



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

February 6, 2014

Submitted by Martin G. Howe

Follow-up/General Updates

1. Budget –
 - a. Budget 2013-2014 – To date the City has expended a total of \$59,578 for the purchase of salt and cinders. The original budget amount is \$50,000. Overtime for salt crews in the Public Works Department through January 31st has amounted to \$24,299. The total for supplies and overtime is \$83,877.
 - b. Budget 2014-2015 – Completed meetings with Departments to review budget requests. The Finance Director and I are proceeding to work on the balancing of the proposed budget to be presented to Council.

Economic Development

1. Conference Center/Hotel – I, as well as, Anthony Bellotte, Project Manager, hosted a two (2) day meeting with Pompan Hospitality Global (PHG) Officials this week to discuss pertinent details to continue to move the project forward. The second day of the meeting included Urban Renewal Authority's (URA) Legal Counsel to review the legal aspects of contractual agreements which will need to be presented to the URA within the next two to three (2-3) weeks.
2. State Office Building – The Pre-Bid meeting was held Wednesday, January 22nd at City Hall. There were approximately nine (9) general contractors in addition to several sub-contractors and vendors in attendance. The Bid-Opening has been set for Thursday, February 27th in Charleston.
3. Diamond Development – Work has begun on twenty-one (21) Residential Units to be located within the Gore Building. Hoffman Construction began demolition of the interior to prepare for the build-out of Residential Apartments. There will be twenty-five (25) Residential Apartments in the Gore Building; currently twelve (12) in the 2nd Street Apartments and six (6) in the Fordyce Building which will bring the total units to fifty-three (53) within the Pike/2nd Street block.

Police & Fire

1. Police Civil Service –
 - a. Commission had a meeting, Thursday, January 23rd to review background information on ten (10) candidates. Six (6) have been authorized to move forward. There are thirteen (13) remaining candidates to have background investigations reviewed.
 - b. Police Sergeant Testing – The Posting Notice for Examination was opened on Friday, January 24th with the Sign-up period ending Monday, February 10th. The Sergeant Exam is to be given on Wednesday, March 5th at the Harrison County Senior Center at 6pm.
2. Fire Civil Service Commission – During Thursday's, January 30th meeting the posting for the Captain vacancy timeline was considered and approved as follows: The Captain vacancy was posted on Monday, February 3rd and will close after the ten (10) day sign-up for those eligible. The study period begins on Tuesday, February 18th. The written test will be administered on Monday, April 7th at 6pm at the Senior Center. To date, all five (5) eligible firefighters have signed-up.