

MUNICIPAL HOME RULE  
PILOT PROGRAM

City of Bridgeport

2017  
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, 2017 by emailing Courtney Shamblin at [courtney.d.shamblin@wv.gov](mailto:courtney.d.shamblin@wv.gov), West Virginia Development Office, West Virginia Home Rule Pilot Program, State Capitol Complex, Building 1, Room W-300, Charleston, West Virginia 25305, 304-558-3356.

<b>A. General Information</b>		
Name of Municipality: City of Bridgeport		
Certifying Official: A. Kim Haws	Title: City Manager	
Contact Person: A. Kim Haws	Title: City Manager	
Address: 515 W. Main Street, PO Box 1310, Bridgeport, WV 26330		
City, State, Zip: Bridgeport, WV 26330		
Telephone Number: 304-842-8233	Fax Number: 304-842-8201	
E-Mail Address: <a href="mailto:akerr@bridgeportwv.com">akerr@bridgeportwv.com</a> or <a href="mailto:khaws@bridgeportwv.com">khaws@bridgeportwv.com</a>		
2010 Census Population: 8,149		
<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. Pilot Program Entry Phase</b>		
<input checked="" type="checkbox"/> Phase I (2007 Legislation)	<input type="checkbox"/> Phase II (2014 Legislation)	<input type="checkbox"/> Phase III (2015 Legislation)
<b>D. 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.		
A. Kim Haws		11/10/17
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.

<b>Initiative: RESTRICTIONS ON MUNICIPAL PARTICIPATION IN PUBLIC SCHOOLS (WV State Code §8-12-5)</b>	
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-	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? February 23, 2009	
If no, please describe challenges faced in enacting the related ordinance(s)	
<p><b>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.</b></p> <p>It permitted the City of Bridgeport to partner with the Harrison County Board of Education to expand the seating at Bridgeport High School to include new bleachers.</p>	
<p><b>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.</b></p> <p>Teaming up with the Board of Education created a finished project that benefited the entire community. The City has utilized the facility for various uses including Emergency Management Services.</p>	

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<b>Initiative: THE CITY IS NOT ALLOWED, UNDER CERTAIN CIRCUMSTANCES, TO ANNEX PROPERTY THAT THE CITY IS IN THE BEST POSITION TO PROVIDE PUBLIC SERVICES TO (WV State Code §8-6-1(a)).</b>			
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 checked="" type="checkbox"/> Yes			
Has the ordinance(s) needed to implement this initiative been enacted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, when was the ordinance enacted?			
If no, please describe challenges faced in enacting the related ordinance(s)			
<p>In August 2009 quarterly report to the Home Rule Board, Bridgeport stated that in January 2009, the city applied to the Harrison County Commission to annex Meadowbrook Road, which is separated from Bridgeport by a shoestring annexation. The commission permitted the annexation, but then allowed Clarksburg to annex portions of the same property, resulting in a “dual approval of the same territory.”</p> <p>Bridgeport then filed a “Writ of Error” against the Harrison County Commission for failing to meet open meeting law requirements when granting Clarksburg’s annexation. By June 2010, the Circuit Court of Harrison County reversed the Clarksburg annexation. Bridgeport’s annexation is now official, and “public support for our annexation from those interested parties was overwhelmingly positive.”</p>			
<b>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.</b>			
<b>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.</b>			

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<b>Initiative: ADJUST THE 5-G PROCUREMENT PROCESS FOR SECURING PROFESSIONAL SERVICES (WV State Code §5G-1-3)</b>	
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	a plan amendment –X ?
Has the ordinance(s) needed to implement this initiative been enacted?	X Yes
If yes, when was the ordinance enacted? April 13, 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 highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>This initiative has allowed the City of Bridgeport to select the firms the Selection Committee has deemed the most qualified for the project while being able to factor cost in determining the winning firm. City staff has saved time as well as money.</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>The City feels as though this process has saved thousands of dollars by creating a competitive process with our Architectural/Engineering firms. However, those municipalities wanting to duplicate this process should consider the expertise of staff who are qualified to develop a project scope that creates a level “playing field” for firms who have submitted proposals. The City of Bridgeport has a PE on staff to help with this process.</p>	

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<b>Initiative: MODIFYING CERTAIN CIVIL SERVICE REQUIREMENTS FOR SPECIFIC POSITIONS WITHIN THE POLICE AND FIRE DEPARTMENTS (WV State Code §8-15-22, §8-15-16, and §8-14-11)</b>			
Category of Issues Addressed (check all that apply)			
<input type="checkbox"/> Organization	<input checked="" type="checkbox"/> Administration	<input checked="" type="checkbox"/> Personnel	<input type="checkbox"/> Other
Was this non-tax initiative a part of your original plan application		a plan amendment <input checked="" type="checkbox"/> ?	
Has the ordinance(s) needed to implement this initiative been enacted?		<input checked="" type="checkbox"/> No	
If yes, when was the ordinance enacted?			
If no, please describe challenges faced in enacting the related ordinance(s) The City of Bridgeport is still investigating different ways to implement this initiative.			
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.			
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.			

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<b>Initiative: ENTER INTO INTERGOVERNMENTAL AGREEMENTS APPROVED BY RESOLUTION OF GOVERNING BODY WITHOUT APPROVAL BY ATTORNEY GENERAL AND AUTHORIZE EXERCISE OR ENGAGING IN ANY POWER OR PRIVILEGE OR UNDERTAKING WHICH EITHER PARTY MAY UNDERTAKE, ENJOY, OR ENGAGE IN (WV State Code §8-23-3 and §8-11-3)</b>	
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	a plan amendment <input checked="" type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted?	<input checked="" type="checkbox"/> Yes
If yes, when was the ordinance enacted? March 23, 2015	
If no, please describe challenges faced in enacting the related ordinance(s)	
<p><b>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.</b></p> <p>To expedite projects between municipalities.</p>	
<p><b>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.</b></p> <p>The Attorney General’s Office takes a while to review and sign off on projects. This streamlines the process and allows governing bodies to expedite projects.</p>	



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<b>Initiative: THE CITY OF BRIDGEPORT WILL PROVIDE RATES AND CHARGES FOR FIRE FEES FOR PROPERTIES LOCATED OUTSIDE OF THE CORPORATE LIMITS OF THE CITY BUT WITHIN THE CITY'S FIRST DUE AREA (WV State Code §8-13-13).</b>			
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		a plan amendment <input checked="" type="checkbox"/> ?	
Has the ordinance(s) needed to implement this initiative been enacted?		<input checked="" type="checkbox"/> Yes	
If yes, when was the ordinance enacted? July 11, 2011			
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 highlighting successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>Bridgeport's quarterly update of June 2011 noted that Harrison County Commission filed a lawsuit against this proposal, requesting instead that the non-city portion of Bridgeport's first-due fire service area be reapportioned to surrounding volunteer fire stations, which would remove the need for Bridgeport to establish fire service fees in that area. Bridgeport further indicated that it agreed to the request and would end services to this area, but that it would reverse this action if the court rules in the City's favor.</p> <p>Bridgeport's quarterly update of September 2011 then noted that Bridgeport will begin charging fire service fees, regardless of the lawsuit. The city stated that it can implement a fire service fee for the non-city portion without the Home Rule Board and used Chapter 8-13-13. Since then, the City of Bridgeport was successful in the Supreme Court.</p> <p>Case #13-0378 Court Ruling Date: 2-14-14</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>			



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<b>Initiative: AMENDING ARTICLE 521 PART FIVE OF THE CODIFIED ORDINANCES OF THE CITY OF BRIDGEPORT CODE TO ALLOW FOR SUNDAY ALCOHOL SALES AFTER 10AM.</b>
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      a plan amendment <input checked="" type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes
If yes, when was the ordinance enacted? October 24, 2016
If no, please describe challenges faced in enacting the related ordinance(s)
<b>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.</b>  This was just recently passed on October 24, 2016 and has only been available for two Sundays (at time of document preparation).
<b>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.</b>

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<b>Initiative: TO PERMIT LOCAL CERTIFICATION AND SUPERVISION OF CODE ENFORCEMENT OFFICIALS AND INSPECTORS.</b>
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      a plan amendment <input checked="" type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes
If yes, when was the ordinance enacted? May 9, 2016
If no, please describe challenges faced in enacting the related ordinance(s)
<b>SUCSESSES</b> – 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.  It streamlined the process and allowed new hires to start work immediately. It keeps us in compliance with the ICC and state procedures.
<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.  This didn't change the way we do things in Bridgeport. The only thing this allows is for new hires to start work immediately instead of having to wait up to two years to obtain necessary certifications.

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: REQUIREMENT THAT THE MUNICIPALITY CHARGE LICENSE TAXES NOT TO EXCEED ANTIQUATED AMOUNTS PREVIOUSLY AUTHORIZED BY THE STATE (WV State Code §8-13-4)**

Was this tax initiative a part of your original plan application –  Yes

Has the ordinance(s) needed to implement this initiative been enacted?  Yes

If yes, when was the ordinance enacted? March 9, 2009

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

**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.

The change in methodology and streamlining of the City of Bridgeport’s Business License requirements has been revenue neutral as intended.

**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.

As stated above, this initiative has been revenue neutral and therefore there are no additional funds available as a result of this change. The most significant advantage or benefit from this initiative is the simplification of the licensing process not only for city staff, but also for the business owners within our city limits.

**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.

Overall, the City of Bridgeport’s business owners have been more compliant and less critical as a result of streamlining the license fee for all businesses.

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<b>Initiative: THE CITY OF BRIDGEPORT CANNOT ISSUE ITS OWN TAX INCREMENT FINANCING BECAUSE IT IS A CLASS III CITY (WV State Code-Section 4, Article 11B of Chapter 7)</b>	
Was this tax initiative a part of your original plan application-	<input checked="" type="checkbox"/> Yes
Has the ordinance(s) needed to implement this initiative been enacted?	<input checked="" type="checkbox"/> No
If yes, when was the ordinance enacted?	
If no, please describe challenges faced in enacting the related ordinance(s) The State amended their legislative rules to allow Class III cities to create TIFs.	
<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>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>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.	

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<b>Initiative: IMPOSE MUNICIPAL SALES AND SERVICE TAX AND MUNICIPAL USE TAX IN ACCORDANCE WITH WEST VIRGINIA CODE §8-1-5A(i)(14)</b>	
Was this tax initiative a part of your original plan application	a plan amendment <input checked="" type="checkbox"/> ?
Has the ordinance(s) needed to implement this initiative been enacted?	<input checked="" type="checkbox"/> YES
If yes, when was the ordinance enacted? July 1, 2016	
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>Although very speculative, it is anticipated that the City will realize approximately \$3 million annually once this ordinance is in effect. The City just received its first quarter statement back from the state and has collected approximately \$550,000.</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>It is the City of Bridgeport’s intent to use the tax to construct a Sports Recreation Complex.</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>Pending as we are still collecting data and are still in the early stages of the implementation.</p>	

