



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

## Manager's Report

March 17, 2016

Submitted by Martin G. Howe

### General Updates

1. Clarksburg Landfill LCAP Closure Project - Pre-bid meeting will be Wednesday, April 13<sup>th</sup> at 10:00 a.m. on site. The City will be finalizing construction agreements with adjoining property owners.
2. Beautification Project – City has partnered with Robert C. Byrd and Liberty High School's FFA Programs (Teachers – Robert Herrod and Brianne McCauley) to plant eighty (80) total hanging baskets to be hung within the Clarksburg Business District. These schools will be doing plants for this year, then going forward will be providing seasonal Spring/Summer and Fall/Winter plantings.

### Economic Development

1. Lowndes Hill/Sycamore Street Project –
  - a) Advertising bids for both of the projects will begin Wednesday, March 23<sup>rd</sup>.
  - b) Lowndes Hill Pre-Bid meeting will be Wednesday, April 6<sup>th</sup> at 10:00 a.m.
  - c) Sycamore Street Bridge Pre-Bid meeting will be Thursday, April 7<sup>th</sup> at 10:00 a.m.
  - d) Lowndes Hill Project Bid opening will be Thursday, April 21<sup>st</sup> at 2:00 p.m. in conference room.
  - e) Sycamore Street Bridge Bid opening April 28<sup>th</sup> at 2:00 p.m.
  - f) Council to consider awarding bids for both projects on Thursday, May 5<sup>th</sup>.
2. Chestnut Street – Marks Drilling, LLC began the project Monday, March 14<sup>th</sup>.
3. Waldomore – Contract signing will be Wednesday, March 23<sup>rd</sup> at 9:00 a.m. at the Waldomore.
4. Dominion Building – Spoke with Real Estate Director of Newmark Grubb Knight Frank as of yesterday March 16<sup>th</sup>. They have received notification from Dominion to start marketing the recently vacated building. Once the firm finalizes the marketing material we will also be marketing the property on our website and through the HCEDC.
5. State Office Building – Furniture will begin to be delivered in late April/early May. We are anticipating the State agencies to begin moving into the newly constructed building in mid to late May with an opening date in June.
6. Ribbon Cutting – Not Too Shabby Boutique – Thursday, March 24<sup>th</sup> at 12:00 noon, located at 715 E. Pike Street, Clarksburg.

### Boards/Commissions

1. Board of Code Appeals – The City Manager's appointment to the BOCA Board are Tyler Turner and Jeff Strange. In addition, William "Bill" Yoke, Jr. and Carl Hardy, Jr. are also being (re)appointed to the BOCA Board. These appointments are on Council's agenda under new business for confirmation.
2. Planning and Zoning Commission – The City Manager is (re)appointing Mateen Abdul-Aziz to the P & Z Commission. This appointment is on Council's agenda under new business for confirmation.

## **Police & Fire**

Police – The Chief and I interviewed all twelve (12) candidates on the eligibility list. Seven (7) of the twelve (12) candidates have been “offered” positions and the Chief has had all seven (7) candidates complete a WV State Police Academy packet as well as a pre-employment physical. Once appointment letters have been issued, the officers will be sworn-in on Thursday, June 9<sup>th</sup>.