



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

## Manager's Report

May 15, 2014

Submitted by Martin G. Howe

### General Updates

1. Sidewalk Program – Applications were made available starting on Thursday, May 1<sup>st</sup>, 2014. The Code Enforcement Office has distributed over fifty (50) applications with thirty-eight (38) submitted to the program. The Code Office has stopped accepting applications, with the estimated cost to be reimbursed having reached \$59,670 as of May 14<sup>th</sup>, 2014.
2. Home Rule Application – Having concluded the procedural review and approval process, the completed Application including the approved minutes from all previous Home Rule meetings, will be sent to Charleston, WV to the Home Rule Board for submission this Monday, May 19, 2014. The deadline is Monday, June 2<sup>nd</sup>.

### Economic Development

1. Hotel/Conference Center – Administration had meetings yesterday afternoon, evening and today with representatives from Pompan Hospitality Global (PHG) and URA Legal Counsel continuing with preparation of the Hotel/Conference Center Redevelopment Plan.
2. Robinson Grand Theatre –The Committee interviewed six (6) out of the twelve (12) Firms whom submitted proposals. The Committee recommends WYK Associates as the Architectural Firm. Therefore, I recommend Council give authorization to negotiate a contract with WYK Associates. The contract will be presented to Council for approval at an upcoming meeting in June.
3. CENTRA – “Expansion and Beautification Project” – Ribbon Cutting is scheduled for Friday, June 6<sup>th</sup> at 11am.

### Police & Fire

1. Police –
  - a. Civil Service Commission (PCSC) – Had a meeting on Wednesday, May 7<sup>th</sup> and removed three (3) candidates from the eligibility list. The candidates were notified they had a right to an appeal. The PCSC has scheduled a hearing on Friday, May 23<sup>rd</sup> at 5:30pm for one candidate's appeal.
  - b. One (1) Police Officer will be sworn in on Monday, June 2<sup>nd</sup> at 10am in Council Chambers which will also be the Patrol Officer's starting date.