

# MUNICIPAL HOME RULE PROGRAM

City of Oak Hill

2023  
PROGRESS  
REPORT

West Virginia  
Municipal Home Rule Board  
P. O. Box 11360  
Charleston, WV 25339-1360  
[MunicipalHomeRule@wv.gov](mailto: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](mailto:MunicipalHomeRule@wv.gov).

<b>A. General Information</b>		
Name of Municipality: City of Oak Hill		
Certifying Official: Damita Johnson	Title: City Manager	
Contact Person: Damita Johnson	Title: City Manager	
Address: PO Box 1245		
City, State, Zip: Oak Hill, WV 25901		
Telephone Number: 304-469-9541	Fax Number: 304-469-2801	
E-Mail Address: djohnson@oakhillwv.gov		
2010 Census Population: 7730		
<b>B. Municipal Classification</b>		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II <input checked="" type="checkbox"/> Class III <input type="checkbox"/> Class IV		
<b>C. 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.		
Damita Johnson	<i>Damita Johnson</i>	11-30-2023
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.

<b>Initiative: Issue citations for external sanitation violations and common nuisances</b>
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? 12/14/2015
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>SUCCESSIONS</b> – 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>The implementation of this ordinance continues to be the main force in abating hundreds of issues in a timely manner.</p>
<p><b>LESSONS LEARNED</b> – 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>Working with the Police Department on these issues avoid duplication and encourage safety for both departments.</p>

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.

<b>Initiative: File liens on real property for costs incurred in abating exterior sanitation and common nuisance violations</b>
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? 12/14/2015
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>SUCSESSES</b> – 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 placed liens on 2 properties for nuisance violations in 2023. We have also had 8 owners pay the costs incurred by the city in order to avoid the lien.</p>
<p><b>LESSONS LEARNED</b> – 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>These costs are hard to recover for vacant properties and those properties with out of state property owners. We are looking forward to the new method of selling properties for unpaid taxes.</p>

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.

<b>Initiative: Exempt the City's Police Civil Service Commission from the party affiliation requirement</b>
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? 12/14/2015
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>SUCCESSIONS</b> – 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 not had to replace civil service members since the implementation of this ordinance, because all the members in 2015 have agreed to continue serving and were reappointed. However, when the time comes, it will be so much easier not to have to make a recommendation based on political affiliation.</p>
<p><b>LESSONS LEARNED</b> – 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>

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.

<b>Initiative: Alcohol Sales on Premises within 300 feet of a Church</b>
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? 12/14/2015
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>SUCCESSSES</b> – 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 no problems with the reduction of the distance from a church for alcohol sales. This has allowed businesses to serve alcohol who otherwise would not have been allowed the privilege.</p>
<p><b>LESSONS LEARNED</b> – 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>This ordinance has worked well in keeping our restaurants want to stay around.</p>

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.

<b>Initiative: Registration of vacant structures when owners are nonresponsive</b>
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? 12/14/2015
If no, please describe challenges faced in enacting the related ordinance(s).
<b>SUCCESSSES</b> – 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.  We collected \$3,600 in vacant property registration fees in 2023. The ordinance has encouraged people to either rent or sale the structure in order to avoid the fees.
<b>LESSONS LEARNED</b> – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.  N/A

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.

<b>Initiative: Cost of an audit</b>
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, when was the ordinance enacted?
If no, please describe challenges faced in enacting the related ordinance(s). After submitting the home rule plan and requesting permission to allow a higher price for an audit, we have had no problem getting an auditor to bid and therefore never adopted an ordinance.
<b>SUCCESSIONS</b> – 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.  N/A
<b>LESSONS LEARNED</b> – In the space below, please provide a brief narrative highlighting lessons learned during implementation of this revenue initiative that would benefit other municipalities.  N/A



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.

<b>Initiative: Implement 1% Sales and Use Tax</b>
Was this tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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? 12/13/2021
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>REVENUES</b> – 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>We received sales tax in the amount of \$1,050,268.84 in 2023. This exceeds our estimate of \$750,000.</p> <p>We lowered our B&amp;O tax rates in the retail category from .39 per hundred to .30 per hundred. Based on the reported gross revenues, this resulted in a reduction in revenues of approximately \$94,004.49. This makes our net revenue increase \$956,264.35</p>
<p><b>SUCCESSSES</b> – 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>We have been able to complete several much needed drainage projects with these funds.</p>
<p><b>LESSONS LEARNED</b> – 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 prolonged the process of implementing the 1% sales tax for fear of backlash from our retailers and citizens. We did not experience this. Don't wait to do something that is for the good of everyone involved. Our citizens will now be able to receive services that we couldn't have given otherwise.</p>