

# MUNICIPAL HOME RULE PROGRAM

City of Shinnston

2021  
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 Shinnston		
Certifying Official: Chad M. Edwards	Title: City Manager	
Contact Person: Chad M. Edwards	Title: City Manager	
Address: 40 Main Street		
City, State, Zip: Shinnston, WV 26431		
Telephone Number: 304-592-6058	Fax Number: 304-592-1597	
E-Mail Address: <a href="mailto:citymanager@shinnstonwv.com">citymanager@shinnstonwv.com</a>		
2010 Census Population: 2,201		
<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.		
_____ 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: Disposition of property without auction, granting code enforcement officer authority to write tickets, purchasing tax liens on properties subject to delinquent property taxes, authorize collection of past due city fees without a lawsuit, shorten the period for forfeiture of structures when owners address code violations for uninhabitable properties.</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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, when was the ordinance enacted? 01/31/2020
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.  We are just beginning to utilize some of these provisions. We have been proactive at looking at state tax liens, taking them to city council, and deciding on whether it is worth purchasing for resale. Also, we are working with another agency to collect unpaid city fees. None of this would be possible without the Home Rule Initiative.
<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.  Giving the code enforcement officer the authority to write tickets will only work if that code enforcement officer is willing to work with the police department and visa versa.

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: 1% Sales and Usage 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? 07/01/2019
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>FY '21 Sales Tax: \$213,910.00          B&amp;O Taxes went from \$438,407.51 to \$386,151.84          Net Difference: \$161,654.33</p> <p>The metrics we will use to track performance are the quarterly totals as compared to prior quarters/years.</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>As a result of the 1% Sales Tax, we have been able to provide some much-needed funds to our policy department. These funds have also been instrumental in providing money needed for hard infrastructure like roads and alleys. We did this while eliminating B&amp;O taxes on manufacturing and lowering B&amp;O taxes on retail sales.</p> <p>Since enacting this sales tax, we have not heard one complaint or objection from the community. We can also use this money to offset the cost of economic incentives with B&amp;O taxes. (Example- waiving the first 3 years for new businesses.)</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>Make sure up front you know which businesses are in city limits and which ones are not. Make plans to ensure that businesses outside city limits know that they will not be responsible for collecting or paying the 1% sales tax. Also make sure that businesses in city limits know of their responsibilities.</p>