

# MUNICIPAL HOME RULE PROGRAM

City of Summersville

2024  
PROGRESS  
REPORT

WV Municipal Home Rule Board  
1900 Kanawha Blvd. E  
Bldg. 1, Ste. W-300  
Charleston, WV 25305  
[MunicipalHomeRule@wv.gov](mailto:MunicipalHomeRule@wv.gov)  
304.558.3356

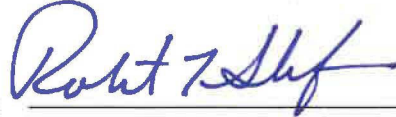
Rev. 08.01.24

**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 Summersville		
Certifying Official: Robert L. Shafer	Title: Mayor	
Contact Person: Jo Etta Comer	Title: Finance Director	
Address: PO Box 525		
City, State, Zip: Summersville, WV 26651		
Telephone Number: 304-872-1211	Fax Number: 304-872-2236	
E-Mail Address: cookiecomer@summersvillewv.org		
2020 Census Population: 3,121		
<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.		
Robert L. Shafer		11-19-24
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: "On the Spot" Citations</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? <b>06-24-24</b>
If no, please describe challenges faced in enacting the related ordinance(s).
<b>SUCCESES</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. On the spot citations have helped in a proactive way with City property maintenance issues.
<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.

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:</b>
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? 11-28-22
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>For fiscal 2023-2024 the city collected \$1,933,218 from the 1% municipal sales tax. This is 15% higher than we had estimated.</p> <p>In conjunction with the addition of the municipal sales tax, the B&amp;O rate for retail was lowered from .25% to .125%. Total B&amp;O revenue in fiscal 2023-2024 dropped \$452,829 – which is in line with our original \$447,000 estimate.</p>
<p><b>SUCCESES</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>All police officers got a \$7,000 annual pay increase in an effort to make the city wage competitive and help recruit and retain officers.</p> <p>A second K-9 was purchased for the police department.</p> <p>In July 2023 the city made a \$100,000 down payment on a \$965,230 fire truck for our volunteer fire department. The lead time on delivery of this pumper truck is 25-28 months.</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 needed to better communicate to businesses about this 1% sales tax increase. Although we held public meetings about the adoption of home rule, many businesses were not aware of the change.</p> <p><b>Per the state tax department:</b></p> <p>It is the municipality's responsibility to notify the businesses that you are implementing a municipal tax. The Tax Division is only required to post the notice on our website 120 days before it is implemented. Additionally, we send out electronic notices to all taxpayers who file through My taxes.</p>