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: City of Grafton

Certifying Official: Kevin Stead
Title: City Manager
Contact Person: Kevin Stead
Title: City Manager
Address: 1 West Main Street
City, State, Zip: Grafton, WV 26354
Telephone Number: 304-265-1412
Fax Number: 304-265-0119
E-Mail Address: cityofgrafton@hotmail.com
2010 Census Population: 5489

B. Municipal Classification

☐ Class I  ☐ Class II  X Class III  ☐ 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.

Kevin M. Stead

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.

<table>
<thead>
<tr>
<th>Initiative: Grant authority to Code Enforcement Officials to issue on the spot citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category of Issues Addressed (check all that apply)</td>
</tr>
<tr>
<td>☐ Organization</td>
</tr>
<tr>
<td>Was this non-tax initiative a part of your original plan application Yes or a plan amendment ☐?</td>
</tr>
<tr>
<td>☒ Yes</td>
</tr>
<tr>
<td>Has the ordinance(s) needed to implement this initiative been enacted?</td>
</tr>
<tr>
<td>☒ Yes</td>
</tr>
<tr>
<td>If yes, when was the ordinance enacted? October 20, 2015</td>
</tr>
<tr>
<td>If no, please describe challenges faced in enacting the related ordinance(s)</td>
</tr>
</tbody>
</table>

**SUCCESSES** – 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.

This new authority that has been granted has assisted with a more timely cleanup of problem properties throughout the city. To date, over 250 tickets have been issued, many dismissed after the property was properly resolved and the possibility of receiving a ticket has caused many property violations to be resolved in a more timely manner.

**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.

None to 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.

<table>
<thead>
<tr>
<th>Initiative: Expanding Police Civil Service Applicant’s Maximum Age and Hiring Part Time Police Officers</th>
</tr>
</thead>
</table>

Category of Issues Addressed (check all that apply)

- [ ] Organization
- [ ] Administration
- [x] Personnel
- [ ] Other

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

- [ ] Yes
- [ ] No

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

If yes, when was the ordinance enacted? October 20, 2015

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

SUCCESSES – 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.

This new authority that has been granted has allowed the city to hire 3 individuals that would have otherwise been over the previously stated mandated age of 40. The city has hired multiple police officers since the ordinance passed.

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.

None to 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:** A shortened time period under Section 8012016a for Forfeiture of Structures when owners refuse to address code violations at Uninhabitable Properties to a period of 12 months.

**Category of Issues Addressed (check all that apply)**
- X Administration
- □ Personnel
- □ Other

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

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

If yes, when was the ordinance enacted? February 16, 2016

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

**SUCCESSES** – 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 is still in the process of working through all proper paperwork to force property owners to adequately maintain and register their property before administering any foreclosure process.

**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.

None to 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: Removing the residency requirement for reinstatement of a Police Officer

<table>
<thead>
<tr>
<th>Category of Issues Addressed (check all that apply)</th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Organization</td>
<td>☐ Administration</td>
<td>☑ Personnel</td>
<td>☐ Other</td>
<td></td>
</tr>
</tbody>
</table>

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

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

If yes, when was the ordinance enacted? June 19, 2017

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

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**SUCCESSES** – 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.

An ordinance has been passed but to date this authority has not been needed. We have not reinstated any prior police officers since the ordinance passed.

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**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.

None to 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.

<table>
<thead>
<tr>
<th>Initiative: Reducing the minimum number of eligible from certified list of Police Civil Service Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category of Issues Addressed (check all that apply)</td>
</tr>
<tr>
<td>□ Organization □ Administration X Personnel □ Other</td>
</tr>
<tr>
<td>Was this non-tax initiative a part of your original plan application Yes or a plan amendment?</td>
</tr>
<tr>
<td>□</td>
</tr>
<tr>
<td>Has the ordinance(s) needed to implement this initiative been enacted? X Yes □ No</td>
</tr>
<tr>
<td>If yes, when was the ordinance enacted? July 11, 2017</td>
</tr>
<tr>
<td>If no, please describe challenges faced in enacting the related ordinance(s)</td>
</tr>
</tbody>
</table>

**SUCCESSES** – 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 Grafton strongly feels this new authority will be one of the most beneficial proposals for the city. Many times the Police Civil Service Board administers an examination for original appointment where only 1 or 2 individuals pass which severely limits the hiring process where the previous requirement of 3 or more individuals must pass before an officer is hired. To date, the city has utilized this new authority with hiring 12 police officers for original appointment. This authority has allowed the city to hire those individuals without going through the large expense of advertising and scheduling for another written examination.

**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.

None to 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.

<table>
<thead>
<tr>
<th>Initiative: Authority to allow Grafton to sell municipal property without public auction, when deemed for public purpose after public notice and sold for adequate value.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category of Issues Addressed (check all that apply)</td>
</tr>
<tr>
<td>□ Organization</td>
</tr>
<tr>
<td>Was this non-tax initiative a part of your original plan application or a plan amendment X?</td>
</tr>
<tr>
<td>X Yes</td>
</tr>
<tr>
<td>If yes, when was the ordinance enacted? August 25, 2017</td>
</tr>
<tr>
<td>If no, please describe challenges faced in enacting the related ordinance(s)</td>
</tr>
</tbody>
</table>

**SUCCESSES** – 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.

This new authority has allowed the city along with Grafton City Hospital to sell a Long Term Care Facility that was owned by the City of Grafton/Grafton City Hospital to a purchaser who will keep or build a new facility within the corporate limits of Grafton. This authority allowed the Grafton City Council and the Board of Directors of Grafton City Hospital to interview various corporations and determine which would be the proper “fit” for the long term beds that are currently provided for at Grafton City Hospital. The city and board where able to take into consideration the permanent location of the facility, employment concerns, company background, history and performance, and current and future healthcare needs of the community in deciding which company to sell the long term beds to instead of basing the sale solely on the highest bid received.

**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.

None to 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: Brunch Bill

| Category of Issues Addressed (check all that apply) |
|---------------------------------|-----------------|-----------------|
| □ Organization | X Administration | □ Personnel | □ Other |

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

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

If yes, when was the ordinance enacted? June 5, 2018

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

**SUCCESSES** — 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 the “Brunch Bill” ordinance passed 3 businesses have taken advantage of this new authority. Offering this has increased their profits and given them an opportunity to reach new clientele.

**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.

None to 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: Fire Civil Service Hiring – reducing the minimum number of eligible from certified list of fire civil service board**

<table>
<thead>
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<th>Category of Issues Addressed (check all that apply)</th>
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</thead>
<tbody>
<tr>
<td>☐ Organization</td>
</tr>
</tbody>
</table>

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

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

If yes, when was the ordinance enacted? August 14, 2018

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

**SUCCESSES** – 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 Grafton strongly feels this new authority will be one of the most beneficial proposals for the city. Many times, like the Police Civil Service Board, the Fire Civil Service Board administers an examination for original appointment where only 1 or 2 individuals pass which severely limits the hiring process where the previous requirement of 3 or more individuals must pass before an officer is hired. To date, the city has utilized this new authority with hiring 9 firemen for original appointment. This authority has allowed the city to hire those individuals without going through the large expense of advertising and scheduling for another written examination.

**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.

None to date
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: Authority to impose a 1% sales tax with reductions in B&O tax**

<table>
<thead>
<tr>
<th>Was this tax initiative a part of your original plan application YES or a plan amendment □?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Has the ordinance(s) needed to implement this initiative been enacted? X Yes □ No</td>
</tr>
<tr>
<td>If yes, when was the ordinance enacted? November 17, 2015</td>
</tr>
<tr>
<td>If no, please describe challenges faced in enacting the related ordinance(s)</td>
</tr>
</tbody>
</table>

**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 city has collected over 1 million dollars since enacting the 1% sales tax with a decrease in the B&O tax of an estimated $250,000.00 with a net gain of over $750,000.00 that has been spent on the projects listed under “successes”.

**SUCCESES** – 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.

The city has, in accordance with the original application seeking authority to impose a 1% sales tax utilized the net gain for the demolition of abandoned and dilapidated structures, the construction of new sidewalks, more activities during the Spirit of Grafton and other festivals, purchase of equipment, contracted with Thrasher Engineering for improvements to Maple Avenue Playground, the continued development of an indoor farmer’s market, and many other beautification projects throughout the city.

**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.