



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

January 21, 2016

Submitted by Martin G. Howe

General Updates

1. Budget 2016/2017 – All Departmental budget requests have been submitted. The Finance Director and I will begin meeting with Department Heads on Tuesday, January 26th and Wednesday, January 27th. The Finance Director and I anticipate the proposal budget will be distributed to Council Thursday, February 18th. The Mayor will schedule a Budget Work Session the week of February 22nd.

Economic Development

1. Infrastructure Projects – Lowndes Hill and Sycamore Street Bridge – We have received final comments from SHPO on the Lowndes Hill Street replacement project. They have cleared the project provided the piling walls do not rise more than one (1) foot above ground level. We are currently working with USDA supplying a few more pieces of information and then awaiting for issuance of the letter of conditions for loan approval.
2. S. Chestnut Street Project – Anthony Bellotte, Assistant City Manager, attended the pre-construction meeting on Wednesday, January 13th at Department of Highways District 4. The contractor, Mark's Drilling (Walton, WV), is tentatively to begin construction February 1st. Chestnut Street will be closed until project is completed. The project will require one (1) additional final phase which would include sidewalks, curbs, and paving.
3. Three Trees Properties – acquired 300 N. Ohio Avenue. (Montpelier section of town). The grading & excavation permit was issued January 8, 2016. They will be expanding current structure across several lots from Stiles Street to Florence Street. The announcement of the future tenant will be forthcoming.
4. Stay Gold Barber Shop – located at 229 S. 3rd Street, Clarksburg will be having their Ribbon Cutting on Monday, February 1st at 12:00 p.m.

Police & Fire

Police –

- a) Probationary Patrolman Walters has successfully completed the Field Training Officer Program (FTO) and has now been assigned to a shift.
- b) Eligibility List - Police Civil Service (PCSC) Meeting, January 28th to consider candidates to move forward for psychological evaluations.

Sanitary Board

1. Spring/Hedge/St. Clair Street Areas – The Capital Improvements to the Sanitary Sewer and Storm Sewer system is approximately 90% complete. The storm sewer should be finished this week and the final sanitary sewer tie-in will be completed next week, weather depending.

FOIA Requests

A FOIA request has been submitted by James Satterfield on Monday, January 11th. The request is to review building permits, site inspection reports and any other documents pertaining to property owned by Anthony Mancuso on Stoneybrooke Road, Clarksburg, WV.