

MUNICIPAL HOME RULE PROGRAM

Corporation of
Harpers Ferry

2024
PROGRESS
REPORT

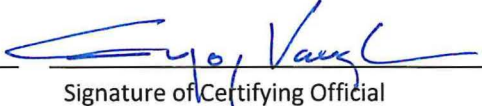
West Virginia
Municipal Home Rule Board
P. O. Box 11360
Charleston, WV 25339-1360
MunicipalHomeRule@wv.gov
304.558.3356

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.

| | | |
|--|--|------------|
| A. General Information | | |
| Name of Municipality: Corporation of Harpers Ferry | | |
| Certifying Official: Gregory Vaughn | Title: Mayor | |
| Contact Person: | Title: | |
| Address: PO Box 217 | | |
| City, State, Zip: Harpers Ferry, WV 25425 | | |
| Telephone Number: 304-535-2206 | Fax Number: N/A | |
| E-Mail Address: Gvaughn@harpersferrywv.us | | |
| 2010 Census Population: 286 | | |
| B. Municipal Classification | | |
| <input type="checkbox"/> Class I <input type="checkbox"/> Class II <input type="checkbox"/> Class III <input checked="" type="checkbox"/> 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. | | |
| Gregory F. Vaughn |  | 10/29/2024 |
| 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.

| |
|--|
| Initiative: Blight and derelict properties |
| 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? 09-08-2014 |
| If no, please describe challenges faced in enacting the related ordinance(s). |
| <p>SUCSESSES – 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.</p> <p>This Home Rule initiative continues to be a highly successful endeavor. The Town’s Code Enforcement Officer continues to actively enforce all aspects of our governing ordinance regarding blighted and derelict properties.</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>Due to the historical importance of Harpers Ferry, it is critical that we aggressively take all necessary steps to protect all the contributing structures within Harpers Ferry. Our Code Officer maintains meticulous records on all offending properties and pursues fair resolutions with the affected property owners. The Officer’s compliance program involves personal visits, follow-up discussions, thorough documentation of required actions, and when needed, referrals to Municipal Court for final resolution, when necessary.</p> |

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.

| |
|---|
| Initiative: On-the-spot code violation enforcement |
| 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 |
| If yes, when was the ordinance enacted? 09-08-2014 |
| 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>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>The Town's on-the-spot enforcement authority has become an integral part of our blighted and derelict property initiative. The real value of this authority is that it serves as one of the major deterrents for property owners who are allowing their properties to deteriorate. Our Code Officer has met with our Municipal Judge to ensure that the fairness of the judicial system is maintained.</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>As previously reported, we would highly recommend using an Ordinance Compliance Officer to improve enforcement and efficiency. Our Compliance Officer is a part-time (10 hr./week) employee and his financial impact regarding his compensation is certainly mitigated by the results of his actions.</p> |

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.

| |
|--|
| Initiative: Implementation of a 1% sales and use tax |
| 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 |
| If yes, when was the ordinance enacted? 12-14-2015 (effective date 07-01-2016) |
| 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>Codified Ordinance Article 732 Sales and Use Tax became effective July 1, 2016. Its enactment was preceded by reductions in both municipal business and occupation and room occupancy tax rates. The Corporation of Harpers Ferry brought in \$297,742.61 in sales and use tax revenue in FY2024. This is 1% increase over FY 2023.</p> |
| <p>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.</p> <p>The 1% sales and use tax continues to be the Town’s most stable and dependable revenue source. As a small Class IV municipality, we would struggle mightily without this tax revenue. The continued need for this revenue source is magnified in Harpers Ferry because of the adverse impact that tourism has on all components of our infrastructure. The 1% tax makes it possible for us to meet many of the infrastructure challenges.</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> |

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.

| |
|---|
| Initiative: Authority to dispose of municipal property without action. |
| 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 |
| If yes, when was the ordinance enacted? 12-17-2020 |
| 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>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>During FY 2024, Harpers Ferry successfully disposed of three (3) Town vehicles. This municipal authority greatly streamlined the process.</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 ability to sell/dispose of property without auction, when warranted and appropriate, has proven highly beneficial to the efficiency of our governing responsibilities. We would highly recommend that all Home Rule municipalities pursue this authority.</p> |