

MUNICIPAL HOME RULE PROGRAM

City of Bridgeport

2025
PROGRESS
REPORT

WV Municipal Home Rule Board
1900 Kanawha Blvd. E
Bldg. 1, Ste. W-300
Charleston, WV 25305
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.

A. General Information		
Name of Municipality: City of Bridgeport		
Certifying Official: Joe Shuttleworth	Title: Interim City Manager	
Contact Person: Andrea Kerr	Title: Director of Community & Economic Development	
Address: PO Box 1310, 515 W Main Street		
City, State, Zip: Bridgeport, WV 26330		
Telephone Number: 304-842-8225	Fax Number: 304-842-8201	
E-Mail Address: joe@bridgeportwv.gov		
2020 Census Population: 9,336		
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.		
<u>JOE SHUTTLEWORTH</u>	<u></u>	<u>10/28/25</u>
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: RESTRICTIONS ON MUNICIPAL PARTICIPATION IN PUBLIC SCHOOLS (WV State Code §8-12-5)
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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? February 23, 2009
If no, please describe challenges faced in enacting the related ordinance(s).
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. This amendment permitted the City of Bridgeport to partner with the Harrison County Board of Education to expand the seating at Bridgeport High School to include new bleachers. The City of Bridgeport entered into an MOU (Memorandum of Understanding) dated May 22, 2017 with the Harrison County Board of Education agreeing to financially assist them with the enlargement and expansion of the Johnson Elementary School cafeteria and gymnasium once the B&O taxes had been collected on the construction; not to exceed \$500,000. It was determined that the City of Bridgeport would be provided recreational facilities and emergency services during a state of emergency. The agreement is effective September 1, 2019, and the \$500,000 check was issued to the Board of Education on October 16, 2019.
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. Teaming up with the Board of Education created a finished project that benefited the entire community. The City has utilized the facility for various uses including Emergency Management Services.

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Initiative: THE CITY IS NOT ALLOWED, UNDER CERTAIN CIRCUMSTANCES, TO ANNEX PROPERTY THAT THE CITY IS IN THE BEST POSITION TO PROVIDE PUBLIC SERVICES TO (WV State Code §8-6-1(a))
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). In August 2009's quarterly report to the Home Rule Board, Bridgeport stated that in January 2009, the City applied to the Harrison County Commission to annex Meadowbrook Road, which is separated from Bridgeport by a shoestring annexation. The commission permitted the annexation, but then allowed Clarksburg to annex portions of the same property, resulting in a "dual approval of the same territory." Bridgeport then filed a "Writ of Error" against the Harrison County Commission for failing to meet open meeting law requirements when granting Clarksburg's annexation. By June 2010, the Circuit Court of Harrison County reversed the Clarksburg annexation. Bridgeport's annexation is now official, and "public support for our annexation from those interested parties was overwhelmingly positive."
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.
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.

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<p>Initiative: ADJUST THE 5-G PROCUREMENT PROCESS FOR SECURING PROFESSIONAL SERVICES (WV State Code §5G-1-3)</p>
<p>Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" type="checkbox"/> ?</p>
<p>Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If yes, when was the ordinance enacted? April 13, 2015</p>
<p>If no, please describe challenges faced in enacting the related ordinance(s).</p>
<p>SUCCESSSES – 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>This initiative has allowed the City of Bridgeport to choose firms the Selection Committee has deemed the most qualified for the project while being able to factor cost in determining the winning firm. City staff has saved time, as well as money.</p> <p>The Thrasher Group, Inc. was awarded the contract for the Fire Department Renovation Project in the amount of \$62,542 and approved on December 11, 2017; Paid Final of \$25,016.80 February 16, 2017.</p> <p>Omni Associates was awarded a contract for Engineering Services for The Indoor Sports and Recreation Complex in the amount of \$2,725,645.</p> <p>Omni Associates was awarded the architectural contract for the Library Renovation Project in the amount of \$375,950 dated March 26, 2018.</p> <p>Thrasher Engineering was awarded a contract for NAPA Sewer Upgrade \$325,422.</p> <p>CEC, Inc. was awarded the contract as the Engineering firm for the Belasco Mobile Home Park Water Line Upgrade in the amount of \$300,000 dated August 29, 2019.</p> <p>Thrasher Engineering was awarded a contract for upgrades to Lift Station 9 Force main 8/29/2019 \$443,000.</p> <p>The selection of Terradon Corporation as the City of Bridgeport’s consultant for full-time professional project inspection of the Indoor Sports and Recreation Complex was approved on September 9, 2019, in the amount of \$416,500.</p> <p>CEC, Inc. was awarded the contract as the Engineering firm for the Headworks and Lift Station 6 project in the amount of \$221,997.00 dated March 17, 2022.</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 City feels as though this process has saved thousands of dollars by creating a competitive process with our Architectural /Engineering firms. However, those municipalities wanting to duplicate this process should consider the expertise of staff who are qualified to develop a project scope that creates a level “playing field” for firms who have submitted proposals. The City of Bridgeport has a Professional Engineer on staff to help with this process.</p>

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Initiative: MODIFYING CERTAIN CIVIL SERVICE REQUIREMENTS FOR SPECIFIC POSITIONS WITHIN THE POLICE AND FIRE DEPARTMENTS (WV State Code §8-15-22, §8-15-16, and §8-14-11)
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes No
If yes, when was the ordinance enacted? September 12, 2022
If no, please describe challenges faced in enacting the related ordinance(s).
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. The City has now aligned the two Deputy (Assistant) Chief’s positions (Police and Fire) as non-civil service positions. This means that the Chief and Deputy (Assistant) Chief for both the Police and Fire Departments are appointed by and under the direction of the City Manager
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. Be sure to work with and clearly communicate with the Civil Service Board as well as employees throughout the process.

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Initiative: ENTER INTO INTERGOVERNMENTAL AGREEMENTS APPROVED BY RESOLUTION OF GOVERNING BODY WITHOUT APPROVAL BY ATTORNEY GENERAL AND AUTHORIZE EXERCISE OR ENGAGING IN ANY POWER OR PRIVILEGE OR UNDERTAKING WHICH EITHER PARTY MAY UNDERTAKE, ENJOY, OR ENGAGE IN (WV State Code §8-23-3 and §8-11-3)
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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? March 23, 2015
If no, please describe challenges faced in enacting the related ordinance(s).
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. To expedite projects between municipalities.
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. The Attorney General’s Office takes a while to review and sign off on projects. This streamlines the process and allows governing bodies to expedite projects.

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Initiative: THE CITY OF BRIDGEPORT WILL PROVIDE RATES AND CHARGES FOR FIRE FEES FOR PROPERTIES LOCATED OUTSIDE OF THE CORPRATE LIMITS OF THE CITY BUT WITHIN THE CITY'S FIRST DUE AREA (WV State Code §8-13-13)
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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 11, 2011
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>Bridgeport’s quarterly update of June 2011 noted that Harrison County Commission filed a lawsuit against this proposal, requesting instead that the non-city portion of Bridgeport’s first-due fire service area be reapportioned to surrounding volunteer fire stations, which would remove the need for Bridgeport to establish fire service fees in that area. Bridgeport further indicated that it agreed to the request and would end services to this area, but that it would reverse this action if the court rules in the City’s favor.</p> <p>Bridgeport’s quarterly update of September 2011 then noted that Bridgeport will begin charging fire service fees, regardless of the lawsuit. The City stated that it can implement a fire service fee for the non-city portion without the Home Rule Board and used Chapter 8-13-13. Since then, the City of Bridgeport was successful in the Supreme Court.</p> <p>Case #13-0378 Court Ruling Date: 02-14-2014</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>

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Initiative: AMENDING ARTICLE 521 PART FIVE OF THE CODIFIED ORDINANCES OF THE CITY OF BRIDGEPORT CODE TO ALLOW FOR SUNDAY ALCOHOL SALES AFTER 10AM
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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? October 24, 2016
If no, please describe challenges faced in enacting the related ordinance(s).
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. This initiative allows our businesses that sell alcohol in their establishments to begin selling to patrons after 10AM on Sundays. The City wanted to become competitive with larger cities across the United States that already allow this on Sundays. It has proven to be successful and popular as “Brunch” is becoming more and more popular.
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.

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Initiative: TO PERMIT LOCAL CERTIFICATION AND SUPERVISION OF CODE ENFORCEMENT OFFICIALS AND INSPECTORS.
Was this non-tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment <input checked="" 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? May 9, 2016
If no, please describe challenges faced in enacting the related ordinance(s).
SUCCESES – 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. It streamlined the process allowed new hires to start work immediately. It keeps us in compliance with the ICC and state procedures.
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. This allows is for new hires to start work immediately instead of having to wait up to two years to obtain necessary certifications. Code Enforcement Officers are given two (2) years to get certified after being hired. It helps to get the new officers trained and working in the field shadowing other code enforcement officers.

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: REQUIREMENT THAT THE MUNICIPALITY CHARGE LICENSE TAXES NOT TO EXCEED ANTIQUATED AMOUNTS PREVIOUSLY AUTHORIZED BY THE STATE (WV State Code §8-13-4)
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? March 9, 2009
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. The change in methodology and streamlining of the City of Bridgeport’s Business License requirements has been revenue neutral as intended.
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. As stated above, this initiative has been revenue neutral and, therefore, there are no additional funds available as a result of this change. The most significant advantage or benefit from this initiative is the simplification of the licensing process not only for city staff, but also for the business owners within our city limits.
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. Overall, the City of Bridgeport’s business owners have been more compliant and less critical as a result of streamlining the license fee for all businesses.

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Initiative: THE CITY OF BRIDGEPORT CANNOT ISSUE ITS OWN TAX INCREMENT FINANCING BECAUSE IT IS A CLASS III CITY (WV State Code - Section 4, Article 11B of Chapter 7)
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 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). The State amended their legislative rules to allow Class III cities to create TIF'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.
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.
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.

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Initiative: IMPOSE MUNICIPAL SALES AND SERVICE TAX AND MUNICIPAL USE TAX IN ACCORDANCE WITH WV State Code §8-1-5a (i) (14)
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? July 1, 2016
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 realized approximately \$3,000,000 in revenue from the sales tax increase. We choose to eliminate Manufacturing B&O. The City has dedicated the revenue from the sales tax to construct, maintain and operate our Indoor Sports & Recreation Complex. All monies have been earmarked for this project.</p> <p>The City of Bridgeport used the proceeds from future sales tax receipts to issue revenue bonds to borrow \$40,371,000 to construct The Bridge, a 150,000 square feet indoor sports and recreation complex.</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>It is the City of Bridgeport’s intent to use the proceeds from future sales tax receipts to construct indoor sports and recreation complexes as well as maintain the facilities.</p> <p>The initial phase of The Bridge (a 150,000 square foot indoor sports and recreation complex) was opened in 2021.</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>This sports tourism project has been a successful initiative and has brought much business to Bridgeport and surrounding area.</p>