CITY OF CHARLES TOWN
FINANCE COMMITTEE
AGENDA • APRIL 3, 2024

Finance Committee **COUNCIL CHAMBERS** **10:00 AM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. UNFINISHED BUSINESS

: **2024-373:** Hoxton Residual Fund

3. NEW BUSINESS

: **2024-323:** B&O Tax Penalty Waiver Request
B&O Tax Penalty Waiver Request.docx
B&O Request letter.docx
B&O Dispute cases.pdf
BUSINESS-LICENSE-APPLICATION-PACKET-FY-2024.pdf

: **2024-374:** Charles Town Police Department Computer Request

: **2024-375:** Possible Contract Assistance in Finance Department

: **2024-376:** Capital Plan Discussion

4. FINANCE DIRECTOR REPORT

: **2024-377:** FY2025 Budget Update

5. CHAIRMAN'S REPORT

: **2024-378:** Annex Building Obsolete Controller

6. ADJOURNMENT

7. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-373: Hoxton Residual Fund

ATTACHMENTS:

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-323: B&O Tax Penalty Waiver Request

ATTACHMENTS:

- B&O Tax Penalty Waiver Request.docx
- B&O Request letter.docx
- B&O Dispute cases.pdf
- BUSINESS-LICENSE-APPLICATION-PACKET-FY-2024.pdf

From: David Elliott <bluemf2015@gmail.com>
Sent: Friday, March 15, 2024 1:24 PM
To: Krista Davis <KDavis@charlestownwv.us>
Subject: Request for penalty waiver

Hi, Ms. Davis,

Thank you for taking the time yesterday to explain the rules of the Business & Occupation Tax delinquent payment system. I understand now how the penalties are levied, and how my particular liability would be calculated.

I concede, of course, that I am delinquent in payment because of my own misunderstanding and failure to follow the rules. With gross sales at the Charles Town Farmers Market of $1,373.25 from Jan. 1 through June 30 of 2023, I should have paid $68.66 in taxes; for gross sales at the market of $5,118.95 from July 1 through Dec. 31, I should have paid $255.95.

The taxes and penalties are my responsibility and I will pay them promptly and without protest.

I would like, however, to request a waiver of the $50/month portion of the penalty. That added penalty would significantly reduce the value of my gross sales totals, and reduce even more the net amount I would receive after production expenses are deducted. Farmers' profit margins are almost always modest and frequently very small. We are at the mercy of the weather, so sometimes there is no profit at all.

My failure to pay the taxes was not intentional. It was the result of incorrect information I was given by other farmer vendors who said the City of Charles Town expected us to pay for business licenses, but that business and occupation taxes were not levied on the market itself or on the vendors who produced vegetables and fruit.

I know ignorance of the law is no excuse, but my ignorance was not willful and I apologize for the fact that I didn't seek better advice.

Your consideration of my request for a waiver would be greatly appreciated.

David Elliott, owner/operator
Blue Mountain Farm
Hedgesville, WV

Beware - This email comes from outside the City of Charles Town.

From: adel youssef <ay110576@gmail.com>
Sent: Thursday, March 7, 2024 11:33:13 AM
To: Krista Davis <KDavis@charlestownwv.us>
Subject: Request for Tax Penalty Forgiveness-Acct 8007

Dear Krista,

I hope this email finds you well. I am writing to request forgiveness for a tax penalty of $350 incurred during the tax period from January 01, 2023, to June 30, 2023. and $100 for July 01,2023-December 31,2023.

Business Name: CHARLES TOWN PHARMACY

Account Number: 8007

I recently learned that the penalty was imposed after receiving a letter on 02/15 regarding city taxes for new businesses in Charles Town. As a new business, I was unaware of the tax obligations in Charles Town, and I kindly request your understanding and consideration in waiving this penalty.

Given the circumstances, I would be sincerely grateful if you could grant forgiveness for the aforementioned penalty. Your favorable consideration in this matter would be greatly appreciated.

Please let me know if any additional information is required from my end to facilitate this request. Thank you for your time and attention to this matter.

Warm regards,

Evon Youssef

Account # 8007

CHARLES TOWN PHARMACY

231 N SAMUEL ST, CHARLES TOWN, WV 25414

Beware - This email comes from outside the City of Charles Town.

Briana Ballou

From: Rob Warren <warrenr@stoneridgeoutdoor.com>
Sent: Friday, February 23, 2024 4:44 PM
To: Finance
Subject: Account 8059 - Stoneridge Outdoor Living

Good afternoon,

I just spoke with someone in the business license department and they gave me this email in order to dispute the late fees for our business account. I just received on February 12th this notice of delinquency and I went online to pay our license fee and it says we owe $350 in penalties for the 1/1/23-6/30/23 period. This was the first and only notice that we received. There is also a $50 penalty for the 7/1/23-12/32/23 for which we never received notice either. We have not had gross receipts in the Town of Charlestown since 2022 so this difficult to fathom paying $400 for not doing any business in your town. Please let me know how we can rectify this as any assistance would be greatly appreciated.

Thanks and have a good weekend.

Rob

Rob Warren
Permit Coordinator
540-900-0976
www.stoneridgeoutdoor.com
240 Airport Rd #2
Winchester, VA 22602

STONERIDGE
OUTDOOR LIVING

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning. Beware - This email comes from outside the City of Charles Town.

Briana Ballou

From: Nick Channing <nick@cornerstonelawnservices.com>
Sent: Monday, February 26, 2024 2:49 PM
To: Finance
Cc: Justin Francis; Sherri Francis; Tara Cornerstone Executive Assistant Largent
Subject: Request for Leniency on Penalty for Late Tax Payment by Cornerstone Lawn Services LLC

Finance Department, Charles Town WV

I hope this letter finds you in good health and high spirits. I am writing to you on behalf of Cornerstone Lawn Services LLC, a longstanding and reputable business entity within the Charles Town community. As a loyal and responsible taxpayer for the past 13 years, Cornerstone has consistently fulfilled its civic duties by promptly paying taxes and adhering to all regulatory requirements set forth by the City of Charles Town.

However, I regret to inform you that due to unforeseen circumstances, Cornerstone Lawn Services LLC encountered a delay in submitting our tax payment for the current fiscal period. While this delay was unintentional, we acknowledge our responsibility for the oversight and sincerely apologize for any inconvenience caused to the city administration.

It is with a genuine sense of accountability and commitment to maintaining our impeccable record of compliance that we request the City of Charles Town to consider granting Cornerstone Lawn Services LLC leniency by waiving or reducing the 25% penalty imposed for the late payment of taxes. We assure you that this incident is an anomaly and does not reflect our usual diligence in meeting our financial obligations to the city.

Throughout our 13 years of operation in Charles Town, Cornerstone has strived to contribute positively to the local economy, foster community engagement, and uphold the values of integrity and accountability. We firmly believe that a gesture of leniency from the city administration would not only mitigate the financial burden imposed on our business but also reaffirm the mutually beneficial partnership between Cornerstone Lawn Services LLC and the City of Charles Town.

In closing, I would like to express our sincere gratitude for considering our request for leniency. We remain committed to upholding the highest standards of civic responsibility and look forward to continuing our fruitful collaboration with the City of Charles Town for many years to come. Below is a copy of the tax receipt and tax account number.

Thank you for your attention to this matter. Should you require any further information or clarification, please do not hesitate to contact me

7

Beware - This email comes from outside the City of Charles Town.

8

Briana Ballou

From: Linda@JohnsonHydroseeding.com
Sent: Wednesday, February 28, 2024 1:58 PM
To: Finance
Cc: Virginie Bauer; 'Tami Howard'
Subject: RE: City of Charles Town B&O Tax Return- ACT 8209

Dear Ms Davis, I am hoping you can help me with our delinquent tax return. We set up our account this past summer and this is our first return to Charles Town. We were informed by Ms Bauer that an email was sent the beginning of December. Tami has searched her email and didn't find one. Is it possible to double check date and time of email and who sent to? Therefore the delinquent notice was our first notice. We also have a new address, which I updated on return. I filled out the return and paid immediately upon receipt. This not normal protocol for us. If there is any way you can remove or reduce the Penalty and interest, would be greatly appreciated.

Sincerely,
PLEASE NOTE OUR NEW ADDRESS: **8850 BROWN CHURCH RD., MT AIRY, MD 21771**

Linda A. Rice
Johnson Hydro Seeding
Treasurer

JOHNSON HYDRO SEEDING
Providing Excellent Service Since 1967!

From: Virginie Bauer <vbauer@charlestownwv.us>
Sent: Monday, February 26, 2024 11:58 AM
To: TAMI@JOHNSONHYDROSEEDING.COM
Subject: City of Charles Town B&O Tax Return- ACT 8209

Good morning,

We have received your B&O Tax Return for 07/01/2023 to 12/31/2023 and your check #11065 for $3286.72

As you filed past the due date (01/31/2024), you now incur penalties and interests, and owe a total of $4199.49. Please see attached form for details.

At this point, we would need you to sign and date the attached B&O showing all charges due and mail it back to us along with a payment of **$912.77**

Your cooperation is greatly appreciated,

Briana Ballou

From: Scott Geary <fnflatbreads@yahoo.com>
Sent: Thursday, February 29, 2024 11:58 AM
To: Finance
Subject: Taxes

Good morning,

I received a delinquency notice via postal mail for taxes to the city. We were asked by the owners of Taste of Greece Food Truck to set up our food truck at an event they hosted. It was last minute and they needed help so we agreed. We paid the mobile vendor fee and city business license fee. I asked if the city sent quarterly tax bills like Martinsburg. The clerk asked me if I would rather have postal mail or email delivery and I chose email. I visited the office today and was told I had to pay a $50 late fee. I informed the clerk that I never received anything and she said that I had been emailed. I could not find the email in my regular or spam folder. I asked for the date and time stamped email for my records and she informed me that an email never was sent. I want to pay the tax amount but I do not believe it's fair to charge me a late fee when the city failed to follow its own guidance. The business page on the website says "Staff will mail or email (depending on the business's selected preference) the semi-annual tax return from up to 30 days before the tax period ends." Please let me know if I can pay the tax amount I owe with out a late fee.

Thank you,
Scott Geary

Sent from my iPhone
Beware - This email comes from outside the City of Charles Town.

Briana Ballou

From: Christy Cheeks <mtac.cheeks@gmail.com>
Sent: Thursday, February 29, 2024 12:24 PM
To: Finance
Subject: B&O Tax penalty

To Whom it may concern;

I sent my quarterly filings in over the past two years and apparently missed one. We have had no work in Charles Town and each filing has been submitted with $0 owed. The one I missed I was told I have a $50 penalty fee and have to resubmit. I believe that is a really high penalty considering I have filed all the other quarters timely and they have all been $0. Can you please take a look at this and see if this fee could be removed? Times are tough enough to keep our costs down and function as a small business. See orginal email below.

HM Heather Minnick <hminnick@charlestownwv.us>
To: You
Wed 2/28/2024 11:06 AM

Good Morning,
We received your B&O taxes in the mail and there is a fee of $50.00 that is due, even though you had no activity this calendar year. You will need to fill out a new form and submit the fee as well.

Please reach out if you have any questions.

Heather Minnick
Account Clerk
City of Charles Town
101 E. Washington Street, Charles Town, WV 25414
Direct: 304-724-3258
Email: hminnick@charlestownwv.us

Thank you,
Christy

MORE THAN A CARPENTER, INC.®
301-432-0830

Beware - This email comes from outside the City of Charles Town.

MARYLAND FORM **549**

COMPTROLLER OF MARYLAND ONLINE ACCESS FOR TAX COMPLIANCE CHECKS

PART I - Agency Information

Agency Name

Division Name | Appointing Authority Name | Appointing Authority Telephone Number

Address (number and street) | Ste. number

City | State | ZIP code + 4

PART II - Representatives

Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address
Representative Name	Email Address

Acts Authorized The listed Agency Representatives are authorized to perform tax compliance checks for employees, licensees, contractors, and other individuals and entities required by law to be in compliance with Maryland tax law as a condition of employment, licensure, or contract.

Signature As the Appointing Authority, I authorize and hereby confirm that the individual(s) named on this form and any attachment(s) is/are authorized to perform tax checks on behalf of the Agency. Personal devices may not be used to perform tax checks. Tax checks may only be conducted in the course of a government user's job duties and as authorized and required by law. **The data accessed through Maryland Tax Connect is confidential and protected under State and federal law. Unauthorized access or disclosure of data may result in civil and/or criminal penalties under: Annotated Code of Maryland, Tax-General Article, § 13-1018; Title 18, US Code, § 1030; Title 26, US Code, §§ 7213, 7213A, 7431.**

Appointing Authority - Print Name | Title

Signature | Date

If you need assistance, e-mail us at: MTCGovAccess@Marylandtaxes.gov
or contact Taxpayer Services Monday-Friday, 8:30am – 4:30pm EDT at 1-800-638-2937 or 410-260-7980.

INSTRUCTIONS

General Information

To protect the confidentiality of tax records, Maryland law generally prohibits the Comptroller of Maryland from disclosing information contained in tax returns or other documents filed with the Comptroller to persons other than the Taxpayer or the Taxpayer's representative. Maryland law requires a State agency to verify that certain individuals, businesses, and contractors are in compliance with Maryland law before the individual, business, or contractor engages in business in the State, and that certain licensees or applicants for a license are in compliance with Maryland law before a license is approved or renewed.

An agency uses this form to appoint one or more individuals to perform tax compliance checks through the Comptroller of Maryland's online portal, Maryland Tax Connect.

For Agency Appointing Authority

Complete all sections of the form. A New Access Form will be required annually, and the Appointing Authority also has a responsibility to notify the Comptroller of Maryland within five (5) business days if an Authorized Representative has left State employment or is no longer authorized to perform tax compliance checks as part of their job duties. Send notification of access changes to MTCGovAccess@Marylandtaxes.gov.

For Authorized Representative(s)

Tax checks are performed through the Comptroller of Maryland's online portal, Maryland Tax Connect. To perform a tax check, you must be registered on Maryland Tax Connect as a Government User.

To register as a Government User: On the Maryland Tax Connect homepage mdtaxconnect.gov select "Register as a Government User," and follow the prompts. When entering your personal data, be sure to list the email address that appears on this form. Successful registrations will generate a confirmation number. Print or retain the confirmation number for future reference.

Briana Ballou

From: Carly Smith <mannawv@gmail.com>
Sent: Wednesday, March 6, 2024 1:51 PM
To: Finance
Subject: B&O TAX Delinquency

Good afternoon,
I received a B&O tax return form in the mail mid February. I saved the envelope so that I can show proof of the postmark date. I did not receive a tax return form via email or any electronic version. As a new business owner I did not know that I needed to log in the city's website and pay it online at a certain time of the year. I only do business in Charles Town a month or two out of every year. I contacted the business office and was referred to this email to dispute the $100 charge. This fine in addition to many other state fees they come along as a small business owner in WV will ruin my small business. I kindly ask that the charge be taken off of my account so that I may pay it for what it should be. Thank you in advance for your consideration.

Sincerely,
Carly Smith
304-671-5558

Beware - This email comes from outside the City of Charles Town.

Procedures for obtaining a City of Charles Town Business License

All Business Licenses renew annually beginning July 1st expiring June 30th

1) Obtain a City of Charles Town Business License Application. The application can be downloaded from the City's website www.charlestownwv.us, picked up in person or received via email or fax by calling 304-724-3247.

2) You must present a copy of your **West Virginia Business Registration Certificate** with the application. The Business Registration Certificate can be obtained by contacting the West Virginia Department of Tax & Revenue 1-800-982-8297 or by visiting the website www.business4wv.com; for more general information on the West Virginia Business Registration Certificate, please visit https://tax.wv.gov/Business/BusinessRegistration/Pages/BusinessRegistration.aspx.

3) If you are a contractor, you must present a copy of your **West Virginia State Contractors License** with the application. This can be obtained by contacting the West Virginia State Contractors Licensing Board at 304-558-7890 ext. 10473 or by visiting the website https://labor.wv.gov. *If you do not present a copy of your state license, you will be considered a handyman and restricted to doing work totaling $2,500.00 or less per job.*

4) If your business involves selling food, you must present a copy of your **Jefferson County Health Department Inspection Report and Health permit** with the application. This can be obtained by contacting the Jefferson County Health Department at 304-728-8416 or visiting the website www.jchealthdept.org.

5) If your business involves selling alcohol, you must present a copy of your **West Virginia State ABCA License** with your application. This can be obtained by contacting the West Virginia State Alcohol Beverage Control Administration at 304-356-5500 or toll free 1-800-642-8208. Or you can visit the website www.abca.wv.gov.

6) If your business involves child care services (Daycare), you must present a copy of your West Virginia Department of Health & Human Resources permit. This can be obtained by contacting the West Virginia Department of Health and Human Resources at 304-724-2600 or visiting the website http://www.dhhr.wv.gov.

7) Present the application in person with all supporting documentation and payment to City of Charles Town located at 101 E. Washington Street, Charles Town, WV or mail to P.O. Box 14 Charles Town, WV 25414. If this application is for a new business located in Charles Town, you must also file a **ZONING USE PERMIT APPLICATION** with the Planning & Zoning Department. The Business License will not be issued until the Zoning Certificate is issued and provided to the Licensing Department.

8) Any business that obtains a City of Charles Town license, is subject to pay Business & Occupation taxes unless Non-profit or Tax exempt (See City Codified Ordinance).

BUSINESS LICENSE APPLICATION

CITY OF CHARLES TOWN
101 E. WASHINGTON STREET, P.O. BOX 14
CHARLES TOWN, WV 25414

Application is hereby made, by the undersigned, for a Business License under the provision of the Charles Town License Fee Ordinance for the fiscal year **2023-2024**

THIS LICENSE APPLICATION CANNOT BE USED BY ACTIVE BUSINESSES SEEKING A LICENSE RENEWAL.

NAME OF BUSINESS:	
Is this a new business within the city? Yes ☐ No ☐	
If yes, please provide date business started:	_____/_____/_____

If yes, and the physical location of the business is within the limits of the City of Charles Town, our Planning & Zoning Department must approve the Zoning Use Permit before the Business License is issued.

BUSINESS STREET ADDRESS:	
BUSINESS MAILING ADDRESS: (IF DIFFERENT THAN STREET ADDRESS)	
PLEASE NOTE THAT ALL MAILINGS WILL BE SENT TO THIS ADDRESS	
BUSINESS PHONE NUMBER:	
FEDERAL TAX ID:	
EMAIL ADDRESS:	
OWNERS OR OFFICER:	
MAILING ADDRESS:	
PHONE NUMBER:	
FEDERAL TAX ID:	

(A copy of your WV Dept of Health & Human Resources permit MUST accompany this application.)

WV STATE BUSINESS REGISTRATION NUMBER: ☐

(A copy of your WV State Business Registration Certificate MUST accompany this application.)

CONTRACTORS ONLY: WV STATE CONTRACTORS LICENSE NUMBER: ☐

(A signed copy of your WV State Contractors License MUST accompany this application.)

HEALTH PERMIT NUMBER (For Food Service Only): ☐

(A copy of your Health Inspection Report and Health Permit MUST accompany this application.)

WV STATE ABCA LICENSE NUMBER (For Alcohol Sales Only): ☐

(A copy of your WV State ABCA License MUST accompany this application.)

City of Charles Town Business License Fees

BUSINESS OR SERVICE (GENERAL)	$15.00	INSURANCE BROKER	$10.00
LAUNDRY OR CAR WASH	$30.00	INSURER	$50.00
REAL ESTATE AGENT	$10.00	PET SITTING	$5.00
PAWNBROKER	$100.00	PET GROOMING	$5.00
REAL ESTATE BROKER	$25.00	VETERINARIAN	$5.00
RESTAURANT	$10.00	CHIROPRACTOR	$25.00
HOTEL/MOTEL/B&B/BOARDING	$10.00	PHYSICIAN	$25.00
VENDING MACHINES - EACH	$12.50	THERAPIST	$5.00
POOL TABLE	$25.00	DENTIST	$20.00
CONTRACTOR	$15.00	MASSAGE THERAPIST	$5.00
SURVEYOR	$20.00	MEDICAL CORPORATION	$50.00
HANDYMAN LESS THAN $2500 PER JOB	$15.00	NURSING HOME	$500.00
ARCHITECT/ENGINEER	$25.00	HEARING AIDS	$25.00
ATTORNEY	$5.00	PSYCHOLOGIST/COUNSELER	$15.00
BARBER/BEAUTICIAN/MANICURIST	$15.00	DISTRIBUTOR W/O A VEHICLE	$15.00
EMPLOYMENT AGENCY	$25.00	DISTRIBUTOR WITH VEHICLE	$50.00
ACCOUNTANT	$5.00	USED GOODS DEALER	$25.00
AUCTIONEER	$15.00	NEWSPAPER PRIVILEGE FEE	$25.00
STOCKBROKER	$10.00	NEWSPAPER VENDING - EACH	$5.00
VERIFIED NON-PROFIT ORANIZATION	$0.00		

	TYPE		AMOUNT
LICENSE FEE:			$
	SEE RATE SCHEDULE FOR TYPE AND AMOUNT		
ADDITIONAL FEES:			
	RETAIL BEER BUSINESS LICENSE	**$150**	$
	RETAIL WINE BUSINESS LICENSE	**$150**	$
	OFF PREMISES BEER LICENSE	**$75**	$
	LIQUOR BUSINESS LICENSE	**$500**	$
TOTAL FEES SUBMITTED WITH THIS APPLICATION			$

Applicant's Signature _____ Date _____

For Office Use Only:	Date Rcvd: _____	All Forms & Payment Present:	_____
Planning & Zoning Signature	_____	License Admin Initials	_____

4

City of Charles Town Business and Occupation Tax Rates

Class Code	Business Classifications	Rate Per $100
01	Gross Sales Manufactued Products	0.18
02	Gross Sales Retailers & Others	0.05
03	Gross Sales of Wholesalors	0.05
04	Gross Sales Small Loans, Industrial Loans	0.23
05	Elec Light & Power Co (Domestic & Com)	4.00
06	Elec Light & Power Co (Other Purposes)	3.00
07	Natural Gas Companies	3.00
08	Other Public Service / Utility Business	2.00
09	Gross Sales Contracting Business	2.00
10	Gross Sales Amusement Business	0.14
11	Gross Sales Service Business/Callings	0.23
12	Gross Sales- Rents, Royalties etc.	0.30

Business & Occupation Taxes are due on a semi-annual basis for the following periods: **January 1 - June 30** (*due July 31*) & **July 1 - December 31** (*due January 31)*
The City utilizes a website platform for B&O tax return/annual renewal mailings and processing. Staff will mail or email (depending on the business's selected preference) the semi-annual tax return form up to 30 days before the tax period ends. The taxable income a business is required to report is for sales or services that occur within the city limits of Charles Town. If the physical business location is in the city limits of Charles Town, **ALL** sales and services originating from this location are considered taxable income.
Additionally, even if the taxable income for the period is $0, the business must still file the return with zero reported income to stay in compliance. Staff recommends the return is filed via the online portal to ensure compliance before the due date; however, returns can also be filed by mail with cash or check payment if applicable, or filed in person at the City Hall office. For questions regarding B&O taxes or the online filing portal, please call 304-724-3247 or email BusinessLicense@charlestownwv.us for assistance.

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-374: Charles Town Police Department Computer Request

ATTACHMENTS:

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-375: Possible Contract Assistance in Finance Department

ATTACHMENTS:

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-376: Capital Plan Discussion

ATTACHMENTS:

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-377: FY2025 Budget Update

ATTACHMENTS:

Finance Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 04/03/24
Department: Finance Committee
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2024-378: Annex Building Obsolete Controller

ATTACHMENTS: