



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

November 20, 2017

Submitted by Martin G. Howe

General Updates

1. WVDOH – Notified us through a Letter of Interest dated Wednesday, November 15, 2017 that two (2) parcels that belong to the City may be affected by the upcoming ND Arch Bridge replacement project. The WVDOH may have a need to acquire some or all of both parcels.
2. Demo –
 - a. Contract signing with URA and contractors Tuesday, November 28 at 10:00 a.m.
 - b. Public Works began razing structures as of Monday, November 20, 2017. 1736 ½ N. 20th Street is completed and they will be continuing with 1535 Richards Avenue next week.
3. Streetlight Audit – Public Works crews completed a citywide streetlight Audit. There were 102 street lights that were inoperative. All locations were identified by pole number, street address, intersection location as well as a ribbon identifying the pole. There were also 35 lights that were reported that remain on.
4. The installation of Christmas decorations in downtown was completed last Friday, November 17th and put into operation later that evening.

Economic Development

1. Robinson Grand Performing Arts Center –
 - a. Partition framing in theater building and restrooms/concessions is approximately 95% complete.
 - b. Roof installation on auditorium is approximately 95% complete.
 - c. Concrete floors have been poured, including the loading dock area in front of the West Addition elevator and areas in the basement under the West and East stairs.
 - d. The auditorium floor is scheduled to be poured within the next 4-6 weeks.
2. Palace Building – Sadd Brothers closed on the property as of Friday, November 17th and began the interior demolition over the weekend. The Sadd Brothers will be building out 40 units of which 27 will be 1 bedroom units, 7 as 2 bedroom units and 6 as 3 bedroom.

Police/Fire

1. Police Civil Service Commission –
 - a. Held its meeting on Thursday, November 16th at 2:00 p.m. and confirmed the promotional examination which took place Wednesday, October 25th of which Patrolman First Class Graeber and Moore were the highest scores to be promoted to Sergeant. Both individuals will be scheduled for physicals prior to promotion. A promotional swearing-in will be scheduled thereafter.

b. New Officer Testing –

- i. The Police Civil Service conducted a second Physical Ability Test on Saturday, November 11th at RCB High School. There were nine (9) additional participants and seven (7) successfully completed the physical requirements.
- ii. Written Exam – The written test was conducted on Wednesday, November 15th for all thirty (30) eligible candidates whom had successfully completed the physical requirements. Twenty-four (24) candidates appeared to take the test and twenty-one (21) successfully passed.

FOIA

FOIA request from Michael Gross, Partner Engineering and Science, Inc., on Monday, November 6th requesting copies of building records or permits, certificates of occupancy, outstanding building code violations or concerns pertaining to Olymbec USA, LLC. We responded to his request on Thursday, November 9th and the information was provided.

Events

Christmas Parade – Friday, December 1st beginning at 6:00 p.m. Streets will close at 5:00 p.m.