

# MUNICIPAL HOME RULE PROGRAM

City of Vienna

2024 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: City of Vienna		
Certifying Official: Randall C Rapp	Title: Mayor	
Contact Person: Amy Roberts	Title: Finance Director	
Address: P O Box 5097		
City, State, Zip: Vienna, WV 26105		
Telephone Number: 304-295-4541	Fax Number: 304-295-4955	
E-Mail Address: amyroberts@vienna-wv.com		
2020 Census Population: 10,652		
<b>B. Municipal Classification</b>		
<input type="checkbox"/> Class I <input checked="" type="checkbox"/> Class II <input 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.		
Randall C Rapp		12/02/2024
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.

<b>Initiative:</b> <b>Eyesores and Dilapidated Structures</b>
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? 12/18/2014
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 which highlights successes realized through the implementation of this initiative and any metrics used to track performance.</p> <p>The ordinance provides the framework necessary for and expedites the process of demolishing or rehabilitating dilapidated structures. Demolishing or rehabilitating dilapidated structures is an efficient mechanism for revitalizing struggling neighborhoods. Further, the demolition of a blighted property may generate positive price effects for nearby properties.</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 ordinance allows an expedited process and has reduced the filings for our municipality.</p>

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> <b>Building and Zoning Administration Enforcement Provisions</b>
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? 12/18/2014
If no, please describe challenges faced in enacting the related ordinance(s).
<p><b>SUCCESSSES</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.</p> <p>The ordinance grants the authority to issue citations. This enforcement provision fosters cooperation with noncompliant property owners and speeds the rehabilitation process. We rarely have to actually penalize a person as the idea of the penalty tends to head off any further issues.</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>People respond quicker to the potential citation costs. Our 5-day notice cites the penalties and procedures.</p>

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<b>Initiative:</b> <b>Disposition of City Property</b>
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? 12/18/2014
If no, please describe challenges faced in enacting the related ordinance(s).
<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. We did not sell any items in 2022 through the sealed bid process.
<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. Sealed bids allow the city to sell items in a more cost-effective manner and also in a timelier manner. Sealed bids eliminate the need for an auctioneer. The city in the last couple of years started selling items on an online government auction platform. It is a much better process and opens up the bid process to a large mass of bidders.

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> <b>Allow Regulation of Vehicle Wreckers Operating within Municipal Boundaries</b>
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? 12/18/2014
If no, please describe challenges faced in enacting the related ordinance(s).
<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.  Wrecker services/Towing companies are required to carry kits to clean-up spills resulting from accidents on our streets and highways. The City of Vienna has received 100% compliance from these companies.
<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 initiative keeps our streets and groundwater clean by ensuring that spills from accidents are cleaned up appropriately and these products do not enter our drains.

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>
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? 12/18/2014 effective 7/1/2015
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>Revenue collections continue to remain steady and slightly increase each year.</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>Work continued on the clean-up and revitalization of an industrial site left vacant in the middle of the city. The Brownfield portion of the project was completed, and we continue to work with the WV DEP and the EPA to get the clearance for the development of this property. As of 11/2020 the City of Vienna received the certificate of completion for the river side of the property which will be developed for recreational purposes and will be an asset to our community for years to come. We are currently seeking this certification on the industrial side and expect it soon. Our Policemen's Pension Fund plan continues to improve as we have surpassed the 80% funding level and are moving towards being fully funded.</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>We continue to work on development projects, improving our pension funds, and upgrades to our infrastructure.</p>

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<b>Initiative:</b> <b>Permit Purchases through Public Entity Cooperatives</b>
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? 12/18/2014
If no, please describe challenges faced in enacting the related ordinance(s).
<b>SUCCESSES</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.  The City of Vienna continues to work with neighboring communities of St. Marys and Williamstown to provide road salt at a cheaper price. The ability to buy larger quantities allows us to obtain a cheaper rate for all of us.
<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 initiative is a win for all involved.