

MUNICIPAL HOME RULE
PILOT PROGRAM

City of Princeton, WV

2018
PROGRESS
REPORT

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 Pilot 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 December 3, 2018, by emailing Courtney Shamblin at courtney.d.shamblin@wv.gov, West Virginia Department of Revenue, West Virginia Home Rule Pilot Program, State Capitol Complex, Building 1, Room W-300, Charleston, West Virginia 25305, 304-558-3356.

A. General Information		
Name of Municipality:		
Certifying Official: David E. Graham	Title: Mayor	
Contact Person: Mike Webb	Title: City Manager	
Address: 100 Courthouse Road		
City, State, Zip: Princeton, WV 24740		
Telephone Number: 304-487-5025	Fax Number: 304-487-5030	
E-Mail Address: michaelvwebb@gmail.com		
2010 Census Population: 6432		
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. Pilot Program Entry Phase		
<input type="checkbox"/> Phase I (2007 Legislation)	<input checked="" type="checkbox"/> Phase II (2014 Legislation)	<input type="checkbox"/> Phase III (2015 Legislation)
D. 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.		
David E. Graham, Mayor		12/3/2018
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. Each non-tax related initiative must have a separate page.

Initiative: Conveyance of City Property without Auction			
Category of Issues Addressed (check all that apply)			
<input type="checkbox"/> Organization	<input checked="" type="checkbox"/> Administration	<input type="checkbox"/> Personnel	<input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application XXXX or a plan amendment <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? 1/11/16			
If no, please describe challenges faced in enacting the related ordinance(s)			
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>On January 10, 2018, by ordinance, conveyed property to an adjacent business owner for expansion of the business to proceed onto the aforementioned property.</p> <p>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.</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.

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.

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Initiative: Disposition of Municipal Property to Nonprofit Organizations			
Category of Issues Addressed (check all that apply)			
<input type="checkbox"/> Organization	<input checked="" type="checkbox"/> Administration	<input type="checkbox"/> Personnel	<input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application XXXX or a plan amendment <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? 1/11/16			
If no, please describe challenges faced in enacting the related ordinance(s)			
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting 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. Each non-tax related initiative must have a separate page.

Initiative:
Category of Issues Addressed (check all that apply) <input type="checkbox"/> Organization XXX Administration <input type="checkbox"/> Personnel <input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application XXXX or a plan amendment <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? 1/11/16
If no, please describe challenges faced in enacting the related ordinance(s)
<p>SUCSESSES – In the space below, please provide a brief narrative highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>The City of Princeton has not, as yet, approved any projects that would benefit from this initiative. However, City Officials are considering a number of projects that would be initiated in the future if sufficient funding was secured.</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>

Please use this page to report progress on each **tax related initiative** included in your Home Rule Application. Each tax related initiative must have a separate page.

Initiative:
Was this tax initiative a part of your original plan application: OR a plan amendment (XXX)
Has the ordinance(s) needed to implement this initiative been enacted? 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.</p> <p>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, 2018 to June 30, 2019, the revenue collected by the City of Princeton’s Municipal Sales & Use Tax will be an estimated \$1,150,000.00.</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>The funds realized through the 1% sales tax plan are helping 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 be imperative to the success of the City of Princeton’s development.</p>