

MUNICIPAL HOME RULE
PILOT PROGRAM

City of Buckhannon

2018
PROGRESS
REPORT

West Virginia State Code §8-1-5a (m) provides:

“Commencing December 1, 2015, and each year thereafter, each participating municipality shall give a progress report to the Municipal Home Rule Board and commencing January 1, 2016, and each year thereafter, the Municipal Home Rule Board shall give a summary report of all the participating municipalities to the Joint Committee on Government and Finance.”

The Municipal Home Rule Board has developed this standard format for Pilot Program participating municipalities to prepare and submit their respective Annual Progress Reports. The intent of this standard format is to gather and compile information in a consistent, easily understood, and efficient manner that will be used to develop a concise and practical summary report to the Joint Committee on Government and Finance.

Annual Progress Reports must be submitted electronically as an individual file in PDF format no later than the close of business on December 1, 2018, by emailing Courtney Shamblin at courtney.d.shamblin@wv.gov, West Virginia Department of Revenue, West Virginia Home Rule Pilot Program, State Capitol Complex, Building 1, Room W-300, Charleston, West Virginia 25305, 304-558-3356.

A. General Information		
Name of Municipality: Buckhannon		
Certifying Official: David McCauley	Title: Mayor	
Contact Person: Amberle Jenkins	Title: Assistant Recorder	
Address: 70 E Main Street		
City, State, Zip: Buckhannon WV 26201		
Telephone Number: 304-472-1651	Fax Number: 304-472-0934	
E-Mail Address: amby.jenkins@buckhannonwv.org		
2010 Census Population: 5639		
B. Municipal Classification		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II X Class III <input type="checkbox"/> Class IV		
C. Pilot Program Entry Phase		
<input type="checkbox"/> Phase I (2007 Legislation) X Phase II (2014 Legislation) <input type="checkbox"/> Phase III (2015 Legislation)		
D. Attest		
I hereby confirm that I am the authorized official for this municipality and certify that the information submitted herein and attached hereto is true and accurate and that this report addresses each and every initiative included in the original Home Rule Pilot Program Plan Application for this municipality and any subsequent amendments, if applicable.		
David McCauley, Mayor		
_____	_____	_____
Type Name of Certifying Official	Signature of Certifying Official	Date

Please use this page to report progress on each **non-tax related initiative** included in your Home Rule Application. Each non-tax related initiative must have a separate page.

Initiative: Property Nuisance Abatement – Tax Lien - On-Site Citations
Category of Issues Addressed (check all that apply) <input type="checkbox"/> Organization X Administration <input type="checkbox"/> Personnel <input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application X or a plan amendment <input type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? X Yes __ No
If yes, when was the ordinance enacted? July 19, 2015
If no, please describe challenges faced in enacting the related ordinance(s).
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>We have had success but challenges trying to place a tax lien. See above narrative. With this ordinance, our Housing Enforcement Officer has been given the authority to issue on-site citations. This has been a valuable tool to help remediate un-kept and vacant properties. Threat of a citation seems to help motivate some property owners.</p>
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p>

The City of Buckhannon presented the Upshur County Assessor with the first request to attach a tax lien to a piece of property on December 6, 2017. The property located at 161 Wood St was partially burned in May of 2016. After numerous attempts to work with property owner to clean up, the City of Buckhannon razed the remaining structure as it was unsafe. The demo, asbestos testing was \$9499.28, which was the amount of the lien. The Upshur County Assessor explained that he could not place the tax lien on the property as the Software Solutions company that they have their tax software with would not amend the software for these liens. Software Solutions states there is no WV Code to have them make that change.

The County sold the property thru delinquent property tax sale and issued a deed April 1, 2018 to person who paid the taxes.

The City of Buckhannon never re-cooped the expenses to remediate the property.

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Initiative: Part-time police officer and expanding maximum age.	
Category of Issues Addressed (check all that apply)	
<input type="checkbox"/> Organization	<input type="checkbox"/> Administration <input checked="" type="checkbox"/> Personnel <input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> ?	
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, when was the ordinance enacted? August 21, 2016	
If no, please describe challenges faced in enacting the related ordinance(s)	
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>Council authorized hiring a part time police officer in May 2017. This has been a valuable asset. One of our officers quit in May. The process to advertise, hire, train and certify is lengthy. Advertising began as quickly as possible after officer quit. A new officer was hired in July, but will not graduate from police academy until December, 2017. So as you see, we were able to fill the void and continue police services without putting more burden on existing staff.</p>	
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p> <p>N/A</p>	

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Initiative: Online Sale or Disposition of Municipal Property
Category of Issues Addressed (check all that apply) <input type="checkbox"/> Organization X Administration <input type="checkbox"/> Personnel <input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application X or a plan amendment <input type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? X Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? December 15, 2016
If no, please describe challenges faced in enacting the related ordinance(s)
SUCSESSES – In the space below, please provide a brief narrative highlighting successes realized through the implementation of this initiative and any metrics used to track performance. We have not yet sold any surplus property. Departments are currently taking inventory of items that will be sold.
LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.

Please use this page to report progress on each **tax related initiative** included in your Home Rule Application. Each tax related initiative must have a separate page.

Initiative: Enterprise Zones –Municipal Real and Personal Property Rebates
Was this tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? August 16, 2015
If no, please describe challenges faced in enacting the related ordinance(s)
<p>REVENUES – In the space below, please provide a brief narrative highlighting revenue amounts and revenue categories realized; revenue amounts and revenue categories reduced; net revenue gain; and, any metrics used to track performance.</p> <p>No revenues have yet been realized through this initiative.</p>
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting projects, improvements, programming, etc. realized through the implementation of this revenue initiative and any metrics used to track performance.</p> <p>No business has taken advantage of this at this time.</p>
<p>LESSONS LEARNED – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.</p>