



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

March 3, 2016

Submitted by Martin G. Howe

General Updates

1. Moose Property Demolition – Feline Excavation is estimating they will be completed with razing the structure by the end of March. A temporary fencing will be installed around the site.
2. Utility Service Partners- The external water line campaign begins this month. This continued partnership offers monthly/annual warranties for the utilities that are the property owner's responsibilities.

Economic Development

1. Lowndes Hill/Sycamore Street Project –
 - a) The USDA Letter of Conditions is on Council's Agenda for consideration, administration recommends Council authorize document to be executed.
 - b) Anticipate the Lease Revenue Bonds will be considered by Council for three (3) readings beginning Thursday, March 17th.
 - c) Advertising bids for both of the projects will begin Wednesday, March 23rd.
 - d) Lowndes Hill Pre-Bid meeting will be Wednesday, April 6th at 10:00 a.m.
 - e) Sycamore Street Bridge Pre-Bid meeting will be Thursday, April 7th at 10:00 a.m.
 - f) Bid opening will be Thursday, April 21st.
2. Chestnut Street – The new start date is tentatively set for Monday, March 14th. The message boards will be changed to reflect this new date.
3. Waldomore – The bid opening was on Thursday, January 28th. Two (2) bids were submitted. MSES Architects recommends awarding bid to Allegheny Restoration (Morgantown, WV) in the amount of \$573,806 with a Change Order reducing the amount by \$73,979 making the contract \$499,850.
4. State Office Building – We are anticipating the State agencies to begin moving into the newly constructed building in early May.

Police & Fire

Police –

- a) Police Civil Service Commission held its meeting Thursday, March 3rd and certified the eligibility list. There are twelve (12) candidates on the list. The Chief and I will begin interviews and plan on hiring 5 to send to the State Police Academy.
- b) Police – Administration recommends Council approve the MOU with Clarksburg-Harrison Regional Housing Authority and City for the Police sub-station in North View. The Clarksburg-Harrison Regional Housing Authority reviewed/approved the MOU at their Monday, February 29th meeting.
- c) Police – Operation Drug Take Back day will be Saturday, April 30th from 10:00 am to 2:00 pm. The drop-off site will be City Hall parking lot.
- d) Governor's Highway Safety has notified the City that Region 5 is being awarded an additional \$125,000 which should be used for electronic reporting equipment for Law Enforcement. A Supplemental Resolution will need approved by Council, which we anticipate to be on the March 17 Agenda.