

MUNICIPAL HOME RULE
PROGRAM

City/Town of Dunbar

2023
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 Dunbar		
Certifying Official: Scott E. Elliott	Title: Mayor	
Contact Person: Scott E. Elliott	Title: Mayor	
Address: 210 12th Street		
City, State, Zip: Dunbar, WV 25064		
Telephone Number: 304-766-0220	Fax Number: 304-766-0230	
E-Mail Address: dunbarmayor.selliot@gmail.com		
2020 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. 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.		
Scott E. Elliott		
		
11-21-23		
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: Administrative action to allow the City to address nuisance propertied.
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 which highlights successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>Ordinance 1725 (725 as codified) gives the Building Inspector the authority to issue on the spot citations for exterior sanitation and nuisance violations. The City issued over 200 citations for external violations during this reporting period. This number represents a reduction over previous years. We feel that the strong enforcement action being taken has reinforced to the residents the need to properly maintain their property resulting in fewer repeat citations.</p> <p>The City demolished 9 structures that were a nuisance during this reporting period. 1 structure was removed by the property owner. These properties were abandoned/vacant structures that were a community nuisance. The documentation and enforcement action were the direct result of the on-the-spot citations issued through the Building Inspector’s Office under this Ordinance authority.</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>When a citation is issued the date for appearance in court should be the earliest date available. Once a citation is issued follow up inspections should be conducted routinely prior to the date for them to appear in court. Clear and accurate records of inspections and action taken is critical to the success of the program.</p>

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:
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? December 15, 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>The City has completed its seventh full year of collections of the 1% Sales Tax. The Sales Tax revenue has remained in the \$1,000.000 range for the past several years. There is a slight increase and decrease as businesses leave and come to the City. We have noted that as prices have of goods has increased over the past two years due to inflation the amount of Sales Tax collected has not increase accordingly.</p>
<p>SUCCESSSES – 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 funds to address several areas that had been neglected in the past due to a stagnant revenue stream. These areas are street maintenance, distressed properties, parks, and recreation. In addition to these activities, funds are used for one time capital improvements.</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 are cautious not to budget or obligate the Sales Tax revenue for long term obligations and dedicate these funds to capital improvement and community improvement projects. If it is budgeted in the general fund as general revenue it will soon lose its impact and be lost int the overall budget process.</p>