

MUNICIPAL HOME RULE  
PROGRAM

City/Town of \_\_\_\_\_

20\_\_\_\_  
PROGRESS  
REPORT

West Virginia  
Municipal Home Rule Board  
P. O. Box 11360  
Charleston, WV 25339-1360  
[MunicipalHomeRule@wv.gov](mailto:MunicipalHomeRule@wv.gov)

304.558.3356

**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](mailto:MunicipalHomeRule@wv.gov).

<b>A. General Information</b>		
Name of Municipality: <i>City of Westover</i>		
Certifying Official: <i>SANDRA Weis</i>	Title: <i>Treasurer / City Clerk</i>	
Contact Person: <i>SANDRA Weis</i>	Title: <i>" "</i>	
Address: <i>500 DUPONT ROAD</i>		
City, State, Zip: <i>Westover, WV 26501</i>		
Telephone Number: <i>304-296-6860</i>	Fax Number: <i>304-296-6582</i>	
E-Mail Address: <i>cityofwestover@comcast.com</i>		
2020 Census Population: <i>3,955</i>		
<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. 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>SANDRA Weis</i>	<i>Sandra Weis</i>	<i>11/16/23</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 and Amendment(s). Each non-tax related initiative must be listed on a separate page.

<b>Initiative:</b> <i>ON the-spot CITATIONS FOR PUBLIC-NUISANCE, HEALTH &amp; SAFETY Code VIOLATIONS.</i>
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). <i>Just Approved by Home Rule BOARD ON 10/11/23. WILL NOT TAKE EFFECT UNTIL JULY 1, 2024</i>
<b>SUCSESSES</b> - In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance. <i>Not Implemented yet - July 1, 2024</i>
<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. <i>NA</i>

Please use this page to report progress on each non-tax related initiative included in your Home Rule Application and Amendment(s). Each non-tax related initiative must be listed on a separate page.

<b>Initiative:</b> Shortened period of time for forfeiture of structures when owners of properties that have been dilapidated or uninhabitable refuse to address code violations.
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). Just Approved by Home Rule Board on 10/11/23. Will Not Take Effect until July 1, 2024.
<b>SUCSESSES</b> - In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance. Not Implemented yet - July 1, 2024
<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. NA

Please use this page to report progress on each non-tax related initiative included in your Home Rule Application and Amendment(s). Each non-tax related initiative must be listed on a separate page.

<b>Initiative:</b> <i>Collect Liens for Demolition Expenses</i>
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). <i>Just Approved by Home Rule BOARD on 10/11/23. WILL NOT TAKE EFFECT UNTIL July 1, 2024</i>
<b>SUCSESSES</b> - In the space below, please provide a brief narrative which highlights successes realized through the implementation of this initiative and any metrics used to track performance. <i>Not Implemented yet - July 1, 2024</i>
<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. <i>NA</i>

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

<b>Initiative:</b> SALES TAX Revenue
Was this tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/> or N/A <input type="checkbox"/>
Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <sup>1<sup>st</sup> Reading</sup>
If yes, when was the ordinance enacted? Will Be Adopted Dec. 4, 2023 <span style="float: right;">Nov. 20, 2023</span>
If no, please describe challenges faced in enacting the related ordinance(s). Just Received Home Rule Approval on 10/11/23. Working on Preparing ALL ORDINANCES/BOUNDARY MAPS, etc. to send to STATE TAX Dept. (see Attached ORDINANCES)
<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.  Will not start until July 1, 2024
<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.  July 1, 2024 - START
<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.  NA

**AN ORDINANCE AMENDING AND REENACTING ARTICLE 757 BUSINESS AND OCCUPATION TAX OF THE CODES OF THE CITY OF WESTOVER.**

WHEREAS, to enable the City to become a permanent Municipal Home Rule City pursuant to the provisions of the West Virginia Code 8-1-5a, the city is required to eliminate and/or reduce its Business and Occupational Tax; and

WHEREAS, the Home Rule Board approved the City of Westover's application to become a Municipal Home Rule City on October 11, 2023; and

WHEREAS, the City will benefit from the Home Rule 1% Sales Tax effective July 1, 2024 and will therefore eliminate and/or reduce its Business and Occupational taxes as follows:

**757.21 MANUFACTURED OR COMPOUNDED PRODUCTS.  
ELIMINATED**

**757.25 BUSINESS OF OPERATING AMUSEMENTS.  
ELIMINATED**

**757.27 BUSINESS OF LOAN AND FINANCIAL INSTITUTIONS.**  
Upon every person engaging or continuing within the City in the business of banking or financial institutions, a tax equal to ~~one percent (1%)~~ (.5%) five tenths of one percent of the gross income received from interest, premiums, discounts, dividends, service fees or charges, commissions, fines, rents from real or tangible personal property, however denominated, royalties, charges for bookkeeping or data processing, receipts from check sales, charges or fees, and receipts from the sale of tangible personal property; provided, however, that gross income shall not include:

**757.28 SERVICE, BUSINESS OR CALLING NOT OTHERWISE SPECIFICALLY TAXED.**  
Upon every person engaging or continuing within the City in any service, business or calling not otherwise specifically taxed under this article, there is hereby levied and shall be collected a tax equal to ~~one percent (1%)~~ .75% of the gross income of any such business, service or calling.

**757.29 BUSINESS OF SELLING TANGIBLE PROPERTY AS A WHOLESALER OR JOBBER.  
ELIMINATED**

**THIS ORDINANCE SHALL BECOME EFFECTIVE JULY 1, 2024.**

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_  
& Adoption

\_\_\_\_\_  
Robert A. Lucci, Mayor

\_\_\_\_\_  
Sandra Weis, City Clerk