



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

April 3, 2014

Submitted by Martin G. Howe

General Updates

1. Home Rule – The application has been available for Public Inspection since Friday, March 14th. A Public Hearing will be held on Thursday, April 17th at 6pm in Council Chambers. The First Reading of the Ordinance to approve the application will be Thursday, April 17th with the Second Reading scheduled for Thursday, May 1st.
2. Chestnut Street – Under New Business there is an Agreement with the DOH which requires our \$1 million contribution towards the construction of Chestnut Street, as well as reimbursement for the construction of the water and sanitary lines from the Water Board and Sanitary Board. I recommend Council authorize the Mayor and me to execute the Agreement. The most recent schedule received from a DOH Representative, as of Wednesday, April 2nd shows advertising will begin at the end of May, the bid-opening in late June and construction to begin early August with a completion date prior to January 1, 2015.

Economic Development

1. State Office Building – The Bid opening was held on Thursday, March 20th at 1:30pm in Charleston. The low bid was submitted by Mascaro Construction Company in the amount of \$24,981,000. The bids have been reviewed resulting in a recommendation toward the award of the project; the WV Purchasing Department has not declared an award date. Upon being awarded, we anticipate the pre-construction meeting will take place in Clarksburg.
2. Rose Garden Theatre –
 - a. Administration was successful in negotiating the acquisition of the Theatre. Under New Business is an Ordinance authorizing purchase of the Theatre for the amount of \$430,000; I recommend Council approve as presented.
 - b. On Tuesday, April 1st, the Project Manager and I submitted an Intent-to-Apply Letter for the Cultural Facilities and Capital Resources Grant. The Application deadline is Tuesday, July 1st, with the Notification of Award being presented by October 15th, 2014. If awarded, these funds will assist in the rehabilitation process and the procurement of architectural services to restore the Theatre into a Regional Cultural Center.
3. Sidewalk Program – Beginning Tuesday, May 1st applications will be made available to the public at the Code Enforcement office. Applications will be accepted as funds are available on a first-come, first-serve basis. Permits will not be issued to start projects until Monday, June 16th.

Police & Fire

3. Police Civil Service Commission (PCSC) – Began and completed interviews with the nine (9) remaining applicants, as of Wednesday, April 2nd. The PCSC is scheduled to meet Tuesday, April 8th at 2pm to certify the eligibility list. Chief Hilliard and I will begin interviews the week of April 7th. We anticipate the new

hires to start with the Police Academy beginning Monday, June 23, 2014. The candidate will still be required to go through the psychological evaluations prior to being hired.

Boards & Commissions

1. Water Board – This past week a conference call was held with the Water Board’s financial consultant, as well as their Bond Counsel regarding the upcoming proposed Bond in the approximate amount of \$4.1 million. This Bond would be used to finance Capital Upgrades including the water line along South Chestnut Street, an Emergency Generator and Power Conversion, in addition to replacing antiquated water-meters with Automated Meters. A Bond schedule will be forthcoming in the very near future.
2. Planning and Zoning Commission – I recommend Council approve my reappointment of the current serving members, Dortha Parsons, Cheryl Mehaulic and Dave McMunn.

Events

1. Annual Clarksburg Grand Prix Bicycle Event – Saturday, April 12th the Collegiate Races will begin at 9am until 1pm, free kids activities will be held at Jackson Square from 10am to 1pm with a bike giveaway at 12:30pm, a free Kids’ Fun Race at 12:45pm and a Junior Race (under 19) at 5:15pm. Lunch will be provided to children as well as
2. a bike rodeo, obstacle course, hula-hoop contest and other entertainment present.