

AGENDA  
NITRO CITY COUNCIL  
DECEMBER 20, 2016

CALL TO ORDER: Mayor Dave Casebolt	Recorder Rita Cox
Ward 1 Councilwoman Donna Boggs	Ward 2 Councilman Bill Racer
Ward 3 Councilwoman Laurie Elkins	Ward 4 Councilman Michael Hill
Councilman at Large Bill Javins	Councilman at Large John Montgomery
Councilman at Large Andy Shamblin	

INVOCATION/PLEDGE OF ALLEGIANCE

FUTURE DATES OF COUNCIL: January 3 and 17, February 7 and 21

APPROVAL OF COUNCIL MINUTES: December 6

OLD BUSINESS

NITRO POLICE DEPARTMENT CIVIL SERVICE/CHANGES IN THE RULES AND REGULATIONS: Robin Smith

NEW BUSINESS

MAY 13, 2017-HORSE PARADE: Susan Valleau

FIRST READING/CHAPTER 5, ARTICLE 167/AN ORDINANCE ESTABLISHING THE NITRO BUILDING COMMISSION: Councilman John Montgomery

NDA-GIGABIT CITY RESOLUTION: Rich Hively

ATTORNEY REPORT: Johnnie Brown

TREASURER REPORT: John Young

MAYOR COMMENTS

COUNCIL COMMENTS

PUBLIC COMMENTS

ADJOURNMENT

## **RESOLUTION OF THE NITRO DEVELOPMENT AUTHORITY**

At a regular meeting of the Nitro Development Authority held on the 13<sup>th</sup> day of December, 2016, with a quorum of board members being present in person, and upon motion duly made, seconded and unanimously approved, the following resolution was adopted:

**BE IT RESOLVED** by the Nitro Development Authority that the availability of reasonably priced and convenient ultra-fast broadband Internet access, with a minimum of 1Gps (Gigabit Speed Internet) download and upload, to the Nitro business and educational community is essential for the sustained growth and progress of educational, commercial and other business enterprise; and

**BE IT FURTHER RESOLVED** that the Nitro Development Authority should make the Mayor and City Council of Nitro aware that the authority enthusiastically and overwhelmingly supports any attempt by the city to make ultra-fast broadband Internet access with a minimum of 1Gps (Gigabit Speed Internet) download and upload Internet access available to businesses, schools and individuals transacting business in area of the city; and

**BE IT FURTHER RESOLVED** that the Nitro Development Authority, and all of its members, pledge to do everything within their power to support and promote the efforts of the city to achieve the completion of an ultra-fast broadband Internet access with a minimum of 1Gps (Gigabit Speed Internet) download and upload project to serve the business and educational community of the city; and finally

NITRO CITY COUNCIL  
MINUTES  
DECEMBER 20, 2016

CALL TO ORDER: Mayor Casebolt called the meeting to order at 7:00 pm. Along with Mayor Dave Casebolt those in attendance were Recorder Rita Cox, Ward 1 Councilwoman Donna Boggs, Ward 2 Councilman Bill Racer, Ward 3 Councilwoman Laurie Elkins, Ward 4 Councilman Michael Hill, Councilmen at Large John Montgomery, Bill Javins and Andy Shamblin, and City Attorney Johnnie Brown. City Treasurer John Young was absent.

INVOCATION/PLEDGE OF ALLEGIANCE: The Invocation was given by Councilman Shamblin and the Pledge of Allegiance was led by Rich Hively.

FUTURE DATES OF COUNCIL: Mayor Casebolt said the future dates of Council are January 3 and 17 and February 7 and 21.

APPROVAL OF COUNCIL MINUTES: RECORDER RITA COX MADE THE MOTION THAT THE MINUTES OF DECEMBER 6 BE APPROVED. THERE WAS A SECOND BY COUNCILWOMAN DONNA BOGGS AND THE MOTION CARRIED.

OLD BUSINESS

NITRO POLICE DEPARTMENT CIVIL SERVICE/CHANGES IN THE RULES AND REGULATIONS: RECORDER RITA COX MADE THE MOTION THAT COUNCIL APPROVE THE POLICE DEPARTMENT CIVIL SERVICE CHANGE WITH PROMOTIONS FROM SUCH SCORE, 0.25 POINTS SHALL BE SUBTRACTED FOR EACH 8 (EIGHT) HOURS OF SUSPENSION IN THE PAST THREE YEARS FROM THE DATE THE PROMOTIONAL EXAM IS ADMINISTERED. Robin Smith said the rule regarding promotions had been from the first date the promotional examination is advertised but will now be from when it is administered. THE SECOND WAS COUNCILMAN BILL JAVINS AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

NEW BUSINESS

MAY 13, 2017-HORSE PARADE: Susan Valleau requested members of Council permit a horse parade on Saturday, May 13 to honor the opening dedication of the Living Memorial Park on 21<sup>st</sup> Street and Second Avenue. She explained that a horse parade will differ from other parades in several ways but one particular way is that no distracting noises can be allowed such as sirens. She said the parade would begin and end at Pickens Road and would begin at noon. COUNCILWOMAN LAURIE ELKINS MADE THE MOTION THAT A HORSE PARADE BE APPROVED FOR MAY 13 TO OPEN THE DEDICATION OF MEMORIAL PARK. THE SECOND WAS BY COUNCILMAN BILL RACER AND THE MOTION CARRIED WITH ALL COUNCIL MEMBERS VOTING IN THE AFFIRMATIVE. Mayor Casebolt said that David Riley who is the National Commander of the Disabled Veterans of America will be attending the May 13 Memorial Park Dedication.

FIRST READING/CHAPTER 5, ARTICLE 167/AN ORDINANCE ESTABLISHING THE NITRO BUILDING COMMISSION: COUNCILMAN MONTGOMERY MADE THE MOTION THAT COUNCIL APPROVE THE ORDINANCE ESTABLISHING THE BUILDING COMMISSION TO ALLOW THE PURCHASE OF PROPERTY CONSISTING OF THREE TO FIVE COMMISSIONERS OF STAGGERING TERMS WHO ARE RESIDENTS OF THE CITY OF NITRO. THE SECOND WAS BY RECORDER COX AND THE MOTION CARRIED.

NDA-GIGABIT CITY RESOLUTION: RECORDER RITA COX MADE THE MOTION THAT COUNCIL ACCEPT AND ENDORSE THE RESOLUTION PRESENTED BY RICH HIVELY OF THE NITRO DEVELOPMENT AUTHORITY ON THE GIGABIT CITY RESOLUTION. THE SECOND WAS BY COUNCILMAN BILL JAVINS. Fred Walkover of Suddenlink spoke on behalf of support for the Resolution. THERE WAS A UNANIMOUS VOTE FOR SUPPORT OF THE RESOLUTION.

ATTORNEY REPORT: Johnnie Brown said that the Board for the Building Commission should consists of three members with staggering terms and the members are not to hold political office.

TREASURER REPORT: COUNCILMAN ANDY SHAMBIN MADE THE MOTION THAT COUNCIL ACCEPT THE FINANCIAL REPORT SUPPLIED BY JOHN YOUNG. THERE WAS A SECOND BY COUNCILMAN JOHN MONTGOMERY AND THE MOTION CARRIED.

MAYOR COMMENTS: Mayor Casebolt wished everyone a Merry Christmas and a Happy New Year.

COUNCIL COMMENTS: Members of Council told everyone to have a Merry Christmas and a Happy New Year.

PUBLIC COMMENT: Bob Schamber said the Seniors have been busy with several events. He wished all a Happy Holiday Season.

Bill Fortune said the Nitro Mission Team had given out 290 baskets of food for the holidays as well as their usual Tuesday distribution. He thanks everyone for their help and support.

ADJOURNMENT: COUNCILMAN JAVINS MADE THE MOTION THAT COUNCIL ADJOURN AND THE SECOND WAS BY COUNCILMAN RACER. VOTE WAS FOR THE MOTION.

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DAVE CASEBOLT, MAYOR

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RITA COX, RECORDER



## Revenues

	Year to Date Current Year	Year to Date Budget	Year to Date LY	CY Vs Budget	CY Vs LY
Property Tax	\$ 553,498	\$ 396,795	\$ 501,859	\$ 156,703	\$ 51,639
Property Tax Excess Levy	\$ 215,334	\$ 153,860	\$ 205,951	\$ 61,474	\$ 9,383
Property Tax Library Exce Levy	\$ 28,169	\$ 19,585	\$ 25,897	\$ 8,584	\$ 2,271
Oil & Gas Severance Tax	\$ 9,967	\$ 9,905	\$ 15,410	\$ 62	\$ (5,443)
Utility Tax	\$ 110,859	\$ 105,915	\$ 106,601	\$ 4,944	\$ 4,258
THF Realty B&O Tax	\$ 77,000	\$ 32,085	\$ 77,000	\$ 44,915	\$ -
B&O TAX- MANUFACTURED	\$ 4,853	\$ 8,335	\$ 11,092	\$ (3,482)	\$ (6,239)
B&O TAX - RETAIL	\$ 119,650	\$ 230,310	\$ 125,554	\$ (110,660)	\$ (5,904)
B&O TAX - WHOLESale	\$ 18,508	\$ 20,790	\$ 24,666	\$ (2,282)	\$ (6,159)
B&O TAX - ELECTRIC/DOMESTIC	\$ 113,344	\$ 83,750	\$ 104,040	\$ 29,594	\$ 9,304
B&O TAX - WATER CO.	\$ 42,199	\$ 32,670	\$ 36,489	\$ 9,529	\$ 5,710
B&O TAX-ELEC. & OTHER POWER CO	\$ 52,310	\$ 41,665	\$ 52,248	\$ 10,645	\$ 61
B&O TAX - CONTRACTING	\$ 57,215	\$ 27,770	\$ 38,544	\$ 29,445	\$ 18,672
B&O TAX - BANKING	\$ 1,482	\$ 1,945	\$ 2,331	\$ (463)	\$ (849)
B&O TAX - AMUSEMENT	\$ 181	\$ 715	\$ 958	\$ (534)	\$ (777)
B&O TAX - SERVICE	\$ 99,633	\$ 68,295	\$ 83,153	\$ 31,338	\$ 16,480
B&O TAX - RENTAL & ROYALTIES	\$ 51,942	\$ 52,085	\$ 61,524	\$ (143)	\$ (9,582)
Liquor Tax	\$ 25,082	\$ 22,915	\$ 27,031	\$ 2,167	\$ (1,949)
Hotel Occupancy Tax	\$ 97,566	\$ 86,260	\$ 91,981	\$ 11,306	\$ 5,585
Court Costs and Fees	\$ 5,236	\$ 18,225	\$ 11,669	\$ (12,989)	\$ (6,433)
Regional Jail Fund Tax	\$ 377	\$ 335	\$ 469	\$ 42	\$ (91)
Business License	\$ 13,270	\$ 15,415	\$ 18,958	\$ (2,145)	\$ (5,688)
Building Permits	\$ 6,645	\$ 9,165	\$ 9,765	\$ (2,520)	\$ (3,120)
Franchise Fees	\$ 22,255	\$ 19,165	\$ 23,071	\$ 3,090	\$ (816)
Plan Review Fees	\$ 290	\$ 1,565	\$ 1,260	\$ (1,275)	\$ (970)
IRP FEES	\$ 37,249	\$ 58,590	\$ 71,073	\$ (21,341)	\$ (33,824)
Parks & Recreation	\$ 1,425	\$ 2,670	\$ 2,775	\$ (1,245)	\$ (1,350)
Donation - Park & Rec.	\$ -	\$ -	\$ 200	\$ -	\$ (200)
Swimming Pool Revenue	\$ 20,397	\$ 18,750	\$ 22,288	\$ 1,647	\$ (1,891)

Pool Revenue Credit Card	\$	2,555	\$	1,335	\$	2,531	\$	1,220	\$	24
Pool Concessions	\$	12,051	\$	12,500	\$	15,119	\$	(449)	\$	(3,068)
Pool Concessions Contracted	\$	689	\$	335	\$	520	\$	354	\$	169
Concessions Credit Card	\$	1,438	\$	415	\$	1,128	\$	1,023	\$	310
Municipal Service Fees	\$	337,151	\$	352,085	\$	356,561	\$	(14,934)	\$	(19,410)
Dumpster Fees	\$	29,570	\$	34,555	\$	33,166	\$	(4,985)	\$	(3,596)
Other Trash Fees	\$	445	\$	625	\$	730	\$	(180)	\$	(285)
Rental Property	\$	49,274	\$	3,285	\$	2,800	\$	45,989	\$	46,474
Nitro Fire Fees Commercial	\$	12,774	\$	41,665	\$	-	\$	(28,891)	\$	12,774
Nitro Fire Fees Residential	\$	525	\$	-	\$	-	\$	525	\$	525
State & County Grants	\$	4,087	\$	16,750	\$	21,086	\$	(12,663)	\$	(16,999)
Contributions	\$	26,267	\$	3,070	\$	3,921	\$	23,197	\$	22,346
Contributions Other Entities	\$	-	\$	310,525	\$	-	\$	(310,525)	\$	-
Reimb: Police Wages	\$	6,322	\$	20,835	\$	32,647	\$	(14,513)	\$	(26,325)
Reimb: Fire Wages	\$	-	\$	210	\$	-	\$	(210)	\$	-
Reimb: Public Works Wages	\$	2,849	\$	1,250	\$	2,136	\$	1,599	\$	713
Dog Track Table Games	\$	145,223	\$	145,460	\$	146,983	\$	(237)	\$	(1,759)
Table Games - Greenbrier	\$	106	\$	140	\$	144	\$	(34)	\$	(37)
Interest Income	\$	612	\$	940	\$	637	\$	(328)	\$	(25)
Reimburse Lakeview	\$	-	\$	1,665	\$	-	\$	(1,665)	\$	-
Reimburse City Calendar	\$	-	\$	1,040	\$	625	\$	(1,040)	\$	(625)
Reimb: Hospitalization	\$	64,902	\$	55,290	\$	54,534	\$	9,612	\$	10,368
Senior Citizens Reimb.	\$	2,217	\$	10,835	\$	10,812	\$	(8,618)	\$	(8,595)
Reimb. Legal Ads	\$	-	\$	85	\$	-	\$	(85)	\$	-
Rebates Purchasing Card	\$	2,681	\$	1,460	\$	2,352	\$	1,221	\$	329
Reimb: Insurance Claims	\$	4,825	\$	1,710	\$	2,500	\$	3,115	\$	2,325
Accident Reports	\$	2,365	\$	1,835	\$	1,995	\$	530	\$	370
Fire Reports	\$	10	\$	-	\$	-	\$	10	\$	10
MDent Receipts Federal	\$	-	\$	-	\$	60	\$	-	\$	(60)
MDent Receipts - State	\$	-	\$	2,760	\$	3,867	\$	(2,760)	\$	(3,867)
Other Lottery Revenues	\$	8,759	\$	8,895	\$	9,353	\$	(136)	\$	(594)
Dog Track - Lottery	\$	16,283	\$	62,500	\$	13,070	\$	(46,217)	\$	3,214
Miscellaneous Income	\$	3,198	\$	3,125	\$	3,433	\$	73	\$	(235)
Coal Severance	\$	7,856	\$	10,795	\$	10,806	\$	(2,939)	\$	(2,950)



Sales Tax	\$ 883,528	\$ -	\$ -	\$ 883,528	\$ 883,528
Total Revenues	\$ 3,414,500	\$ 2,647,505	\$ 2,487,372	\$ 766,995	\$ 927,128

## Expenses

### Mayor Expenses

Salaries (Mayor)	\$ 19,038	\$ 18,750	\$ 16,077	\$ (288)	\$ (2,962)
FICA Tax	\$ 1,457	\$ 1,435	\$ 1,230	\$ (22)	\$ (227)
Health Insurance	\$ 3,857	\$ 3,225	\$ 3,181	\$ (632)	\$ (676)
Retirement	\$ 2,264	\$ 2,250	\$ 2,185	\$ (14)	\$ (79)
Telephone	\$ 86	\$ 180	\$ 126	\$ 94	\$ 40
Electric	\$ -	\$ -	\$ 29	\$ -	\$ 29
Travel	\$ 424	\$ 500	\$ 285	\$ 76	\$ (139)
Dues	\$ -	\$ 155	\$ -	\$ 155	\$ -
Workers Compensation	\$ 59	\$ 65	\$ 59	\$ 6	\$ -
Unemployment Compensation	\$ -	\$ 75	\$ -	\$ 75	\$ -
Department Supplies	\$ 188	\$ 190	\$ 514	\$ 2	\$ 327
City Calendar	\$ -	\$ 1,960	\$ -	\$ 1,960	\$ -
Other Contributions	\$ 1,035	\$ -	\$ 1,220	\$ (1,035)	\$ 185
Total Mayor Expense	\$ 28,406	\$ 28,785	\$ 24,906	\$ 379	\$ (3,501)

### City Council Expenses

Salaries (Council)	\$ 14,000	\$ 14,000	\$ 10,500		
FICA Tax	\$ 1,351	\$ 1,070	\$ 1,013		
Retirement	\$ 842	\$ -	\$ 612		
Maint. & Repair Bldg & Grounds	\$ -	\$ -	\$ 165		
Rent Council Office	\$ 7,915	\$ 3,315	\$ 10,942		
Rent Council Office Coal Sev	\$ 5,300	\$ -	\$ -		
Workers Compensation	\$ 39	\$ 40	\$ 39		

Department Supplies	\$ 3,750	\$ 415	\$ 183
Miscellaneous	-	\$ 185,225	-
Council Contributions	\$ 3,000	-	-
<b>Total City Council Expenses</b>	<b>\$ 36,197</b>	<b>\$ 204,065</b>	<b>\$ 23,453</b>
			<b>\$ 167,868</b>
			<b>\$ (12,743)</b>

**City Recorder**

Salaries (Recorder)	\$ 12,692	\$ 12,500	\$ 10,577
FICA Tax	971	955	809
Health Insurance	4,851	4,805	3,645
Retirement	2,568	1,500	1,437
Telephone	-	180	125
Electric	-	20	31
Travel	-	210	-
Legal Ads	665	2,085	2,223
Training & Education	175	-	-
Workers Compensation	39	40	39
Unemployment Compensation	-	50	-
Department Supplies	755	210	433
Election	194	-	-
<b>Total City Recorder</b>	<b>\$ 22,910</b>	<b>\$ 22,555</b>	<b>\$ 19,319</b>
			<b>\$ (355)</b>
			<b>\$ (3,591)</b>

**Treasurer**

Salaries (Treasurer)	\$ 19,038	\$ 18,750	\$ 18,542
FICA Tax	1,457	1,435	1,418
Health Insurance	4,855	5,055	4,203
Retirement	2,324	2,250	2,515
Telephone	86	165	123
Electric	-	-	30
Training & Education	-	105	-
Auditor	-	835	6,000

Workers Compensation	\$	69	\$	85	\$	69
Liability Insurance	\$	-	\$	100	\$	-
Department Supplies	\$	1,132	\$	65	\$	250
IRS PENALTIES	\$	-	\$	-	\$	469
Total Treasurer	\$	28,961	\$	28,845	\$	33,619
					(116)	\$
						4,658

**Municipal Court**

Salaries (Municipal Court)	\$	16,921	\$	16,115	\$	17,459
Overtime	\$	1,067	\$	1,040	\$	1,106
FICA Tax	\$	2,245	\$	2,000	\$	2,225
Health Insurance	\$	56	\$	10	\$	58
Retirement	\$	2,200	\$	2,060	\$	2,348
Telephone	\$	-	\$	1,000	\$	1,100
Electric	\$	-	\$	-	\$	230
Bldgs & Equipment Rent	\$	-	\$	3,315	\$	842
Training & Education	\$	-	\$	210	\$	175
Professional Svcs - Judge	\$	4,250	\$	4,250	\$	3,917
Professional Svcs - Prosecutor	\$	4,750	\$	4,750	\$	4,417
Workers Compensation	\$	58	\$	60	\$	58
Unemployment Compensation	\$	-	\$	15	\$	19
Video Arraignment	\$	-	\$	1,250	\$	-
Contract Labor	\$	-	\$	1,040	\$	-
Juror Fees	\$	-	\$	415	\$	-
Department Supplies	\$	49	\$	925	\$	1,149
Regional Jail Expenses	\$	1,737	\$	1,875	\$	2,075
Crime Victim Fund	\$	-	\$	6,250	\$	716
Total Municipal Court	\$	33,333	\$	46,580	\$	37,891
						13,247
						\$
						4,558

**Regional Development Authority**

Regional Development Authority	\$	1,989	\$	800	\$	1,965
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Total Regional Development Authority

\$ 1,989 \$ 800 \$ 1,965 \$ (1,189) \$ (24)

**Building Department**

Salaries (Bldg. Dept.)	\$ 26,079	\$ 22,465	\$ 22,121
Overtime	\$ 1,050	\$ 625	\$ 348
FICA Tax	\$ 2,075	\$ 1,720	\$ 1,760
Health Insurance	\$ 3,851	\$ 3,815	\$ 3,084
Telephone	\$ 82	\$ 150	\$ 107
Electric	\$ -	\$ -	\$ 26
Travel	\$ 178	\$ 835	\$ 609
Maint & Repair-Autos & Trucks	\$ 14	\$ 375	\$ 988
Fuel	\$ 172	\$ 500	\$ 460
Postage	\$ 13	\$ 15	\$ 204
Training & Education	\$ 923	\$ 625	\$ 425
Dues	\$ 150	\$ 210	\$ 100
Liability Insurance	\$ -	\$ 415	\$ -
Workers Compensation	\$ 93	\$ 105	\$ 93
Unemployment Compensation	\$ -	\$ 100	\$ -
Contract Services	\$ 630	\$ 835	\$ 6,920
Department Supplies	\$ 1,118	\$ 1,375	\$ 1,605
Uniforms	\$ 184	\$ 415	\$ 1,339
<b>Total Building Expense</b>	<b>\$ 36,613</b>	<b>\$ 34,580</b>	<b>\$ 40,188</b>

\$ (2,033) \$ 3,576

**City Hall**

Salaries (City Hall)	\$ 31,132	\$ 33,655	\$ 27,057
Overtime	\$ 84	\$ -	\$ 991
FICA Tax	\$ 2,388	\$ 2,575	\$ 2,146
Health Insurance	\$ 6,650	\$ 5,840	\$ 9,728
Health Insurance - NRWVA	\$ 50,664	\$ 55,290	\$ 33,734
Health Ins Retirees Reimbursed	\$ 14,500	\$ 11,555	\$ 9,245

Retirement	\$ 3,660	\$ 4,040	\$ 3,731
OPEB Expense	\$ 16,279	\$ -	\$ 45,384
Telephone	\$ 177	\$ 405	\$ 335
Printing	\$ 4,494	\$ 3,540	\$ 3,022
Electric	\$ 2,670	\$ 3,375	\$ 3,467
Gas - utility	\$ 61	\$ 945	\$ 655
Water	\$ 360	\$ 1,170	\$ 166
Sewer	\$ 382	\$ 65	\$ 95
Travel	\$ 63	\$ -	\$ 60
Maint & Repair Bldgs & Grounds	\$ 2,140	\$ 285	\$ 230
Postage	\$ 6,039	\$ 6,875	\$ 6,243
Training & Education	\$ -	\$ 250	\$ -
Professional Services	\$ 17,566	\$ 23,410	\$ 14,662
Liability Insurance	\$ 30,763	\$ 104,570	\$ 35,405
Workers Compensation	\$ 97	\$ 95	\$ 97
Contract Services	\$ 3,770	\$ 625	\$ 185
Bank Charges	\$ 2,822	\$ 180	\$ 536
Bank Charges Coal Severance	\$ -	\$ -	\$ 37
Bank Charges Sales Tax	\$ 90	\$ -	\$ -
Credit Card Charges	\$ 74	\$ 440	\$ 471
Department Supplies	\$ 6,350	\$ 6,215	\$ 8,216
Computer Expenses	\$ 2,647	\$ 3,335	\$ 16,296
Collections	\$ 33	\$ 75	\$ 44
Total City Hall	\$ 205,953	\$ 268,810	\$ 222,236
		\$ 62,857	\$ 16,283

**Public Works**

Salaries (Public Works)	\$ 55,051	\$ 54,620	\$ 42,810
Overtime	\$ 2,808	\$ 1,470	\$ 1,752
Salaries Mechanic	\$ 6,139	\$ 5,980	\$ 5,969
Overtime Mechanic	\$ 5,836	\$ -	\$ 4,174
Fica Tax	\$ 4,426	\$ 4,290	\$ 3,409
FICA Mechanic	\$ 748	\$ 455	\$ 494

Health Insurance	\$ 12,563	\$ 10,155	\$ 7,962
Health Insurance Retiree	\$ 2,036	\$ -	\$ -
Retirement	\$ 5,379	\$ 7,450	\$ 5,974
Telephone	\$ 2,156	\$ 390	\$ 328
Electric	\$ 3,001	\$ 2,500	\$ 3,339
Gas - utility	\$ 64	\$ 2,290	\$ 127
Water	\$ 838	\$ 730	\$ 767
Sewer	\$ 570	\$ 200	\$ 271
Internet	\$ 523	\$ 145	\$ 50
Maint & Repair-Bldgs & Grounds	\$ 5,032	\$ 1,145	\$ 239
State Litter Control Grant	\$ -	\$ 66,665	\$ -
Maint. & Repair - Equipment	\$ 2,221	\$ 1,460	\$ 1,108
Maint & Repair-Auto & Trucks	\$ 17,591	\$ 10,415	\$ 25,766
Fuel	\$ 10,093	\$ 22,085	\$ 22,254
Postage	\$ 513	\$ -	\$ -
Training & Education	\$ 60	\$ 195	\$ -
Liability Insurance	\$ 12,193	\$ 12,195	\$ 12,193
Workers Compensation	\$ 1,669	\$ 1,670	\$ 1,669
Unemployment Compensation	\$ 57	\$ 195	\$ 0
Contract Services	\$ 266	\$ 835	\$ 484
Department Supplies	\$ 34,815	\$ 10,415	\$ 16,485
Uniforms	\$ 4,467	\$ 5,835	\$ 6,364
Miscellaneous	\$ -	\$ 730	\$ 1,393
City Beautification	\$ 450	\$ 1,040	\$ 2,413
<b>Total Public Works</b>	<b>\$ 191,566</b>	<b>\$ 225,555</b>	<b>\$ 167,795</b>
			<b>\$ (23,771)</b>
<b>Police</b>			
Salaries (Police)	\$ 366,593	\$ 358,395	\$ 310,601
Overtime Police	\$ 59,358	\$ 72,915	\$ 87,642
Salaries Police Administrative	\$ 13,930	\$ 13,605	\$ 13,482
Overtime Police Administrative	\$ 713	\$ 625	\$ 689
Salaries Mechanic	\$ 6,139	\$ 5,980	\$ 5,969

Overtime Mechanic	\$	497	\$	-	\$	1,280
Salaries Crossing Guard	\$	930	\$	1,665	\$	897
FICA Tax Police	\$	34,031	\$	32,995	\$	30,465
FICA Tax Police Administrative	\$	1,120	\$	1,090	\$	1,084
FICA Tax Mechanic	\$	397	\$	455	\$	848
FICA Tax Crossing Guard	\$	71	\$	130	\$	50
Health Insurance	\$	74,321	\$	74,730	\$	54,322
Health Ins Retiree Months Cred	\$	-	\$	1,200	\$	958
Retirement	\$	4,868	\$	2,425	\$	2,950
City Contribution Pension - PD	\$	63,920	\$	69,245	\$	41,817
Telephone	\$	2,970	\$	835	\$	6,286
Electric	\$	3,436	\$	4,835	\$	4,530
Gas - utility	\$	-	\$	-	\$	156
Cable/Internet	\$	282	\$	150	\$	135
Travel	\$	-	\$	625	\$	646
Maint & Repair Bldgs & Grounds	\$	-	\$	415	\$	-
Maint & Repair - Equipment	\$	1,444	\$	1,665	\$	1,697
Maint & Repair Autos & Trucks	\$	19,022	\$	13,445	\$	18,143
Fuel	\$	8,990	\$	21,415	\$	18,555
Postage	\$	-	\$	-	\$	157
Bldgs & Equipment Rents	\$	-	\$	6,625	\$	842
Equipment Renewal	\$	-	\$	625	\$	2,911
Training & Education	\$	681	\$	5,835	\$	2,718
Professional Services	\$	-	\$	835	\$	-
Liability Insurance	\$	16,678	\$	30,835	\$	16,678
Workers Compensation	\$	9,930	\$	9,930	\$	9,930
Unemployment Compensation	\$	19	\$	1,850	\$	498
Contract Services	\$	1,336	\$	2,870	\$	2,431
Police Department Supplies	\$	9,653	\$	14,585	\$	10,994
Communication Equipment	\$	7,222	\$	3,875	\$	3,058
Ammunition	\$	-	\$	2,085	\$	-
Office Supplies	\$	354	\$	1,875	\$	833
Uniforms	\$	17,902	\$	8,335	\$	5,744
Miscellaneous	\$	-	\$	13,300	\$	151

	\$	790	\$	625	\$	75
Medical Examination						
Total Police Expenses	\$	727,595	\$	782,925	\$	660,222
						\$ (67,373)
<b>Fire</b>						
Salaries (Fire)	\$	235,240	\$	264,860	\$	230,796
Overtime Training	\$	6,156	\$	-	\$	6,914
Overtime Unscheduled	\$	30,798	\$	16,665	\$	20,160
Salaries Mechanic	\$	6,139	\$	5,980	\$	5,969
Overtime Mechanic	\$	-	\$	-	\$	648
Incentive - Fire	\$	10,220	\$	6,665	\$	11,480
Overtime Call Out	\$	2,167	\$	-	\$	-
Fica Tax	\$	21,794	\$	21,535	\$	20,595
FICA Mechanic	\$	748	\$	455	\$	494
Health Insurance	\$	48,097	\$	51,710	\$	36,289
Health Ins Retiree Months Cred	\$	-	\$	1,250	\$	981
Retirement	\$	566	\$	715	\$	861
City Contribution Pension	\$	220,361	\$	202,085	\$	38,963
Telephone	\$	-	\$	270	\$	1,200
Printing	\$	-	\$	55	\$	-
Electric	\$	6,229	\$	3,305	\$	4,411
Gas - utility	\$	88	\$	1,375	\$	317
Water	\$	1,465	\$	1,165	\$	1,485
Sewer	\$	604	\$	320	\$	279
Cable/Internet	\$	953	\$	305	\$	542
Travel	\$	222	\$	-	\$	-
Maint & Repair-Bldgs & Grounds	\$	666	\$	2,085	\$	2,364
Maint. & Repair - Equipment	\$	735	\$	12,335	\$	11,922
Maint & Repair - Autos & Truck	\$	6,668	\$	2,915	\$	12,420
Fuel	\$	2,741	\$	6,445	\$	6,924
Postage	\$	-	\$	40	\$	10
Equipment & Bldg Rental	\$	-	\$	250	\$	736
Training & Education	\$	2,158	\$	4,165	\$	2,512



Profes. Services - Volunteers						
Misc	\$ 555	\$ 315	\$ 600			
Liability Insurance	-	63,255	-			
Workers Compensation	9,485	9,485	9,485			
Unemployment Compensation	10,952	11,665	10,952			
Contract Services	399	1,125	-			
Department Supplies	1,509	1,875	4,686			
Fire Prevention	11,468	7,500	6,198			
Uniforms	2,067	415	436			
Fire Hydrants	4,437	5,415	3,863			
	3,159	5,710	5,728			

Total Fire Expenses	\$ 648,846	\$ 713,710	\$ 461,222	\$ 64,864	\$ (187,624)
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**Dog Warden & Humane Society**

Animal Control	\$ 1,200	\$ 12,500	\$ -		
Total Dog Warden/Humane Society	\$ 1,200	\$ 12,500	\$ -	\$ 11,300	\$ (1,200)

**Streets & Transportation**

Salaries (Streets & Hwys.)	\$ 37,702	\$ 57,710	\$ 45,930		
Overtime	1,709	2,080	1,703		
Fica Tax	3,023	4,575	3,595		
Health Insurance	6,938	8,375	14,146		
Retirement	5,811	7,175	6,293		
Street Lighting	23,141	27,085	21,839		
Street Sweeper	-	-	31		
Road Repair - Road & Drain	-	16,665	71		
Sign Expense	3,897	1,040	435		
Workers Compensation	3,329	3,330	3,329		
Unemployment Compensation	179	270	400		
Asphalt & Sand	3,892	7,085	8,070		
Street Paving	-	-	736		
Street Paving Sales Tax	134,126	-	-		

Department Supplies \$ 230 \$ - \$ 669

Total Streets & Transportation \$ 223,976 \$ 135,390 \$ 107,248 \$ (88,586) \$ (116,728)

**Health & Sanitation**

Salaries (Garbage & Landfill) \$ 85,157 \$ 84,940 \$ 75,263  
 Overtime \$ 5,526 \$ 3,560 \$ 3,293  
 Fica Tax \$ 6,937 \$ 6,770 \$ 6,009  
 Health Insurance \$ 24,805 \$ 19,860 \$ 15,962  
 Health Ins Retiree Months Cred \$ 750 \$ 1,225 \$ 888  
 Retirement \$ 12,162 \$ 10,620 \$ 12,099  
 Workers Compensation \$ 9,350 \$ 9,375 \$ 9,350  
 Unemployment Compensation \$ 521 \$ 120 \$ 133  
 Sanitary Landfill \$ 79,058 \$ 66,665 \$ 107,111

Total Health & Sanitation \$ 224,266 \$ 203,135 \$ 230,109 \$ (21,131) \$ 5,842

**Recreation**

Salaries (Park & Rec.) \$ 7,858 \$ 7,610 \$ 5,414  
 Overtime \$ 121 \$ - \$ 194  
 FICA Tax \$ 610 \$ 580 \$ 407  
 Health Insurance \$ 1,940 \$ 2,020 \$ 54  
 Retirement \$ 977 \$ 915 \$ 775  
 Water \$ 1,419 \$ 1,165 \$ 2,222  
 Electric \$ 3,035 \$ 1,125 \$ 2,824  
 Sewer \$ 3,830 \$ 250 \$ 1,641  
 Maint & Repair-Bldgs & Grounds \$ 3,932 \$ 1,540 \$ 2,676  
 Maint & Repair - Equipment \$ - \$ 135 \$ -  
 Maint & Repair-Autos & Trucks \$ 1,258 \$ - \$ 152  
 Unemployment Compensation \$ 55 \$ 90 \$ 82  
 Department Supplies \$ 5,880 \$ 55 \$ 3,739

Total Recreation	\$ 30,915	\$ 15,485	\$ 20,179	\$ (15,430)	\$ (10,736)
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**Visitors Bureau**

Visitors Bureau	\$ 51,172	\$ 43,130	\$ 37,860		
Total Visitor's Bureau	\$ 51,172	\$ 43,130	\$ 37,860	\$ (8,042)	\$ (13,312)

**Pool**

Salaries (Pool Part Time)	\$ 31,381	\$ 16,790	\$ 30,306		
Salaries (Concessions)	\$ 10,333	\$ 6,340	\$ 9,078		
Salaries (Pool Manager)	\$ 6,370	\$ 2,800	\$ 4,519		
Salaries (Pool Asst. Manager)	\$ -	\$ 2,045	\$ 2,085		
Overtime Pool Part Time	\$ 120	\$ 75	\$ 267		
Overtime Concessions	\$ 181	\$ 20	\$ -		
Overtime Pool Manager	\$ 439	\$ 215	\$ 291		
Overtime Pool Asst. Manager	\$ -	\$ 155	\$ -		
FICA Tax Pool Part Time	\$ 2,484	\$ 1,290	\$ 2,381		
FICA Tax Concessions	\$ 804	\$ 485	\$ 725		
FICA Tax Pool Manager	\$ 521	\$ 260	\$ 368		
FICA Tax Pool Asst. Manager	\$ -	\$ 180	\$ 160		
Telephone	\$ 164	\$ 330	\$ 393		
Electric	\$ 5,280	\$ 3,695	\$ 6,850		
Water	\$ 7,113	\$ 1,680	\$ 2,654		
Sewer	\$ 2,857	\$ 3,630	\$ 1,437		
Gas - utility	\$ -	\$ 135	\$ -		
Pool Maint/Repair Bldg & Groun	\$ 2,552	\$ 6,380	\$ 1,715		
Concession Maint/Repair Bldg	\$ -	\$ 95	\$ -		
Pool Maint/Repair Equipment	\$ -	\$ 80	\$ 3,353		
Concession Maint/Repair Equip.	\$ -	\$ -	\$ 300		
Workers Compensation	\$ 951	\$ 870	\$ 951		
Unemployment Compensation	\$ 903	\$ 275	\$ 911		
Pool Contract Services	\$ 326	\$ -	\$ -		

Bank Charges/Credit Cards	(54)	\$	260	\$	407
Pool Department Supplies	1,039	\$	1,030	\$	500
Concession Dept. Supplies	221	\$	180	\$	59
Concession Food	4,601	\$	4,710	\$	4,565
Pool Chemicals	4,413	\$	2,435	\$	4,292
<b>Total Pool</b>	<b>82,998</b>	<b>\$</b>	<b>56,440</b>	<b>\$</b>	<b>78,567</b>
					<b>(26,558)</b>
					<b>\$ (4,430)</b>

**Fairs & Festivals**

Contract Services	-	\$	-	\$	450
<b>Total Visitors &amp; Festivals</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>450</b>

**Historical Commission**

Historical Commission	2,478	\$	12,035	\$	37
<b>Total Historical Commission</b>	<b>2,478</b>	<b>\$</b>	<b>12,035</b>	<b>\$</b>	<b>37</b>
					<b>9,557</b>
					<b>\$ (2,441)</b>

**Library**

Salaries (Library)	31,567	\$	33,840	\$	32,728
FICA Tax	2,415	\$	2,590	\$	2,504
Health Insurance	9,660	\$	11,885	\$	8,956
Health Ins Retiree Months Cred	465	\$	-	\$	371
Retirement	3,539	\$	4,060	\$	4,194
Electric	2,530	\$	1,875	\$	2,317
Gas - utility	-	\$	1,125	\$	149
Water	206	\$	250	\$	115
Sewer	256	\$	210	\$	55
Maint & Repair-Bldg & Grounds	236	\$	8,715	\$	540
Training & Education	-	\$	210	\$	-
Liability Insurance	8,841	\$	8,840	\$	8,841

Workers Compensation	\$ 115	\$ 115	\$ 115
Unemployment Compensation	\$ 132	\$ 65	\$ 95
Contract Services	\$ -	\$ 30	\$ 5,088
Bank Charges Library	\$ 72	\$ -	\$ 87
Department Supplies	\$ 705	\$ 210	\$ 389
Books	\$ 534	\$ 1,665	\$ 1,067
<b>Total Library</b>	<b>\$ 61,272</b>	<b>\$ 75,685</b>	<b>\$ 67,611</b>
			<b>\$ 14,413</b>
			<b>\$ 6,339</b>

**Social Services Seniors**

Salaries (Seniors)	\$ 8,070	\$ 14,400	\$ 7,542
FICA Tax	\$ 617	\$ 590	\$ 577
Health Insurance	\$ 2,370	\$ 2,320	\$ 1,790
Retirement	\$ 986	\$ 930	\$ 1,023
Travel	\$ -	\$ 1,665	\$ 3,000
Maint & Repair - Auto & Trucks	\$ 121	\$ 415	\$ 865
Fuel Seniors	\$ 527	\$ 1,500	\$ 1,393
Sr. Citizen Rent	\$ 14,220	\$ 17,775	\$ 16,925
Coal Sev Sr. Citizen Rent	\$ 3,555	\$ -	\$ -
Workers Compensation	\$ -	\$ 20	\$ -
Unemployment Compensation	\$ 53	\$ -	\$ 63
<b>Total Senior's Support</b>	<b>\$ 30,519</b>	<b>\$ 39,615</b>	<b>\$ 33,178</b>
			<b>\$ 9,096</b>
			<b>\$ 2,659</b>

**Capital Projects**

Capital Outlay - City Council	\$ 10,703	\$ 54,780	\$ 6,229	\$ 44,077	\$ (4,474)
Capital Outlay - City Hall	\$ 165	\$ -	\$ -	\$ (165)	\$ (165)
Capital Outlay - City Hall Sales Tax	\$ 27,223	\$ -	\$ -	\$ (27,223)	\$ (27,223)
Capital Outlay - Mun. Court	\$ -	\$ 2,085	\$ 28,059	\$ 2,085	\$ 28,059
Capital Outlay - Police	\$ 5,149	\$ -	\$ 6,853	\$ (5,149)	\$ 1,704
Capital Outlay Coal S - Police	\$ -	\$ -	\$ 1,342	\$ -	\$ 1,342
Capital Outlay - Police CST	\$ 670	\$ -	\$ -	\$ (670)	\$ (670)

Capital Outlay - Fire CSTT	\$ 26,402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (26,402)	\$ (26,402)
Capital Outlay Coal Sev- Fire	\$ -	\$ -	\$ -	\$ 17,121	\$ -	\$ 17,121	\$ -	\$ 17,121
Capital Outlay - Fire	\$ -	\$ 24,760	\$ -	\$ -	\$ -	\$ -	\$ 24,760	\$ -
Capital Outlay - Streets & Tra	\$ 256,433	\$ -	\$ -	\$ 7,241	\$ -	\$ 7,241	\$ (256,433)	\$ (249,192)
Capital Outlay - Streets & Tra CST	\$ 61,770	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (61,770)	\$ (61,770)
Capital Outlay - Health & San CST	\$ 18,264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (18,264)	\$ (18,264)
Capital Outlay - Health & San	\$ 9,051	\$ -	\$ -	\$ 20,906	\$ -	\$ 20,906	\$ (9,051)	\$ 11,854
Capital Outlay - Historical	\$ 4,379	\$ -	\$ -	\$ 31,468	\$ -	\$ 31,468	\$ (4,379)	\$ 27,089
Capital Outlay - Recreation	\$ 14,461	\$ -	\$ -	\$ 2,813	\$ -	\$ 2,813	\$ (14,461)	\$ (11,648)
Capital Outlay - Recreation	\$ 19,927	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (19,927)	\$ (19,927)
Capital Outlay -Library	\$ 149,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (149,667)	\$ (149,667)
Capital Outlay - Library	\$ 534	\$ 135,220	\$ -	\$ -	\$ -	\$ -	\$ 134,686	\$ (534)
Capital Outlay - Library	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Projects	\$ 604,798	\$ 216,845	\$ 122,031	\$ (387,953)	\$ (482,767)			

Total Expenses	\$ 3,275,963	\$ 3,167,470	\$ 2,390,087	\$ (108,493)	\$ (885,876)
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Net Income	\$ 138,537	\$ (519,965)	\$ 97,285	\$ 658,502	\$ 41,252
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MUNICIPAL HOME RULE  
PILOT PROGRAM

City of Nitro,  
West Virginia


2016  
PROGRESS  
REPORT

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: Nitro, West Virginia		
Certifying Official: Dave Casebolt	Title: Mayor	
Contact Person: John Montgomery	Title: Member, City Council	
Address: 214 Brookhaven Drive		
City, State, Zip: Nitro, west Virginia 25143		
Telephone Number: 304-776-6458	Fax Number: N/A	
E-Mail Address: <a href="mailto:montysmob@frontier.com">montysmob@frontier.com</a>		
2010 Census Population: 7178		
<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. Pilot Program Entry Phase</b>		
<input type="checkbox"/> Phase I (2007 Legislation)	<input checked="" type="checkbox"/> Phase II (2014 Legislation)	<input 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.		
Dave Casebolt		11-14-16
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:** : The City obtained authority to enact an ordinance that:  
 (1) creates an automatic lien that attaches to all real property immediately upon the imposition of all Nitro municipal fees respecting such property;  
 (2) authorizes Nitro to foreclose on said property, under applicable West Virginia law respecting foreclosure procedures, without the requirement of going to circuit court;  
 (3) requires closing agents, attorneys and others, to contact the City of Nitro prior to closing any real estate transaction involving real property within the City and that all such delinquent fees imposed on said property be paid in full from/at closing; and  
 (4) requires the transferee of real property located within the City to record the deed to the property with the clerk of the County in which the property is located, and that the deed be recorded within 12 months of the date the transfer occurs.

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? June 16, 2015

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.

Municipal Service Fee collections initially increased, but have since leveled off at that higher level. The City Attorney is still in the process of drafting the notice to be sent to all closing agents, attorneys, and others who will be involved in closing transactions.

**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.

While the City has moved forward in other activities, as demonstrated in other initiatives in this Progress Report, the City is not able to move forward as rapidly as it would like on this initiative; however, the City nevertheless is moving forward.

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:** The City obtained authority to adopt a city administrative procedures ordinance pursuant to which it would be able to promulgate administrative regulations covering all aspects of the collection of its B & O tax, municipal service fee, business license tax and other taxes, fees and programs administered by the City.

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?

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

The City is in the process of drafting the ordinance. The problems are substantial in that the ordinance will need to include appropriate procedural references to other ordinances and Department policies, hearing procedures applicable to all revenue-raising activities, hearing procedures relevant to property maintenance activities, and hearing procedures relevant to planning and zoning actions. This will all need to fit within the required legal framework. This is time-consuming but will be accomplished.

**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.

There is no success to report on this issue because success will not be measureable until the ordinance is completed.

**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.

As noted above, the City cannot measure success until the ordinance is completed. The lesson learned to this point is that it takes time to complete preparation for moving forward.

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:** The City obtained authority to enact an ordinance providing for municipal oversight of the expenditure of public funds by all public, quasi-public and non-profit organizations affiliated with and located within the City.

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?

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

Drafting of the necessary ordinance has commenced; however, considerable work remains.

**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.

There can be no success until the necessary ordinance is completed.

**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.

Additional time is necessary before lessons may be learned.

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.

<p><b>Initiative:</b> The City obtained authority to reduce speed limits on State highways going through the City, upon the basis of an engineering and traffic investigation, and to have such reductions become effective upon the effective date of an appropriate ordinance</p>			
<p>Category of Issues Addressed (check all that apply)</p>			
<input type="checkbox"/> Organization	<input checked="" type="checkbox"/> Administration	<input type="checkbox"/> Personnel	<input type="checkbox"/> Other
<p>Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/>?</p>			
<p>Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>If yes, when was the ordinance enacted? June 16, 2015</p>			
<p>If no, please describe challenges faced in enacting the related ordinance(s)</p>			
<p><b>SUCSESSES</b> – 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.</p> <p>While the City Council has enacted an ordinance authorizing reduction of the speed limits in certain areas, the actual speed limits have not yet been reduced. The City has received considerable negative public comments relating to change of the proposed speed limits. However, a positive aspect is apparent in that it does appear that more attention to the legal speed limits is being paid by vehicle operators.</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 lesson to be learned is to not get too far ahead of the public when trying to accomplish certain actions.</p>			

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.

<p><b>Initiative:</b> The City obtained authority to enact an ordinance to establish the procedure for selling City owned property valued at less than \$10,000 without going through the auction process.</p>			
<p>Category of Issues Addressed (check all that apply)</p>			
<input type="checkbox"/> Organization	<input checked="" type="checkbox"/> Administration	<input type="checkbox"/> Personnel	<input type="checkbox"/> Other
<p>Was this non-tax initiative a part of your original plan application <input checked="" type="checkbox"/> or a plan amendment <input type="checkbox"/>?</p>			
<p>Has the ordinance(s) needed to implement this initiative been enacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>If yes, when was the ordinance enacted? June 16, 2015</p>			
<p>If no, please describe challenges faced in enacting the related ordinance(s)</p>			
<p><b>SUCSESSES</b> – 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.</p> <p>The City followed the procedure provided in the ordinance. Five old (junk) City–owned vehicles were sold for a total amount of \$3,553.00. The City Council approved the respective sales. More revenue was obtained by the City than would have been obtained if the sales had gone through the auction procedure.</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>If fair and transparent procedures are established and then followed, the public benefits.</p>			

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:** The City was authorized to enact an ordinance to allow the sale by ABCA Class I Retailers of beer and alcoholic beverages at 10:00 a.m. on Sundays.

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 X?

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

If yes, when was the ordinance enacted? November 1, 2016

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.

The ordinances was enacted quite recently and has not been in existence long enough to determine any successes. However, there was not much in the way of public comment at the public hearings.

**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.

Generally, if the public is provided all of the necessary information about an action otherwise determined by some to be wrong, the public will be supportive.

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:** The City obtained authority to enact an ordinance that imposes a 1% municipal consumers sales and service tax and a 1% municipal use tax that would be administered, collected and enforced by the State Tax Commissioner.

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? January 6, 2015

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

**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.

For the Fiscal Year ending June 30, 2016, (the first year of the City's Municipal Sales Tax), the total sales tax revenue received was \$1,502,832. This is considerably more than the estimated amount approximating \$950,000.

The City reduced by 50% the municipal B&O tax rate on the following classifications: Banking, Amusements, Manufacturing and Wholesale Sales. The City calculated that this will result in an annual reduction of \$50,956 in the municipal B&O tax revenues.

Based on the foregoing calculations, the City had a net revenue gain approximating \$1,451,926.

As demonstrated in the following section, the revenues are not going to waste.

**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.

The City Council is of one mind in moving forward with projects to correct long-ignored City needs. Following are problems addressed in FY 2016:

1. Made increased payments into the Fireman and Police pension funds.
2. Renovated the interior of the City Hall and installed all new windows and doors on the exterior.
3. Purchased equipment, including equipment to mill streets, and to repair and maintain City streets.
4. Purchased a street sweeper for use in the MS4 program.
5. Installed a needed new telephone system in City Hall.
6. Continued City beautification through Streetscape.
7. Commenced rebranding the City to support the City's designation as a "Living Memorial To WW I" which included purchasing life size replicas of Doughboy statues that were placed at

the Nitro/St. Albans Bridge entrance to the City, redesigning letterheads, and many other actions.

8. Completed a major renovation of the library to support increased usage.
9. Completed renovation of the City museum which also supports the branding effort.
10. Moved and expanded the food pantry.
11. Assisted high school ball field repairs.
12. Through use of engineering consultants completed study with recommendations for correcting major storm drainage problems.
13. Removed several dilapidated structures.
14. Purchased a new financial accounting system.
15. Expanded both the street paving and street concrete work.
16. Made payments on new police cars.

This is the start of a 10-15 year City improvement program.

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.

The lesson learned during implementation of this initiative is that patience is necessary because not all activities may be immediately accomplished. City Council is developing a plan for projects to be accomplished during the next four years.