



OFFICE OF  
CITY MANAGER

## CITY OF CLARKSBURG

WEST VIRGINIA

### **Manager's Report** February 7, 2019 Submitted by Martin G. Howe

#### **General Updates**

1. 2019/2020 Budget – The following is the proposed timeline for the upcoming fiscal year budget:
  - a. 2019/2020 Proposed Budget submitted to Council on Thursday, February 21<sup>st</sup>.
  - b. Budget work session the week of February 25<sup>th</sup>.
  - c. Council to have Public Hearing and Consider Approving Budget by March 21<sup>st</sup>.
  - d. Administration to submit approved budget to WV State Auditor's Office prior to March 28<sup>th</sup>.
  
2. Demolition – The anticipated timeline for bidding is as follows:
  - a. Advertise - Wednesday, February 13<sup>th</sup> and Wednesday, February 20<sup>th</sup>
  - b. Pre-bid Meeting – Thursday, February 21<sup>st</sup>
  - c. Bid Opening – Tuesday, March 5<sup>th</sup>
  - d. URA consider awarding bids – Thursday, March 7<sup>th</sup>
  - e. Council will consider awarding one (1) to two (2) contracts consisting of approximately ten (10) to twelve (12) structures in total within the TIF District - Thursday, March 7<sup>th</sup> as well as the agreement between the City, URA and Code Official.
  - f. Contract Signing – Will be conducted the week of March 21<sup>st</sup>.

#### **Infrastructure Projects**

1. Embankment Failures –
  - a. Ascension/Brannon Street – Punch list items have been identified and Hornor Bros. Engineers are discussing timetable for completion with contractor.
  - b. Upper Winding Way – Contractors are still waiting on one more overhead utility to be relocated.
  - c. Leon Street- Ascent Consulting and Engineering had two (2) additional boreholes drilled on Monday, February 5<sup>th</sup>. To date, there have now been five (5) boreholes drilled at this site. Slip movement is still obvious. We are anticipating a draft report will be available to review the week of February 18. The mine void will most likely require the installation of grout to help stabilize the area. It may be possible to create a natural grade surface to assist with stability of the hillside instead of the installation of an H Pile Wall.
  - d. Quarry Development – Project has been completed. The Thrasher Group has submitted the final pay application on Wednesday, February 6<sup>th</sup>.

## Police and Fire

1. Police –
  - a. Five (5) new officers were sworn-in on Tuesday, January 22<sup>nd</sup> and immediately began the Field Training Officer Program as of Friday, February 1<sup>st</sup>. They will all enter the State Police Academy Monday, April 15, 2019.
  - b. A sixth (6) officer (Nathan Paugh) was reinstated and took his oath of office on Friday, January 25 and he immediately began patrol on Friday, February 1<sup>st</sup>.
  - c. We currently have a total of forty (40) officers, with anticipating a new hire in the spring bringing the total to 41.
  - d. Justice Assistance Grant (JAG) – Executed Agreement with JAG – PRO Officer for RCB High School.

## Events

1. Upcoming events at the RGPAC –
  - a. Movie – “Harry Potter and The Chamber of Secrets” Friday, February 8<sup>th</sup> at 7:00 p.m.
  - b. Movie – “Gone with the Wind” Sunday, February 10<sup>th</sup> (sold out)
  - c. Music – “Chris Janson with Davisson Brothers Band” the Inaugural Davisson Bros. WV Valentine Celebration, Friday, February 15<sup>th</sup> – doors open at 5:45, Chris Janson at 6:45 and Davisson Bros. at 8:15 p.m. and 9:45 p.m.
  - d. Movie – “Fences” – Celebrating Black History Month Friday, February 22<sup>nd</sup> at 7:00 p.m.
2. Ivory Evening concert at the Waldomore on Sunday, February 17<sup>th</sup> at 2:00 p.m.

## FOIA

1. Two (2) FOIA requests from Paul Nachman, American Transparency, on Wednesday, January 23<sup>rd</sup> (received on Thursday, January 24<sup>th</sup>) requesting information on of any and all active employees submitted for the Clarksburg Fireman’s Pension Fund and the Clarksburg Police Pension Fund for the year 2018. We responded to Mr. Nachman’s request on Wednesday, January 30<sup>th</sup> and the information was provided.
2. FOIA request from Joshua Roslan, LexisNexis, January 2019, requesting copies of any and all current contracts that the city has entered into for the provision of online legal research with any provider. We responded to Mr. Roslan on Friday, February 1<sup>st</sup> and the information was provided.