



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report  
December 16, 2021  
Submitted by Harry R. Faulk

## Manager's Office

1. The Clarksburg Visitors Bureau put on a wonderful Winterfest Weekend here in Clarksburg.
2. Work continues updating the website on the back end.
3. Interviews were conducted for the position of Multimedia Specialist, Public Works Director, and Firefighter.
4. City Hall will be closed on December 24<sup>th</sup>, 27<sup>th</sup>, and the 31<sup>st</sup>.
5. The City Manager, Finance Director and City Attorney has had several meetings with various stakeholders regarding the Robinson Grand. Council will hold various work sessions the first of the year with those stakeholders.

## Police Department

1. Ollies Discount Store donated over 1,000 toys to several area Police Departments' and were delivered to Adamston and North View Elementary School for Christmas.
2. Franklin Sprouse was sworn in this week as the newest Officer to join the Department.
3. The Department would like to remind citizens to keep their vehicles locked while shopping and do not leave purses unattended.
4. For the month of November, the Department made 18 felony and 93 misdemeanor arrest and responded to 51 traffic accidents.

## Fire Department

1. The Department took delivery of our new Sutphen Ladder Truck. Each shift has been training with an Aerial Engineer that was provided from the manufacturer.

## Finance Department

1. Civil Complaints have been filed with the Magistrate for 18 demolitions in the amount of \$111,334. Complaints will be filed weekly.
2. Collections received \$18,657 on 122 citations that were turned into the new collection agency.
3. The Municipal Home Rule 2021 Progress Report and the annual Tax Increment Finance reports were filed.
4. The Department is currently accepting requests for funding for the next fiscal year.
5. There are still Ring Doorbells available. To date, 161 Ring Doorbell Cameras have been distributed throughout the City.

## City Parks

1. The Land & Water Conservation Fund grant application is 95% complete. Awaiting WV State Historic Office clearance letter as well as WVDNR letter.
2. The Lion's Den shelter at City Park needs a truss and roof replacement, the estimate for materials is \$35,000, we are obtaining an estimate for installation at this time.
3. The Park paving projects at City Park and Veterans Park have begun and it is hoped they will be completed tomorrow.
4. The new play structures for NVAC & Mulberry playgrounds have been ordered and we are awaiting delivery.

**Robinson Grand Performing Arts Center**

1. The Robinson Grand has 2 upcoming public holiday events in addition to numerous field trips and private rentals in December.
2. Landau Eugene Murphy, Jr. will be performing as part of his “Home for the Holidays” Tour at the Robinson Grand on Saturday, December 18th at 8pm.
3. The Davisson Brothers Band will host a new year’s celebration at the Robinson Grand on Friday, December 31st at 8pm.

**Code Enforcement**

1. Jim Davis, Code Officer, has submitted his resignation, effective December 31<sup>st</sup>.
2. The Department issued 210 building permits for a total project cost of \$2.5 million. Fifteen Notice of Violations were issued. Six structures were condemned. Twenty residential and seven commercial inspections were performed. Nine vehicles were tagged for towing,
3. Animal Control responded to 32 calls for services with six animals taken to HCAC.

**Public Works Department**

1. The Compost Site will be closed for the winter from December 17<sup>th</sup> to April 4, 2022.
2. Crews will start the inhouse demolition tomorrow.
3. The Sewer Department responded to 22 calls for service, replaced four catch basins and replaced 120 feet of sanitary sewer pipe.

**Wastewater Treatment Plant**

1. The Risk Management Plan has been completed and submitted to the EPA.
2. Dave Hardy and Jon Wilson have obtained their Class B CDLs.

***“Proud Past...Unlimited Future”***