

MUNICIPAL HOME RULE PROGRAM

City of Buckhannon

2020
PROGRESS
REPORT

West Virginia
Municipal Home Rule Board
P. O. Box 11360
Charleston, WV 25339-1360
MunicipalHomeRule@wv.gov
304.558.3356

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 Home Rule 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 the first business day of December, by emailing to WV Municipal Home Rule Board at MunicipalHomeRule@wv.gov.

A. General Information		
Name of Municipality: City of Buckhannon		
Certifying Official: Robert Skinner III	Title: Mayor	
Contact Person: Amberle Jenkins	Title: Assistant Recorder	
Address: 70 E Main St		
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 <input checked="" type="checkbox"/> Class III <input type="checkbox"/> Class IV		
C. 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.		
_____	_____	_____
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 and Amendment(s). Each non-tax related initiative must be listed on a separate page.

Initiative: Property Nuisance Abatement – Tax Lien – On-Site Citations
Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> yes 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? 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 which highlights successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>We have had success with on-site citations and continue to cite residents that ignore warnings. We have had no success in trying to place a tax lien on the property. See narrative in “lessons learned” below. The on-site citations helps with persons that live in the area to help remediate un-kept and vacant properties. After receiving a small grant, we called “Good Neighbor Grant” which was used toward persons that met criteria to help pay for disposal of waste. The City saw success in this as well and have budgeted city funds to continue this practice. Threat of citation give incentive to clean up and grant helps those that struggle financially. Resident is more apt to clean up the property.</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>Tax liens have proven to be challenging. The Upshur County Assessor will not place the liens on the property taxes because Software Solutions, the company that controls the tax software will not recognize this as a tax lien. Until they are directed to do so in writing by state law or State Auditor the liens will not be recognized or placed on the property. The City of Buckhannon has lost several thousand dollars. The City of Buckhannon has placed liens on properties, but if the property is sold at a tax sale our liens are not recognized either. Last year two representatives from the city bid on properties that had city liens. It appears the city will own those properties, which will be remedied and sold. Profits will be used toward continued property remediation.</p>

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: 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. The process to advertise, hire, train and certify an officer is lengthy. The process to recruit then train and certify an officer takes six to 12 months. The part time police officer can fill the void and continue police services without putting more burden on existing staff.</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.

Recently it has been difficult to retain a certified part time police officer.

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Initiative: Online Sale or Disposition of Municipal Property			
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? December 15, 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>The first online auction was held in 2019. All of our departments compiled a list of surplus equipment to be auctioned. We drafted an RFP to select an auctioneer. JJ Kane Auctioneers was awarded our auction service. This proved very successful. It exposed our items to a much larger audience. We received over \$61,000 for all of our departments, in combined revenue. We will hold another auction when we have an inventory of items that need disposed.</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.

It was beneficial to solicit an auctioneer. Each auctioneer charge differently for their services. Also, our auctioneer was experienced, and helped us with the whole process.

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: Change hours that non-intoxicating beer, wine and alcoholic liquor may be sold or dispensed from 1:00 pm to 10:00 am on Sundays in the City of Buckhannon
Category of Issues Addressed (check all that apply) <input type="checkbox"/> Organization <input type="checkbox"/> Administration <input type="checkbox"/> Personnel <input checked="" type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application yes or No <input checked="" type="checkbox"/> a plan amendment <input checked="" type="checkbox"/> X?
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? March 2, 2017
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. The purpose of this initiative was to attract persons to downtown area for social gatherings at our local businesses that serve non-intoxicating beer, wine and alcoholic liquor on Sunday morning.
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. There was some public opposition to this, however, we have not experienced any negative affects to this measure.

Please use this page to report progress on each **tax related initiative** included in your Home Rule Application. Each tax related initiative must be listed on 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"/> or N/A <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).
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. As of this date, No revenues have been realized through this initiative.
SUCCESES – 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. No business has taken advantage of this at this time.
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 be listed on a separate page.

Initiative: Municipal Sales Tax and reduction of B&O tax
Was this tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment Yes <input checked="" type="checkbox"/> or N/A <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? Home Rule-Nov 1,2018, Sales Tax-Feb 7, 2019
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>B&O was reduced. In addition to the already existing \$1,000.000.00 exemption, the tiered rates were reduced from \$0.25 per hundred to \$0.20 per hundred and \$0.50 per hundred to \$0.45 per hundred. Received \$221,243 Apr 2020; \$451,640 July 2020; \$467,636 Oct 2020; The City expected approximately \$1.2 million per year in revenues.</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>In May 2020, City Council approved the purchase of an old bank drive thru that had not been actively utilized for a few years. This property is directly across from our downtown Jawbone Park. Jawbone Park is used frequently for public functions. The bank property includes a small building. It is also located in a floodplain and has underground utilities, which made challenges to prospective buyers. Thoughts are to eventually use the lot in relationship to Jawbone Park. \$200,000 of sales tax revenue was used for this purchase.</p> <p>For fiscal year budget 2020-21, Council allocated \$954,000 for equipment purchases, infrastructure projects and \$150,000 will go toward Storm Water projects. \$132,000 toward Police equipment (includes K9 unit new cruisers) \$104,000 toward Fire Dept (includes new fire truck payment, drone thermal camera), \$567,000 toward Street Department (includes new concrete truck, new loader, several paving and street projects). \$20,000 toward City’s Youth Center (included software, fire alarm upgrade)</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.