



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

June 18, 2015

Submitted by Martin G. Howe

General

1. Finance – Audit –
 - a) Audit Selection Committee – I recommend Council approve the Audit Committee consisting of Mayor Goings, Vice Mayor Bowden, Finance Director Frank Ferrari, Assistant Finance Director Darrell McCune and myself.
 - b) RFP's (Request For Proposals) were sent out to approximately 40 accounting firms with the proposals being due by Friday, July 10th.
 - c) The Audit Selection Committee will interview the Auditing Firms the week of July 13th with a recommendation submitted to Council to consider an agreement with selected firm by Thursday, August 6th.
2. Paving – Non-Mandatory –
 - a) The pre-bid was held on Wednesday, June 10th. There were five (5) contractors whom were present.
 - b) The Paving/Milling bid opening was held on Wednesday, June 17th at 2:00 p.m. We received three (3) bids. The low bid was submitted by Dodd General Contractors in the amount of \$351,585.58. I recommend Council award this bid as presented.
 - c) The Administration has a list of additional areas to be paved as funds are permitted to stay within budget.

Economic Development

Robinson Grand Theatre – Larson Design Group – The exterior core drilling is anticipated to begin Monday, June 22nd or Wednesday, June 23rd. The interior core drilling will begin the week of July 6th.

Police & Fire

1. Police – Swearing-In – Nicholas Walters was sworn in on Thursday, June 18th at 10:00 a.m. Candidate Walters will report to the State Police Academy beginning Monday, June 22nd.
2. Fire –
 - a) Mike Phillips, Fire Fighter First Class, retired effective Monday, June 8th.
 - b) Interviews of candidates were held on Thursday, June 11th from the existing Civil Service eligibility list to fulfill the vacancy.
 - c) Jeremiah Hastings will be hired and sworn-in on Thursday, July 1st at 10:00 a.m.

Sanitary Board

1. Waste Water Treatment Plant - Progress meeting was held on Tuesday, June 9th –
 - a) New bar screens were installed and are operational.
 - b) The influent bar screen has been removed.
 - c) The old screening concrete structure is currently being demolished by the contractor.
2. The new NPDES Permit was issued from the WVDEP for next five (5) years. Upon completion of the plant upgrade, a permit modification will be submitted.

Events

1. Friday, June 19th – Clarksburg Uptown's Jazz Stroll will start at 6:30 p.m. The participating venues include; Fifth Floor Lounge, Kelly's Irish Pub, Main Street Café, Starving Artist Studio and Washington Square.
2. Saturday, June 20th – Greater Clarksburg 10K – will take place in downtown as well as the 2 mile run and Kids K events. The 10K Race begins at 8:30 a.m.
3. Sunday, June 21st – A Father's Day Celebration will be taking place from 4:00 p.m. – 8:00 p.m. on Monticello Avenue from Anderson Street to Haymond Highway.