



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

July 20, 2017

Submitted by Martin G. Howe

General Updates

1. Chestnut Street Project – The pre-construction meeting will be held on Friday, July 21st at 10:00 a.m. The project is scheduled to start on or before Monday, August 7th. Completion is scheduled for late September 2017.
2. 2017 Paving Program – The Notice of Award was issued on Monday, July 17th to J. F. Allen Company. The bonds and insurance were also submitted to the Finance Department on Monday, July 17th. The contract signing and notice to proceed was issued on Monday, July 17th. The milling of the streets will begin Monday, July 24th.
3. Demolition – The URA previously approved a Term Sheet with MVB Bank for loan funds. I recommend Council approve the First Reading of the Ordinance to enter into an Agreement with the URA for a \$400,000 loan contingent upon the URA's approval of agreement and the finalized loan documents from MVB Bank.
4. Audit Committee – We have solicited auditing services for fiscal years 2016-2017 and 2017-2018. I recommend the Audit Committee consist of the Mayor, Vice-Mayor, Finance Director, Assistant Finance Director and the City Manager to conduct the interviews and make a recommendation to Council as to whom.

Economic Development

Robinson Grand Performing Arts Center-

- a. Executive Director – Ryan Tolley has been named Executive Director for RGPAC. Ryan will begin Monday, July 31st.
- b. NMTC – We are anticipating closing on the New Market Tax Credit & Historical Tax Credits by August 15th. We are currently estimating approximately \$6-7 million in equity.

Police & Fire

1. Retirements:
 - a. Sgt. Mike Kiddy Retirement – Sgt. Kiddy will be retiring effective Monday, July 31, 2017. He has served the City as a police officer for 22 years and 4 months.
 - b. K-9 – Effective July 14, 2017, K-9 Quincy Vonder Dellwinger Grenze has been retired. Quincy is now nine (9) years old and has been in service since June 2010.
2. New Officers – The four (4) police officer trainees will be graduating, Friday, July 21st from the West Virginia State Police Academy. They will then begin their twelve (12) week field training course.
3. National Night Out- Tuesday, August 1st 6:00pm-9:00pm at the VA Park/Splash Zone. The Clarksburg Police Department is in need of volunteers to assist.

Events

1. The Harrison County YMCA 10th Annual 5k will be Saturday, July 22nd beginning at 7:30 a.m.
2. Mountaineer Food Bank Mobile Distribution will be Saturday, August 5, 2017 beginning at 9:00 a.m. – noon at Jackson Square Parking Facility.
3. Jesus Fest - Friday, August 11th thru Sunday, August 13th at the Jackson Square Parking Facility.