



# CITY OF CLARKSBURG

WEST VIRGINIA

OFFICE OF  
CITY MANAGER

**City Manager's Report**  
**June 18, 2020**  
**Submitted by Harry R. Faulk**

## Manager's Office

1. Streamlining reports to be shared between the Code Enforcement and Police Department to tackle vacant and condemned structures throughout the City.
2. Spoke with Ann Urling, Deputy Chief of Staff for Governor Jim Justice in regards to the Cares Act Grant Funding. I argued the fact that this grant does not assist municipalities with loss of revenues due to COVID-19. The City of Clarksburg has already received grant money and is currently being reimbursed through other grants for PPE supplies. I discussed with her if we can recoup moneys for lost wages, provided her with our scenarios, and we are not eligible. I informed her that many municipalities across our Great State are suffering revenue loss that cannot be made up and we need grant funding for that. She acknowledged my assessments and would pass them on to the Governor.
3. Our first weekly email blast went out last week and have received positive feedback on it from various residents throughout the Community.
4. I am currently updating the Employee Handbook. Once Council's recommendations are inserted, I will have a committee formed of employees representing every department to review and provide recommendations. I will then have our City Attorney review the document before being brought in front of Council for approval.

## Police Department

1. There have been 10 individuals arrested for trespassing in condemned structures since the new law took effect on June 4, 2020.
2. Sgt. L. McGlone has successfully been selected to be the new K-9 Officer once the funds are available for the K-9 Program
3. Five new officers will report back to the Academy on July 5<sup>th</sup> to complete training.

## Fire Department

1. Responded to one structure fire at a vacant house last night. No injuries were reported.

## Robinson Grand Performing Arts Center

1. The RGPAC hosted it first virtual concert on Friday, June 12 that featured the local band Amici. It received 7,300 viewers.
2. The Landau Eugene Murphy Jr. concert, originally slated for July 11 has been rescheduled to a holiday concert on Saturday, December 19, 2020 at 8 p.m.
3. There will be a public movie screen of "Ferris Bueller's Day Off" scheduled on Friday, July 24<sup>th</sup> at 7 p.m. There will be following guidelines for movies theaters that includes social distancing and maintaining occupancy below 50%.

### City Parks

1. There are many family activities going on throughout our Parks. Please visit their website for a complete list.

### Code Enforcement

1. The Department has issued 46 building permits totaling \$401,211.02 in project costs.
2. 81 Violation Notices were issued resulting in 15 citations and 3 condemnations.
3. Animal Control responded to 30 calls for services.

### Finance Department

1. Will be placing the following properties in the newspaper for sealed bid next week: 765 Glen Dale Avenue and 516 3<sup>rd</sup> Street.
2. There have been 100 businesses/individuals comply with business licenses and pay B&O taxes out of the 550 letters that were mailed on May 29.
3. They collected 162 past due fire fee accounts out of 889 letters that were mailed on May 22 (3 weeks ago). As of today, \$45,080.65 of the \$245,050.97 has been collected (18.3%).
4. The Finance Dept will be contacting 124 businesses which were not licensed for the year 2019-2020 to ensure they are no longer operating and if they are, bring them into compliance.
5. Working on the end of the fiscal year and getting all outstanding invoices paid.

### Public Works

1. Demoed one structure on Shuttlesworth Ave. Next demo will be on Austin Ave. This will be the last one on this contract.
2. The Street Paving Contract will start on June 29, 2020. We will have the list available on our website. Residents will be notified 24 hours in advance prior to work.
3. The Fairmont Ave Stormwater project was completed with three catch basins installed and slotted drain to control storm runoff.

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