

MUNICIPAL HOME RULE PROGRAM

City of Princeton

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:		
Certifying Official: Mayor David Graham		Title: Mayor
Contact Person: Mike Webb		Title: City Manager
Address: 800 Bee Street		
City, State, Zip: Princeton, WV 24740		
Telephone Number: 304-487-5023		Fax Number:
E-Mail Address: m.webb@princetonwv.gov		
2020 Census Population: 6,000		
B. Municipal Classification		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II XXX 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.		
Mayor David Graham		11/25/2025
Type Name of Certifying Official	Signature of Certifying Official	Date

Report progress on each **non-tax related initiative** in your Home Rule Application and Amendment(s).

Initiative: Conveyance of City Property without Auction

Was this non-tax initiative a part of your original plan application XXX or a plan amendment ?

Has the ordinance(s) needed to implement this initiative been enacted? XXX Yes No

If yes, when was the ordinance enacted? 1/11/16

If no, please describe challenges faced in enacting the related ordinance(s).

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.

On October 11, 2016, Princeton City Council conveyed by ordinance an unopened portion of an alleyway situated between two lots owned by a City businessman, thereby allowing a planned expansion of the business to proceed onto and across the aforementioned alley.

This ordinance was approved after the publication of a Class II legal notice and a public hearing at which no objections were received from citizens. The aforementioned business is located on Rogers Street in the Commercial C-2 Zone.

On April 10, 2017, City Council conveyed by ordinance a second unopened portion of a City alleyway situated between two lots to a local business owner to enable a further expansion of his business in the Commercial C-2 Zone.

This ordinance was approved after the publication of a Class II legal notice and a public hearing at which no objections were received from citizens. The aforementioned business is located on Rogers Street in the Commercial C-2 Zone.

On May 8, 2017, Council, by ordinance, conveyed a third unopened alleyway for the purpose of promoting economic development in the form of a business expansion in the Commercial C-1 Zone.

This ordinance was approved after the publication of a Class II legal notice and a public hearing at which no objections were received from citizens. The aforementioned business is located on Mercer Street in the Commercial C-1 Zone.

On January 10, 2018, by ordinance, conveyed property to an adjacent business owner for expansion of the business to proceed onto the aforementioned property.

The ordinance was approved after the publication of a Class II legal notice and a public hearing at which no objections were received from citizens. The aforementioned property is located on Mercer Street in the Commercial C-1 Zone.

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 initiative has the ability to become the cornerstone of economic development in the City of Princeton for generations to come. Instead of government impeding economic growth, we are providing a mechanism of forward thinking development.

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: Disposition of Municipal Property to Nonprofit Organizations
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? 1/11/16
If no, please describe challenges faced in enacting the related ordinance(s).
<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>Following the procedure specified in the authorizing ordinance, on April 15, 2016, the City’s Code Enforcement Department purchased a 2001 Chevrolet Ventura Van from the Princeton Public Library for use by the Animal Control Officer. Otherwise, this transaction would have required an auction after storing the vehicle for an undetermined time until enough surplus vehicles were available to warrant an auction as mandated by State Law.</p> <p>Following the procedure specified in the authorizing ordinance, on December 11, 2018, the City’s Fire Department conveyed a 2004 Dodge Durango to the Princeton Parks & Recreation Department for use by the Parks & Recreation Administration. Otherwise, this conveyance would have required an auction after storing the vehicle for an undetermined time until enough surplus vehicles were available to warrant an auction as mandated by State Law</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 initiative will enable the timely and convenient exchange of municipal property with other nonprofits in and around Princeton, thereby enhancing the delivery of services to the public.</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.

Initiative: Procurement of architectural and engineering services
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? 1/11/16
If no, please describe challenges faced in enacting the related ordinance(s).
<p>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.</p> <p>Summer 2025 the City procured an engineering firm from which it had knowledge of the firms abilities and qualifications from a previous submission within the past 36 months to design a multiple purpose athletic field with the total construction cost estimated to be under \$250,000 without losing excessive time. This efficiency allowed the project to be completed in a timely fashion prior to winter 2025/26 and will allow the public to take full advantage of the new amenities by Spring 2026.</p>
<p>LESSONS LEARNED – The ability to procure an engineering firm using a very efficient and fiscally responsible manner made this project move at a steady pace and costs remained inside of estimates throughout the entire project from design to construction being completed. Very successful use of Home Rule initiative.</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: Municipal Sales and Use Tax
Was this tax initiative a part of your original plan application <input type="checkbox"/> or a plan amendment XXX or N/A <input type="checkbox"/>
Has the ordinance(s) needed to implement this initiative been enacted? XXX Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? 12/12/16
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>Ordinance approved by State’s Attorney General and scheduled for 1st and 2ND readings by Council – November 14th and December 12th, 2016, respectively. Implementation date of July 1, 2017. Appointed City’s Finance Director and Assistant City Manager to compile the data required by State Department of Commerce and State Tax Division to collect and disburse the tax proceeds. The first installation of sales tax proceeds for two months arrived on or about October 25, 2017 in the amount of \$175,503.23.</p> <p>On February 13, 2017, City Council adopted an ordinance reducing the rate for retail B&O Taxes from .005% to .0035% with the projected loss being \$238,287 expected annually.</p> <p>For the current fiscal year running from July 1, 2025 to June 30, 2026, the revenue collected by the City of Princeton’s Municipal Sales & Use Tax is on pace for an estimated \$2,100,000.00.</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 funds realized through the 1% sales tax plan continue to help secure financing of construction of the new Municipal Complex. In addition, surplus 1% sales tax funds are helping supplement the Fire & Police Pension Funds and purchase capital equipment. The implementation of the 1% sales tax has been and will continue to be imperative to the future success of Princeton’s growth and development.</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>Since the implementation of the Municipal Sales & Use Tax in the City of Princeton, businesses have flourished with the thirty percent decrease in retail B&O taxes. While the Municipal Sales tax has shown signs of exceeding original estimates, collections of retail B&O tax has also shown increased results during this same time period. This would indicate a direct correlation that the reduction of B&O tax rate and the implementation of the Municipal Sales & Use tax are a success for the City in terms of additional revenue; good for local businesses with regards to a better business climate to operate in; and for the Citizens of Princeton who will see enhanced services across the City.</p>

