



CITY OF CLARKSBURG

WEST VIRGINIA

OFFICE OF
CITY MANAGER

Manager's Report

February 4, 2016

Submitted by Martin G. Howe

General Updates

1. Budget 2016/2017 – The Mayor has scheduled a Budget Work Session for Wednesday, February 24th at 4:00 p.m. to review and discuss proposed budget.
2. Waldomore – The Bid Opening for Electrical upgrades was held on Friday, January 29th. The administration is working with MSES Consultants and the Library to discuss with the apparent low bidder possible ways to value engineer the project, as it is approximately \$132,000 over the project budget.
3. Park Board – The financing proposals were accepted for the purchase of the Tack Loader and the best was submitted by Country Roads Leasing and West Union Bank. The terms to finance \$53,000 at a taxable rate of 3.35% for 5 years.
4. 6th Street Parking Lot – Received written notification from Clarksburg Baptist Church to terminate the off street parking agreement effective March 31, 2016. The City will be removing all (60) sixty parking meters currently located within the lot.

Economic Development

1. Lowndes Hill and Sycamore Street Infrastructure Project – Anticipate receiving the USDA Letter of Conditions mid to late February, not to exceed \$3 million, which will require Councils approval for authorization.
2. YMCA/Lowndes Hill Property – The Bond Closing with HCEAC (Harrison County Economic Alliance Corporation), Building Commission, and City, will be Friday, February 5th at 9:00a.m. in City Manager's Conference Room.
3. CAPE – (Clarksburg Area Postal Employee Credit Union) – The building is nearing completion on W. Pike Street. They anticipate opening March 1st. The Ribbon Cutting and open house will be Tuesday, April 12th at 12:00p.m.
4. Not Too Shabby Salvage & Boutique – Located at 715 E. Pike St. open this weekend. The Ribbon Cutting will be on Thursday, February 18th at 12:00p.m.

Police & Fire

Police –

- a) Psychological Tests will be conducted Monday, February 8th and Wednesday, February 10th with the remaining 11 out of 12 candidates. The Civil Service Commission (PCSC) will then meet to review the results, then schedule interviews to conclude the process to Certify the Eligibility List.
- b) Once the PCSC certifies the list, Chief Hilliard and I will interview candidates and begin hiring process and securing spots at the WV State Police Academy.

FOIA Requests

A FOIA request was been submitted on Friday, January 29th by McNeer, Highland, McMunn, & Varner, L.C. for information pertaining to Fire/Code Inspections at Day's Inn Tolley Drive. The information will be made available on Friday, February 12th.