



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

June 15, 2017

Submitted by Martin G. Howe

General Updates

1. Chestnut Street Project – This final phase of the project is currently out to bid. The bids will be due by 10:00 a.m., Tuesday, June 27, 2017 at the DOH Office in Charleston. Completion is scheduled for Friday, September 29th.
2. 2017 Paving Program – The annual paving project is currently out for sealed bid. The bids are to be submitted by 2:00 p.m. on June 29th. We anticipate the award of bid will be on Council's Agenda for consideration at the Thursday, July 6 meeting.
3. City Hall Server – an additional 24 Terabytes will be installed in our server for video storage for all City Hall Camera's.

Economic Development

1. Robinson Grand Performing Arts Center-
 - a. The basement floor has been installed for the new West addition. The elevator pit has been backfilled with stone and the formwork for the walls has been installed.
 - b. The additional steel support installation for the ballroom floor bar joists is complete.
 - c. The underground plumbing has been installed in the front lobby area.
 - d. Sprinkler line installation is approximately 45% installed.
2. Ribbon Cutting/Open House - Highland Hospital - Tuesday, June 21, 2017 at 3pm – Open House for the new Imagination Playground. The Open House will begin at 4:45pm with the Chamber After Hours to follow 5pm-7pm.
3. Clarksburg Uptown – continuing with their beautification efforts have begun the installation of the window clings on the former Country Kitchen Building.

Sanitary Board

Dale Avenue Sanitary Sewer System Improvement Project – The Board awarded the bid at its Tuesday, June 13th meeting to Hull's Contracting, French Creek, WV for the amount of \$223,950. The contract signing and pre-construction meeting will be held Friday, June 23rd at 9:30 a.m.

FOIA

Received a FOIA request on Tuesday, May 30, 2017 from Lin Zhang a graduate student from a research team at Boston University requesting any and all records associated with the municipal elections since 2008. We responded to Ms. Zhang on Monday, June 5th and provided her with the requested information by email on Friday, June 9th.

Police & Fire

1. Fire –
 - a. The two (2) new Probationary Firefighters have completed their minimum required training. Probationary Firefighter Webb's first 24 hour shift was June 15, while Probationary Firefighter Hott's first 24 hour shift will be this Sunday, June 18.
 - b. Former Broadway School Fire – I would like to commend our firefighters for doing an exceptional job containing the fire at Broadway School. There was no substantial related damage to surrounding property owners.
2. Police –
 - a. Community Action Team (CAT Shift) – The Chief has been communicating with Harrison County Sheriff of the formation and implementation of a Community Action Team to concentrate on neighborhood interdictions. An MOU will be required.
 - b. Promotions –
 - i. Deputy Chief – Effective Thursday, June 15th Lieutenant Snider was promoted to Deputy Chief.
 - ii. Lieutenants – Sergeants Messenger and Webber will be promoted to Lieutenants effective Saturday, July 1st.
 - iii. Sergeants – Patrolmen First Class Willis and Harris will be promoted to Sergeants effective Saturday, July 1st.

The Swearing-In Ceremony will take place Monday, July 3rd at 9:30 a.m. in Council Chambers.