

MUNICIPAL HOME RULE
PILOT PROGRAM

City/Town of VIENNA

2016
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 1, 2016, by emailing Debbie Browning at debbie.a.browning@wv.gov, West Virginia Development Office, West Virginia Home Rule Pilot Program, State Capitol Complex, Building 6, Room 553, Charleston, West Virginia 25305-0311, 304-558-2234.

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| A. General Information | | |
| Name of Municipality: City of Vienna | | |
| Certifying Official: Randall C Rapp | Title: Mayor | |
| Contact Person: Amy Roberts | Title: City Auditor | |
| Address: P O Box 5097 | | |
| City, State, Zip: Vienna, WV 26105 | | |
| Telephone Number: 304-295-4541 | Fax Number: 304-295-4955 | |
| E-Mail Address: amyroberts@vienna-wv.com | | |
| 2010 Census Population: 10,749 | | |
| B. Municipal Classification | | |
| <input type="checkbox"/> Class I | <input checked="" type="checkbox"/> Class II | <input 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. | | |
| Mayor Randall C Rapp |  | 11-9-16 |
| 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: EYESORES & DILAPIDATED STRUCTURES | | | |
| 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 <input 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? 12/18/2014 | | | |
| 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 granting of this ordinance allowed us to proceed with 5 (five) structures previously identified having met the corrective measures of this ordinance.</p> <p>Status – 5 structures remodeled at owner’s expense 2 structures (for sale) remodeled by new owners</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 ordinance has allowed for a much more expedient process and reduced lien filings for our municipality.</p> | | | |

Initiative: Building and Zoning Administration Enforcement Provisions

Category of Issues Addressed (check all that apply)

Organization

Administration

Personnel

Other

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

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

If yes, when was the ordinance enacted? 12/18/2014

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

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.

Since our adoption of the enforcement provision of “on spot citations” our issuance has been -0-. However, the ability to issue has become a valuable negotiating tool for compliance, that being the ultimate resolve for all parties.

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.

People respond very quickly to the potential citation costs. Our 5 day notice cites the penalties and procedures.

Initiative: Disposition of City Property

Category of Issues Addressed (check all that apply)

Organization Administration Personnel Other

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

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

If yes, when was the ordinance enacted? 12/18/2014

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

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.

The City of Vienna did not sell anything by sealed bid or auction in 2016 but we anticipate selling items this way in the future. The sales made by sealed bid in 2015 were very successful and more cost effective.

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 cost savings of not hiring an auctioneer has been well received. Sealed bids are more convenient and we have received more bids.

Initiative: Allow Regulation of Vehicle Wreckers Operating within Municipal Boundaries

Category of Issues Addressed (check all that apply)

Organization

Administration

Personnel

Other

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

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

If yes, when was the ordinance enacted? 12/18/2014

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

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.

The towing companies have been educated on the value of containing spills when wrecks occur. Clean water initiatives have been stressed to them. We have not had any violations in the 182 wrecks in 2016.

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.

Education of the towing companies has been very good.

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.

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| Initiative: Reduction of Certain Business and Occupation Taxes and Imposition of a 1% Municipal Sales Tax |
| Was this 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? 12/18/2014 effective 7/1/2016 |
| 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 of Vienna has now received a full year of sales tax and for a full year received \$3,385,636.26. We saw a reduction in our B&O taxes, due to reducing the retail rate, of \$294,802.95. This made our net increase \$3,090,833.31. In our Home Rule application we estimated that we would net \$2,822,370.00.</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>We are pleased that our original estimates were fairly accurate. The City has put \$500,000 in the budget for street repairs and the Policemen’s Pension Fund has gone from being 57% funded at the time of our application to 69.78% funded on our most recent actuarial report. We feel certain that this will continue to improve.</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 of Vienna would like for the State to furnish the cities some documentation on who is paying the tax and who is not so that we might work together to identify taxpayers who are not complying,</p> |

Initiative: Permit Purchases through Public Entity Cooperatives

Category of Issues Addressed (check all that apply)

Organization

Administration

Personnel

Other

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

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

If yes, when was the ordinance enacted? 12/18/2014

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

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.

The City of Vienna buys road salt in bulk at a reduced cost. The cities of St. Marys and Williamstown purchased several tons of salt on our salt contract thereby saving their cities money.

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.

Being able to purchase in quantity allows cities to realize better savings.