

MUNICIPAL HOME RULE
PILOT PROGRAM

City of Dunbar

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 3, 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:		
Certifying Official: William E. Cunningham	Title: Mayor	
Contact Person: William E. Cunningham	Title: Mayor	
Address: 210 12 Street		
City, State, Zip: Dunbar, WV 25064		
Telephone Number: 304-766-0220	Fax Number: 304-766-0230	
E-Mail Address: dunbarmayor.billc@gmail.com		
2010 Census Population: 7,905		
B. Municipal Classification		
<input type="checkbox"/> Class I	<input type="checkbox"/> Class II	<input checked="" type="checkbox"/> Class III
<input type="checkbox"/> Class IV		
C. Pilot Program Entry Phase		
<input type="checkbox"/> Phase I (2007 Legislation)	<input checked="" type="checkbox"/> 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.		
William E. Cunningham		
		11-30-18
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:
Category of Issues Addressed (check all that apply) <input type="checkbox"/> Organization <input checked="" type="checkbox"/> Administration <input 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? April 15, 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>Ordinance 1729 (725 as enacted) gives the Building Inspector the authority to issue on the spot Citations for external sanitation and nuisance violations. The City issued over 450 citations for external violations during this reporting period.</p> <p>The City demolished 3 structures that were a nuisance and 4 others were removed by property owners during this reporting period. These structures were vacant/abandoned structures that were a community nuisance. The documentation and enforcement was the direct result of the on the spot citation through the building inspection ordinance.</p> <p>Aggressive issuance of inspection citations have resulted in fewer repeat citations.</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.

Amend ordinances to provide the shortest time allowable for compliance and schedule second offenders to the next available court date. Second offenders should be inspected regularly.

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:
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?
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>The City has completed its second full year under the 1% sales tax and received \$724,927.42. We have seen an increase in the sales tax each quarter it has been collected. This could be due to two factors, first the businesses are reporting properly and second business and product cost are increasing.</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>The 1% sales tax revenue has provided the City with the funds to start performing repairs to streets and other infrastructure that have been deferred for years. With the fund stabilized as revenue source we will be able to budget more funds for street repairs in the next budget cycle.</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>We were very cautious not to budget or obligate the sales tax revenue in the first year. As a result we have not made long term obligations for the revenue which makes it available for one time capital improvements. If it is budgeted in the general fund it will soon lose its impact and be lost in the overall budget process.</p>

