

MUNICIPAL HOME RULE  
PILOT PROGRAM

City of Buckhannon

2017  
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, 2016, by emailing Debbie Browning at [debbie.a.browning@wv.gov](mailto:debbie.a.browning@wv.gov), West Virginia Development Office, West Virginia Home Rule Pilot Program, State Capitol Complex, Building 6, Room 553, Charleston, West Virginia 25305-0311, 304-558-2234.

<b>A. General Information</b>		
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: <a href="mailto:amby.jenkins@buckhannonwv.org">amby.jenkins@buckhannonwv.org</a>		
2010 Census Population: 5639		
<b>B. Municipal Classification</b>		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II              X Class III <input type="checkbox"/> Class IV		
<b>C. Pilot Program Entry Phase</b>		
<input type="checkbox"/> Phase I (2007 Legislation)              X Phase II (2014 Legislation) <input type="checkbox"/> Phase III (2015 Legislation)		
<b>D. Attest</b>		
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.

<b>Initiative: Property Nuisance Abatement – Tax Lien - On-Site Citations</b>			
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? 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><b>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. As an example, this ordinance teamed with our vacant property ordinance has reduced non-activity on vacant properties. In the 2016 report numbering 123 in our small town to about 31 vacant properties. This year, 2017, has reduced to about 12 vacant properties.</b></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>The matter’s value is not to be found so much in revenue generation as in empowering the Housing Enforcement Officer with another tool with which to encourage compliance among City property owners. The prospect of a citation which will operate as a lien against the property has motivated violators to come into compliance prior to the issuance of a citation.</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.

<b>Initiative: Part-time police officer and expanding maximum age.</b>			
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><b>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.</b></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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<b>Initiative: Online Sale or Disposition of Municipal Property</b>	
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><b>We have not yet sold any surplus property. Departments are currently taking inventory of items that will be sold.</b></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>	

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.

<b>Initiative: Enterprise Zones –Municipal Real and Personal Property Rebates</b>
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)
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.  No revenues have yet been realized through this initiative.
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.  <b>No business has taken advantage of this at this time.</b>
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.