

# MUNICIPAL HOME RULE PROGRAM

City of Buckhannon

2025  
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 BUCKHANNON		
Certifying Official:	Title: Mayor	
Contact Person:	Title: Assistant Recorder	
Address: 70 E Main St		
City, State, Zip: Buckhannon, WV 26201		
Telephone Number: 304-472-1651	Fax Number: 304-472-0934	
E-Mail Address: amby.jenkins@buckhannonwv.org		
2020 Census Population: 5186		
<b>B. Municipal Classification</b>		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II                      XX 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.		
 Type Name of Certifying Official	 Signature of Certifying Official	11/19/2025 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 : Property Nuisance Abatement – Tax Lien – On-Site 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? July 19, 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><b>Forty one violations were issued in fiscal year 2024-25. Tightening up the timeframe to allow issuance of citations has helped for a positive outcome of compliance.</b></p> <p><b>We have had no success in trying to place a tax lien on the property. See narrative in “lessons learned” below. The on-site citations help to remediate un-kept and vacant properties.</b></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><b>More Legislative action needs taken to make County Assessors and their software vendor recognize the benefit to this strategy. Tax liens have proven to be challenging. The Upshur County Assessor will not place the liens on the property taxes because Software Solutions, the company that controls the tax software will not recognize this as a tax lien. Until they are directed to do so in writing by state law or State Auditor the liens will not be recognized or placed on the property.</b></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: Part-time police officer and expanding maximum age.</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? August 21, 2016
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><b>The last time that Council authorized hiring a part time police officer was in May 2017. This was an asset until June 2020 when the certified part time officer could no longer serve in that capacity. The process to advertise, hire, train and certify a full-time police officer is lengthy. The process to recruit then train and certify an officer takes six to 12 months. A part time police officer can fill the void and continue police services without putting more burden on existing staff.</b></p> <p><b>The police department has been unable to recruit a certified part time police officer since 2020. In general, it has been very difficult to attract qualified persons for the position of police officer.</b></p> <p><b>In 2022 Buckhannon shifted the funds that would have been allocated toward the part time position to the Chief of Police for taking on the added responsibility to handle CALEA certification management. Buckhannon may still utilize the part time certified officer position in the future as it is a valuable tool.</b></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><b>It is difficult to recruit a certified part time police officer.</b></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: Online Sale or Disposition of Municipal Property</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? December 15, 2016
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><b>In the 2020 report we noted that he first online auction was held in 2019. All of our departments compiled a list of surplus equipment to be auctioned. We drafted an RFP to select an auctioneer. JJ Kane Auctioneers was awarded our auction service. This proved very successful. It exposed our items to a much larger audience. We received over \$61,000 for all of our departments, in combined revenue.</b></p> <p><b>We did not hold an auction in 2020 or 2021.</b></p> <p><b>In 2022 the City auctioned a problem property (Sedgwick St \$45,500) that was obtained in a tax sale. A second property (Upper Drive) was obtained but did not receive a minimum bid at auction. The house, which was in very poor condition, was demoed by the city.</b></p> <p><b>We did not hold an auction in 2023 or 2024. We used Partner Auctions in September 2025 to auction off surplus equipment and received \$50,876.</b></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><b>Using a professional auction service is more very beneficial.</b></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: Change hours that non-intoxicating beer, wine and alcoholic liquor may be sold or dispensed from 1:00 pm to 10:00 am on Sundays in the City of Buckhannon</b>
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?    X Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? March 2, 2017
If no, please describe challenges faced in enacting the related ordinance(s).
<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. <b>The purpose of this initiative was to attract persons to downtown area for social gatherings at our local businesses that serve non-intoxicating beer, wine and alcoholic liquor on Sunday morning.</b>
<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. <b>There was some public opposition to this, however, we have not experienced any negative affects to this measure.</b> <b>Nothing significant to report in 2024 or 2025.</b>

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: 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"/> 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? August 15, 2015
If no, please describe challenges faced in enacting the related ordinance(s).
<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. <b>As of this date, No revenues have been realized through this initiative</b>
<b>SUCSESSES</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. <b>No business has taken advantage of this at this time.</b>
<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: Municipal Sales Tax and reduction of B&amp;O tax.</b>
Was this tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment X Yes <input checked="" type="checkbox"/> or N/A <input type="checkbox"/>
Has the ordinance(s) needed to implement this initiative been enacted? X Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, when was the ordinance enacted? Home Rule Nov 1, 2018, Sales Tax-Feb 7, 2019
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><b>B&amp;O was reduced. In addition to the already existing \$1,000,000.00 exemption, the tiered rates were reduced from \$0.25 per hundred to \$0.20 per hundred and \$0.50 per hundred to \$0.45 per hundred.</b></p> <p><b>The City of Buckhannon received from sales tax the following;</b>  <b>\$5574,685 January 2025</b>  <b>\$530,960 April 2025</b>  <b>\$586,648 July 2025</b>  <b>\$600,485 October 2025</b>  <b>The budget for fy 2025-26 calls for use of \$2.3 million dollars from sales tax fund for the City’s General Fund.</b></p>
<p><b>SUCSESSES</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>This report summarizes expenses supplemented with sales tax revenue.</p> <p><b>Council designation toward community</b></p> <ul style="list-style-type: none"> <li>• Contribution toward free community summer activity every Friday during the summer in downtown Buckhannon \$10,000</li> <li>• Contribution toward the WV Strawberry Festival. This draws thousands of people to Buckhannon during the week-long event. Contributed \$25,000 Jan 2025 for fiscal year (24-25)</li> <li>• Outside entity funding program. This program give opportunity through an application process for 501(c)(3) organization to apply for funding that enhance community activities. Such as a non-profit filming company that showcases Buckhannon (Hank’s Christmas) \$2,500; Bar-BQ Bash draws competitors form several states to Buckhannon \$10,000.</li> <li>• Contribution toward public transit. \$15,000</li> <li>• The local Airport Authority asked for an additional \$20,000 contribution, due to lost revenue, for a total contribution of \$40,000 for the fiscal year 2025-26.</li> </ul>

- Upshur County Development Authority was allocated a total of \$80,000. \$20,000 to fund a façade improvement program in Buckhannon; \$25,000 to fund new small business start up grant; \$35,000 for the Development Authority.

**City Hall**

- Repairs to building (budget for fy 2025-26) \$10,000

**Parks:**

- City Park – General Fund budgeted \$100,000 for park in fiscal year 2025-26.
- Mowing of cemetery and city owned lots are outsourced so they are on regular schedules \$124,000 was allocated for this.

**Police Department:**

- Maintenance of K-9 purchased for department
- In 2024, continued the program to rotated and lease financed cruisers. This ensures reliable cruisers for department use.
- Police software annual maintenance
- Continued funding for CALEA. Accreditation was achieved through the help that funds were available for needed expenses to certify the department
- New for 2022, added one new police officer position. This will be an ongoing cost
- Pay increases in 2022 will be an ongoing cost
- Annual cost of mobile radios were budgeted \$33,700
- Newly budgeted for fiscal year 2025-26 are replacement of ballistic vests \$14,000 and replacement of tasers \$30,000

**Fire Department:**

- Budgeted for three new fire fighters in 2021. This will be an ongoing cost.
- In 23-24 \$60,000 was allocated toward a training facility. 24-25 \$50,000 and 25-26 \$50,000
- In 2022 the City starting paying 100% of the insurance premium for the Volunteer Fire Department. This is an ongoing cost
- In 2022 a new fire truck was delivered and has been financed. This is an ongoing cost to 2031
- In 2023 a new truck for the Fire Chief was obtained through the Enterprise vehicle lease program
- In 2023 funding was allocated for Lifepak equipment
- Pay increases in 2022. This is an ongoing expense.
- In 25-26 budget funds were allocated toward recruitment and equipment and training for volunteer fire fighters. \$15,000
- 24-25 budget also includes SCBA Airpaks this is an ongoing expense of \$52,152 annually

**Street Department:**

- Concrete truck and silo continue to be financed. We have seen a savings owning this in-house for small concrete jobs.
- Property and buildings were purchased on the Mudlick Road in 2020. The Street Department functions were moved to this complex and are shared with the Waste Collection Department. Waste Department moved a large portion of their operations to this facility which will enable use of a large building for a fire and police training facility. Annual property payment is \$117,300.
- \$265,000 was allocated in the 25-26 budget for Street Department Projects
- \$90,114 was allocated in the 25-26 budget for lease finance payments and for equipment
- \$400,000 is allocated toward paving projects 25-26.
- \$100,000 will be contributed to the Stormwater Department of the Sanitary Board

**Stockert Youth Center:**

- Annual maintenance of Software obtained to help track various youth activities \$3,900 annual
- \$100,000 is allocated in the fiscal year 2025-26 for building repairs or upgrades of doors, cameras, computers, foundation work.

**Colonial Arts Center:**

- This facility is a former theatre that was in a dilapidated condition. Council voted to obtain the property in 2016. Since then, some grants were obtained and some donations were received and fundraising activities conducted since then. The building was renovated and is now in full use as an arts center owned and operated by the City of Buckhannon. New seating for the facility is \$64,000 annually.

**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.

**Prior to applying for this plank, the Buckhannon City Council established a Revenue Review Committee to explore options to increase revenue and identify projects and activities that the revenues would fund prior to public meeting and discussions with City Council.**