



City of Charles Town

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City Managers Report

2/20/24

- B&O Tax update: We have updated our late notices for the B&O tax delinquencies and last week we mailed out over 430 delinquent B&O notice forms. This tax period alone (7/1/23-12/31/23) to this date have already generated over \$715,000.
- We will be launching our new web page in about 3 to 4 weeks.
- We audited our TMobile account and discovered that we had been paying for 11 phones lines that did not belong to us. TMobile informed us that it had something to do with the transition from Sprint to TMobile and some old lines never got deactivated. Subsequently we were credited back \$1,896.07 and our monthly bills going forward will be reduced. This is an ongoing effort to look at all our contracts and look for efficiencies.
- We will be hosting our second Parking Townhall meeting soon and querying our survey results. We hope to have to you in March some recommendations coming out of the Select Committee for your review and feedback.
- Just a reminder that we are still scheduling tours of the maintenance yard for the council members. Please reach out to Carolyn your availability.
- Just a friendly reminder that this Wednesday I will be hosting my first "Meet the City Manager Day" right here at City Hall.
- The CTUB update is included in your packet along with the meeting minutes for your review.