

MUNICIPAL HOME RULE  
PILOT PROGRAM

2016  
PROGRESS  
REPORT

*Harpers Ferry*  
City/Town of ~~XXXXXXXX~~

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](mailto: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.

<b>A. General Information</b>		
Name of Municipality: <i>Harpers Ferry</i>		
Certifying Official: <i>Gregory F. Vaughn</i>	Title: <i>Mayor</i>	
Contact Person: <i>Gregory F. Vaughn</i>	Title: <i>Mayor</i>	
Address: <i>P.O. Box 217</i>		
City, State, Zip: <i>Harpers Ferry, WV 25425</i>		
Telephone Number: <i>304-535-2206</i>	Fax Number: <i>304 535-6520</i>	
E-Mail Address: <i>hfmayor@frontier.com</i>		
2010 Census Population: <i>284</i>		
<b>B. Municipal Classification</b>		
<input type="checkbox"/> Class I <input type="checkbox"/> Class II <input type="checkbox"/> Class III <input checked="" type="checkbox"/> Class IV		
<b>C. Pilot Program Entry Phase</b>		
<input type="checkbox"/> Phase I (2007 Legislation) <input type="checkbox"/> Phase II (2014 Legislation) <input checked="" 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.		
<i>Gregory F. Vaughn</i>	<i>Gregory F. Vaughn</i>	<i>12/01/2016</i>
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: *On-the-spot code violation enforcement*

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?    *09/08/2014*

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.

*Article 126 Ordinance Compliance Officer was enacted on September 8, 2014, however the town did not hire a code officer until given authority for on-the spot citations. We now have a compliance officer who regularly inspects all non-criminal violations. As a result of Home Rule authority he now issue civil citations and presents cases in our municipal court. This authority has resulted in a vast improvement of some of our more troublesome properties.*

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.

*N/A*

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: <i>Blighted and derelict properties</i>
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"/> 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? <i>September 8, 2014</i>
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.  <i>Article 1109, Nuisances and Property Maintenance was amended to specifically address various components of blighted and neglected properties. Minimum maintenance standards were developed and codified. The standards cover not only the structure but also maintenance and upkeep of the land. Our Compliance officer regularly enforces Article 1109. As we continue to gain success we will be modifying the ordinance to add additional derelict property enforcement actions.</i>
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.  <i>N/A</i>

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: Authority to dispose of municipal property
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"/> or a plan amendment <input type="checkbox"/> ?
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) It is not the challenges to enact the ordinance it is the time to develop one. Harpers Ferry is such a small municipality and we have to rely on
SUCCESES – 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. Community volunteers to do many of our administrative tasks. We have not had the immediate need to get our ordinances in place for public sale/auction but we will try to get this accomplished this year.
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.  N/A

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: <i>Enact 1% sales and use tax</i>
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? <i>July 1, 2016</i>
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><i>Article 736 Sales and Use Tax became effective July 1, 2016. Its enactment was preceded by reductions in both our municipal business and occupation tax and our hotel occupancy tax. We received our first quarterly tax check and realized approximately \$21,000 net tax gain. This tax revenue is greatly assisting our municipality as</i></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><i>most municipalities across the state continue to struggle financially. We are able to re-direct these monies to help fund several infrastructure needs.</i></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>