



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report February 2, 2017 Submitted by Martin G. Howe

General Updates

1. 2017/2018 Budget - All Department Heads have submitted their budget requests. Finance Director, Kim Karakiozis and I have completed meeting with the Department Heads to review their requests and to make the first round of reductions. A Budget Work Session will be scheduled towards the end of February to review the budget and make any recommendations/changes.
2. Demolition –
 - a) Empire Builders completed razing the structure located at 516 S. 3rd Street.
 - b) 141 E. Main Street – Notice was sent to the property owner, Martin Shaffer, that the demolition will commence the last week of February, Monday 27, 2017.

Economic Development

1. Robinson Grand Performing Arts Center –
 - a) NMTC & Federal and State Historical Tax Credits – Assistant City Manager and I had an opportunity to provide an overview and tour of the project to a Community Development Entity (CDE), Financial Syndicator for a National Financial Institution, as well as our consultant to discuss the Allocation of Funds for both NMTC and HTC.
 - b) Bond Anticipation Note (BAN) – MVB Bank has completed loan presentation and is under final consideration by Management Loan Committee and Board for Final Approval early next week.
2. M.O.R.E. (Monticello Ongoing Revitalization Effort) – The Town Hall meeting which was held on Thursday, January 26th at the Mt. Zion Baptist Church on EB Saunders Way was a very successful meeting. The next community meeting will tentatively be held on Thursday, April 27th.
3. Rails to Trails Meeting – The Industrial Heartland Trails Coalition will be hosting a public meeting Tuesday, February 7th at City Hall from 6:00 p.m. - 8:00 p.m. There are several “gaps” needed to complete the 180 mile trail. This meeting will focus upon the “gaps” in Harrison County.

Police & Fire

Police – The Civil Service process has been completed. The Chief and I had the opportunity to interview the remaining candidates and have offered four (4) candidates' positions. We are currently in the process of completing all the appropriate pre-employment screening to submit to the WV State Police Academy. The police candidates will be sworn in Wednesday, March 29th at 9:00 a.m. The WV State Police Academy begins Monday, April 3rd.