	110
10.333	Tax Collection Expense	2,000	5,000
10.340	Auditing	39,000	36,100
10.391	Professional Fees and Dues	525	500
10.396	School/Training	700	500
10.397	Travel Expenses	300	2,000
	TOTAL FINANCE EXPENSE	<u>\$ 136,277</u>	<u>\$ 96,464</u>

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
COMMUNITY DEVELOPMENT			
10.411	Salaries	\$ 92,325	\$ 88,150
10.412	Social Security Expense	7,063	6,750
10.413	Employee Pension Expense	8,309	7,600
10.414	Workmen's Compensation	80	2,660
10.417	Health Insurance	800	800
10.421	Property Insurance	775	680
10.422	General Liability Insurance	160	160
10.492	Planning Expenses	1,000	5,000
10.493	Economic Development (from Hotel/Motel)	10,000	-
New	Cell Phone Expense	720	-
10.496	School & Training	-	400
10.497	Travel	300	1,000
	Subtotal before new budget items	<u>\$ 121,532</u>	<u>\$ 113,200</u>
New	Public Art (from Hotel/Motel)	2,000	-
New	Community Legacy Projects	100,000	-
New	Sidewalk Retrofit	61,400	-
New	MD Smart Energy Community	30,000	-
	TOTAL COMM DEVELOPMENT EXP	<u>\$ 314,932</u>	<u>\$ 113,200</u>

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
CODE ENFORCEMENT			
10.511	Salaries	\$ 75,925	\$ 71,760
10.512	Social Security Expense	5,808	5,500
10.513	Employee Pension Expense	6,833	6,190
10.514	Workmen's Compensation	265	800
10.517	Health Insurance	38,675	42,050
10.520	Automobile Insurance	500	500
10.521	Property Insurance	775	700
10.522	General Liability Insurance	130	130
10.540	Construction Inspections	12,000	8,120
10.592	Code Enforcement Expense	1,000	250
NEW	Cell Phone Expense	360	-
10.596	School & Training	-	500
10.597	Travel	300	1,250
10.598	Rental Housing Inspections	30,000	31,850
10.599	Software and Subscription Fees	2,400	2,000
	TOTAL CODE ENFORCEMENT EXP	<u>\$ 174,971</u>	<u>\$ 171,600</u>

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
PUBLIC WORKS ADMINISTRATION			
10.611	Salaries	\$ 57,550	\$ 54,940
10.612	Social Security Expense	4,403	4,205
10.613	Employee Pension Expense	5,180	4,735
10.614	Workman's Compensation	1,020	2,400
10.617	Health Insurance	800	800
10.621	Property Insurance	675	600
10.622	General Liability Insurance	120	120
10.691	Professional Fees and Dues	250	250
10.692	Public Works Expense	2,000	2,000
10.693	Engineering/Surveying Equipment & Supplies	7,000	7,000
10.694	Comm Dev/Eng Map, Plan & Report Filing & Org	10,000	10,000
10.696	School & Training	2,500	2,500
10.697	Travel	1,140	1,500
New	Cell Phone Expense	360	-
10.698	One Call Concept Expense	1,000	1,200
	TOTAL PUBLIC WORKS ADMIN EXP	<u>\$ 93,998</u>	<u>\$ 92,250</u>
	TOTAL ADMIN AND EXECUTIVE EXP	<u><u>\$ 1,189,874</u></u>	<u><u>\$ 948,343</u></u>

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
PUBLIC SAFETY			
11.111	Salaries	\$ 912,475	\$ 901,300
11.112	Auto Expense	20,000	20,000
11.113	Court Time Reimbursement	19,000	19,000
11.115	Parking Meters	2,500	2,500
11.117	Communications	13,760	17,000
11.118	Law Enforcement Equipment	19,000	19,000
11.119	Safe Haven Grant Pay	7,700	-
11.120	Office Supplies	7,000	7,000
11.121	Uniforms	15,000	15,000
11.122	School, Training	20,000	20,000
11.123	Jail & Office Maintenance	27,000	27,000
11.124	Gas, Oil, Grease	33,000	38,000
11.125	Miscellaneous Expenses	4,000	4,000
New	Cell Phone Expense	3,240	-
11.212	Social Security Expense	71,258	68,950
11.213	Employee Pension Expense	82,123	77,692
11.214	Workmen's Compensation	111,050	109,508
11.215	Unemployment Compensation	1,000	1,000
11.217	Health Insurance	247,550	300,000
11.220	Automobile Insurance	4,000	4,000
11.221	Property Insurance	13,400	12,000
11.222	General Liability Insurance	950	950
11.223	Police Professional Insurance	9,500	8,000
11.260	Fire Department Appropriation	195,083	191,768
Old 10.231	Fire Department Donation - Apparatus	35,000	5,000
11.261	FSU MOU Appropriations	25,000	25,000
11.262	Frostburg Ambulance Financing	25,000	15,000
TOTAL PUBLIC SAFETY EXPENSE		\$ 1,924,589	\$ 1,908,668

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
PUBLIC WORKS - STREET			
12.511	Salaries	\$ 161,725	\$ 142,320
New	Salaries - Certifications	10,000	-
12.512	Social Security Expense	13,137	10,887
12.513	Employee Pension Expense	15,455	12,268
12.514	Workmen's Compensation	6,670	12,810
12.515	Unemployment Compensation	5,000	5,000
12.517	Health Insurance	79,250	85,000
12.520	Automobile Insurance	3,000	3,000
12.521	Property Insurance	6,800	6,200
12.522	General Liability Insurance	600	600
12.531	Paving Project	120,000	100,000
12.532	Maintenance Repairs	70,000	70,000
12.533	Shop Equipment	30,000	30,000
12.534	Equipment Maintenance	80,000	80,000
12.535	Salt & Abrasives	175,000	175,000
12.536	Safety Equipment	7,000	7,000
12.537	Sign Maintenance	9,000	9,000
12.538	Gas, Oil, Grease	20,000	25,000
12.539	Uniform Expense	8,000	8,000
12.540	Telephone Expense	1,200	2,000
New	Cell Phone Expense	1,080	-
12.542	Interest Expense	1,975	-
12.543	Lease Payment	22,815	24,788
12.543	Capital Outlay	-	14,500
12.544	Training (Safety classes)	1,000	1,000
12.545	Office Supplies	600	500
12.547	Loader Rental	12,000	18,000
12.582	Street Lighting	145,000	145,000
	Subtotal	<u>\$ 1,006,307</u>	<u>\$ 987,873</u>
12.548	Braddock Road Improvement Expense	1,950,000	-
	TOTAL PUBLIC WORKS - STREET EXP	<u><u>\$ 2,956,307</u></u>	<u><u>\$ 987,873</u></u>

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
RECREATION			
18.111	Salaries	\$ 139,825	\$ 116,800
New	Salaries - Certifications	5,300	-
18.112	Social Security Expense	11,102	8,935
18.113	Employee Pension Expense	11,930	10,068
18.114	Workmen's Compensation	6,740	10,512
18.115	Unemployment Compensation	4,500	4,500
18.117	Health Insurance	72,700	51,600
18.120	Automobile Insurance	1,000	1,000
18.121	Property Insurance	1,150	1,000
18.122	Community Center Expense	16,500	16,500
18.123	General Liability Insurance	250	250
18.135	Auto, Gas	6,500	6,500
18.137	Uniforms	2,500	2,500
18.138	Programs	6,000	6,000
18.139	Amusement Park Tickets	12,000	10,000
18.141	Swimming Pool Salaries	38,000	38,000
18.142	Social Security Expense	2,910	2,910
18.143	General Liability Insurance	450	450
18.144	Workmen's Compensation	1,835	3,500
18.145	Pool Operating Expense	25,000	25,000
18.146	Property Insurance	630	630
18.150	Workmen's Compensation	660	1,200
18.151	Summer Salaries	13,700	13,700
18.152	Social Security Expense	1,055	1,055
18.153	League Appropriations	4,000	4,000
18.154	Park Maintenance Expense	60,000	60,000
18.155	Equipment Maintenance	3,500	3,500
18.160	Gym Armory Expense	10,000	10,000
New	Trailhead Maintenance (from Hotel/Motel)	3,000	-
New	Beautify the Burg Expense (from Hotel/Motel)	2,000	-
18.195	Cell Phone Expense	1,800	2,280
18.196	School & Training	300	300
18.197	Travel	750	750
	TOTAL RECREATION EXPENSE	\$ 467,587	\$ 413,440
	TOTAL CORPORATE FUND EXPENSE	\$ 6,538,357	\$ 4,258,324
	CORPORATE FUND NET INCOME (LOSS)	\$ -	\$ -

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

WATER FUND

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
01.105	Water Service Revenue	\$ 1,203,350	\$ 1,241,560
01.110	Interest Earned - Water	1,000	1,000
01.150	Sale of Bulk Water	300	-
01.155	Sale of Meters	3,000	6,000
01.156	Tapping Fees	3,000	12,000
01.157	Sundry Sales	15,000	15,000
TOTAL WATER FUND REVENUE		\$ 1,225,650	\$ 1,275,560

WATER FUND EXPENSES

		2016/17 BUDGET	2015/16 BUDGET
ADMINISTRATION			
16.111	Administrative Salaries	\$ 49,625	\$ 54,250
16.112	Social Security Expense	3,796	4,150
16.113	Employee Pension Expense	4,466	4,700
16.114	Workmen's Compensation	990	1,870
16.117	Health Insurance	14,525	15,800
16.120	Corporate Fund Overhead	103,734	127,107
16.155	FMHA Bond	1,000	1,000
TOTAL ADMINISTRATION EXPENSE		\$ 178,136	\$ 208,877

FILTRATION

16.200	Contract Payments	\$ 463,550	\$ 466,713
16.210	Purification Plant Maintenance	3,000	3,000
16.221	Property Insurance	2,850	2,600
16.222	General Liability Insurance	1,100	1,100
16.230	Boiler & Machinery	8,600	8,500
16.310	Pumping System Expense	70,000	82,000
TOTAL FILTRATION EXPENSE		\$ 549,100	\$ 563,913

WATER SUPPLY

16.311	Salaries	\$ 21,300	\$ 19,220
16.312	Social Security Expense	1,629	1,470
16.313	Employee Pension Expense	1,917	1,657
16.314	Workmen's Compensation	1,030	1,680
New	Cell Phone Expense	480	-
16.340	Hydro Facility Expense	1,000	10,000
16.350	Water Supply Expense	40,000	40,000
16.355	Water Supply Utilities Expense	6,000	6,500
TOTAL WATER SUPPLY EXPENSE		\$ 73,356	\$ 80,527

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
	DISTRIBUTION		
16.411	Salaries	\$ 175,150	\$ 164,220
16.311	Salaries - Certifications	1,600	-
16.412	Social Security Expense	13,399	12,563
16.413	Employee Pension Expense	15,764	14,156
16.414	Workmen's Compensation	8,445	14,780
16.417	Health Insurance	42,500	44,000
16.420	Automobile Insurance	3,000	3,000
16.421	Property Insurance	2,700	2,400
16.422	General Liability Insurance	1,000	1,000
16.430	Meters Expense	40,000	50,000
16.431	Distribution Expense	70,000	65,000
16.432	Distribution Pipe Expense	7,500	7,500
16.433	Dist. Building Equipment Maintenance	1,500	1,500
16.441	Safety Equipment	3,000	3,000
16.442	Crest View Pumping Station	7,500	7,500
16.450	Transmission Mains Expense	5,000	-
16.460	Uniforms	5,000	5,200
16.470	Fire Hydrants Expense	6,300	4,200
16.481	Office Supplies	500	500
16.482	Miscellaneous Expense	-	1,500
16.483	Gas, Oil, Grease	8,000	10,000
16.484	Building Utilities Expense	4,260	5,500
16.493	Reserve for Contingencies	-	3,225
NEW	Cell Phone Expense	1,440	-
16.497	Water Training	1,500	1,500
	TOTAL DISTRIBUTION EXPENSE	\$ 425,058	\$ 422,244
	TOTAL WATER FUND EXPENSE	\$ 1,225,650	\$ 1,275,561
	WATER FUND NET INCOME (LOSS)	\$ -	\$ -

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

WATER SURCHARGE FUND

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
	10% reserve		
01.115	Water Tap Surcharge	\$ 866,000	\$ 590,000
	Fund Balance	-	338,074
06.900	Project Reimbursements	-	543,268
	TOTAL SURCHARGE REVENUE	\$ 866,000	\$ 1,471,342
SURCHARGE EXPENSES			
10.591	Debt Redemption	\$ 684,079	\$ 667,735
16.500	Water Source Protection	-	25,000
16.921	Interest Expense	157,787	173,157
16.925	Capital Projects (Supply Dam Relining)	24,134	605,450
	TOTAL SURCHARGE EXPENSE	\$ 866,000	\$ 1,471,342
	SURCHARGE NET INCOME (LOSS)	\$ -	\$ -

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

SEWER FUND

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
SEWER REVENUE			
04.410	Sewer Charges	\$ 1,807,000	\$ 1,421,500
04.415	Interest Earned - Sewer	1,500	2,000
04.420	Sewer Taps	2,000	10,000
06.910	Sundry Sales	2,500	4,000
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	SEWER REVENUES	\$ 1,813,000	\$ 1,437,500
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ACCOUNT NUMBER	SEWER OPERATING EXPENSES	2016/17 BUDGET	2015/16 BUDGET
ADMINISTRATION			
10.111	Administrative Salaries	\$ 49,625	\$ 54,250
10.112	Social Security Expense	3,796	4,150
10.113	Employee Pension Expense	4,466	4,700
10.114	Workmen's Compensation	990	1,870
10.117	Health Insurance	14,525	15,800
	TOTAL SEWER ADMIN EXPENSE	\$ 73,402	\$ 80,770
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ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
SEWER OPERATING EXPENSES			
12.111	Salaries	\$ 146,100	\$ 150,000
12.112	Social Security Expense	11,177	11,475
12.113	Employee Pension Expense	13,149	12,930
12.114	Workmen's Compensation	7,050	13,400
12.117	Health Insurance	44,525	54,400
12.120	Automobile Insurance	1,100	600
12.121	Property Insurance	1,200	1,050
12.122	General Liability Insurance	850	800
12.222	Uniforms	3,000	3,000
12.223	Gas, Oil, Grease	10,000	10,000
12.231	Safety Equipment	1,000	1,000
12.232	Training	1,000	1,000
12.442	Sewer Operating Expense	60,000	60,000
12.444	Sewer Pumping Expense	2,000	2,000
12.445	Sewer Sanitary Commission	1,494,646	1,017,309
12.446	Pumping Station Maintenance	3,500	3,450
12.447	Sanitary Commission Adjustment	-	20,550
12.448	Corporate Fund Overhead	154,208	155,551
New	Cell Phone Expense	360	-
12.449	Reserve for Contingencies	709	709
	TOTAL SEWER OPERATING EXPENSE	\$ 1,955,574	\$ 1,519,224
		<hr/>	<hr/>
	TOTAL SEWER EXPENSES	\$ 2,028,976	\$ 1,599,994
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	SEWER NET INCOME (LOSS)	\$ (215,976)	\$ (162,494)
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CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
CSO REVENUE			
04.413	CSO Surcharge Revenue	\$ 420,000	\$ 420,000
06.920	Project Reimbursements (VIII-A)	873,433	1,473,500
TOTAL CSO REVENUE		<u>\$ 1,293,433</u>	<u>\$ 1,893,500</u>
CSO EXPENSE			
12.391	Sewer Debt Redemption	\$ 42,051	\$ 38,700
12.392	Sewer Interest Expense	4,923	8,306
12.443	Sewer Capital Outlay (VIII-A)	930,763	1,684,000
12.443	Sewer Capital Outlay (VIII-B)	99,720	-
TOTAL CSO EXPENSE		<u>\$ 1,077,457</u>	<u>\$ 1,731,006</u>
CSO NET INCOME (LOSS)		<u>\$ 215,976</u>	<u>\$ 162,494</u>
SEWER FUND NET INCOME (LOSS)		<u>\$ -</u>	<u>\$ -</u>

CITY OF FROSTBURG
OPERATING BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017

GARBAGE FUND

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
04.430	Trash & Garbage Charges	\$ 350,000	\$ 382,500
04.440	Interest Earned - Trash	-	1,000
GARBAGE FUND REVENUE		\$ 350,000	\$ 383,500

GARBAGE FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT	2016/17 BUDGET	2015/16 BUDGET
GARBAGE ADMINISTRATION			
10.111	Administrative Salaries	\$ 49,625	\$ 54,250
10.112	Social Security Expense	3,796	4,150
10.113	Employee Pension Expense	4,466	4,700
10.114	Workmen's Compensation	990	1,870
10.117	Health Insurance	14,525	15,800
TOTAL GARBAGE ADMIN EXPENSE		<u>\$ 73,402</u>	<u>\$ 80,770</u>

GARBAGE OPERATING

12.411	Salaries	\$ 60,850	\$ 73,430
12.412	Social Security Expense	4,655	5,620
12.413	Employee Pension Expense	5,477	6,330
12.414	Workmen's Compensation	4,060	6,490
12.417	Health Insurance	22,350	29,100
12.420	Automobile Insurance	800	800
12.421	Property Insurance	2,200	2,000
12.422	General Liability Insurance	250	220
12.432	Sanitation Operating Expense	10,000	10,000
12.433	Landfill Charges	90,000	90,000
12.434	Ash Dumpster Expense	4,500	4,500
12.435	Bulk Pickup Expense	5,500	5,500
12.448	Corporate Fund Overhead	17,301	17,910
12.449	Reserve for Contingencies	1,155	3,330
12.447	Reserve for Future Debt Service	25,000	25,000
12.450	Safety Equipment	500	500
12.451	Office Supplies	500	500
12.452	Uniforms	3,500	3,500
12.453	Gas, Oil, Grease	18,000	18,000
TOTAL GARBAGE OPERATING EXP		<u>\$ 276,598</u>	<u>\$ 302,730</u>
TOTAL GARBAGE FUND EXPENSE		\$ 350,000	\$ 383,500
GARBAGE FUND NET INCOME (LOSS)		<u>\$ -</u>	<u>\$ -</u>

JULY 1, 2016

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

REAL PROPERTY TAXES: \$.6400 per \$100 of Assessed Value

Trailer/mobile home tax - \$60.00 per lot on each occupied mobile home lot billed to land owner
Certification of amounts due and memo bills - \$5.00 each tax or utility account per request or \$100.00 for entire tax file

PERSONAL PROPERTY TAXES: \$1.41625 per \$100 of Assessed Value

Interest rate on taxes is 1½% per month beginning October 1 retro-active to July 1

WATER RATES

WATER USAGE	IN-CITY
0 – 50,000 gallons/quarter.....	\$3.98/1,000 gallons
50,001 gallons/quarter and over	\$10.13/1,000 gallons
	ALLEGANY COUNTY
All usage.....	\$2.68/1,000 gallons
	OUTSIDE CITY
0 – 50,000 gallons/quarter.....	\$5.98/1,000 gallons
50,001 gallons/quarter and over	\$15.19/1,000 gallons

SEWAGE RATES

SEWAGE USAGE	IN-CITY
0-50,000 gallons/quarter	\$9.50/1,000 gallons of water
50,001gallons/quarter and over	\$14.00/1,000 gallons of water

Highlighted rates are subject to change

WATER SURCHARGE

Monthly surcharge per unit or equivalent	
In-City Frostburg customers.....	\$11.80
Out of City customers	\$10.75
County customers except Eckhart	\$7.75
County customer Eckhart.....	\$1.65

CSO (Combined Sewer Overflow) SURCHARGE

Monthly surcharge per unit or equivalent	\$7.00
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GARBAGE RATES

Residential Customers.....	\$35.00 per quarter
Apartment buildings.....	\$35.00 per quarter per unit
Recycling credit	\$9.00 per quarter per unit

A charge of \$50.00 will be assessed to the property owner for each load over the first pick-up truck load during bulk pick-up.

NOTIFICATION OF WATER SHUT OFF

10% of total amount due or \$20.00, whichever is greater.	
Water reconnection fee.....	\$20.00

SUPPLEMENTAL WATER METER READINGS

\$10.00

BAD CHECK CHARGES

\$30.00 First Offense

\$50.00 Second and continuing offense

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

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</u> structure for sprinkler system)
3/4"	\$1,500.00		-	\$1,000.00	n/a	\$600.00
1"	\$1,800.00		-	\$1,200.00	n/a	\$800.00
1 1/2"	\$3,000.00		-	\$2,000.00	n/a	\$1,500.00
2"	\$4,500.00		-	\$2,500.00	\$2,500.00	\$2,500.00
4"	\$6,000.00		-	n/a	\$3,000.00	\$3,000.00
6"	\$9,000.00		-	n/a	\$4,500.00	\$4,500.00
8"	\$12,000.00		-	n/a	\$6,000.00	\$6,000.00

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)	\$2,000.00		\$ -	\$1,500.00	\$500.00
Two-family & Multi-family *	\$2,500.00		\$ -	\$2,000.00	\$500.00
Commercial *	\$3,000.00		\$ -	\$2,500.00	\$500.00

* Fee may be higher if actual costs incurred are greater

WATER METER FEES complete with 1 check valve and 1 coupling

Meter size	Meter + Registry	Additional Coupling	Additional Check Valve
Water meter bottom	\$25.00	-	-
≤ 3/4"	\$450.00	\$25.00	\$85.00
1"	\$900.00	\$30.00	\$150.00
1 1/2"	\$1,000.00	\$85.00	\$250.00
2"	\$1,200.00	\$110.00	\$325.00

Meters larger than 2" shall be priced by City Engineer

Water meter registry only	\$225.00
Water meter excluding registry	"Meter + Registry" fee above less \$225.00

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 \$0.00 for each additional unit over 1.....\$0.00 each (water)

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

LAND USE AND BUILDING PERMIT FEES

*Call City Hall for number of inspections required; they vary by project.
Inspection fee based on use type.*

Residential Permit Fees

Single Family	\$75.00
Twin Dwelling/ Two-Family	\$100.00
Renovation (Structural Changes).....	\$25.00

Residential Inspection Fees

Inspections	\$40.00 per inspection
Plan Review (non-refundable)	\$80.00
Residential Sprinkler Plan Review (non-refundable)	\$40.00
Additional Plan Review (corrections and modifications)	\$40.00/hour

Commercial and Multi-Family Housing Permit Fees

Multi-Family Housing	\$40.00 per unit
Commercial	\$100.00 + \$.05/sf
Renovation (Structural Changes).....	\$25.00

Commercial and Multi-Family Inspection Fees

Inspections	\$50.00 per inspection
Plan Review (non-refundable)	\$100.00
Additional Plan Review for corrections and modifications or for complex/ large-scale projects – estimate will be provided	\$50.00/hour

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

<300 square feet	\$10.00
300-899 square feet	\$40.00
>900 square feet	\$75.00
Fences/Swimming Pools	\$25.00
Retaining walls >30" in height.....	\$25.00

Residential and Light Commercial Photovoltaic Inspection

Price per 3500 watts	\$50.00
Inverter	\$50.00
Service tie-in 200A or less	\$50.00
Each additional 200A	\$50.00
Battery < 12 cells	\$50.00
Each additional 12 cells	\$50.00
Plan Review	\$40.00
Site visit in Lieu of Engineer for Structural Assessment	\$50.00

JULY 1, 2016

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

Energy/Telecom Structure (per new structure)..... \$50.00
Plan review, inspections, and/or grading permit may be required depending on project

Demolition Permit & Inspection Fees

Demolition \$25.00
Demolition of Structure damaged by fire or other natural disaster, or listed
on Code Enforcement Blighted Property List \$0.00
Inspections (typically 2)\$50.00 per inspection

Emergency or re-inspections if work not ready for inspection..... \$50.00

Grading

If 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..... \$25.00
Minor/Standard Plan..... \$25.00
Major Plan\$100.00
Street Entrance..... \$25.00
Stormwater Facility\$100.00

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..... \$0.00
Less than 25 square feet \$30.00
25 to 60 square feet..... \$45.00
61 to 180 square feet \$75.00
Greater than 180 square feet.....\$150.00
Electronic Messaging Centers (EMCs) permit fee based on size + \$100.00

Other Permit Fees

Zoning Certification..... \$0.00
Home Occupation Permit..... \$25.00
Solicitor..... \$25.00
Residential Occupancy Permit \$0.00
Commercial Use and Occupancy Permit \$25.00

Subdivision Review

Consultation Meeting \$0.00
Formal Application (water/sewer/public road available at site) \$200.00
Formal Application (review of off-site infrastructure extension included) \$400.00

Board of Zoning Appeals

Special Exception\$250.00
Variance\$250.00
Administrative Error\$150.00

Re-Zoning Request

Zoning Map Error or Map Change\$100.00

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

MISCELLANEOUS PERMIT FEES

Special Event	TBD per Article VI, Section 4 of the City Code
Photographer.....	\$25.00
Transfer of Permit.....	\$1.00
Burning Permit.....	\$0.00
Chicken License.....	\$30.00

POLICE DEPARTMENT

Parking Violations

Meter.....	\$15.00
Handicap Only	\$100.00
Fire Hydrant Violations.....	\$100.00
All Others.....	\$30.00

Second offense or continuing violations may be doubled

Late Fee: After violation is 30 days old, and unpaid, the fine will be doubled

Towing of vehicles with accumulation of parking violations

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

Parking Permits

Fee will be \$20.00 per month or \$200.00 for an annual permit purchased in advance

Copies	\$10.00
Fingerprints	\$10.00

RENTAL HOUSING REGISTRATION & INSPECTION

Initial Rental Registration

Registration per unit, prior to occupancy.....	\$40.00
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Rental Registration Renewal

Annual Registration per unit, by February 1.....	\$40.00
Annual Registration per unit, by March 1.....	\$50.00
Annual Registration per unit, by April 1.....	\$100.00
Annual Registration per unit, after April 1.....	\$40.00 + \$250 citation

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

Rental Housing Annual Registration Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector.

Re-inspection Fee (if required); to be paid to the Rental Housing Inspector.....	\$25.00
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1 ½ % per month penalty on unpaid balance

Re-billing administrative fee	\$10.00 for each late notice
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**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

SQUARE UP FEES

Card presented at City Hall..... 3%
By phone or information entered manually.. 4%

DOCUMENTS

City Charter \$ 4.00
City Code..... \$10.00
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
Tax file..... \$100.00
Audit reports \$5.00
Transcripts..... \$100.00 per side paid in advance

RECREATION FEES

City Resident

Non-City Resident

Community Center	\$300.00 \$ 40.00/hour	\$350.00 \$ 50.00/hour	(\$150.00 Cleaning Deposit)
City Place			
Hall	\$300.00 \$ 40.00/hour	\$350.00 \$ 50.00/hour	(\$150.00 Cleaning Deposit)
Meeting Room	\$150.00 \$ 25.00/hour	\$175.00 \$ 35.00/hour	
Pavilion Rentals	\$ 40.00	\$ 55.00	
Armory Gym Rental	\$ 35.00/hour/month \$ 15.00/hour	\$ 50.00/hour/month \$ 20.00/hour	
Armory Special Event	\$ 40.00/hour	\$ 50.00/hour	(\$100.00 Cleaning Deposit)
Special Event Fee (all buildings) (events ending after 11:00 p.m.)	\$50.00/hour		
Field Rental	\$ 75.00/day \$ 25.00/hour	\$ 90.00/day \$ 35.00/hour	
Rec Facility Key Deposit	\$40.00/key	\$40.00/key	
Daily Pool Admissions	\$5.50 – Adults	\$4.50 – Children	
Group Rate (15 or more ages 5 & up) -	\$1.00 off each admission		

JULY 1, 2016

CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES

RECREATION FEES – cont'd

Pool Passes		City Resident	Non-City Resident
Individual Season Pass	1 st Pass	\$55.00	\$65.00
	2 nd Pass	\$50.00	\$60.00
	3 rd Pass	\$45.00	\$55.00
	4 th Pass	\$40.00	\$50.00
	5 th Pass	\$35.00	\$45.00
	6 th Pass	\$30.00	\$40.00
	7 th Pass	\$25.00	\$35.00

Individual Season Passes can only be purchased in increments of 7 or less.

15 Swim Punch Pass:	1 for \$55.00	15 admissions ~	\$3.67/admission
	2 for \$95.00	30 admissions =	\$3.17/admission
	3 for \$130.00	45 admissions ~	\$2.89/admission
	4 for \$155.00	60 admissions =	\$2.58/admission

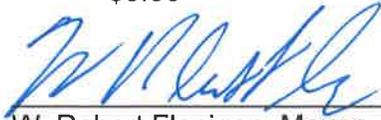
*If purchasing 4 or more, each additional 15 swim punch pass is \$25.00 if purchased on the same day. **Good for individual or group entry! Up to 15 admissions per pass.**

League Participation Fee

\$0.00

\$5.00

ATTEST: 
John R. Kirby, Jr., City Administrator


W. Robert Flanigan, Mayor



City of Frostburg
Hotel Motel Tax Revenue Requests – As Amended 3.31.16

Projected Revenue for FY 2016/17 **\$140,000**

<u>Organization or Event</u>	<u>Requested</u>	<u>Council Approved</u>
FSU Culture Events Series	\$ 2,000	\$ 2,000
Miners Statue	\$ 1,000	\$ 1,000
Mountain Maryland Trails	\$ 10,000	\$ 5,000
Allegheny Arts Council	\$ 500	\$ 500
Frostburg Elks/Derby Day	\$ 2,000	\$ 2,000
Bobby Preston Memorial Fund	\$ 2,000	\$ 2,000
FrostburgFirst – Operations	\$ 40,000	\$ 40,000
FrostburgFirst – Trolley	\$ 5,000	\$ 5,000
FrostburgFirst – A&E District	\$ 2,500	\$ 2,500
Frostburg House and Garden Club	\$ 1,500	\$ 1,500
Frostburg Dog Park (NEW)	\$ 3,000	\$ 1,500
Center for Literary Arts	\$ 1,900	\$ 1,900
WFWM – Annual Grand Mid-Atlantic Fiddle, Banjo and Mandolin Championship (NEW)	\$ 2,000	\$ 1,000
Frostburg Museum	\$ 10,000	\$ 10,000
Children’s Literature Centre – Storybook Holiday	\$ 2,000	\$ 2,000
Camp Hope	\$ 2,077.40	\$ 1,300
Holiday Lamp Post Committee	\$ 1,500	\$ 1,500
Tree Lighting and Candle Light Tour (NEW)	\$ 1,000	\$ 1,000
Miss Frostburg/Miss Mountain City Program (NEW)	\$ 500	\$ 500
Appalachian Festival	\$ 1,000	\$ 1,000
Western Maryland Scenic Railroad (NEW)	\$ 5,000	\$ 2,500
Classy Chassis Car Club – Cruising Main Street	\$ 1,500	\$ 1,500
Arion Band (Per City Charter)	\$ 500	\$ 500
<u>City Staff Requests</u>		
Trail Head Maintenance	\$ 3,000	\$ 3,000
Beautify the Burg Day	\$ 2,000	\$ 2,000
Public Art Projects	\$ 2,000	\$ 2,000
<u>Economic Development Program</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
Total:	\$115,477.40	\$104,700

Remaining Balance Dedicated To:

➤ **Parks and Recreation** **\$ 35,300**