



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

CITY MANAGER'S REPORT/UPDATE

Manager's Report

January 2, 2020

Submitted by: Annette Wright, Interim City Manager

General Updates/Information

1. Demolition -
 - a. The contract signing with the respective contractors took place on December 20th. The contact timelines for abatement , as well as abatement and demolition, start on January 6th. Those structures to be taken down "in house" by our Public Works can begin as manpower and scheduling permit.
2. Proposed Charter Amendment Ordinances - The Public Hearing on the proposed Charter amendments will be conducted on Thursday, February 6, 2020 at 6:00 p.m. in Council Chambers (in conjunction with the regularly-scheduled Council meeting). At this time, any qualified voter or freeholder of the City may appear and file written objections to said amendments. The Notice of Public Hearing, which sets forth the proposed amendments in their entirety, will appear in The Exponent Telegram on January 7 and January 14.
3. Sale of Surplus Vehicles - As there were a few vehicles that were not sold during the public sale, the Administration will, once again, be advertising these vehicles, as well as other surplus inventory and items for sale within the next month or so.
4. Clarksburg's "Santa Land" - Our three (3) Santa Land Fridays was a nice highlight to the holiday season. The parents of the little ones visiting Santa expressed appreciation to the City for the opportunity to visit with Santa and offer a picture for a minimum cost of \$5.00. The total amount earned in picture sales was \$120.00.
5. The food drive conducted by the Mayor's Youth Council in December resulted in two large boxes of nonperishable foods being donated to the United Methodist Temple.
6. Budget preparation - The Department Heads will be working on their respective budgets to submit to the City Manager and Finance Director. The Mayor will be requested to schedule a budget work session in February. On that note, the Finance Committee has met twice and will be making recommendations to Council regarding the 2020-21 FY budget.

Police and Fire

1. Police -
 - a. Five (5) of our new hires will be heading to the Academy on Monday; with one (1) still on the alternate list should space become available.
 - b. The Sergeant exam will take place on January 8th at the Senior Citizens Center.
 - c. We received the resignation letter of Officer Waggamon; he is pursuing a career with the US Marshal's Office.
 - d. New Firearms - An arrangement has been made with a company from Pittsburgh, PA to obtain new firearms, magazine clips, holsters, pouches and ammo. The cost therefor is approximately \$41,000; however, Chief Kiddy is working with the company to obtain these items at no cost to the City in exchange for firearms in our inventory that are no longer of use to the Department.

2. Fire -
 - a. The Firefighters provided many new coats to students/children this winter season during their Annual Coat Drive.
 - b. Captain Murphy will be conducting the "Operation Not One More" program on January 14th at 10:40 a.m. at North View Elementary School and again on January 27th at 12:30 p.m. at Adamston Elementary School.

Economic Development

1. The Goff Building sold and we will be working with the developer on this project regarding parking, etc. while the building is being remodeled.
2. The Code Department received preliminary plans and footprint for the new General Services Wing/building for the Courthouse.
3. Within the next few weeks, the following establishments will be ready for their Certificate of Occupancy and/or be ready to open:
 - a. Shogun
 - b. Burger IM,
 - c. Jersey Mikes

4. An inspection was done and a Certificate of Occupancy was issued for the first and second floors of the new Glen Elk apartments. The next two floors will be ready within the next few weeks.
5. **RIBBON CUTTINGS:**
 - a. Monday, January 13th at 11:00 a.m. - Locasto Piano and Instrument, 300 Buckhannon Pike
 - b. Thursday, January 16th at Noon - TT Nails, 254 Emily Drive, #3

Events

1. The Harrison County Chamber's Annual Legislative Preview Luncheon will be held tomorrow, January 3rd, at 11:30 a.m. at the Bridgeport Conference Center.

2. RGPAC -

No public events are scheduled from now until January 16th. The facility has been rented for private functions on January 11th, January 12th and January 15th.

3. The WVML's Mid-Winter Conference will be conducted on January 26 & 27, 2020 in Charleston, WV. The (mandatory) Municipal Election Seminar will be held on January 28, 2020. There will be a work shop available on Sunday, January 26th from 2:30 p.m. to 3:30 p.m. entitled "Opportunity Appalachia." This will be offered free-of-charge and you don't have to register for the entire conference to attend this session. This is a program regarding federal tax incentives toward revitalization and Clarksburg is in the Opportunity Zone. Also, in regard to this program, I will be attending the day-long "Opportunity Appalachia Summit" on January 13th at Bridgeport Conference Center.