



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

June 5, 2014

Submitted by Martin G. Howe

General Updates

1. Paving – Bid opening was held on Wednesday, May 28th at 2pm, four (4) contractors submitted Bids. The lowest base Bid was submitted by Dodd General Contractors in the amount of \$300,726.91 for resurfacing of streets and \$20,031.16 for Milling. I recommend Council award the Bid to Dodd for total amount of \$320,758.07.

Economic Development

1. Robinson Grand Theatre –
 - a. WYK Associates Contract – Under Unfinished Business I recommend Council give authorization to execute Consulting and Architectural Agreement with WYK Associates for the amount of \$126,115. This will be Phase I assessment evaluation, documentation, design conceptual plans and cost projections which will provide for a turn-key project.
 - b. Administration has had several meetings with Architectural Team members to discuss overall process.
 - c. Grant – Preliminary Draft requesting \$250,000 was submitted to West Virginia Division of Arts and Culture for the Cultural Facilities and Capital Resources Grant for review. The final version and completed submission is due Tuesday, July 1st, 2014.
 - d. Administration is also continuing to build a local team to work with the Theatre Project.
2. State Office Building – Pre-construction meeting is tentatively set for Thursday, June 12th. We anticipate immediately following the meeting the Notice to Proceed will be issued to the contractor.
3. Asia-Hibachi Buffet – Located at 300 Emily Drive (New Pointe Plaza) is hosting a Ribbon-Cutting Friday, June 6th at 11am to introduce Clarksburg's newest eating establishment.

Police & Fire

1. Police –
 - a. One (1) Police Officer was sworn in on Monday, June 2nd. Officer Keplinger is now in the FTO Program
 - b. Civil Service Commission (PCSC) – Had a meeting on Friday, May 23rd regarding an appeal from two (2) candidates removed from the eligibility list. One (1) candidate was reinstated to the eligibility list and the other issue was tabled for a later meeting. This PCSC Hearing was rescheduled for Wednesday, June 4. This candidate was also reinstated to the eligibility list. Therefore there are seven (7) remaining candidates on the eligibility list.

FOIA – Freedom of Information Act

1. West Virginia United Health System (WVUHS) – Requested information regarding Police Reports, any and all records, documents, photographs and statements related to calls at 279 Magnolia in October 2009 and December 2011. The information will be made available on Monday, June 16th, 2014.

2. Dyer Agency – Received request for information Monday, June 2nd, of which the majority of information will be provided with the exception of (f.); Pursuant to WV Code 29B-1-4(2): “Information of a personal nature such as that kept in personal, medical or similar file, if the public disclosure thereof would create an unreasonable invasion of privacy, unless the public interest by clear and convincing evidence requires disclosure in the particular instance.” The information will be made available on Wednesday, June 18th and was requested as follows:
 - a. Copy of current policies (including premiums) 10/1/2013-10/1/2014
 - b. Copy of all endorsements for current policy (including premiums)
 - c. Copy of the current annual budget
 - d. List of all properties including values
 - e. List of all vehicles and equipment including current values
 - f. List of all drivers – include driver’s license # and date of birth (Will not be provided)
 - g. Currently valued loss runs including reserve amounts

3. Mr. John Fazio – Received request on Monday, May 5th and the requested information was originally made available on Tuesday, May 27th but rescheduled to Thursday, May 29th per Mr. Fazio’s request. His request included but was not limited to:
 - a. All police calls made regarding Dodge Court (from 114 to 130 Dodge Court) from August 1, 2012 to present.
 - b. All complaints made to Code Enforcement, including animal control, on Dodge Court from August 2012 to present.
 - c. The City’s records on the three hundred and fifty (350) structures demolished...how many lots remain empty, how many have been purchased, how many home owners demoed the property themselves, etc.

Events

1. Jazz Stroll – Friday, June 20th 6pm to approximately 9pm.
2. 18th Annual Greater Clarksburg 10K, 2Mile and KidsK is Saturday, June 14th.